CATALOG
Mt. San Antonio College
2012-13

committed to student success

Math Professor Bao-Chi Nguyen is committed to student success.
ACKNOWLEDGMENTS

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ACCREDITATION
Mt. San Antonio College is reviewed and accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges. This accreditation authorizes the College to offer courses that parallel the first two years of the curricula for state universities. The ACCJC can be contacted in writing at 10 Commercial Boulevard, Suite 204, Novato, California 94949 or by phone at (415) 506-0234.

CATALOG CONTENT CHANGES
Mt. San Antonio College has made every effort to assure the accuracy of the information in this Catalog. Students and others should note that policies, rules, procedures, and regulations change and that these changes may alter the information in this publication. This Catalog is not intended to be a complete statement of policies, rules, procedures, and regulations. More current or complete information may be obtained from the appropriate administrative office and the online version of this Catalog.

The College reserves the right to change, without notice, any academic or other requirement, course offering, or course content contained in this Catalog.

The 2012-13 Catalog does not constitute a contract or terms of a contract between the student and the College.

Mt. San Antonio College
1100 North Grand Avenue
Walnut, California 91789

(909) 274-7500
TTY# (909) 594-3447
(Hearing Impaired)

www.mtsac.edu
committed to student success

I am pleased to release this 2012-13 college Catalog. It is a compilation of courses, programs, support services, degree offerings, and transfer information that you will need to chart your course to academic success. All of this represents our unwavering commitment—despite difficult economic times—to provide you the finest education, period!

In this catalog, you will find more than 200 degree and certificate programs, as well as a full range of basic skills and personal development courses. I encourage you to use the catalog as your planning resource guide to explore the vast scope of opportunities, services, and programs that Mt. SAC offers.

You will find a rich array of university transfer, career, and even some new degree programs that can empower you with the knowledge and skills needed to succeed in a diverse and interconnected world. Be assured that our curriculum is in step with the fast-changing needs of today's dynamic employment sectors.

As we head toward our 75th jubilee in a few years, Mt. SAC remains committed to student success—a tagline that is reiterated on each chapter page of this catalog. To the many freshmen who will enter Mt. SAC this fall, and to all current and returning students, we welcome you with open arms and wish you much success as you now become a part of our legacy of excellence.

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Judy Chen Haggerty, Esq., Member
Elisa Marin, Student Trustee
## Contents

**Accreditation and Changes in this Catalog** .......................................................... i
**President’s Message** .......................................................................................... ii
**Contents** ............................................................................................................ iii-v
**College Calendar** .............................................................................................. vi-viii
**College Directory** ............................................................................................. ix

### SECTION 1 — The College

**Mt. San Antonio College** .................................................................................. 1
**History** ............................................................................................................... 1
**Mission, Vision, and Values** ................................................................................ 1

### SECTION 2 — Matriculation

**Admission and Registration** ............................................................................. 6-8
- Admissions ........................................................................................................... 6
- Application to the College .................................................................................. 6
- Residency Requirements ..................................................................................... 6
- Residence Classification ..................................................................................... 6
- Criteria for Determination of Legal Residence ................................................... 6
- Residence Classification Appeal ......................................................................... 6
- Concurrent Enrollment for K-12 Students .......................................................... 6
- Evaluation of Other College Coursework ......................................................... 6
- Acceptance of Domestic Coursework from Accredited Colleges and Universities in the United States .......................................................... 7
- Acceptance of International Coursework from Accredited Colleges and Universities Outside the United States ................................................. 7
- Articulation with High Schools, ROPs and Adult Schools .................................. 7
- Admission of International Students .................................................................. 7
- Registration ......................................................................................................... 8
- Schedule of Classes ............................................................................................ 8
- Enrollment Fees and Expenses .......................................................................... 8
- Student Representation Fee ................................................................................ 8
- Refund of Fees .................................................................................................... 8
- Cancelled Classes ............................................................................................... 8
- Student Obligations ............................................................................................ 8

**Assessment and Placement** .............................................................................. 8-9
- Placement Tests .................................................................................................. 8
- Placement Test and Eligibility Time Limits ....................................................... 9
- Test Scores and Placement from Other Colleges .............................................. 9
- Appeals Process .................................................................................................. 9

### SECTION 3 — Academic Policies and Requirements

**Academic Freedom** ............................................................................................ 11

**Attendance and Enrollment** .............................................................................. 11-12
- Attendance ......................................................................................................... 11
- Auditing Courses ............................................................................................... 11
- Dropping Courses and Withdrawal from the College ....................................... 11
- Student Unit Limits .......................................................................................... 11
- Repeatable Courses ......................................................................................... 11
- Repeating Courses Previously Passed .............................................................. 11
- Limitations on Repeating Courses .................................................................. 11
- Petitions for Exceptional Action ....................................................................... 11
- Definitions ......................................................................................................... 11

**Catalog Rights** ................................................................................................ 12

**Credits and Grades** .......................................................................................... 12-14
- Definition of a Unit of Credit ............................................................................ 12
- Classification of Students .................................................................................. 12
- Grading System ................................................................................................. 12
- Final Examinations ............................................................................................ 12
- Pass/No Pass Grades ......................................................................................... 12

**Credit by Examination** .................................................................................... 13

- Advanced Placement Credit for Mt. SAC General Education Requirements for the Associate Degree .......................................................... 14
- International Baccalaureate Credit for Mt. SAC General Education Requirements for the Associate Degree .................................................. 14
- Credit for Extra Institutional Learning .............................................................. 14
- Credit for Current License Holders .................................................................. 14
- Credit for Military Training .............................................................................. 14

**Honors** ............................................................................................................. 14-15
- Academic Honors ............................................................................................ 14
- Graduation Honors .......................................................................................... 14
- Honors Program ............................................................................................... 15
- Alpha Gamma Sigma ......................................................................................... 15
- Phi Theta Kappa ............................................................................................... 15
### CONTENTS

**Academic Standards**................................................................. 15-16
  - Probation and Dismissal ......................................................... 15
  - Clearing Probation .................................................................. 15
  - Probation and Dismissal Status .............................................. 15
  - Appeal of Dismissal ............................................................... 16
  - Reinstatement after Dismissal ............................................... 16
**Records** .................................................................................... 16
  - Definition of Educational Records ........................................ 16
  - Challenge of Educational Records ....................................... 16
  - Academic Renewal ............................................................... 16
  - Transcripts ............................................................................. 16
**SECTION 4 — Student Services and Student Life** .................. 18-20
  - Student Services ................................................................... 18
    - Admissions and Records .................................................... 18
    - The Aspire Program .......................................................... 18
    - Assessment Center .......................................................... 18
    - The Bridge Program .......................................................... 18
    - Bursar’s Office and Photo ID .............................................. 18
    - CalWORKs ......................................................................... 18
    - CARE (Cooperative Agencies Resources for Education) ..... 18
    - Career and Transfer Services ............................................. 18
    - Counseling Center ........................................................... 19
    - Disabled Student Programs & Services (DSP&S) ............... 19
    - Extended Opportunity Programs & Services (EOPS) ....... 19
    - Financial Aid .................................................................... 19
    - International Student Programs ....................................... 20
    - Public Safety Escort Service .............................................. 20
    - Re-Entry Services ............................................................. 20
    - Student Health Services .................................................... 20
    - Veterans Resource Center ................................................ 20
    - Veterans Service Center .................................................... 20
  - Student Life ........................................................................... 21
    - Associated Students (A.S.) Student Government ............. 21
    - Student Clubs and Organizations ..................................... 21
    - Student Life Office/Student Center .................................. 21
    - Student Life Center ........................................................... 21
**SECTION 5 — Instruction and Learning Resources** ............... 23
  - Instruction ........................................................................... 23
    - Distance Learning Program .............................................. 23
  - Work Experience Education ............................................... 23
  - The Writing Center ............................................................. 23
  - Math Activities Resource Center ....................................... 23
  - Transfer Math Activities Resource Center ......................... 23
**Library and Learning Resources** .......................................... 23
  - Library .................................................................................. 23
    - Learning Assistance Center ............................................. 23
**SECTION 6 — Campus Facilities** ............................................ 25-26
  - Campus Facilities .................................................................. 25
    - Art Gallery ......................................................................... 25
    - Athletic Facilities ............................................................. 25
    - Bookstore (SacBookRac) .................................................... 25
    - Child Development Center ............................................... 25
    - Farm ................................................................................... 25
    - Food Services ..................................................................... 25
    - Performing Arts Center .................................................... 26
    - Performing Arts Center Box Office .................................. 26
    - Randall Planetarium .......................................................... 26
    - Wildlife Sanctuary ............................................................ 26
**SECTION 7 — Programs of Study Leading to a Certificate** ....... 28-59
  - Programs of Study Leading to a Certificate ......................... 28
    - Listing by Certificates of Achievement .............................. 28
    - Listing by Skills Certificates .............................................. 29
  - Certificates of Achievement ................................................ 30-51
  - Skills Certificates ................................................................ 51-59
**SECTION 8 — Programs of Study Leading to an Associate in Arts Degree or an Associate in Science** ................................. 61-95
  - Programs of Study Leading to an Associate Degree ............. 61
    - General Requirements for an Associate Degree ............... 61
      - Application for Graduation ............................................ 61
      - Multiple Degrees .......................................................... 61
      - Residency Requirement ............................................... 61
    - Graduation Requirements for 2012-13 .............................. 61
    - General Education Requirements ..................................... 62
    - General Education Outcomes (GEOs) .............................. 62
    - General Education Requirements for 2012-13 .................. 63
    - Alphabetical Listing – Associate in Science Degree (A.S.) 65
2012-13 College Calendar

Fall 2012

August 26  Residency determination date
August 27  2012 Fall Semester begins

September 3  Labor Day (campus closed)
September 7  Last day to add a class
September 7  Last day to change residency for 2012 Fall Semester
September 10  Last day to withdraw without a “W” for 16-week classes
September 27  Last day to change grading option for 16-week classes

October 5  Last day to petition for Fall Semester graduation

November 12  Veteran’s Day (campus closed)
November 14  Registration begins for 2013 Winter Intersession
November 22 - 25  Thanksgiving Recess (campus closed)

December 3  International student application due for 2013 Spring Semester
December 5 - 7, 10 - 14  “Book Buy Back” at SacBookRac
December 9  Last day to petition for Winter Intersession graduation
December 10 - 16  Final Exams (see schedule in 2012 Fall Schedule of Classes)
December 16  2012 Fall Semester ends
December 17 - January 6  Winter Recess for students
### 2012-13 College Calendar

#### Winter 2013

<table>
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<tr>
<td>January 1, 2013</td>
<td>New Year's Holiday (campus closed)</td>
</tr>
<tr>
<td>January 7</td>
<td>2013 Winter Intersession begins</td>
</tr>
<tr>
<td>January 21</td>
<td>Martin Luther King, Jr. Day (campus closed)</td>
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<tr>
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<tbody>
<tr>
<td>February 15</td>
<td>Lincoln's Birthday (campus closed)</td>
</tr>
<tr>
<td>February 17</td>
<td>2013 Winter Intersession ends</td>
</tr>
<tr>
<td>February 18</td>
<td>Washington's Birthday (campus closed)</td>
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#### Spring 2013

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</thead>
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<tr>
<td>February 25</td>
<td>2013 Spring Semester begins</td>
</tr>
<tr>
<td>March 29</td>
<td>Cesar Chavez Day of Observance (campus closed)</td>
</tr>
<tr>
<td>May 27</td>
<td>Memorial Day (campus closed)</td>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>June 10 - 16</td>
<td>Final Exams (see schedule in 2013 Spring Schedule of Classes)</td>
</tr>
<tr>
<td>June 14</td>
<td>Commencement</td>
</tr>
<tr>
<td>June 16</td>
<td>2013 Spring Semester ends</td>
</tr>
</tbody>
</table>
2012-13 College Calendar

Summer 2013

June 24 2013 Summer Intersession begins

July 4 Independence Day (campus closed)

August 4 2013 Summer Intersession ends
The main College telephone number is (909) 274-7500. For direct access to the offices listed below, dial (909) 274 + the 4-digit extension listed below.

- Academic Counselor for Student Athletes: 5929
- Academic Senate: 5436
- *Accounting & Management: 4909, 4910
- ACE Program: 4411
- Adult Basic Education Center: 4845
- Advising: 4293
- Administrative Services: 4230
- Admissions & Records: 4415
- *Aeronautics & Transportation: 5008
- Affirmative Action: 4225
- *Agricultural Sciences: 4540
- *Airfield Services: 5107, 4638
- *Aircraft Maintenance & Manufacturing Technology: 4762, 4770
- *Alumni Association: 5443
- American Language: 6313
- Architecture & Engineering Design: 4803
- Art Gallery: 4328
- *Arts Division: 5200
- Aspire: 6396
- Assessment Center: 4265
- Associated Students: 4526
- *Athletics: 4630
- Auxiliary Services: 4470
- *Biological Sciences: 4013
- Bookstore (SacBookRac): 4475
- Bridge Program: 5392
- Broadcast Services: 4274
- *Business Administration: 4612
- *Business Division: 4600
- Busan’s Office: 4902
- CallWORKS: 4755
- Campus Cafe (Sodexo - for all food service locations): 5284
- Campus Security: 4555, 4299
- Campus Tours: 4292
- CARE: 4500
- Career & Transfer Services: 4510
- Center of Excellence: 6106
- *Chemistry: 4533
- *Child Development: 4632, 4902
- Child Development Center: 4920
- *Communication: 4616
- Computer Information Systems: 4943, 4512
- *Continuing Education Division: 4220
- *Consumer Science & Design Technologies: 4139
- Contract Education: 4210
- *Counseling: 4380, 4293
- CSEA 262: 4413
- Custodial Services: 4850
- *Dance: 4635
- Disabled Student Programs & Services (DSP&S): 4290
- Distance Learning: 5658
- *Earth Sciences & Astronomy: 4416, 4638
- *Electronics & Computer Technology: 4978, 5614
- *English, Literature & Journalism: 6332
- ESL & Intercultural Programs: 4736
- Event Services: 4797
- Exercise Science/Wellness Center: 4625
- Facilities Planning & Management: 4580
- Farm Tours: 4794
- Fashion Merchandising & Design: 4967
- Financial Aid: 4450
- *Fine Arts: 4155, 4752
- *Finance Technology: 5146
- Parking Services: 4293
- *Foreign Languages: 4583, 4581
- Foundation Office: 4215
- *Geography & Political Science: 4507
- Grants Office: 5418
- Grounds Service Requests: 4850
- *Health Center: 4400
- Help Desk (IT): 4357
- High School Outreach: 5906
- *History & Art History: 4557
- *Histotechnology: 4884
- *Honors Program: 4665
- Horticulture Unit: 4893
- Hospitality Management Coordinator: 4139
- Housing Information: 4487
- *Humanities & Social Sciences Division: 4570
- Human Resources: 4225
- Information Technology: 4365
- Instruction Office: 4212
- *Kinesiology, Athletics & Dance Division: 4630
- KSAS Studio: 4678
- *Language Learning Center: 4580
- Learning Assistance Center: 4880
- Learning Lab: 5666
- Library: 4260
- *Library & Learning Resources Division: 5659
- Lost & Found (Student Life): 4525
- *Mail Services: 4631
- Maintenance & Operations: 4850
- Marketing & Public Affairs Office: 4259
- *Mathematics, Computer Sciences: 5309, 4652
- *Medical Services Department: 4750
- *Medical Technology: 4750
- Mountaineer: 6120
- *Music: 4330
- *Music Sciences Division: 4605
- *Noncredit Programs: 4220
- *Nursing Department: 4560
- Online Learning Support Center: 4378
- Parking Office: 4233
- Parking Services Cashier: 4597
- *Paralegal: 4907, 5189
- Payroll: 4240
- Performing Arts Center Box Office: (909) 468-4071, 4050
- Performing Arts Operations: 5623
- Photographs: 4444
- Photo Lab: 4460
- *Physical Therapy Aide: 4750
- *Physics, Engineering: 4421
- Planetarium Shows: 4250
- Planetarium Tour: 4794
- Presentation Services: 4273
- President & Board of Trustees: 4250
- Printing Services: 4255
- Professional & Organizational Development: 4565
- *Psychology & Education: 5369
- *Psychiatric Technician: 4750
- Public Safety: 4555
- *Public Services: 4654
- Purchasing: 4245
- *Radiologic Technology: 4750
- Real Estate: 6428
- Re-Entry Center: 4392
- Registered Veterinary Technology: 4544
- Registration: 4415
- Research & Institutional Effectiveness: 4109
- Respiratory Therapy: 4750
- Risk Management: 4230, 5508
- *SacBookRac: 4475
- Security (Campus): 4555
- *Service Learning: 4656
- *Sign Language: 4443
- Sociology & Philosophy: 4591
- Sodexo (Campus Cafe - for all food service locations): 5284
- Special Events: 4840
- Speech/Sign Success Center: 6297
- Student Ticket Office: 4890
- Student Center: 5959
- Student Life & Student Clubs: 4525
- Student Services, Dean: 6909
- Student Services, V.P. Office: 4505
- Student Affairs: 5651
- *Student Prep Institute: 4190
- Technical Services: 4799
- Technology & Health Division: 4750
- Technology Education Resource Center: 4597
- *Theater: 4337
- Transfer Center: 6388
- Transportation: 4854
- Tutorial Services: 4435
- Upward Bound: 5634
- Veterans’ Service Center: 4520
- Warehouse: 4870
- Wellness Center: 4625
- Wildlife Sanctuary Tours: 4794
- Writing Center: 5325

*Instructional programs and departments
SECTION ONE

The College

Committed to Student Success
Mt. SAC has emerged as a leader in education not only in the San Gabriel Valley, but in the state. It is California’s largest, single-campus community college with a combined Credit, Continuing Education, and Community Service student enrollment of over 65,000. In 2011 Mt. SAC proudly celebrated 65 years of educational excellence. The College will continue to offer access to quality programs and services as well as provide an environment for educational excellence throughout the 21st Century.

**MISSION, VISION AND VALUES**

**Mission**
The mission of Mt. San Antonio College is to welcome all students and to support them in achieving their personal, educational and career goals in an environment of academic excellence.

**Vision**
Mt. SAC strives to be regarded as one of the premier community colleges in the nation. We will be viewed as a leader in community college teaching, programs, and services.

As a premier community college, we will provide access to quality, focusing on student success within a climate of integrity and respect. We will earn this reputation by consistently exceeding the expectations of our students, our staff, and our community.

**Core Values**
- **INTEGRITY**
  We treat each other honestly, ethically, and responsibly in an atmosphere of trust.
- **DIVERSITY**
  We respect and welcome all differences, and we foster equal participation throughout the campus community.
- **COMMUNITY BUILDING**
  We work in responsible partnerships through open communication, caring, and a cooperative spirit.
- **STUDENT FOCUS**
  We address the needs of students and the community in our planning and actions.
- **LIFELONG LEARNING**
  We promote the continuing pursuit of high educational goals through equal access to excellence in both teaching and support services.
- **POSITIVE SPIRIT**
  We work harmoniously, show compassion, and take pride in our work.

**HISTORY**
The Mt. San Antonio Community College District was created in December, 1945, when voters of four local high school districts approved the formation of a community college district. Initially known as Eastern Los Angeles County Community College, the institution was later renamed Mt. San Antonio College after the most visible snow-capped mountain (popularly known as Mt. Baldy) in the distance behind the campus.

The 421-acre campus was originally part of the 48,000-acre La Puente Rancho. During World War II, the facility was converted into an Army hospital and later a Navy hospital.

Mt. SAC opened in the fall of 1946 with 635 students occupying a few Spanish-tiled buildings and temporary Navy barracks clustered below the San Jose Hills. Walnut, not yet an incorporated city, consisted of very little except dirt roads, cacti, and grasslands covered in the spring with wild mustard grass.

Not surprisingly, the growth of Mt. SAC has mirrored that of the local area. The College now serves the communities of Baldwin Park, Bassett, Charter Oak, Covina, Diamond Bar, the southern portion of Glendora, Hacienda Heights, City of Industry, Irwindale, La Puente, La Verne, Pomona, Rowland Heights, San Dimas, Valinda, Walnut, and West Covina.
## COLLEGE ORGANIZATION

<table>
<thead>
<tr>
<th>Administrative Services</th>
<th>Ext. 4230</th>
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<tbody>
<tr>
<td>President, Administrative Services</td>
<td>Michael Gregorky</td>
</tr>
<tr>
<td>Associate Vice President, Fiscal Services</td>
<td>Rosa Royce</td>
</tr>
<tr>
<td>Director, Accounting Services</td>
<td>Sid Young</td>
</tr>
<tr>
<td>Manager, Accounting Support Services</td>
<td>Shelly Zahrt-Egbert</td>
</tr>
<tr>
<td>Director, Bookstore and Operations</td>
<td>Suzanne Luettjen</td>
</tr>
<tr>
<td>Manager, Bursar's Office</td>
<td>Sheree Culross</td>
</tr>
<tr>
<td>Manager, Custodial Services</td>
<td>Ken McAlpin</td>
</tr>
<tr>
<td>Director, Facilities Planning and Management</td>
<td>Gary Nellesen</td>
</tr>
<tr>
<td>Assistant Director, Facilities Planning and Management</td>
<td>Bill Asher</td>
</tr>
<tr>
<td>Manager, Facilities Support Services</td>
<td>Becky Mitchell</td>
</tr>
<tr>
<td>Project Manager, Facilities</td>
<td>Roger Sneed</td>
</tr>
<tr>
<td>Assistant Director, Fiscal Services</td>
<td>Vacant</td>
</tr>
<tr>
<td>Director, Grounds and Transportation</td>
<td>Carol Baker</td>
</tr>
<tr>
<td>Manager, Payroll</td>
<td>Richard Lee</td>
</tr>
<tr>
<td>Director, Public Safety</td>
<td>Mark DiMaggio</td>
</tr>
<tr>
<td>Assistant Director, Public Safety</td>
<td>Michael Montoya</td>
</tr>
<tr>
<td>Manager, Purchasing</td>
<td>Tom Meikle</td>
</tr>
<tr>
<td>Director, Safety, Health Benefits, and Risk Management</td>
<td>Karen Saldana</td>
</tr>
<tr>
<td>Director, Technical Services</td>
<td>William Eastham</td>
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<tbody>
<tr>
<td>President, Human Resources</td>
<td>Vacant</td>
</tr>
<tr>
<td>Director, Human Resources</td>
<td>Terri Hampton</td>
</tr>
<tr>
<td>Director, Equal Employment Opportunity</td>
<td>Lorraine Jones</td>
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<tr>
<th>Information and Educational Technology</th>
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<tbody>
<tr>
<td>Chief Technology Officer</td>
<td>Victor Belinski</td>
</tr>
<tr>
<td>Director, Enterprise Applications Systems</td>
<td>Robert Hughes</td>
</tr>
<tr>
<td>Director, Academic Technology and Infrastructure</td>
<td>Dale Vickers</td>
</tr>
<tr>
<td>Assistant Director, Academic Technology and Infrastructure</td>
<td>Shanti Atashpoush</td>
</tr>
<tr>
<td>Manager, Data and Network Security</td>
<td>Jeff Holden</td>
</tr>
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## ADMINISTRATION

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<thead>
<tr>
<th>President’s Office</th>
<th>Ext. 4121/4215</th>
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<tbody>
<tr>
<td>Director, Marketing &amp; Communication</td>
<td>Clarence Brown</td>
</tr>
<tr>
<td>Director, Public Affairs</td>
<td>Jill Dolan</td>
</tr>
<tr>
<td>Executive Director, Mt. SAC Foundation</td>
<td>Bill Lambert</td>
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<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>Vice President, Instruction</td>
<td>Dr. Virginia Burley</td>
</tr>
<tr>
<td>Dean, Instructional Services</td>
<td>Dr. Terri Long</td>
</tr>
<tr>
<td>Dean, Arts Division</td>
<td>Dr. Susan Long</td>
</tr>
<tr>
<td>Dean, Business Division</td>
<td>Dr. Jourmana McGowan</td>
</tr>
<tr>
<td>Associate Dean, Business Division</td>
<td>Richard Patterson</td>
</tr>
<tr>
<td>Director, Child Development Center</td>
<td>Tamika Addison</td>
</tr>
<tr>
<td>Dean, Humanities and Social Sciences Division</td>
<td>James Jenkins</td>
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<tr>
<td>Associate Dean, Humanities and Social Sciences Division</td>
<td>Dr. Jeanne Marie Velickovic</td>
</tr>
<tr>
<td>Director, Writing Center</td>
<td>Dr. David Charbonneau</td>
</tr>
<tr>
<td>Dean, Kinesiology, Athletics and Dance Division</td>
<td>Joseph Jennis</td>
</tr>
<tr>
<td>Associate Dean, Kinesiology, Athletics and Dance Division</td>
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<td>Larry Redinger</td>
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<td>Director, Adult Basic Education</td>
<td>Dr. Madelyn Arballo</td>
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<td>Assistant Director, Adult Basic Education</td>
<td>Omideh Sloan</td>
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<td>Director, Community and Career Education</td>
<td>Paulo Madrigal</td>
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<td>Director, ESL and Intercultural Programs</td>
<td>Dr. Liza Becker</td>
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<td>Coordinator, ESL Curriculum and Assessment</td>
<td>Margaret Teske</td>
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<td>Director, Grants</td>
<td>Adrienne Price</td>
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<td>Director, Research and Institutional Effectiveness</td>
<td>Barbara McNeice-Stallard</td>
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<td>Director, Honors</td>
<td>Carolyn Kuykendall</td>
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<th>Student Services</th>
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<tr>
<td>Vice President, Student Services</td>
<td>Dr. Audrey Yamagata-Noji</td>
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<td>Dean, Counseling</td>
<td>Thomas Mauch</td>
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<td>Dean, Student Services</td>
<td>Carolyn Keys</td>
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<td>Dean, Enrollment Management</td>
<td>Dr. George Bradshaw</td>
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<td>Assistant Director, Admissions and Records</td>
<td>Patricia Montoya</td>
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<td>Director, Upward Bound</td>
<td>Dr. Juan Carlos Astorga</td>
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<td>Director, Assessment and Matriculation</td>
<td>James Ocampo</td>
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INSTRUCTIONAL DIVISIONS

Arts Division Ext. 5200
Dr. Susan Long, Dean
The Arts Division is composed of four educational departments: Fine Arts, Commercial and Entertainment Arts, Music, and Theater. The division sponsors numerous award-winning performance groups, houses an art gallery and includes Studio Arts, Digital Arts, and Radio and Television programs. The division sponsors several student drama and music productions in the Performing Arts Center each year and has performing groups that have established top national and international competition rankings. The Arts Division also oversees vocational degrees and certificates in Animation, Graphic Design, Radio, Television, Photography and Computer Graphics.

Business Division Ext. 4600
Dr. Joumana McGowan, Dean
Richard Patterson, Associate Dean
The Business Division’s educational programs and services are designed to respond to the changing trends, needs, and job requirements of the community, state, and national economy while ensuring a high quality education. The division offers 25 Associate in Science degrees, two Associate in Arts degrees, and 78 certificates. The Business Division also includes the services of the Child Development Center.

The Business Division’s educational departments and their program areas are:
- Accounting and Management (Accounting, Business Management, and Business Office Communications)
- Business Administration (Paralegal Studies, Marketing & Sales, Real Estate, Economics, and Business Law)
- Child Development

INSTRUCTIONAL DIVISIONS (continued)

Director, Career and Transfer Services ..................................................... Heidi Lockhart
Director, Disabled Student Programs and Services (DSP&S) ......................... Grace Hanson
Manager, Deaf and Hard of Hearing Services .............................................. Don Potter
Director, Extended Opportunity Programs and Services (EOPS) .................... Irene Herrera
Director, Financial Aid ........................................................................ Chau Dao
Director, Health Services ..................................................................... Sandra Samples
Director, Student Life ........................................................................ Dr. Maryann Tolano-Leveque

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- Child Development

INSTRUCTIONAL DIVISIONS

Continuing Education Division Ext. 4220
Donna Burns, Dean
The Continuing Education Division provides a range of programs, courses, and fee-based offerings serving noncredit students and community members. Noncredit programs include Adult Basic Education, English as a Second Language, Older Adults, Adults with Disabilities, Short-Term Vocational, and Citizenship. Student assessment, orientation, enrollment, advising, and counseling services are provided. The division also offers a variety of learning support labs such as the Language Learning Center, the Health Careers Resource Center, and the WIN program for student athletes. Fee-based programs include offerings for career training, personal enrichment, vehicle safety, and youth. The division also provides workplace training on a contract basis throughout the district.

Humanities and Social Sciences Division Ext. 4570
James Jenkins, Dean
Dr. Jeanne Marie Velickovic, Associate Dean
The Humanities and Social Sciences Division is composed of nine departments: American Language; Communication; English, Literature and Journalism; Foreign Languages; History and Art History; Geography and Political Science; Psychology and Education; Sign Language; Sociology and Philosophy. The division sponsors interdisciplinary and national award-winning programs and publishes the student newspaper, The Mountaineer, through journalism courses. The division also supports a nationally ranked forensics program and the Teacher Preparation Institute.

Kinesiology, Athletics and Dance Division Ext. 4630
Joe Jennum, Dean/Athletic Director
Debbie Cavion, Associate Dean
Mt. SAC's Kinesiology, Athletics and Dance Division has been a leader among community colleges for over 60 years. Our commitment to kinesiology, athletics and dance is exhibited by our dedication to the health and well being of our students and community. Our comprehensive class offerings, certificate programs, Fire and Law Testing (PAT)/Conditioning Program, Dance Productions, Athletic Programs and Athletic Special Events demonstrate this commitment.

Mt. SAC is home to one of the nation's largest and most successful community college athletic programs for men and women. The championship-winning athletic program offers 20 team sports and is an integral part of the College's overall educational offerings. Mt. SAC student-athletes excel on the field and in the classroom. Our WIN academic support program provides testing, tutoring and counseling services for our student-athletes and serves as the "model" academic support program for all community colleges. The renowned Dance Program at Mt. SAC is enhanced by award-winning faculty and studios/performance venues in the College's Performing Arts Center.

Mt. SAC's five renowned annual athletic special events—the Mt. SAC Relays, Mt. SAC Cross Country Invitational, Footlocker Western Regional Cross Country Championship, LA84 Foundation Youth Days Program and the International Pole Vault Camp—reach over 100,000 participants, coaches and spectators, generating millions of dollars into the local economy.
### INSTRUCTIONAL DIVISIONS

#### Library and Learning Resources Division

**Meghan M. Chen,** Dean  
**Bailey Smith,** Director, Learning Assistance Center  
The Library and Learning Resources Division includes Learning Assistance, Library, Tutorial Services, and Distance Learning/Online Learning Support Center. Housed in the Learning Technology Center, the various departments offer courses and provide academic support for all students at the College.

**The College Library**

The Library offers students, faculty, and staff a wide variety of information resources for their research needs. Beyond traditional resources such as books, journals, newspapers, videos, and career guides, researchers may also search numerous full-text databases and pre-evaluated web sites. The library faculty teach information competency through courses, customized classes, drop-in workshops, and individualized instruction at the reference desk. For more information, visit [http://library.mtsac.edu](http://library.mtsac.edu).

**Learning Assistance Center (LAC)**

The LAC offers courses in pre-collegiate writing and mathematics, as well as both collegiate and degree-appropriate courses in reading and study techniques. Tutor training courses are offered for prospective tutors. Noncredit students can get individualized materials and instruction in reading comprehension and vocabulary, elementary math, algebra review, writing, and study techniques (note-taking, test preparation, and test-taking). Additionally, the LAC provides academic support through tutoring, an instructional computer lab, and testing services. For more information, visit [http://lac.mtsac.edu](http://lac.mtsac.edu).

**Distance Learning Program**

Distance Learning (DL) courses (online and hybrid) are offered each term in various departments. The DL courses have the same course content, academic rigor, and registration process as regular courses. Some faculty may require on-campus meetings. Students are encouraged to check the schedule of classes each term for offerings and to visit [http://www.mtsac.edu/instruction/learning/distlearn/](http://www.mtsac.edu/instruction/learning/distlearn/)

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#### Natural Sciences Division

**Larry L. Redinger,** Dean  
**Matthew Judd,** Associate Dean  
The Natural Sciences Division provides a wide variety of diverse educational opportunities and programs within its six departments: Agricultural Sciences, Biological Sciences, Chemistry, Earth Sciences and Astronomy, Mathematics and Computer Science, and Physics and Engineering.

Agricultural Sciences provides numerous vocational programs leading to an associate degree or certificate including programs in Animal Science, Equipment Technology, Registered Veterinary Technology, and Ornamental Horticulture. Biological Sciences offers a variety of courses for both majors and non-majors, including specific programs in Anatomy and Physiology, Anthropology, Histotechnology, Microbiology, Botany, and Zoology. Chemistry offers a full range of lower-division courses, including introductory, general, and organic chemistry. Earth Sciences and Astronomy provide course work in geology, oceanography, meteorology and astronomy. Mathematics and Computer Sciences provide courses for students at all levels of computational ability, from pre-algebra to calculus and differential equations. Physics and Engineering offers several course sequences in classical physics, as well as courses in Physical Science. The Engineering program provides a solid foundation of lower-division courses for those students preparing to transfer to a baccalaureate-level institution.

#### Technology and Health Division

**Dr. Sarah Daum,** Dean  
**Jemma Blake-Judd,** Associate Dean  
The Technology and Health Division provides 31 certificates and 31 degrees in occupational and vocational programs in the areas of technology, public services, and health care. The programs offer a variety of Associate in Science degrees and certificates leading to job placement, transfer, and updating of skills. Programs offered in technology include Aeronautics, Air Conditioning and Refrigeration, Aircraft Maintenance, Architecture and Engineering Design Technology, Electronics Technology, Manufacturing Technology, and Welding. The Public Services programs include Fire Technology, Administration of Justice, Correctional Sciences, and Alcohol and Drug Counseling. Health Care Programs include Medical Services (EMT and Paramedic), Mental Health, Radiologic Technology, Respiratory Therapy, and Registered Nursing. Programs are driven by industry needs and many are governed by state and national accreditation agencies.
Committed to Student Success

SECTION TWO
Matriculation
Admissions

Admission to Mt. San Antonio College includes the filing of an application for admission by the student and the filing of transcripts from high school or college(s). It is the student's responsibility to request official transcripts from the last high school attended and any college(s) attended. Transcripts will be reviewed to determine eligibility for courses at Mt. SAC.

Application to the College

All inquiries regarding admission to the college should be directed to the Admissions and Records Office. Admission is granted only by filing an application for admission using one of the following methods:

1. The application for admission of credit classes can be submitted online. To access the online application, visit the Mt. SAC Admissions Website at http://www.mtsac.edu/students/admissions and click on the online application link at the top of the web page.
2. Assistance is available in English, Spanish, Vietnamese, Chinese and Sign Language. Information is also available in alternative formats (Braille, enlarged text, e-text, etc.).

Residency Requirements (for fee purposes)

Residency Guidelines

This statement is a general summary of the principal rules of residency and their exceptions and should not be construed as the actual expression of the laws used by the Mt. San Antonio College Admissions Officer for residency determination. Reference should be made to Chapter 1 (commencing with Section 68000) of Part 41 of Division 5 of the California Education Code, regulations of the Board of Governors of the California Community Colleges in Chapter 5 (commencing with Section 54000) of Division 6 of Title 5 of the California Code of Regulations, and the regulations and guidelines available in the Admissions and Records Office. Students wishing to change their residency must submit a Residency Reclassification form to the Admissions & Records Office prior to the deadline listed in the Schedule of Classes.

Residence Classification

Each person enrolled in or applying for admission to Mt. San Antonio College will, for purposes of admission and/or tuition, be classified as a “resident,” or a “nonresident.”

1. Resident: A “resident” is a person who is eligible to establish California residency for tuition purposes or who has resided within California for at least one year and who has established a legal residence in California prior to the residency determination date.
2. Nonresident: A “nonresident” student is one who has not resided in the State for more than one year prior to the residency determination date and who has not established legal residence or who is not eligible to establish California residency for tuition purposes.

Criteria for Determination of Legal Residence

To determine a person’s place of residence, reference is made to the following:

1. Every person has, by law, a residence.
2. Every person who is married or 18 years of age or older, and under no legal disability to do so, may establish residence.
3. In determining the place of residence, the following rules are to be observed:
   a. There can be only one residence.
   b. A residence is the place where one remains when not called elsewhere for labor or other special or temporary purposes, and to which that person returns in seasons of repose.
   c. A residence cannot be lost until another is gained.
   d. The residence can be established and/or changed only by the union of act and intent.
   e. A man or a woman may establish his or her residence. Thus, it is possible that a woman who is married to, and living with, her husband may have a residence separate from his. A woman’s residence shall not be derivative from that of her husband.
   f. The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, his or her residence is that of the parent with whom he/she maintained his or her last place of abode; however, the minor may establish his or her own residence provided both parents are deceased and a legal guardian has not been appointed.
   g. The residence of an unmarried minor who has a living parent cannot be changed by his or her own act, by the appointment of a legal guardian, or by relinquishment of a parent’s right of control, unless the student qualifies for the self-supporting exception.

Burden of Proof

The burden of proof is on the student to clearly demonstrate both physical presence in California and intent to establish California residence.

Residence Classification Appeal

Any student, following a final decision on residency classification by the Admissions and Records Office, may make a written appeal to the Appeals Committee of Mt. San Antonio College within 30 calendar days of notification of final decision regarding classification.

Concurrent Enrollment for K-12 Students (Special Admits)

The Special Admit program is designed for high school sophomores, juniors and seniors (10th, 11th and 12th grades) who would benefit from taking advanced scholastic or vocational work at Mt. San Antonio College. Students must meet the following criteria to participate in the Special Admit program:

1. Be recommended by their high school principal or counselor;
2. Be approved to participate by their parents/guardian;
3. Have a 3.0 cumulative high school grade point average or better to enroll in degree appropriate courses, or a 2.0 or better GPA for a vocational course;
4. Meet all course prerequisites and/or co-requisites;
5. Sophomores and juniors will only be allowed to enroll in a single course.
6. Seniors may enroll in two courses.

Special Admit application packets may be obtained in the Counseling Center or online at http://www.mtsac.edu/students/counseling/special_admit.html

Only college level courses may be taken as part of the Special Admit program. Students needing to make up a high school deficiency can apply to participate in the High School Referral Program. For more information, contact the Continuing Education Center at (909) 274-4937.

A parent/guardian approval form allowing the student to participate must be submitted as part of the application process. Parents must acknowledge that their student will be instructed in an adult environment and that the student will be expected to conform to all college policies.

Students who have previously enrolled and who have dropped their courses and/or have not made satisfactory progress will not be allowed to continue their participation in the Special Admit program.

Highly-gifted students enrolled in grades 9 and earlier may be considered for limited enrollment. To participate, students must meet all of the same criteria required for 10th, 11th and 12th grade Special Admit students.

All high school students will be required to attend a Special Admit orientation prior to being accepted for admission.

College credit will be earned as a result of taking courses at Mt. San Antonio College and those grades will become part of the student’s permanent college record. High school credit may be possible at the discretion of the receiving high school. Students are advised to contact their high school counselor.

Evaluation of Other College Coursework

Mt. San Antonio College reserves the right to evaluate work completed at other regionally accredited colleges and universities. Transfers with acceptable grades will be granted advanced standing insofar as the work corresponds with the curriculum of this institution or the lower-division work offered in accredited colleges or universities. Each applicant should file with Admissions and Records an official transcript of their records from all colleges and universities previously attended. For information regarding military credit, see Section 3 in this Catalog.
To determine "subject" requirements for an established vocational program, transcripts submitted for admission become the property of Mt. San Antonio College. Students planning to use courses taken at other colleges for placement must meet an exam requirement as stated in California Code of Regulations, Title 5. Students that successfully meet the exam requirement and supply the correct paperwork will be awarded a grade and units of credit. The credits will appear with a notation of "by exam" on a Mt. SAC transcript in the semester closest to the completion of their secondary course.

Acceptance of Domestic Coursework from Accredited Colleges and Universities in the United States

The College will accept "degree appropriate" or "baccalaureate" level courses from accredited colleges and universities in the United States. These course units will, at a minimum, be granted "elective credit" status.

To determine General Education and/or Associate Degree equivalency and for granting of unit credit, the course must be easily identifiable as the same course taught at Mt. San Antonio College by a commonly used course prefix, title, and description. To be verified, sufficient information, including prerequisite information, must be available from the accredited college/university to substantiate granting course equivalency and course credit.

The College reserves the right to deny acceptance of any course for the purpose of General Education, Associate Degree graduation requirements, or subject requirements. If denied, the student may petition for an in-depth review of the student's petition to determine the equivalence of coursework in Area A and the Reading Competency. Mathematics course credit will only be granted for coursework completed at the level of Intermediate Algebra or higher.

Official Transcripts must be accompanied by evaluation documents provided by an approved credential evaluation agency.

Articulation with High Schools, ROPs, and Adult Schools

Articulation Agreements with secondary schools (high schools, Regional Occupational Programs and Adult Education) are established annually during the fall and are valid for the current school year. Articulation is a faculty driven process with three possible methods of rewarding student achievement in the Career Technical Education courses taken at the secondary level. The three types of articulation include Project Credit, Course Equivalency and College Units of Credit.

Project Credit is the minimum level of articulation and results in a certificate to be submitted in a specified college course in lieu of a specific required project or projects. Course Equivalency recognizes the information gained from the secondary experience and allows students to use that experience to continue their career education by taking an advanced college level course. Project Credit and Course Equivalency articulation will not result in units of credit at the college.

College Units of Credit is the common form of articulation between the college and secondary schools. Students participating in these agreements must meet an exam requirement as stated in California Code of Regulations, Title 5. Students that successfully meet the exam requirement and supply the correct paperwork will be awarded a grade and units of credit. The credits will appear with a notation of "by exam" on a Mt. SAC transcript in the semester closest to the completion of their secondary course.

Articulation with secondary programs is a time sensitive process. Secondary students must complete the required paperwork and pass required exams at the completion of their secondary course. If a course sequence is required at the secondary level, the student must request the units at the completion of the course sequence. The required paperwork must be submitted by the instructor of record on the Articulation Agreement within two months of course or sequence completion. Students may not seek college units retroactively.

Required paperwork includes:
- 2+2 Articulation Equivalency Form

High School Transcript
- ROP/Adult Education Certificate of Completion

Forms are available from participating high school instructors. Secondary instructors submit all required paperwork to the Tech Prep office at Mt. San Antonio College. Articulation forms will be accepted from authorized secondary instructors only.

College credit issued by ROP and/or Adult Education centers will be accepted if the issuing program is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) or the Senior College Commission, under the auspices of the Western Association of Schools and Colleges (WASC).

For more information on articulations with high schools, ROPs and adult schools, please contact the CTE Transitions Office, Bldg. 21D, at (909) 274-5252.

Admission of International Students

Mt. San Antonio College encourages applications from students holding or attempting to obtain the F-1 Visa. The following items are required from international applicants:
- Mt. SAC Application for Admission
- International (F-1 Visa) Student Application
- Application processing fee of $50.00 (U.S.)
- Confidential Financial support documents
- Qualifying score from one of the following College approved tests:
  1) TOEFL (minimum score of 133 on the computer-based test, or 450 on the paper-based test, or a score of 45 on the Internet-based test). Information regarding TOEFL may be obtained at www.toefl.org. If you are mailing your score directly, our institution code is “4494”.
  2) IELTS (overall band score of 4.5 or higher). Information regarding IELTS may be obtained at www.ielts.org.
  3) Mt. SAC’s AWE (Assessment of Written English) - Placement in AMLA 41W or higher. Information regarding the AWE may be obtained at www.mtsac.edu/students/assessment.
- Transcripts from high school and/or college attended
- TB (tuberculosis) test
- Proof of health insurance (prior to registration)

The following items are required for current F-1 Visa students transferring into Mt. SAC:
- Copy of I-20
- Copy of I-94
- Transfer form

The deadlines to apply for the 2012-13 school year are as follows:
- Summer 2012 — First Monday of April
- Fall 2012 — First Monday of June
- Spring 2013 — First Monday of November
Matriculation

F-1 Visa students can obtain all application materials from our College Website at http://www.mtsac.edu/students/admissions/international/index.html. TOEFL scores, IELTS scores, admission applications (both college and International Student Application), and all supporting materials must be received on or before the term deadlines listed above. Students will be required to take the Assessment of Written English (AWE) when they arrive at Mt. San Antonio College. Applications received after the deadline will be considered for the following semester. The application fee must accompany the admission application.

Registration

Registration for classes is conducted online via the web at http://my.mtsac.edu. Students who enrolled in the previous semester or session preceding the enrollment term are eligible to register for classes. Students may check their date and time to register at http://my.mtsac.edu.

Schedule of Classes

The Mt. SAC Schedule of Classes, which indicates intended course offerings and teaching assignments for credit, noncredit and continuing education courses, is available on campus, on the Mt. SAC website (www.mtsac.edu) and at community libraries. The College reserves the right to cancel, reschedule or combine classes and to change professors where such action is deemed necessary.

Enrollment Fees and Expenses

Students are charged an enrollment fee and a Health Services Fee for each term at Mt. San Antonio College. In addition to these fees, non-resident students also pay tuition. These fees are subject to change. An optional Student Activities Fee is available for purchase for the Fall and Spring semesters. Please consult the latest Schedule of Classes for current fees and related information. Students must purchase their own textbooks and supplies. Expenses for books and supplies for full-time students may average $300 to $600 per semester depending upon the program of study selected.

Students wishing to park in the regular student parking lots are required to have a valid Student Parking Permit. The permit may be purchased at the time of registration online or at the Bursar's Office located in Building 9A.

Student Representation Fee

The Student Representation Fee is a mandatory fee that is collected during fall and spring registration for the purpose of providing Mt. SAC students the means to state their positions and viewpoints before city, county, district, and state government agencies. A student may choose not to pay the Student Representation Fee for political, religious, financial, or moral reasons. If a student chooses to opt-out of paying the fee for the stated reasons, then the student must: 1) visit the Student Life Office in Building 9C or http://as.mtsac.edu to get the opt-out form; 2) complete the form and; 3) return it to the Bursar's Office prior to paying the college fees.

Refund of Fees

To be eligible for a refund, students must drop their classes by the refund deadline for that class. The deadline can be found on their Student Schedule/Receipt. If the student's class has been officially dropped, or cancelled by the college, the student will receive a refund. Please see the current Schedule of Classes for refund information.

Military Refund: In the case of students who are members of an active or reserve military unit and who receive orders compelling a withdrawal from courses, the College shall, upon petition by the affected student, refund the parking fee, health fee, materials fee, student activities fee, entire enrollment fee and non-resident tuition fee unless academic credit is awarded.

Cancelled Classes

Classes may be cancelled at the discretion of the College. Students enrolled in such a class will be permitted to enroll in other open classes. Students who have a class or classes cancelled by the College because of low enrollment and have paid their fees for those classes will receive a refund.

Student Obligations

Mt. San Antonio College will withhold grades, transcripts, diplomas, and registration privileges, or any combination thereof, from any student or former student who fails to pay a valid financial obligation to the College (e.g., returned check, unpaid enrollment fees, unpaid loan, equipment breakage, unpaid library fine, etc.). The hold shall be released when the student satisfactorily meets the financial obligation. When an outstanding financial obligation owed to the College is sent to our collection agencies, Chancellor's Office Tax Offset Program, the collection cost incurred will be added to the original amount owed.

There is a processing fee of $25 for returned checks or stop payment of checks.

Any student having a disciplinary hold with the Student Life Office will not be allowed to transact College business until the hold is satisfied.

ASSESSMENT AND PLACEMENT

Most students attending Mt. San Antonio College are required to participate in assessment. The assessment and placement process has been established to enable all students an opportunity to achieve probable success in their course work. In addition, the process allows the faculty to instruct their courses at an appropriate level with the knowledge that students will be reasonably prepared. For more information, visit http://www.mtsac.edu/students/assessment.

Placement Tests

Placement tests are required for appropriate course placement. Students take placement exams for Math, English, Chemistry and Reading courses. Advanced level math placement exams should be taken when applicable to the student’s academic background and intended program of study.

English Placement

The College utilizes the Assessment of Written English (AWE) to evaluate students' writing skills. Most students are required to have their English competency assessed prior to registration. Students will be given a writing prompt and the writing sample will be evaluated by at least two faculty members. Based on the faculty evaluation of the student's writing skills, they are placed in one of the following categories:

A. Eligible for English classes. Based on assessment results, students will be eligible for either ENGL 1A, 68, 67, or LERN 81.
B. Eligible for AMLA writing courses (designed for students who are not fluent in the English language). Students may enroll in AMLA writing courses and continue enrolling in AMLA writing courses until they are eligible for ENGL 67 or ENGL 68.
C. Eligible for ESL (English as Second Language) classes. Students may enroll in ESL adult education courses each semester until eligible for AMLA courses; then enroll in AMLA courses each semester until they are eligible for ENGL 67 or English 68.

Students in any of the categories listed above may enroll in other classes for which they are eligible. Students with limited English skills are not prohibited from enrolling in vocational courses.

Math Placement

The College utilizes a selection of assessment instruments to place students into math courses. Students take one of the math placement exams commensurate with their most recent, successful completion of Pre-Algebra, Algebra, Intermediate Algebra or Pre-Calculus.

Reading Placement

The College utilizes the Degrees of Reading Power (DRP) and COMPASS/ESL reading tests to assess student reading skills. Based on the results of the reading test, the student will be placed in an appropriate reading course.

Chemistry Placement

The College utilizes the California Chemistry Diagnostic Test to determine student readiness for Chemistry 50. Students who pass the chemistry placement test will not be required to take chemistry prior to enrolling in Chemistry 50.

Retest Policy

Students may repeat a test once every three months. Under certain extenuating circumstances and with approval of the Director of Assessment and Matriculation, a test may be repeated prior to the three-month limit.
Placement Test and Eligibility Time Limits
Placement test scores are valid for two years from the date the test was taken. Eligibility based on test placement is not valid after the two-year period. Eligibility based on previous coursework does not expire.

Test Scores and Placement from Other Colleges
Math and reading test scores will be accepted from other colleges if that college uses the same test as Mt. SAC. Test scores from other college English tests are not accepted. Mt. SAC does not accept placement granted at other colleges.

Appeals Process
Students may appeal their English and/or Math placement if they can demonstrate alternate proof of course equivalency or competency. If extenuating circumstances exist that may affect course placement, students may seek consultation in the appropriate division office. Students should be prepared to present documentation such as high school or college transcripts, additional test results, or work experience.

ABILITY TO BENEFIT
Beginning on July 1, 2012, federal regulations will require all students applying for financial aid to have a high school diploma, GED or a certificate of high school proficiency. The Mt. SAC Assessment Center will no longer be offering the Ability To Benefit test to students. For further information regarding the federal government’s Ability To Benefit regulations, contact the Financial Aid Office.

Note: This rule change does not prevent students without a high school diploma, GED or certificate of high school proficiency to attend classes at Mt. SAC. This only affects students eligibility to receive financial aid.

EXEMPTION FROM ASSESSMENT
Students are exempt from Assessment if they: 1. enroll in non-credit or community services classes only; 2. select and enroll in a general interest class which does not have prerequisites; 3. verify English or Math eligibility based on course work at Mt. San Antonio College or other regionally accredited institutions; 4. verify other test scores accepted by Mt. San Antonio College; 5. possess an Associate or higher degree from an accredited institution.

ORIENTATION – CREDIT STUDENTS
Orientation is required for all new students who are enrolling in Mt. San Antonio College.
Orientation includes information regarding college programs, services, procedures, student responsibilities, and other related information. Students will have the opportunity to meet with a counselor or an advisor to develop a first semester educational plan.
The College has determined the importance of an orientation to college as a factor in success. Prospective students are urged to make an appointment for orientation immediately after filing an application and taking the necessary placement tests.

COUNSELING/ADVICEMENT
Counseling Center services are provided to matriculated students who are in need of additional assistance regarding course selection, major selection, and transfer information and planning. Students are encouraged to meet with a counselor during their first semester of enrollment to develop an Educational Plan. The Educational Plan lists the courses needed to complete a specific major, as well as identifying graduation and/or transfer requirements in general education.

Students who are undecided about their major and/or career and educational goals, should make an appointment with a counselor. Career counseling services are available to students at no cost, to assist students in making the most appropriate choices about their future.

EXEMPTION FROM ORIENTATION AND COUNSELING/ADVISEMENT
Students are exempt from Orientation and Counseling/Advisement if they:
1. enroll in non-credit or community services classes only;
2. possess an Associate or higher degree from an accredited institution;
3. attain 60 units or more from an accredited institution;
4. select and enroll in a general interest class only. All students must meet course prerequisites.
Exemption forms for students are available in the Counseling Center.

PREREQUISITES, COREQUISITES, AND ADVISORIES
Mt. SAC Faculty have established prerequisites, corequisites and advisories for courses. If a student does not meet the prerequisite or corequisite requirements, the student will be blocked from enrolling in those courses. Transcripts and grade report cards from other colleges used to determine whether pre or corequisites have been met must be evaluated prior to registration.

Prerequisite
Prerequisites to a course are those courses which must have been taken previously as preparation for the course. To enroll in a class that has a prerequisite, the required preparation must have been completed prior to enrolling in the course. In some instances, English and Math prerequisites may be met by attaining eligibility through assessment. All course prerequisites listed must be completed with a grade of “C” or better, unless otherwise stated.

Corequisite
To enroll in a course that has a corequisite, the corequisite course must be taken concurrently. In some instances, a corequisite may have been taken previously.

Advisory
An advisory to a course is preparation which is highly recommended by faculty teaching the course. Although students may enroll in a course if they do not possess the advisory skills, they are encouraged to abide by an advisory whenever possible.

CHALLENGING PREREQUISITES AND COREQUISITES
If a student believes that any of the following conditions exist with regard to an existing course prerequisite or corequisite, the student may obtain a Petition to Challenge form from the Assessment Center in the Student Services Center.
- The prerequisite or corequisite has not been established in accordance with the College’s process for establishing prerequisites and corequisites;
- The prerequisite or corequisite is in violation of State Title 5 regulations;
- The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
- The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite;
- The student will be subject to undue delay in attaining the goal of his or her educational plan because the prerequisite or corequisite course has not been made reasonably available; or
- Such other grounds for challenge as may be established by the district governing board.

The student must provide appropriate documentation when filing a challenge with the Director of Assessment and Matriculation. Documentation may include, but is not limited to, high school or college transcripts, additional test results, work experience, or an on-campus writing sample. Prior enrollment in the course does not exempt a student from the current prerequisite of that course.
SECTION THREE

Academic Policies and Requirements

Committed to Student Success
ACADEMIC POLICIES AND REQUIREMENTS

For detailed information regarding Mt. San Antonio College Board of Trustees Policies (BP) and Administrative Procedures (AP), go to http://www.mtsac.edu/administration/trustees/policies/bp_complete.pdf and http://www.mtsac.edu/administration/trustees/administrative-procedures.pdf

ACADEMIC FREEDOM

It is the policy of Mt. San Antonio College to maintain and encourage freedom for its faculty, within the law, of inquiry, teaching and research, and the pursuit of knowledge. In the exercise of this right, the professor may discuss his/her subject or area of competence in the classroom, as well as other relevant matters, including controversial materials, so long as he/she distinguishes between personal opinions and what is contemporarily regarded as factual information by leading academicians in the discipline being discussed.

The professor shall use no material in any teaching assignment nor make any speech in order to incite students or others to unlawful acts or to create a clear and present danger to the students and/or the College and/or the community. Professors may not use the classroom to promote a particular religious belief (see also Board Policy BP 4030, and Administrative Procedure AP 4030).

ATTENDANCE AND ENROLLMENT

Attendance

Students are expected to attend all class meetings. It is the students’ responsibility to know the attendance and absence policies of their professors.

Professors may take attendance at all class meetings. It is the responsibility of each professor to inform his/her classes of the attendance and absence policies at the beginning of each semester.

It is the student’s responsibility to officially drop a class whenever he or she determines that he or she can no longer attend the class. Failure to officially drop a class may result in a failing grade and/or a financial obligation to the college.

Instructors may drop students from their class rolls through the last day of the tenth week of instruction of a regular semester for excessive absence as defined by the instructor or at an earlier date for intersession or short-term classes.

Students on college-authorized field trips will not be penalized for absences incurred in other classes during the field trips (AP 4300).

Auditing Courses

Students may not audit courses at Mt. San Antonio College. All students must be officially enrolled in a course in order to attend that course.

Dropping Courses and Withdrawing from the College

It is the students’ responsibility to drop or withdraw from courses they no longer attend. Students should check their schedule/receipt, available on the “My Mt SAC” portal for information regarding key dates. Dates vary and are often course specific.

Full 16-week courses

For 16 week courses, students who drop a class, withdraw from the college, or are dropped from a class by the professor by the Sunday at the end of the second week of classes will not receive any mark or notation on their permanent academic record.

Students who drop a class, withdraw from the college, or are dropped by the professor beginning Monday of the third week of a 16 week class will receive a mark of “W” (Withdrawal) on their permanent record.

Professors may not drop students from a class and students may not drop themselves from any class or withdraw from the college after 60% of the class has elapsed. All students who are registered for a class after 60% of the class has elapsed shall receive an academic grade (A,B,C,D,F,P,NP) or an Incomplete mark for the class.

A “W” Withdrawal mark shall not be assigned to any student enrolled after the last day to drop a class except in the case of an approved petition due to extenuating circumstances. A “W” Withdrawal remains a permanent part of a student’s academic record.

Intersessions and other short term classes

For short term classes, students who drop a class, withdraw from college or are dropped from a class by the professor prior to the conclusion of the first 20% of the class will not receive any mark or notation on their permanent record.

Students who drop a class, withdraw from the college, or are dropped by the professor after 20% of the class has elapsed will receive a mark of “W” (Withdrawal) on their permanent record.

Professors may not drop students from a class and students may not drop themselves from any class or withdraw from the college after 60% of the class has elapsed. All students who are registered for a class after 60% of the class has elapsed shall receive an academic grade (A,B,C,D,F,P,NP) or an Incomplete mark for the class.

A “W” Withdrawal mark shall not be assigned to any student enrolled after the last day to drop a class except in the case of an approved petition due to extenuating circumstances. A “W” Withdrawal remains a permanent part of a student’s academic record.

Student Unit Limits

Without petitioning, students may enroll in up to 18 units each semester and up to seven units each summer and winter session. Students who have completed a minimum of 15 college units in a given semester with a grade point average of at least 3.0 and have a minimum cumulative grade point average of at least 3.0 may petition for permission to enroll in units above the maximum.

Students may be required to see a counselor as part of the petition process. Petitions are available in the Counseling Office, located on the upper level of the Student Services Center.

Repetitive Courses

Certain courses may be taken more than once for credit. If the course is designated as repeatable, the course may be repeated for the number of times allowable. In some cases, a group of courses may carry a collective limitation on the number of allowed repetitions for that entire group/cluster of courses (for example, when a similar educational activity is offered in beginning and advanced course levels.) To determine whether a course is repeatable, refer to Section 10, Course Descriptions, in this Catalog.

Repeating Courses Previously Passed

State Regulations do not allow students to repeat non-repeatable courses previously passed with satisfactory grades of “A,” “B,” “C,” “Credit” or “Pass”. Students with extenuating circumstances may file a Petition for Exceptional Action in the Admissions Office. Students who are allowed to repeat courses based on this provision will not earn additional units.

Limitations on Repeating Courses

Beginning with the Summer 2012 semester, students who have recorded a mark of “W,” “D,” “F,” “No Credit” or “No Pass” will only be allowed to repeat the same course two times, for a total maximum enrollment of three times. The student’s permanent academic record will be annotated such that all course work that has been taken and forgiven or repeated will remain legible, ensuring a true and complete academic history.

In cases in which the student’s grade and/or withdrawal was the result of an extenuating circumstance, students may file a petition to repeat a class an additional time (whether the prior enrollment was due to a substandard grade or a withdrawal.) Extenuating circumstances are verified accidents, illnesses or other circumstances beyond the control of the student.

Petitions for Exceptional Action

Student Petitions for Exceptional Action forms are available from the Counseling Office, Student Life, and Admissions and Records Office in the Student Services Center. Students may complete these forms and submit them to Admissions and Records. Subsequent action on a petition will be taken either by the appropriate administrator or the Board of Appeals.

Definitions

Primary Term: A primary term is either the Fall or Spring semester. In contrast, both Winter and Summer intersessions are not considered to be primary terms.

Continuing Student:

- A continuing student is one who enrolls in at least one credit course and receives a grade, including a W in any term during the academic year.
A continuing student retains rights to follow graduation and/or certificate requirements for the year they entered or any catalog thereafter, as long as the student maintains continuous enrollment.

Catalog Rights

- A student may use that initial catalog year or any subsequent catalog until the student petitions for graduation, if the student has remained in continuous attendance.
- Continuous attendance is enrollment and attendance in a class (past the census date) in one of the immediate prior two semesters.
- In order to maintain catalog rights at Mt. SAC, based on the initial semester of enrollment, a student may:
  1. Attend another regionally accredited post-secondary institution.
  2. Maintain “continuous attendance” at a regionally accredited post-secondary institution while away from Mt. SAC.
  3. Not be absent from Mt. SAC for four or more primary terms (two years).

Credits and Grades

Definition of a Unit of Credit

The standard “unit” represents one hour in class recitation and two hours of outside preparation per week or its equivalent for one semester. By this definition, “unit” is synonymous with “semester lecture hour.” In laboratory work and certain activity courses such as kinesiology, choir, drafting, etc., a greater number of class hours per week is required for each unit of credit. In summer sessions, one unit of credit represents three hours of lecture per week.

Classification of Students

Students at Mt. San Antonio College are classified as follows:

- **Full-time** — enrolled in 12 or more units in a fall or spring semester, or four or more units during a six-week summer or winter session
- **Part-time** — enrolled in less than 12 units during the fall or spring semester or less than 4 units during a six-week session
- **Freshman** — a student who has completed less than 30 units of credit.
- **Sophomore** — a student who has completed 30 units of credit or more.

Grading System

Scholastic grades showing the academic achievement of students are issued at the end of each semester. Any student enrolled as of the first day of the fourth week in a full semester course for any semester shall receive one of the designated grading scale marks on his/her permanent records.

Incomplete

A student may file a petition for an Incomplete or the instructor may initiate the petition on behalf of the student who is currently passing the class under the following circumstances: verifiable illness or emergency or verifiable work conflict. Incompletes may only be issued for requirements missed commencing the fourteenth (14) week of a regular semester class or after 85% of a short-term or summer session or winter intersession class. Re-enrollment in the same course for purposes of making up the Incomplete is prohibited. The petition is subject to the approval of the instructor. If the petition is granted, the student must complete all outstanding course requirements (stipulated on the Petition to Request Incomplete form) within one year, or the Incomplete will become a letter grade assigned by the instructor.

IP — In Progress: The “IP” symbol shall be used to denote that the class extends beyond the normal end of an academic term. It indicates that work is “in progress,” but that assignment of a substantive grade must await its completion. The “IP” symbol shall remain on the student’s permanent record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit credit shall be assigned and appear on the student’s record for the term in which the course is completed.

RD — Report Delayed: The “RD” symbol may be assigned only by the Admissions and Records Office. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. “RD” shall not be used in calculating grade point averages.

W — Withdrawal: Withdrawal from a class or classes shall be authorized through the last day of the 10th week of instruction of a regular semester-length class. No notation (“W” or other) shall be made on the academic record of the student who withdraws during the first three weeks of a regular semester-length class. Withdrawal between the first day of the 4th week and the last day of the 10th week of instruction shall be recorded as a “W” on the student’s record. The “W” shall not be used in calculating grade point averages, but excessive “W”s shall be used as factors in probation and dismissal procedures. Withdrawal from short term classes of less than semester length, but greater than six weeks, is authorized for a period of time through 60% of the course, and a mark of “W” shall be made on the student’s academic record. No notation shall be made on the academic record of a student who withdraws from a short term class of less than semester length, but greater than six weeks, provided the student withdraws no later than the end of the first 20% of the course.

MW — Military Withdrawal: The “MW” military withdrawal, mark shall be assigned only for students who are members of an active or reserve military unit, and who receive orders compelling a withdrawal from courses. Upon verification of such order, this symbol may be assigned at any time after the period established by the governing board during which no notation is made for withdrawals. The “MW” shall not be counted in determining registration priority, progress probation, and dismissal calculations. A “W” previously incurred commencing January 1, 1990, and which meets the definition of “MW” may be changed to “MW.”

Final Examinations

A final examination shall be administered in all classes in compliance with the Final Exam Schedule prepared each term. If a student is unable to attend a scheduled final examination, he/she must contact his/her instructor to make other arrangements. A student who does not take a final examination and who does not qualify for an “Incomplete” (see Grading System-Incomplete), shall be assigned the grade “F” or “Zero” for the examination, and this grade shall be averaged in determining the final course grade.

Pass/No Pass Grades

Some courses offered at Mt. San Antonio College are available to students on two different grading options: letter grade (A, B, C, D, F) or Pass/No Pass (Pass = A, B, C, NP = D, F). A few classes are offered for Pass/No Pass only. These courses are designed to encourage students to explore areas outside their major field of study in order to broaden and enrich their collegiate experience, and to afford an opportunity for departments to offer courses in which there is diminished emphasis on grades. The Pass/No Pass grading option is not available for General Education courses or for courses used to meet major requirements. In courses offering the grading option, students are automatically registered on a letter grade basis at the time of registration. If a change is desired, the student may make the change on their student portal or in person with a picture ID at the Admissions and Records Office in the Student Services Center. The grading option may not be changed at a later date. Students enrolled in short-term courses of less

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GRADING SCALE

<table>
<thead>
<tr>
<th>Evaluative Symbol</th>
<th>Definition</th>
<th>Grade Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Passing (less than satisfactory)</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0</td>
</tr>
<tr>
<td>Pass</td>
<td>Passing at least equivalent to a &quot;C&quot; grade. Units awarded are not counted in determining the student’s grade point average.</td>
<td></td>
</tr>
<tr>
<td>NP</td>
<td>Not Passing (Equivalent to a &quot;D&quot; or &quot;F&quot; grade. No units awarded, and units are not counted in determining grade point average. No-Credit grades will be considered in probation and dismissal procedures.)</td>
<td></td>
</tr>
</tbody>
</table>
than semester length, but greater than six weeks, must determine their grading option no later than the end of the first 30% of the course or 30% of the required hours of instruction listed in the description for an open-entry/open-exit course. In any short-term course of less than six weeks, students must determine their grading option at the time of registration.

Credit toward graduation by using Pass/No Pass classes is limited to a maximum of 16 units (AP 4232). Courses taken for Pass/No Pass are not counted in calculating grade point average, or in determining eligibility for the Dean's List or President's List, but such courses are considered in progress probation and dismissal procedures.

Students are cautioned that upon transfer to baccalaureate institutions, "NP" grades typically are considered to be "F" grades. (See also Board Policy BP 4230 and Administrative Procedure AP 4232)

Credit by Examination
The general philosophy of Mt. San Antonio College is that the interaction which takes place between the student and professor is of critical importance to the learning process. However, quality instruction places a premium on meeting individual student needs. Therefore, Mt. San Antonio College provides for Credit by Examination enabling the student to accelerate his/her educational program by providing opportunity to obtain credit in those fields in which he/she has already achieved proficiency independently or by informal means.

Pursuant to Section 55050 of Title 5 of the California Code of Regulations, students at Mt. San Antonio College may apply for Credit by Examination and such unit credit may be granted subject to the following rules and regulations:

Rules and Regulations
1. Credit by Examination will be granted only for those courses which have been so designated by the departments.
2. Any grade received for Credit by Examination will be entered on the student's permanent record with a notation of "Credit by Comprehensive Exam."
3. A student may petition for Credit by Examination provided:
   a. The student has been registered at Mt. San Antonio College.
   b. The student has not already received credit nor is currently enrolled beyond six weeks in the same course or in a more advanced course (except for Advanced Placement Course Credit).
   c. The student has at least a 2.0 grade point average. This includes transfer/new students.
4. The student may obtain the petition for Credit by Examination from the Division Office.
5. The department will establish written guidelines by which the eligibility of a student to take such an examination is determined.
6. The Department will assign a grade depending on the results of the examination and submit the form “Petition for Credit by Examination” to Admissions and Records.

### ADVANCED PLACEMENT EXAMINATIONS

<table>
<thead>
<tr>
<th>AP Examination</th>
<th>Score Needed / GE/Equivalency</th>
<th>Mt. SAC GE Area</th>
<th>GE Units</th>
<th>Equivalent Mt. SAC Course</th>
<th>Degree Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>3</td>
<td>C1 or C2</td>
<td>3</td>
<td>AHS 4 + AHS 5</td>
<td>6</td>
</tr>
<tr>
<td>Biology</td>
<td>3</td>
<td>B2</td>
<td>3</td>
<td>BIOL 1</td>
<td>6</td>
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<tr>
<td>Calculus AB</td>
<td>3/4</td>
<td>Math Competency</td>
<td>N/A</td>
<td>MATH 180</td>
<td>3</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>3/3/4</td>
<td>Math Competency</td>
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<td>MATH 180 or MATH 181</td>
<td>6</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3</td>
<td>B1</td>
<td>3</td>
<td>None</td>
<td>6</td>
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<tr>
<td>Chinese Language and Culture</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>CHIN 1 + CHIN 2</td>
<td>6</td>
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<tr>
<td>Computer Science A</td>
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<td>N/A</td>
<td>CSCI 145</td>
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<tr>
<td>Computer Science AB</td>
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<tr>
<td>English Language and Composition</td>
<td>3</td>
<td>A1</td>
<td>3</td>
<td>ENGL 1A</td>
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<tr>
<td>English Literature and Composition</td>
<td>3</td>
<td>A1 + C2</td>
<td>6</td>
<td>ENGL 1A + ENGL 1B</td>
<td>6</td>
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<tr>
<td>Environmental Science</td>
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<td>B1</td>
<td>3</td>
<td>None</td>
<td>4</td>
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<tr>
<td>European History</td>
<td>3</td>
<td>C2 or D2</td>
<td>3</td>
<td>None</td>
<td>6</td>
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<tr>
<td>French Language and Culture</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>FRCH 1 + FRCH 2</td>
<td>6</td>
</tr>
<tr>
<td>French Literature</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>FRCH 2</td>
<td>6</td>
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<tr>
<td>German Language and Culture</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>GERM 1 + GERM 2</td>
<td>6</td>
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<tr>
<td>Government and Politics-Comparative</td>
<td>3</td>
<td>D2</td>
<td>3</td>
<td>None</td>
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</tr>
<tr>
<td>Government and Politics-US</td>
<td>3</td>
<td>D1</td>
<td>3</td>
<td>None</td>
<td>3</td>
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<tr>
<td>Human Geography</td>
<td>3</td>
<td>D2</td>
<td>3</td>
<td>GEOG 2</td>
<td>3</td>
</tr>
<tr>
<td>Italian Language and Culture</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>ITAL 1 + ITAL 2</td>
<td>6</td>
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<tr>
<td>Japanese Language and Culture</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>JAPN 1 + JAPN 2</td>
<td>6</td>
</tr>
<tr>
<td>Latin: Literature</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>None</td>
<td>6</td>
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<tr>
<td>Latin: Vergil</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>None</td>
<td>3</td>
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<tr>
<td>Macroeconomics</td>
<td>3/4</td>
<td>D2</td>
<td>3</td>
<td>BUSC 1A</td>
<td>3</td>
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<tr>
<td>Microeconomics</td>
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<td>D2</td>
<td>3</td>
<td>BUSC 1B</td>
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</tr>
<tr>
<td>Music Theory</td>
<td>3</td>
<td>C1</td>
<td>3</td>
<td>MUS 7</td>
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<td>Physics B</td>
<td>3</td>
<td>B1</td>
<td>3</td>
<td>None</td>
<td>6</td>
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<td>Physics C: Electricity and Magnetism</td>
<td>3</td>
<td>B1</td>
<td>3</td>
<td>None</td>
<td>4</td>
</tr>
<tr>
<td>Physics C: Mechanics</td>
<td>3</td>
<td>B1</td>
<td>3</td>
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<tr>
<td>Psychology</td>
<td>3</td>
<td>D2</td>
<td>3</td>
<td>PSYC 1A</td>
<td>3</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>SPAN 1 + SPAN 2</td>
<td>6</td>
</tr>
<tr>
<td>Spanish Literature</td>
<td>3</td>
<td>C2</td>
<td>3</td>
<td>SPAN 3</td>
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<tr>
<td>Statistics</td>
<td>3</td>
<td>Math Competency</td>
<td>N/A</td>
<td>MATH 110</td>
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<tr>
<td>Studio Art - 2D</td>
<td>3</td>
<td>General education and course equivalency credit based on portfolio review</td>
<td>3</td>
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<tr>
<td>Studio Art - 3D</td>
<td>3</td>
<td>General education and course equivalency credit based on portfolio review</td>
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<tr>
<td>Studio Art - Drawing</td>
<td>3</td>
<td>General education and course equivalency credit based on portfolio review</td>
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<tr>
<td>United States History</td>
<td>3</td>
<td>C2 or D2</td>
<td>3</td>
<td>HIST 1</td>
<td>6</td>
</tr>
<tr>
<td>World History</td>
<td>3</td>
<td>C2 or D2</td>
<td>3</td>
<td>None</td>
<td>6</td>
</tr>
</tbody>
</table>
7. The student may not use Credit by Examination to satisfy the residency requirement for the degree.

A list of courses for Credit by Examination is available at each Division Office, the Instruction Office, and the Counseling Center.

Advanced Placement Credit for Mt. SAC General Education Requirements for the Associate Degree

Students who have a qualifying Advanced Placement (AP) test score (3 or above) may petition to utilize the results of their AP examinations to meet Mt SAC general education requirements in the areas identified in the table on page 13.

International Baccalaureate Credit for Mt. SAC General Education Requirements for the Associate Degree

Students completing all or portions of the International Baccalaureate (IB) program at their high school may petition to utilize the results of their IB examinations to meet Mt SAC general education requirements in the areas identified in the table.

Credit for Extra Institutional Learning

Philosophical Basis

This policy of granting credit for extra-institutional learning is provided for students under special conditions in recognition of learning that has been attained outside the sponsorship of legally authorized and accredited post-secondary institutions.

General Policy Statement

Credit for extra-institutional learning will be awarded to those students who have attained competency of subject matter through experiences outside of the sponsorship of legally authorized and accredited post-secondary institutions.

The College will accept the recommendations of the American Council on Education in reference to the Guide to the Evaluation of Educational Experiences in the Armed Services and the National Guide to College Credit for Workforce Training; The College Board in reference to its recommendation of Advanced Placement Examinations, and credit recommendations from other similar nationally recognized academic institutions, including Mt. San Antonio College's policy for comprehensive examinations.

Policy Regulations

- Of the 60 units required for the Associate Degree, at least twenty-four (24) units must be earned in courses that contribute to the grade point average.
- Extra-institutional learning credit will normally not be evaluated unless the credit is necessary for graduation.
- Credit for non-collegiate courses will be awarded only for work applicable toward the Associate Degree. Credit may be granted for upper division courses provided the student has earned less than 60 units at the time the upper division work is attempted.
- To petition for extra-institutional learning credit, a student must have at least a 2.0 grade point average, be in good standing.
- The permanent academic record shall be annotated in such a manner to insure that a true and complete history of extra-institutional learning credit has been granted.
- In cases where a student is seeking a degree/certificate from the College, all standard graduation and residency requirements apply and must be met completing a minimum of 12 units earned from Mt. SAC courses.

Credit for Current License Holders

Mt. San Antonio College may grant units of credit toward an associate’s degree to current license holders in the following areas: Emergency Medical Technology (Paramedics), Psychiatric Technology, and Radiologic Technology. The total number of units granted will be equal to the current total unit requirement for the equivalent program certificate. License holders must meet the college’s residency requirements and complete an application to the college before the request for extra-institutional learning credit may be made. The application date will determine the catalog year.

The Department Chair from the appropriate program will validate the license and its currency. Admissions and Records will certify that the requirements have been met, grant the appropriate number of units, and apply extra-institutional learning credit toward the degree.

Credit for Military Training

Mt. San Antonio College will grant four units of Baccalaureate level elective credits for military experience without regard to the field of service. Additional credit may be allowed for specific programs of training and credits earned through the United States Armed Forces Institute.

HONORS

Academic Honors

President’s List

The President’s List is an honors list comprised of those students who have achieved a 3.50 or better grade point average in a minimum of twelve (12) letter-graded Associate Degree applicable units per semester at Mt. San Antonio College.

Dean’s List

The Dean’s List is an honors list comprised of those students who have achieved between a 3.0 to 3.49 grade point average in a minimum of twelve (12) letter-graded Associate Degree applicable units per semester at Mt. San Antonio College.
Entrance Requirements

Program students receive library privileges at UC Irvine and UCLA and an guaranteed priority admission to the following universities: UCLA, UC Irvine, Chapman University, Pepperdine University and Pomona College.

In addition to an enhanced curriculum for motivated students, Honors students are prepared for transfer to four-year universities. Mt. San Antonio College offers an Honors Program for students who have demonstrated academic excellence. Honors courses are specially designed sections of transferable general education courses and, with a few exceptions, are part of the IGETC requirement list.

Completion of the Honors Program makes a student eligible for guaranteed priority admission to the following universities: UCLA, UC Irvine, Chapman University, Pepperdine University and Pomona College.

In addition to an enhanced curriculum for motivated students, Honors Program students receive library privileges at UC Irvine and UCLA and an Honors Certificate and pin upon honors certification.

Entrance Requirements

- High School Students — Eligibility for ENGL 1A; 1,000 composite SAT2 score; 3.5 GPA
- Mt. San Antonio College Students — Nine transferable units; Eligibility for ENGL 1A; 3.5 GPA (Waivers can be obtained through the Honors Program Office for highly motivated students with a competitive GPA, an in-progress grade report and professor recommendation.)

Requirements for “Honors Scholar” Designation

- Complete six (6) honors courses (18 units) with a minimum 3.2 GPA for honors certification
- Maintain a 3.2 GPA

Alpha Gamma Sigma

Mt. San Antonio College sponsors the Zeta Chapter of Alpha Gamma Sigma, the scholastic honorary organization for California Community Colleges. Full-time and part-time students are eligible for membership. Membership requires campus and community involvement (service hours).

There are three categories of membership eligibility. Only degree appropriate courses/units (those that grant credit for an Associate or Bachelor’s degree) may be used to establish eligibility for membership (Exception: Temporary Membership).

1. Temporary: (First college semester only) Must hold a California Scholastic Federation (CSF) Life Membership OR be a high school graduate with a cumulative grade point average of 3.5 or higher. This membership is intended as an introduction to Alpha Gamma Sigma and is not to be considered as an initial membership.
2. Initial: (First time membership) Must have completed 12 degree appropriate units in a maximum of three (3) semesters with a degree appropriate cumulative grade point average of 3.0 or higher.
3. Continuing: (Previous membership) Must have achieved the previous semester a degree appropriate grade point average of 3.0 or higher OR have maintained a degree appropriate cumulative grade point average of 3.0 or higher.

Permanent membership in Alpha Gamma Sigma is an honorary lifetime AGS title for students who have completed 60 degree appropriate units; a minimum of 30 of the total 60 units must have been completed at Mt. SAC. A permanent membership application must be submitted by the graduation petition deadline. To apply students must: a) have a cumulative GPA of 3.25 or higher OR have completed degree appropriate units and, b) complete a minimum of two semesters as an active or inactive member. Only permanent members receive recognition at graduation.

Scholarships provided by the Zeta Chapter and the State Alpha Gamma Sigma Organization are available to actively involved members. Some baccaulaureate granting institutions provide scholarships limited to Alpha Gamma Sigma members. Applications are available in Student Life, Building 9C.

For further information and review of academic eligibility, students should consult an Alpha Gamma Sigma Officer or an Alpha Gamma Sigma Advisor.

Phi Theta Kappa

Mt. SAC sponsors the Alpha Omega Alpha Chapter of Phi Theta Kappa, an international scholastic honorary organization for two-year colleges. Eligibility for membership is established for the following:

1. Full and part-time students who have completed 12 appropriate degree units with a 3.5 grade point average at an accredited institution.
2. Students who have maintained a 3.5 grade point average while a member.

There are several advantages which accompany this honor, including recognition at graduation and access to scholarships offered to members by more than 700 U.S. colleges and universities. For further information and review of academic eligibility, students should consult a Counselor or a Phi Theta Kappa advisor. Applications are available in the Honors Program office in Building 26A-1680.

Graduation Honors

Graduation honors are awarded as follows:

Academic Distinction

The “Academic Distinction Honor” designation is placed on the transcript and degree of the graduate who has achieved an overall grade point average (GPA) of 4.00.

Scholastic Honor

The “Scholastic Honor” designation is placed on the transcript of the graduate who has achieved an overall grade point average (GPA) of 3.90 through 3.99.

With Honors

The “With Honors” designation is placed on the transcripts and degree of the graduate who has achieved an overall grade point average (GPA) of 3.75 through 3.89.

Honors Program

Building 26A-1680, Ext. 4528

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Academic Standards

Probation and Dismissal

There are two forms of probation: Academic Probation and Progress Probation.

Academic Probation

A student is placed on Academic Probation when the student has:
1. attempted at least 12 units, and
2. earned a cumulative grade point average (GPA) below 2.00.

Progress Probation

A student is placed on Progress Probation when the student has:
1. enrolled in a total of at least 12 units, and
2. the cumulative percentage of all units in which the student has enrolled for which entries of “W,” “I” and “NP” are recorded reaches or exceeds fifty percent.

Upon recording of Academic or Progress Probation, a student shall have their registration restricted, be required to participate in a prescribed counseling intervention and be limited to enroll in a maximum of 12 units in subsequent semesters, and 4 units in a winter or summer session, while on probation.

Clearing Probation

1. Academic Probation - The student shall be cleared from Academic Probation when the student’s cumulative grade point average is 2.0 or higher.
2. Progress Probation - The student shall be cleared from Progress Probation when the student’s cumulative percentage of units with “W,” “I” and “NP” drops below fifty percent.

Probation and Dismissal Status

1. Probation

a. Academic Probation - occurs at the end of that first semester in which the student has attempted at least 12 units and has earned a cumulative grade point average below 2.0, or
b. Progress Probation - occurs at the end of that first semester in which the student has attempted at least 12 units and the cumulative percentage of all units in which the student has enrolled for which entries of “W,” “I” and “NP” are recorded reaches or exceeds fifty percent.

2. Continued Probation

a. Continued Academic Probation - occurs when the student in a second consecutive semester continues to have a cumulative grade point average below 2.0, or
b. Continued Progress Probation - occurs when the student in a second consecutive semester continues to have a cumulative percentage of all units enrolled recorded as “W,” “I” and “NP” at fifty percent or higher.
3. Dismissal occurs after three consecutive semesters of Academic or Progress Probation. The student shall be dismissed for at least one semester. If the student has enrolled in the subsequent semester before the Dismissal status has been determined through the posting of the previous semester’s grades, the student shall be dropped from all classes. For the purposes of this section, semesters shall be considered consecutive on the basis of the student’s enrollment, so long as the break in the student’s enrollment does not equal two primary terms or more.

**Appeal of Dismissal**

A student who is subject to dismissal may request an appeal of dismissal through the Counseling Department by the stated deadline prior to the beginning of the following semester. If approved, the student shall be required to participate in a prescribed counseling intervention and complete a contract, which shall include the number of units in which the student shall enroll. If the student chooses not to make the request, or the request is denied, the student shall be dismissed for at least one semester.

**Reinstatement after Dismissal**

A dismissed student may request reinstatement through the Counseling Center after an interval of one semester. Requests must be made NO LATER THAN TWO WEEKS BEFORE the beginning of the semester. Requests for reinstatement will not be allowed thereafter. If approved, the reinstated student shall be required to participate in a prescribed counseling intervention and complete a contract for reinstatement, which shall include the number of units in which the student shall enroll.

A reinstated student shall remain on a probationary, reinstated status until clearance of probation. A reinstated student shall also remain on contract until clearance of probation. Failure to comply with the terms and conditions of the contracts may result in subsequent dismissal.

**RECORDS**

**Definition of Educational Records**

Educational records consist of those files maintained by the following offices: Admissions and Records, Counseling, Assessment, Financial Aid, and those files maintained for individual students by departments.

**Challenge of Educational Records**

1. Any student may file a written request with the Records Officer of the District (Dean, Enrollment Management) to remove information recorded in the student’s records which is alleged to be: 1) inaccurate; 2) an unsubstantiated personal conclusion or inference; 3) a conclusion or inference outside of the observer’s area of competence; or 4) not based on the personal observation of the named person with the time and place of the observation of the named person with the time and place of the observation noted.

2. If the student is not satisfied with the determination made by the Dean, Enrollment Management, the student may utilize the existing college student grievance process.

**Academic Renewal**

The Academic Renewal Policy is provided for students in specific circumstances where previously recorded substandard academic performance is not reflective of the student’s present demonstrated ability. Academic renewal applies only to substandard coursework completed at Mt. SAC. This determination will be made by the transfer institution.

G. Students requesting academic renewal should consult with a counselor to file a petition.

**Transcripts**

Official transcripts of work completed at Mt. San Antonio College may be ordered online through [http://my.mtsac.edu](http://my.mtsac.edu) student portal. The first two requests for transcripts are free; subsequent standard transcript requests are $5.00 each. Unofficial/student copies of transcripts may be obtained at [http://my.mtsac.edu](http://my.mtsac.edu).

Further information regarding transcript services is available at [http://www.mtsac.edu/students/admissions/transcripts.html](http://www.mtsac.edu/students/admissions/transcripts.html).
SECTION FOUR

Student Services and Student Life

Committed to Student Success
STUDENT SERVICES

Mt. San Antonio College provides a wide range of support services which are essential for success to assist a diverse student population in achieving their educational, career, personal and social goals.

Admissions and Records

Student Services Center, Ext. 4415

Admissions and Records is usually the first office prospective students visit and the last office students visit before transferring or graduating. Some of the services provided:

1. Admission: All students must submit an application for admission in order to attend Mt. San Antonio College. The admission application generates a Permit to Register and establishes a historical student record for each student. Transcripts from other colleges must be submitted for prerequisite eligibility checks.

2. Course Registration: All registration is conducted online via the web at http://my.mtsac.edu. Registration instructions can be found in the current Schedule of Classes or online at http://my.mtsac.edu.

3. Admissions and Records is the official custodian of student records. This office maintains student demographic information such as name, address and Mt. SAC student identification number, student academic history, issues I-20s for International Students, processes Petitions for Exceptional Action, transcript and enrollment verification requests, graduation and certificate petitions and distributes diplomas and certificates.

4. Admissions and Records provides computers for use located in the Student Services Building. These computers provide access to the student portal for students to print unofficial transcripts, final grades, and copies of the Permit to Register. All services are also available at my.mtsac.edu. To use this service, students must have their Mt. SAC Student username.

The Aspire Program

Building 9D, Ext. 6396

The Aspire Program is an academic student success program designed to enhance success among African-Americans and other students enrolled at Mt. San Antonio College. The program strives to achieve equity among African-American and other students in academic success, access, retention, degree completion, and transfer.

The program aims to: develop a sense of community among African-American students, other students, faculty, staff and administrators; demonstrate culturally relevant connections between African-American students and the college; assist students in achieving academic success through progress monitoring, study groups, tutoring, counseling and advisement; and promote awareness of student services and leadership opportunities. The Aspire Learning Community classes provide a combination of English, Reading, Math and/or Counseling courses for students seeking a unique learning experience and a strong sense of community.

Assessment Center

Student Services Center, Ext. 4265

Students may complete required English, Reading, and Math placement testing in the Assessment Center. Assistance in reviewing course placement is also provided. http://www.mtsac.edu/students/assessment

The Bridge Program

Building 9D, Ext. 5392

The Bridge Program is a learning community designed to increase student academic and personal success through the structuring of a personalized learning environment.

Admission to the program is based on academic need. Students participating in Bridge are enrolled in linked classes that are taught in a cooperative environment between professors. In this group setting, students have an opportunity to learn about being successful college students and how to utilize college services. Students are supported by Bridge Program staff and counselors, financial aid advisors, as well as transfer and advising specialists.

The Bridge Program is the right choice for students who find themselves undecided on career choices, have apprehensions about the transition to college and would like to make new friends. Bridge students share particular educational goals, common interests and similar backgrounds.

As part of the Bridge Program, students can choose to be part of the Summer Bridge, English Bridge, Math Bridge and Reading Bridge.

Bursar’s Office and Photo ID

Building 9A, Ext. 4960

The Bursar’s Office is responsible for the collection of credit registration fees and other campus fees including parking permits, replacements, parking citation fees, enrollment verification and production cards. The office also processes photo ID cards and refunds for credit classes. Student fees may be paid via the web at http://my.mtsac.edu or in person at the Bursar’s Office.

CalWORKs (California Work Opportunities and Responsibility to Kids)

Student Services Center, Ext. 4755

The CalWORKs Program at Mt. SAC is designed to provide educational support for single or married parents who are recipients of Temporary Assistance to Needy Families (TANF) benefits. In order to receive services, students must receive TANF benefits for themselves. The CalWORKs Office assists students in meeting their Welfare to Work 32/35 hour participation requirements while achieving their personal and educational goals. A variety of support services are provided to facilitate students’ achievement of a degree or certificate:

- Education planning
- Counseling
- Case management
- Tutoring
- Personal development workshops
- Job development/placement assistance
- Advocacy
- Liaison between student and GAIN Services Workers and Eligibility Worker at County Office
- Payment for required books and supplies
- Work-study*
- Childcare*

*Based upon adequate funding

For more information, visit www.mtsac.edu/students/calworks

CARE (Cooperative Agencies Resources for Education)

Student Services Center, Ext. 4500

CARE is a supplemental program for EOPS students who are single head of household parents receiving TANF benefits. The program provides additional assistance to students who are:

- Eligible for EOPS
- Enrolled in at least 12 units upon acceptance
- Currently receiving AFDC/TANF assistance, with at least one child under 13 years of age
- At least 18 years old, single head of household
- Have applied for financial aid
- Pursuing a program at Mt. SAC which will lead to a certificate, degree or transfer

Students who believe they qualify for the program should visit the EOPS Office.

Career and Transfer Services

Student Services Center, Ext. 4510

Career and Transfer Services helps students get from Mt. SAC to the next step in their educational journey whether that is a career or transfer to a four-year university. Career and Transfer Services provides a variety of activities, events and resources to help students transfer to universities, solidify career goals, sharpen job acquisition skills, and acquire part- and full-time employment.

Career Services include:

- Job and internship referrals
- Career fairs
- Career acquisition skills workshops
- Mock interview sessions
- 1-on-1 assistance with resume preparation, interviewing techniques, and general job search
Transfer Services include:
- Employment assistance, current students are strongly encouraged to visit.
- Workshops on transfer topics
- University representative visits and appointments
- College fairs
- University tours
- Walk-in transfer advising
- Computers for career and transfer research, applications and more!
For more information, please go to http://careerservices.mtsac.edu.

Transfer Services Center
Library of career and college guidebooks and university catalogs

While Mt. SAC graduates may return to Career and Transfer Services for employment assistance, current students are strongly encouraged to visit Career and Transfer Services while still attending. For more information, please go to http://careerservices.mtsac.edu.

Transfer Services include:
- Library of career and college guidebooks and university catalogs
- Workshops on transfer topics
- University representative visits and appointments
- College fairs
- University tours
- Walk-in transfer advising
- Computers for career and transfer research, applications and more!
For more information, please go to http://careerservices.mtsac.edu.

Disabled Student Programs & Services (DSP&S)
Student Services Center, Ext. 4290

The DSP&S office provides services to students who have professionally documented disabilities or medical conditions, and need special services to successfully attend classes at Mt. SAC. Students who suspect they might have a disability are welcome to apply for services and an eligibility determination will be made.

To take advantage of the wide array of special programs and services offered, written documentation of disability must be provided by a physician or appropriate professional; the disability must present a limitation to a successful education; the student must demonstrate the ability to benefit from higher education; and self-management skills (mobility, eating and using restrooms without assistance) must be adequate, unless a personal care attendant is utilized. The College does not provide personal care attendants.

Extended Opportunity Programs and Services (EOPS)
Student Services Center, Ext. 4500

Extended Opportunity Programs and Services (EOPS) provides access to higher education for students with academic and financial disadvantages. The services offered are:
- Counseling
- Educational Planning
- Peer Advising
- Instructional Development and Services
- Tutoring
- Book Service Program
- Financial Assistance

To be eligible for the EOPS program, a student must:
- Be a California resident
- Be enrolled as a full-time student (12 units or more)
- Have fewer than 40 degree applicable units
- Qualify to receive a Board of Governors Enrollmen Fee Waiver under Method A or B

Participation in DSP&S and all student disability-related information is confidential. Services offered are based on disability-related needs. Some of the services offered by DSP&S:
- Access to a computer lab with adaptive hardware and software
- Sign language interpreters
- Notetakers in the classroom
- Tram service on campus
- Priority registration
- Classroom testing accommodations
- Equipment loan
- Specialized counseling and advising
- Academic and career strategies classes
- Print material in alternate formats (i.e. Braille, e-text)

Students with a doctor’s verification which requires parking in zones designated as “handicapped parking” are required to apply for a “Disabled Person” permit and placard from the State of California Department of Motor Vehicles, if they don’t already have one. Students with a current “Disabled Person” permit and placard or a “DP” license plate from the State of California Department of Motor Vehicles are not required to purchase a student parking permit and are allowed to park in any parking space designated as “handicapped parking,” any metered space (at no cost), or any time limited space (without having to observe the time limit specified). Students must ensure that the placard or license plate is displayed properly.

DSP&S highly recommends that students visit the Department to determine if there are services that may be of assistance to them while attending Mt. San Antonio College.

Financial Aid
Student Services Center, Ext. 4450

Financial aid is available for students to assist with the costs associated with attending college. Although the primary responsibility for meeting college costs rests with the student and his or her family, it is recognized that many families have limited resources and are unable to meet the cost of a college education. Most financial aid programs were established to provide assistance for students with documented financial need.

The College provides financial assistance in the form of grants, loans, scholarships, and part-time employment for students who meet financial aid program eligibility requirements. Student financial aid awards are contingent upon continued funding from Federal and State government agencies. Students eligible for financial aid typically receive a “package” of aid from two or more financial aid programs offered.

All students may be eligible for some form of assistance based on their financial need. The Financial Aid Office, located on the upper level of the Student Services Center building, administers aid programs for eligible applicants. Eligibility criteria for financial aid programs are subject to frequent change. Students may apply for aid by filing a Free Application for Federal Student Aid (FAFSA) Form. A FAFSA worksheet is available in the Financial Aid Office for students interested in filing online at www.fafsa.gov.

The information reported on the FAFSA may be verified by the Financial Aid Office using a parent’s and/or student’s Internal Revenue Services Forms 1040, 1040A or 1040EZ. Other documents may also be requested such as a copy of the Social Security card, Alien Registration card (if applicable) or other types of documents needed to verify or resolve conflicting data.

Recipients of aid from Federal and State funded programs must be students enrolled in eligible programs of study for the purpose of obtaining a degree, an approved Title IV certificate, or transfer. In addition to financial need, other eligibility requirements for most Federal and State programs include:

1. Having a high school diploma or equivalent such as a GED.
2. Being a U.S. citizen or eligible non-citizen.
3. Maintaining satisfactory progress in accordance with the standards.
4. Not be in default on a federal loan or grant overpayment.
5. Be registered with the selective service, if required.
6. Have a valid social security number.

To be considered for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA) or the renewal application. These applications are usually available beginning in January for the following academic year. If a student is interested in a State of California Grant, the FAFSA and a GPA verification form must be completed. The Cal Grant program deadline is March 2nd of each year. For students who miss this
International Student Programs
Student Services Center, Ext. 4415
Mt. San Antonio College annually welcomes hundreds of international students on F-1 Visas to pursue a higher education. International students must complete and submit additional application materials and pay non-resident fees to study at the College. Specialized counseling assistance is available. Staff in Admissions and Records are also available to assist international students.

Public Safety Escort Service, Ext. 4555
Mt. San Antonio College offers a Security Escort Service from 6:30 p.m. to 10:15 p.m., Monday - Thursday. Trained personnel will escort students safely to their car. Escorts are stationed at various locations on campus and can be identified by their yellow jackets and I.D. badges. Please refer to the map below to identify Escort locations. Students may also request a Security Escort by calling (909) 274-4555.

Escort Location Map
Campus escort locations are indicated on the map below with a white X.

Re-Entry Services
Student Services Center, Ext. 4392
The Re-Entry Center offers services to students who are 25+ years old, single parents, homemakers, and vocational majors. The Re-Entry Center is located on the upper level of the Student Services Center. Referral service information is available for on and off-campus services. The Single Parent Academy is also coordinated through the Re-Entry Center. Students are invited to stop by the Center to relax, study, and make new friends.

Student Health Services
Building 67B, Ext. 4400
Medical, chiropractic, personal counseling, nursing and health education services are provided. Additional services include laboratory tests, tuberculosis screening, limited prescription medication, immunizations, pregnancy testing and referrals. All credit students who are currently enrolled and attending classes are eligible. Part-time faculty are eligible for select services. Some fees may apply. Professional health services are provided primarily on an appointment basis. Same-day appointments are also available; call between 8:00 and 8:30 a.m. First aid services are provided for all student, employees and guests of the college.

Veterans Resource Center (VRC)
Building 16C, Ext. 4520
The Veterans Resource Center (VRC) establishes an innovative, collaborative effort to ease the transition for student Veterans to Mt. SAC. Student VRC services include: a student Veterans lounge; student Veteran computer stations; one-on-one FAFSA assistance; one-on-one scholarship research/essay assistance; DSP&5 Instructional Specialist; Educational/Career Counseling; one-on-one VA educational benefits assistance; one-on-one my.mtsac portal navigation assistance; and on and off-campus service referrals.

Veterans Service Center
Student Services Center, Ext. 4520
The Veterans Services Center, located on the upper level of the Student Services Center, provides assistance to Veterans and dependents seeking educational and/or vocational training under Title 38, United States Code. The College cooperates with the U.S. Department of Veterans Affairs (VA) and with the California Department of Rehabilitation in assisting Veterans with certification of benefit requests. The College maintains the Veterans Services Center to assist Veterans and/or dependents in all matters pertaining to Veterans educational benefits.

Veterans and dependents are required to comply with all applicable regulations that pertain to required attendance and progress that the student (Veteran or dependent) must meet in order to receive educational benefits under Title 38, United States Code. “W,” “NC,” and “F” grades are considered punitive grades. Adds, Drops, Withdrawals, and last day of attendance must be reported at once. The law requires that educational assistance benefits to Veterans and other eligible persons be discontinued when the student ceases to make satisfactory progress toward completion of his or her training objective. Please refer to the Mt. San Antonio College Probation and Dismissal Policies in this Catalog. The Veteran or dependent has the responsibility to adhere to these standards of attendance and progress and to notify the Veterans Services Center of any change in status that would affect the collecting of Veterans educational benefits.
Veterans and/or dependents must submit a "Veteran's Request for Active Educational Benefits" form each semester to the Veterans Services Center in order to request the continuance of VA educational benefits while attending Mt. SAC. Those eligible for priority registration consideration must submit a Discharge letter (DD Form 214 Member-4 or Service-2) to the Veterans Services Center. The VA requires all entering Veterans to be formally evaluated for military experience to prevent future interruption of educational benefits. All prior transcripts (College or Service) must be received and evaluated by the Mt. SAC Admissions and Records Office. Students must visit the Counseling Center for assistance in completing an educational plan.

For step-by-step instructions in claiming and utilizing educational benefits at Mt. SAC, Veterans and dependents should download the "Veterans Packet" and all required forms at www.mtsac.edu/students/veterans/.

**STUDENT LIFE**

Student Life provides opportunities for participation in leadership programs, student government, student clubs, and other social, personal growth and development experiences.

**Associated Students (A.S.)**

**Student Government**

**Building 9C, Ext. 4525**

Associated Students serves as the representative voice for students on all College issues and provides students with an opportunity to develop leadership skills. There are eight A.S. executive officer positions and twenty A.S. Senate positions available to students interested in becoming involved in making a positive difference on campus. The Senate allocates monies to support various College programs, events, and services. There are also opportunities for students to serve on College-wide committees to influence College policies and decision making. The Student Activities Fee funds many A.S. sponsored events and initiatives which support student clubs, programs, projects, and services throughout the year. The SacBookRac sells A.S. discounted amusement park and movie tickets. Associated Students meetings are held every Tuesday in the Student Center, Building 9C, Room 5, from 3:00 p.m. - 5:00 p.m.

**A.S. Student Activities Fee**

The Student Activities Fee is an $11 fee collected every Fall and Spring Semester to provide numerous programs and services on campus including book grants, scholarships, cultural programs, speakers, social activities, and discounted amusement park and movie tickets. This fee is optional. Waiving this fee will exclude the student from taking advantage of these benefits. Applications for waivers are available online at http://as.mtsac.edu.

Refunds will only be issued during the first two weeks of the semester.

**Student Clubs and Organizations**

**Building 9C, Ext. 4525**

More than 50 student clubs and organizations provide opportunities to make friends, enhance learning, build leadership skills and have fun. An existing variety of clubs include recreational, social, cultural, religious and academic. The Inter-Club Council (ICC) is comprised of one representative from each student club and meets regularly to discuss club activities and formulate procedures to better serve the campus community. Join-A-Club is a three-day event at the beginning of each semester for students to learn more about co-curricular campus involvement opportunities. A current listing of student clubs and organizations is available online at http://as.mtsac.edu.

**Student Life Office/Student Center**

**Building 9C, Ext. 4525**

The Student Life Office is responsible for student involvement and leadership programs and serves as the hub for student activities at Mt. SAC. Information regarding the LEAD (Leadership Education and Development) Program, student leadership conferences, volunteer opportunities and other involvement opportunities are available in the Student Life Office. This office also handles lost and found items, approves and enforces all on-campus postings, and assists in contacting students in emergency situations. The Associated Students (AS) offices are located here as well as club mailboxes.

Students who are involved in co-curricular activities are encouraged to complete the Activities Transcript (available online), which complements their academic transcript and verifies the student’s involvement in service and leadership activities outside of the classroom.

The Director of Student Life serves to counsel and discipline students based upon the College’s Student Discipline Policy. Students are assisted in understanding their due process rights and grievance procedures. The office responds to disciplinary issues and advises faculty and staff on issues related to discipline. Students who have complaints regarding their final grades or their experiences on campus can receive assistance in the Student Life Office.

**Student Life Center**

**Building 9C, Ext. 5959**

The Student Life Center provides a relaxing area to lounge, watch TV, and play foosball, ping pong, a variety of board games, or video games. Students also have access to free wireless Internet with their laptop. The Student Life Center creates an environment for students to socialize and connect with other students as well as serves as a meeting place for events, activities, clubs and student government. The Student Life Center is also the place to find information about off-campus housing.
SECTION FIVE

Instruction and Learning Resources

Committed to Student Success
INSTRUCTION
Distance Learning Program, Ext. 5658
Distance Learning means taking classes that are conducted partially or entirely off-campus “at a distance.” Students and professors communicate with each other using a variety of technologies.

Distance Learning (DL) courses have the same content and academic rigor as regular courses; the only difference is the delivery method. Students should expect to spend as much time, sometimes more depending on the subject matter, reading, writing, and studying for DL courses as they would in regular courses.

In addition, students who manage their time well, log into DL courses regularly, submit completed work on time, and meet course expectations would do well in any course, but especially in DL courses. Communicating with the professor in a timely manner when there are questions or problems is also critical to student success.

Work Experience Education, Ext. 4204
Occupational work experience education is supervised work activity extending classroom-based occupational learning at an on-the-job learning station (work site) related to the student’s occupational goal. This is guided by a written agreement between the College, the work site, and the student, providing the learner with adequate equipment, materials, and facilities to support the learning objectives specified within the agreement.

Student Qualifications
Students participating in Work Experience Education must:
1. Have the approval of the assigned work experience professor.
2. Have an occupational or educational goal to which, in the opinion of the professor, the work experience chosen will contribute.
3. Pursue a planned program of work experience education based on written, measurable learning objectives which are directly related to the student’s educational program and which, in the opinion of the professor, include new or expanded responsibilities or learning opportunities beyond those experienced during previous employment. Repetition of experiences in an ongoing job does not permit continued eligibility for the program.
4. Meet the following condition if self-employed: Identify a person who is approved by the professor to serve as a designated employer representative. This representative shall agree, in writing, to accept the following employer responsibilities:
   a. Assist the student in identifying new or expanded on-the-job learning objectives.
   b. Assist in the evaluation of the student’s identified on-the-job learning objectives.
   c. Validate hours worked.

Credits
For the satisfactory completion of work experience education, the College will grant credit to a student in an amount not to exceed four (4) units per semester, with a maximum total of sixteen (16) units during the student’s enrollment at the College. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester of supervised work is required for each one unit of credit.

The student must be, as verified by the supervising professor, enrolled in an occupational program directly related to the work experience assignment.

The student enrolled in the work experience education program shall assume and comply with the following responsibilities:
1. Unless otherwise determined, develop measurable learning objectives approved by the professor and work site supervisor.
2. If under the age of 18, obtain the written permission of their parents.
3. Faithfully discharge the duties of the on-the-job assignment.
4. Notify the professor of any work site problems or change in status of duties.
5. Try at all times to represent themselves and the College positively while at the work site.
6. If, prior to enrolling in work experience education, the student is already employed full time by the work site where the work experience will take place, the student must write a report concerning a learning objective that extended beyond the duties of the regular job.

The Writing Center
Building 26B - Room 1561A, Ext. 5325
The Writing Center offers free services to all students. The Center provides one-on-one tutoring in writing for any course at the College. CRLA certified tutors and at least one English professor is present at all times. In addition, the Writing Center offers workshops to help students with common writing issues, such as sentence level errors, thesis statements, essay planning and organization, and beginning college research. The Center also houses a computer lab that is available for student use to work on papers, conduct library and internet research, and develop grammar and writing skills using self-directed educational software. Professional software is loaded on all the computers to allow students to create presentations. Printing (black and white or color), scanning and technical assistance is also available.

Math Activities Resource Center (MARC)
Building 61 - Room 1318, Ext. 5014
The MARC offers free tutoring to Mt. SAC students currently enrolled in Math 50 through Math 71. Resources for checkout include videos, calculators, textbooks and solutions manuals.

Transfer Math Activities Resource Center (T-MARC)
Building 61 - Room 1314, Ext. 5389
The T-MARC offers free math tutoring to Mt. SAC students currently enrolled in Math 100 and above. A variety of resources for in-lab and take-home use are available.

LIBRARY AND LEARNING RESOURCES
Learning Assistance Center
Building 6, South Entrance, Lower Level,
Learning Technology Center, Ext. 4300
The Learning Assistance Center (LAC) helps students succeed in college. The LAC offers instruction to review pre-collegiate skills in math, reading, and writing. Courses in study techniques are also available. Tutorial Services in the Learning Assistance Center provides free tutoring to all Mt. San Antonio College students on a drop-in basis, in study groups, and by appointment. Tutors assist students with course work in most subject areas and with study skills. The Learning Lab computers and audio-visual materials are available to all students in the community. Students can use the Learning Lab for research, word processing, multimedia assignments, online course work, and to supplement classroom instruction.

Library
Building 6, North Entrance, Upper Level,
Learning Technology Center, Ext. 4260
The Library offers students, faculty, and staff a wide variety of information resources for their research needs.

In addition to the thousands of books already in circulation, the Library is in the process of making hundreds of closed-captioned DVDs available for circulation as well, to allow students easier access to the Library’s media collection. Beyond traditional resources such as books, journals, newspapers, videos, career guides, and college catalogs, researchers may also search numerous full-text article databases and access nearly 25,000 full-text books. Reserves allow faculty to provide continuous access to course materials free of charge to students.

The library faculty teach information competency through courses, customized classes, drop-in workshops and individualized instruction at the reference desk. The librarians at the library information desk can assist with all aspects of the research process from choosing a topic to searching for and evaluating information in print and electronic formats.
SECTION SIX

Campus Facilities

Committed to Student Success
## CAMPUS FACILITIES

### Art Gallery
**Building 1B, Ext. 4328**
The Mt. San Antonio College Art Gallery has a long history of outstanding Gallery Exhibitions highlighting prominent international and national artists as well as outstanding faculty and student artists.

The Gallery offers four to five exhibitions per year. Among these are the Faculty Exhibition featuring the works of Mt. San Antonio College faculty artists and the annual Student Exhibition featuring student work from the fine arts, animation, advertising design, illustration, computer graphics and photography.

### Athletic Facilities, Ext. 4630
Hilmer Lodge Stadium, a 13,500-seat football and track facility, is located in the southeast section of the College campus. This is the home of the world famous “Mt. SAC Relays.” Other athletic facilities include tennis courts, volleyball courts, cross-country course, baseball field, softball field, soccer field, a 1,500-seat gymnasium, wrestling gym, strength-training facilities, an Olympic size swimming pool, and an Exercise Science/Wellness Center.

### Bookstore (SacBookRac)
**Building 9A, Ext. 4475**
Students are responsible for obtaining their own textbooks and supplies. Expenses for books and supplies for a full-time student average $300-$600 per semester, depending upon the program of study selected. Students are encouraged to buy books early, especially if they are interested in purchasing used books (first-come/first-served).

SacBookRac offers basic textbooks, general trade and paperback books, sundries, greeting cards, soft goods, gifts, and Metro and Foothill bus passes. SacBookRac also provides ordering and distribution of faculty caps and gowns.

**Refund Policy**
Refunds are allowed within a limited time period when classes are changed and officially dropped. The refund policy is posted and available in the bookstore and printed on a bookmark given at the time of purchase.

### Child Development Center
**Building 9E, Ext. 4920**

#### Admission Policy
Childcare and education services for children from 3 months through 5 years of age are provided between the hours of 6:30 a.m. and 7:00 p.m., Monday through Thursday and 6:30 a.m. until 5 p.m. on Fridays for student/parent, staff, and community parents (community children on a space available basis only). The Child Development Center welcomes all children regardless of sex, ethnicity, religion, or physical handicap. A child must be in good health and parents must meet eligibility requirements. A student/parent must be enrolled in 6 or more units of credit coursework in order to be accepted into the program.

#### State Preschool Program
A State Preschool Program is available for eligible student/parents of 3- and 4-year-old children (4-year-old children have priority). There may be a minimum daily fee for this program.

#### General Childcare Funding
This program is available on a limited basis for eligible student/parents. There may be a minimum daily fee for this program depending on the family's gross monthly income.

#### Child Care Access Grant Funding
Parents who receive or are eligible for a Pell grant may qualify for this program funding.

### Fee Program
Children not qualified or accepted into any center funded program may enroll in the Fee-based program. The fee schedule is available by contacting the Child Development Center.

### Enrollment
Formal application must be made in person at the Child Development Center. Final acceptance into the program will be determined when eligibility has been established, all paperwork has been completed, and all required fees are paid. State law requires that an oral interview/orientation be completed.

For information concerning registration dates and times, consult the current Mt. San Antonio College Schedule of Classes or contact the Child Development Center.

### Wellness Center
**Building 27A, North Door, Ext. 4625**
This modern, multi-dimensional facility offers health and lifestyle screening, health, fitness, and performance physical fitness assessments, all levels of aerobic exercise (including step aerobics), circuit/strength training and cardiorespiratory exercise.

Programs and services include stress management, nutrition, diet/weight control, metabolic testing, athletic performance testing, individual health/fitness programming and injury prevention/rehabilitation. Activities are offered for all age groups.

Offerings will be provided to students, staff and the community on a fee-based, per-class basis. Please see [http://communityed.mtsac.edu](http://communityed.mtsac.edu) for course offerings.

### Farm
**F Buildings, Ext. 4540**
The Farm is located in the northeast area of campus, near the intersection of Bonita and Walnut Drives. The Farm offers an unrivaled opportunity for student learning serving as a laboratory and supervised farm. Students interested in stock breeding, veterinary science, agri-business, horse production, field crop production, horticulture, or farm products gain valuable experience by working with their own animals and crops while attending Mt. SAC. Contact the Campus Events office at Ext. 4794 for information on guided tours.

### Food Services
The Food Services Department provides the campus community with a cafeteria, coffeehouse, and four convenience stores.

### Campus Café
**Building 8, Ext. 5284**
The Campus Café is located on the west side of campus next to the SacBookRac. Catering is available for small meetings and large banquets. Subversions - sub sandwiches, soups, wraps, healthy options, and daily specials.

Castillo’s Mexican Grill - fresh tacos, burritos, and salads.
Simply to Go - made fresh “in-house” sandwiches, salads, wraps, healthy snacks, and cookies.
Chef’s Corner - daily fresh breakfast and lunch menu.
Pizza Stop - individual pizzas, flatbread pizza, and fresh made pasta bowls.
Common Grounds featuring Starbucks – we proudly brew hot and cold coffee drinks, frappuccino, fresh baked muffins, scones, and brownies.
WOW at Mountie Grill
Building 19C, Ext. 4624
WOW Cafe and Wingery - breakfast, wings, chicken, hamburgers, salads and rice bowls.

Convenience Stores
All stores offer a variety of snack foods, beverages and school and test supplies.

Mountie Stop
Building 9A

Express Stop
Building 16A

Prime Stop
Building 61

Short Stop
Building 66

Vending Machines
Buildings 2, 3, 9C, 23, 26, 28, 30, 31, 40, 45, 47, 50G, 60, 67, 80

Performing Arts Center
Building 2, Ext. 2050
The Mt. San Antonio College Performing Arts Center is a 66,770 square foot facility that provides instructional and performance accommodations to the three main discipline areas of Theatre, Music, and Dance. The Performing Arts Center is designed as a technological, state-of-the-art instructional facility to prepare Mt. San Antonio College students for careers in the performing arts.

The Sophia B. Clarke Theater is a formal 415-seat, full proscenium theater that wraps the audience around a performance. By providing a circular form and box seats at the perimeter, audience intimacy with the stage is maximized. The stage and fly tower are at a professional scale and contain equipment equal to the finest state-of-the-art theaters both regionally and internationally.

The Music Recital Hall provides for intimate musical performances. The Recital Hall is a 250-seat space richly articulated with reflective surfaces of maple wood and acoustical plaster; it is acoustically shaped with a 43’ high ceiling. Sound reflectors above the stage further support acoustical distribution.

The Studio Theater adjacent to the Clarke Theater is surrounded by a scene shop, costume shop, dressing rooms, and faculty offices. The 40’ x 50’ x 40’ theater allows for total dramatic performance flexibility. An 18’ lighting grid allows light and scene flexibility. The Studio Theater is such a flexible facility that it can accommodate most any seating and scene configuration.

The Dance Studio is a 56’ x 85’ x 30’ high mirrored room that allows for a grand level of physical movement. With its ceiling and upper walls painted white and bathed in natural lighting, it is an appealing and brilliant space.

Each venue is designed to provide state-of-the-art acoustical quality and technical performance capabilities that put the Mt. SAC Performing Arts Center on a level with the finest theaters in the region.

Performing Arts Center Box Office
Box Office Phone: (909) 468-4050
Box Office Fax: (909) 468-4031
The Mt. San Antonio College Performing Arts Center Box Office is located in the Performing Arts Center Complex (off Grand Avenue) adjacent to the Sophia B. Clarke Theater. The Box Office is open Monday - Friday from 12:00 p.m. to 5:00 p.m. and two hours prior to a scheduled performance. The current season’s brochure of events is available through the Box Office. Ticket orders are accepted over the telephone, through the mail, in person, or by fax. Mastercard, Visa, Discover, and American Express are accepted. All phone-in and mail-in orders are subject to a $3.00 service charge.

All tickets are non-refundable. Tickets may be exchanged for another performance of the same production up to 24 hours before the performance. If patrons are unable to attend a performance, tickets may be returned and the college will issue a receipt for a tax-deductible donation.

Randall Planetarium
Building 26C, Ext. 4425
The Randall Planetarium offers instructional support for college classes as well as a wide variety of public programs on a regular basis. The Planetarium facility has a 35-foot-diameter hemispherical dome and seating for up to 75 people.

Wildlife Sanctuary, Ext. 4425
This ten-acre parcel, located on the southwestern portion of the Mt. San Antonio College campus includes a stream, lake, pond, swamp, meadow, and woodland. The sanctuary has been set aside as a place where plants and animals exist in a natural balance. Paths through the sanctuary provide access for visitors. For guided tours, contact the Campus Events office at Ext. 4794.
SECTION SEVEN

Programs of Study Leading to a Certificate

Committed to Student Success
Programs of Study Leading to a Certificate

PROGRAMS OF STUDY LEADING TO A CERTIFICATE

Mt. San Antonio College offers two different types of certificates for credit programs of study:

- "Certificates of Achievement" are awarded for completion of an approved program of study meeting certain requirements of the California Community College Chancellor's Office in terms of total unit values and other criteria. The possession of such a certificate is favorably recognized by business and industry and is frequently a requirement for professional advancement. Included in the Certificates of Achievement are a wide variety of occupational certificates as well as two certificates designed to reflect completion of general education requirements for students preparing to transfer to a California State University campus (CSU General Education Breadth) or to a campus of the University of California or CSU [Intersegmental General Education Transfer Curriculum (IGETC).] The awarding of all Certificates of Achievement is noted on a student's official transcript.

- "Skills Certificates" are lower-unit certificates in various occupational areas. Although the awarding of Skills Certificates is not noted on a student's official transcript, the student may apply for and receive a documentation certificate from the college that may be of value in documenting knowledge and skills to potential employers. In many cases, entry-level Skills Certificates may be part of a ladder-track of increasing levels of preparation in an occupational area, and courses used to complete them may form a core of requirements that are augmented as students pursue higher levels of proficiency toward a Certificate of Achievement.

Note: The unit requirement for Skills Certificates is below that required for some forms of financial aid eligibility. Students should consult with the Financial Aid Office to determine whether a particular program of study qualifies for financial aid.

Students who desire help in planning for a vocation or profession, or to prepare for transfer to a four-year institution, should seek the advice of a counselor.

Requirements for all certificates include the following:

- At least 1/2 of the credits earned toward the certificate must be completed at Mt. San Antonio College
- A grade of "C" or better must be earned in each course to be applied to the certificate

Mt. San Antonio College also awards Certificates of Competency and Occupational Training Certificates of Completion for certain non-credit programs of study. Information on these certificates may be found on pages 214-223.

<table>
<thead>
<tr>
<th>CERTIFICATES OF ACHIEVEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting ................................. 30</td>
</tr>
<tr>
<td>Accounting – Computerized .......... 30</td>
</tr>
<tr>
<td>Accounting – Financial Planning .... 30</td>
</tr>
<tr>
<td>Accounting – Managerial .............. 30</td>
</tr>
<tr>
<td>Administrative Assistant Level II .... 30</td>
</tr>
<tr>
<td>Administrative Assistant Level III ... 30</td>
</tr>
<tr>
<td>Air Conditioning and Refrigeration ... 31</td>
</tr>
<tr>
<td>Aircraft Powerplant Maintenance Technology – Day .................. 31</td>
</tr>
<tr>
<td>Aircraft Powerplant Maintenance Technology – Evening .......... 31</td>
</tr>
<tr>
<td>Airframe Maintenance Technology – Day ........ 31</td>
</tr>
<tr>
<td>Airframe Maintenance Technology – Evening .... 32</td>
</tr>
<tr>
<td>Alcohol/Drug Counseling .......... 32</td>
</tr>
<tr>
<td>Animation – 2-D Multimedia .......... 32</td>
</tr>
<tr>
<td>Animation – 3-D and CG Gaming ...... 33</td>
</tr>
<tr>
<td>Animation – Traditional .......... 33</td>
</tr>
<tr>
<td>Architectural Technology – Level I ..... 33</td>
</tr>
<tr>
<td>Architectural Technology – Design Concentration Level II .... 33</td>
</tr>
<tr>
<td>Architectural Technology – Design Concentration Level III .... 34</td>
</tr>
<tr>
<td>Architectural Technology – Technology Concentration Level II .... 34</td>
</tr>
<tr>
<td>Architectural Technology – Technology Concentration Level III .... 34</td>
</tr>
<tr>
<td>Building Automation .......... 34</td>
</tr>
<tr>
<td>Business: International – Level II .... 35</td>
</tr>
<tr>
<td>Business: International – Level III ...... 35</td>
</tr>
<tr>
<td>Business: Management – Level II ........ 35</td>
</tr>
<tr>
<td>Business: Management – Level III ...... 36</td>
</tr>
<tr>
<td>Business: Retail Management – Level II .... 36</td>
</tr>
<tr>
<td>Business: Retail Management – Level III ...... 36</td>
</tr>
<tr>
<td>Business: Small Business Management – Level II ........... 36</td>
</tr>
<tr>
<td>Business: Small Business Management – Level III ...... 37</td>
</tr>
<tr>
<td>Children's Program Certificate: Administration .......... 37</td>
</tr>
<tr>
<td>Children's Program Certificate: General – Level II .... 37</td>
</tr>
<tr>
<td>Children's Program Certificate: General – Level III ...... 37</td>
</tr>
<tr>
<td>Children's Program Certificate: Teaching .............. 37</td>
</tr>
<tr>
<td>Computer and Networking Technology – Level I .......... 38</td>
</tr>
<tr>
<td>Computer and Networking Technology – Level II .......... 38</td>
</tr>
<tr>
<td>Computer Graphics – Multimedia Specialist .......... 38</td>
</tr>
<tr>
<td>Computer Graphics – Print Specialist .......... 39</td>
</tr>
<tr>
<td>Computer Systems Technology .......... 39</td>
</tr>
<tr>
<td>Construction Inspection .......... 39</td>
</tr>
<tr>
<td>Consumer Relations .......... 39</td>
</tr>
<tr>
<td>Correctional Sciences .......... 39</td>
</tr>
<tr>
<td>Digital Photographic Technician .......... 40</td>
</tr>
<tr>
<td>Electronic Systems Technology – Level II .......... 40</td>
</tr>
<tr>
<td>Electronics and Computer – Engineering Technology .......... 40</td>
</tr>
<tr>
<td>Electronics Communications .......... 40</td>
</tr>
<tr>
<td>Electronics Technology .......... 40</td>
</tr>
<tr>
<td>Electronics: Industrial Systems .......... 41</td>
</tr>
<tr>
<td>Emergency Medical Technician – Paramedic (EMT-P) .......... 41</td>
</tr>
<tr>
<td>Engineering Design Technology – Level I .......... 42</td>
</tr>
<tr>
<td>Engineering Design Technology – Level II .......... 42</td>
</tr>
<tr>
<td>Engineering Design Technology – Level III .......... 42</td>
</tr>
<tr>
<td>Escrow Management .......... 42</td>
</tr>
<tr>
<td>Fashion Design – Level I .......... 42</td>
</tr>
<tr>
<td>Fashion Design – Level II .......... 43</td>
</tr>
<tr>
<td>Fashion Merchandising – Level I .......... 43</td>
</tr>
<tr>
<td>Fashion Merchandising – Level II .......... 43</td>
</tr>
<tr>
<td>Fire Technology .......... 43</td>
</tr>
<tr>
<td>Graphic Design .......... 44</td>
</tr>
<tr>
<td>Horse Ranch Management .......... 44</td>
</tr>
<tr>
<td>Hospitality: Catering .......... 44</td>
</tr>
<tr>
<td>Hospitality: Hospitality Management – Level II .......... 44</td>
</tr>
<tr>
<td>Hospitality: Restaurant Management – Level II .......... 44</td>
</tr>
<tr>
<td>Infant/Toddler Development .......... 44</td>
</tr>
</tbody>
</table>
### CERTIFICATES OF ACHIEVEMENT (CONTINUED)

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interior Design Kitchen and Bath Specialization</td>
<td>44</td>
</tr>
<tr>
<td>Interior Design: Level II</td>
<td>45</td>
</tr>
<tr>
<td>Interior Design: Level III</td>
<td>45</td>
</tr>
<tr>
<td>Interior Landscaping</td>
<td>45</td>
</tr>
<tr>
<td>Landscape and Park Maintenance</td>
<td>45</td>
</tr>
<tr>
<td>Landscape Design and Construction</td>
<td>45</td>
</tr>
<tr>
<td>Landscape Irrigation</td>
<td>45</td>
</tr>
<tr>
<td>Landscape Equipment Technology</td>
<td>46</td>
</tr>
<tr>
<td>Landscape Irrigation</td>
<td>46</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>46</td>
</tr>
<tr>
<td>Livestock Management</td>
<td>46</td>
</tr>
<tr>
<td>Manufacturing Technology</td>
<td>46</td>
</tr>
<tr>
<td>Marketing Management</td>
<td>46</td>
</tr>
<tr>
<td>Mental Health Technology</td>
<td>46</td>
</tr>
<tr>
<td>– Psychiatric Technician</td>
<td>47</td>
</tr>
<tr>
<td>Microcomputer Productivity Software</td>
<td>48</td>
</tr>
<tr>
<td>Nursery Management</td>
<td>48</td>
</tr>
<tr>
<td>Pet Science</td>
<td>48</td>
</tr>
<tr>
<td>Photography</td>
<td>48</td>
</tr>
<tr>
<td>Programming in C++</td>
<td>48</td>
</tr>
<tr>
<td>Programming in Visual Basic</td>
<td>48</td>
</tr>
<tr>
<td>Public Works/Landscape Management</td>
<td>49</td>
</tr>
<tr>
<td>Radio Broadcasting: Behind the Scenes</td>
<td>49</td>
</tr>
<tr>
<td>Radio Broadcasting: On-the-Air</td>
<td>49</td>
</tr>
<tr>
<td>Real Estate</td>
<td>49</td>
</tr>
<tr>
<td>School Age Child – Specialization</td>
<td>49</td>
</tr>
<tr>
<td>Sign Language/Interpreting</td>
<td>50</td>
</tr>
<tr>
<td>Sports Turf Management</td>
<td>50</td>
</tr>
<tr>
<td>Television Production</td>
<td>50</td>
</tr>
<tr>
<td>Tree Care and Maintenance</td>
<td>50</td>
</tr>
<tr>
<td>Water Technology</td>
<td>50</td>
</tr>
<tr>
<td>Web Design</td>
<td>51</td>
</tr>
<tr>
<td>Welder: Automotive Welding</td>
<td>51</td>
</tr>
<tr>
<td>– Cutting &amp; Modification</td>
<td>51</td>
</tr>
<tr>
<td>Welder: Gas Tungsten ARC Welding</td>
<td>51</td>
</tr>
<tr>
<td>Welder: Licensed</td>
<td>51</td>
</tr>
<tr>
<td>Welder: Semi-automatic ARC Welding</td>
<td>51</td>
</tr>
<tr>
<td>Children’s Program Certificate: General – Level I</td>
<td>53</td>
</tr>
<tr>
<td>Children’s Program Certificate: Level I</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate: Microcomputers</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate: Java Programming</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate: LINUX</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate: Network Security</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate: Networking</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate: Object-Oriented Design &amp; Programming</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate: SQL</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate: Telecommunications</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate: Visual Basic Programming</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate: Web Programming</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate: Windows Operating System Administration</td>
<td>54</td>
</tr>
<tr>
<td>Coaching</td>
<td>54</td>
</tr>
<tr>
<td>Computer Graphics Technology Proficiency</td>
<td>55</td>
</tr>
<tr>
<td>Culinary Arts – Level I</td>
<td>55</td>
</tr>
<tr>
<td>Dance Teacher</td>
<td>55</td>
</tr>
<tr>
<td>Electronic Assembly and Fabrication</td>
<td>55</td>
</tr>
<tr>
<td>Electronic Systems Technology – Level I</td>
<td>55</td>
</tr>
<tr>
<td>Emergency Medical Technician – Level I</td>
<td>55</td>
</tr>
</tbody>
</table>

### SKILLS CERTIFICATES

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting – Bookkeeping</td>
<td>51</td>
</tr>
<tr>
<td>Accounting – Payroll</td>
<td>52</td>
</tr>
<tr>
<td>Administrative Assistant – Level I</td>
<td>52</td>
</tr>
<tr>
<td>Athletic Trainer Aide I</td>
<td>52</td>
</tr>
<tr>
<td>Business: Human Resource</td>
<td>52</td>
</tr>
<tr>
<td>– Management – Level I</td>
<td>52</td>
</tr>
<tr>
<td>Business: International – Level I</td>
<td>52</td>
</tr>
<tr>
<td>Business: Management – Level I</td>
<td>52</td>
</tr>
<tr>
<td>Business: Retail Management – Level I</td>
<td>52</td>
</tr>
<tr>
<td>Business: Small Business</td>
<td>53</td>
</tr>
<tr>
<td>– Management – Level I</td>
<td>53</td>
</tr>
<tr>
<td>Children’s Program Certificate: General – Level I</td>
<td>53</td>
</tr>
<tr>
<td>Children’s Program Certificate: Level I</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate in Database</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate in JAVA Programming</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate in LINUX</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate in Network Security</td>
<td>53</td>
</tr>
<tr>
<td>CIS Professional Certificate in Networking</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate in Object-Oriented Design &amp; Programming</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate in SQL</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate in Telecommunications</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate in Visual Basic Programming</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate in Web Programming</td>
<td>54</td>
</tr>
<tr>
<td>CIS Professional Certificate in Windows Operating System Administration</td>
<td>54</td>
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<td>54</td>
</tr>
<tr>
<td>Computer Graphics Technology Proficiency</td>
<td>55</td>
</tr>
<tr>
<td>Culinary Arts – Level I</td>
<td>55</td>
</tr>
<tr>
<td>Dance Teacher</td>
<td>55</td>
</tr>
<tr>
<td>Electronic Assembly and Fabrication</td>
<td>55</td>
</tr>
<tr>
<td>Electronic Systems Technology – Level I</td>
<td>55</td>
</tr>
<tr>
<td>Emergency Medical Technician – Level I</td>
<td>55</td>
</tr>
<tr>
<td>Fashion Design – Computer-Aided</td>
<td>56</td>
</tr>
<tr>
<td>Fitness Specialist/Personal Trainer</td>
<td>56</td>
</tr>
<tr>
<td>Gallery Design/Operation and Art Profession</td>
<td>56</td>
</tr>
<tr>
<td>Hospitality: Food Services</td>
<td>56</td>
</tr>
<tr>
<td>Hospitality: Hospitality</td>
<td>56</td>
</tr>
<tr>
<td>Management – Level I</td>
<td>56</td>
</tr>
<tr>
<td>Management – Level I – Restaurant</td>
<td>57</td>
</tr>
<tr>
<td>Information and Operating Systems Security</td>
<td>57</td>
</tr>
<tr>
<td>Interior Design: Level I</td>
<td>57</td>
</tr>
<tr>
<td>Introduction to Computer</td>
<td>57</td>
</tr>
<tr>
<td>Information Technology</td>
<td>57</td>
</tr>
<tr>
<td>LVN 30-Unit Option – Career Mobility Track</td>
<td>57</td>
</tr>
<tr>
<td>Machine Operator</td>
<td>58</td>
</tr>
<tr>
<td>MasterCAM</td>
<td>58</td>
</tr>
<tr>
<td>Nutrition Program Assistant – Level I</td>
<td>58</td>
</tr>
<tr>
<td>Nutrition Program Assistant – Level II</td>
<td>58</td>
</tr>
<tr>
<td>Child Program Emphasis</td>
<td>58</td>
</tr>
<tr>
<td>Nutrition Program Assistant – Level II – Weight Management Program Emphasis</td>
<td>58</td>
</tr>
<tr>
<td>Pilates Professional Teacher Training Phase I</td>
<td>59</td>
</tr>
<tr>
<td>Mat and Reformer</td>
<td>59</td>
</tr>
<tr>
<td>Radio Broadcasting Fundamental – Behind-the-Scenes</td>
<td>59</td>
</tr>
<tr>
<td>Radio Broadcasting Fundamental – On-Air</td>
<td>59</td>
</tr>
<tr>
<td>Welding</td>
<td>59</td>
</tr>
</tbody>
</table>
Programs of Study Leading to a Certificate

Accounting
Business Division
Certificate L0502
The Accounting Certificate incorporates various accounting courses that prepare the student for entry level positions and/or professional advancement in a wide variety of accounting jobs. These jobs include general accounting, cost accounting, payroll, inventory management, asset management, credit and collections, financial analysis, etc.
Required Courses:
- BUSA 75 Using Microcomputers in Financial Accounting 1.0
- BUSA 81 Work Experience in Accounting 1.0
- BUSA 76 Using Microcomputers in Managerial Accounting 1.0
- BUSA 81 Work Experience in Accounting 1.0
- CISB 15 Microcomputer Applications 4.0
Select 3.5 Units from:
- BUSA 81 Work Experience in Accounting 1.0
- CISB 15 Microcomputer Applications 4.0
Total Units 18.5 - 19.5
Additional Notations
Option BUSA 21 or BUSA 58: Take whichever course you have not previously taken.

Accounting - Computerized
Business Division
Certificate L0503
The Accounting - Computerized Certificate provides the student with basic accounting skills and knowledge together with additional training in computer applications common to the accounting industry. This certificate program prepares the student for an entry-level position as a computerized accounting clerk. Common duties performed in this field are utilization of accounting software programs for posting transactions to journals/ledgers, accounts receivable, accounts payable, inventory tracking/reporting, bank reconciliation, expense reporting, and account analysis.
Required Courses:
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSA 76 Using Microcomputers in Managerial Accounting 1.0
- BUSA 81 Work Experience in Accounting 1.0
- BUSA 76 Using Microcomputers in Managerial Accounting 1.0

Accounting - Financial Planning
Business Division
Certificate L0599
The Accounting - Financial Planning Certificate provides basic accounting skills and knowledge concentrating in the area of managerial accounting. This prepares the student for entry-level positions within the managerial accounting segment. Common duties performed in this field include cost analysis, budget preparation, variance analysis, expense reporting, account analysis and preparation of various internal reports to help management make decisions.
Required Courses:
- BUSA 5 Principles of Accounting - Managerial 5.0
- BUSA 8 Principles of Accounting - Managerial 5.0
- BUSA 21 Cost Accounting 4.0
- BUSA 75 Using Microcomputers in Financial Accounting 1.0
- BUSA 81 Work Experience in Accounting 1.0
- BUSA 76 Using Microcomputers in Managerial Accounting 1.0
Total Units 19.0

Accounting - Managerial
Business Division
Certificate L0533
The Accounting - Managerial Accounting Certificate provides basic accounting skills and knowledge concentrating in the area of managerial accounting. This prepares the student for entry-level positions within the managerial accounting segment. Common duties performed in this field include cost analysis, budget preparation, variance analysis, expense reporting, account analysis and preparation of various internal reports to help management make decisions.
Required Courses:
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSA 8 Principles of Accounting - Managerial 5.0
- BUSA 21 Cost Accounting 4.0
- BUSA 75 Using Microcomputers in Financial Accounting 1.0
- BUSA 81 Work Experience in Accounting 1.0
- BUSA 76 Using Microcomputers in Managerial Accounting 1.0
Total Units 21.0

Administrative Assistant - Level II
Business Division
Certificate L0594
The Level II Certificate prepares students for clerical positions where, in addition to general office skills, written communication and advanced word processing skills are needed.
Required Courses:
- Completion of the Administrative Assistant - Level I coursework as follows: (13.0 Units)
- BUSO 5 Business English 3.0
- CISI 11 Computer Keyboarding 3.0
- CISB 15 Microcomputer Applications 4.0
- CISI 41 Office Management Skills 3.0
PLUS the Level II coursework as follows: (6.0 Units)
- BUSO 5 Business English 3.0
- CISB 31 Microsoft Word 3.0
Total Units 19.0

Administrative Assistant - Level III
Business Division
Certificate L0517
The Level III Certificate prepares students for administrative assistant positions where a variety of skills are needed.
Required Courses:
- Completion of the Administrative Assistant - Level I coursework as follows: (13)
- BUSO 5 Business English 3.0
- CISB 15 Microcomputer Applications 4.0
- CISI 11 Computer Keyboarding 3.0
- CISI 41 Office Management Skills 3.0
PLUS the Level II coursework as follows: (10.0 Units)
- CISB 21 Microsoft Excel 4.0
- CISB 51 Microsoft PowerPoint 3.0
- CISB 61 Desktop Publishing Software 3.0
Total Units 29.0
**Air Conditioning and Refrigeration Technology and Health Division**
**Certificate T0909**

This program is designed to prepare the student for employment in the broad field of air conditioning, heating, and refrigeration. It leads to occupations in design, manufacturing, operation, sales, distribution, installation, maintenance, and repair. Students desiring a Bachelor’s Degree (transfer program) should consult with an advisor to discuss transferability of courses.

**Required Courses:**
- **AIRC 10** Technical Mathematics  2.0 in Air Conditioning and Refrigeration
- **AIRC 11** Welding for Air Conditioning and Refrigeration  2.0
- **AIRC 12** Air Conditioning Codes and Standards  3.0
- **AIRC 20** Refrigeration Fundamentals  4.0
- **AIRC 25** Electrical Fundamentals  5.0 for Air Conditioning and Refrigeration
- **AIRC 26** Gas Heating Fundamentals  2.0
- **AIRC 30** Heat Load Calculations & Design  4.0
- **AIRC 31** Commercial Electrical  4.0 for Air Conditioning and Refrigeration
- **AIRC 32A** Air Properties and Measurement  1.5
- **AIRC 34** Advanced Mechanical Refrigeration  4.0

**Total Units 31.5**

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**Aircraft Powerplant Maintenance Technology - Day**
**Certificate T0982**

**Technology and Health Division**

This program prepares students to enter employment as a certified powerplant technician in the aircraft maintenance industry. Training is given in the overhaul of various powerplants and their components. Completion of this program leads to an Associate in Science Degree or a Certificate. Excellent opportunities for employment exist in this area of training. Certain administrative, quality control, and flight personnel careers require the applicant to hold a valid A & P Certificate.

**Required Courses:**
- **AIRM 65A** Aircraft Powerplant Maintenance Technology  13.0
- **AIRM 65B** Aircraft Powerplant Maintenance Technology  13.0
- **AIRM 70A** Aircraft Maintenance Electricity and Electronics  3.0
- **AIRM 70B** Aircraft Maintenance Electricity and Electronics  3.0
- **AIRM 71** Aviation Maintenance Science  6.0
- **AIRM 72** Aviation Materials and Processes  1.5
- **AIRM 73** Aviation Welding  1.5

**Total Units 41.0**

**Recommended Electives:**
- **AIRM 74** Aircraft Technology - Work Experience  2.0
- **AIRM 80** Lab Studies in Aircraft Maintenance Technology  0.5
- **EDT 12** Technical Engineering Drawing II  3.0
- **PHYS 1** Physics  4.0

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**Aircraft Powerplant Maintenance Technology - Evening**
**Certificate T0952**

**Technology and Health Division**

This program prepares students to enter employment as a certified powerplant technician in the aircraft maintenance industry. Training is given in the overhaul of various powerplants and their components. Completion of this program leads to an Associate in Science Degree or a Certificate. Excellent opportunities for employment exist in this area of training. Certain administrative, quality control, and flight personnel careers require the applicant to hold a valid A & P Certificate.

This program offers a day or evening program option. The only difference between the two options is the course numbering and time required to complete the program. Day program courses AIRM 65A and 65B are equivalent to evening program courses AIRM 95A, 95B, 96A, 96B, 97A, 97B, 98A, and 98B. Day program courses AIRM 66A and 66B are equivalent to evening program courses AIRM 90A, 90B, 91A, 91B, 92A, 92B, 93A, and 93B.

Successful completion of this program enables students to take the FAA examination in General and Powerplant. Passing the General Exam plus the Airframe and/or Powerplant Exam provides certification as an Aircraft Maintenance Technician which is required for employment in this field. Students desiring a Bachelor’s Degree (transfer program) should consult with an advisor to discuss transferability of courses.

**Required Courses:**
- **AIRM 95A** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 95B** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 96A** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 96B** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 97A** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 97B** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 98A** Aircraft Powerplant Maintenance Technology  3.0
- **AIRM 98B** Aircraft Powerplant Maintenance Technology  3.0

**Total Units 39.0**

**Recommended Electives:**
- **AIRM 74** Aircraft Technology - Work Experience  2.0
- **AIRM 80** Lab Studies in Aircraft Maintenance Technology  0.5
- **EDT 12** Technical Engineering Drawing II  3.0
- **PHYS 1** Physics  4.0

**Airframe Maintenance Technology - Day**
**Certificate T0991**

**Technology and Health Division**

This program prepares students to enter employment as a certified airframe technician in the aircraft maintenance industry. Training is given in the overhaul of various airframes and their components. Completion of this program leads to an Associate in Science Degree or a Certificate. Excellent opportunities for employment exist in this area of training. Certain administrative, quality control, and flight personnel careers require the applicant to hold a valid A & P Certificate.

This program offers a day or evening program option. The only difference between the two options is the course numbering and time required to complete the program. Day program courses AIRM 66A and 66B are equivalent to evening program courses AIRM 90A, 90B, 91A, 91B, 92A, 92B, 93A, and 93B.

Successful completion of this program enables students to take the FAA examinations in Airframe and General. Passing the General Exam plus the Airframe
Programs of Study Leading to a Certificate

Airframe Maintenance Technology - Evening

This program prepares students to enter employment as a certified airframe technician in the aircraft maintenance industry. Training is given in the overhaul of various airframes and their components. Completion of this program leads to an Associate in Science Degree or a Certificate. Excellent opportunities for employment exist in this area of training. Certain administrative, quality control, and flight personnel careers require the applicant to hold a valid A & P Certificate.

This program offers a day or evening program option. The only difference between the two options is the course numbering and time required to complete the program. Day program courses AIRM 66A and 66B are equivalent to evening program courses AIRM 90A, 90B, 91A, 91B, 92A, 92B, 93A, and 93B.

Successful completion of this program enables students to take the FAA examinations in Airframe and General. Passing the General Exam plus the Airframe and/or Powerplant Exam provides certification as an Aircraft Maintenance Technician which is required for employment in this field. Students desiring a Bachelor's Degree (transfer program) should consult with an advisor to discuss transferability of courses.

Required Courses:

- AIRM 66A Airframe Maintenance Technology 13.0
- AIRM 66B Airframe Maintenance Technology 13.0
- AIRM 70A Aircraft Maintenance Electricity and Electronics 3.0
- AIRM 70B Aircraft Maintenance Electricity and Electronics 3.0
- AIRM 71 Aviation Maintenance Science 6.0
- AIRM 72 Aviation Materials and Processes 1.5
- AIRM 73 Aviation Welding 1.5

Total Units 41.0

Recommended Electives

- AIRM 74 Aircraft Maintenance Technology - Work Experience 2.0
- AIRM 80 Lab Studies in Aircraft Maintenance Technology 0.5
- EDT 12 Technical Engineering Drawing II 3.0
- PHYS 1 Physics 4.0

Alcohol/Drug Counseling Technology and Health Division

Certiﬁcate T2101

Upon completion of the required courses with a grade of “C” or better, a Certiﬁcate in Alcohol/Drug Studies will be awarded by the Technology and Health Division.

Required Courses:

- AD 1 Alcohol/Drug Dependency 3.0
- AD 2 Physiological Effects of Alcohol/Drugs 3.0
- AD 3 Chemical Dependency: Intervention, 3.0
- AD 4 Issues in Domestic Violence 3.0
- AD 5 Chemical Dependency: Prevention and Education 1.5
- AD 6 Dual Diagnosis 3.0

Required skill courses:

- AD 8 Group Process and Leadership 3.0
- AD 9 Family Counseling 3.0
- AD 10 Client Record and Documentation 1.5
- AD 11 Techniques of Intervention and Referral 3.0

Required field work courses:

- AD 13 Internship/Seminar 4.0
- AD 14 Advanced Internship/Seminar 4.0

Select two (2) courses from:

- CHLD 10 Child Growth and Development 3.0
- CHLD 10H Child Growth and Development - Honors or
- PSYC 1A Introduction to Psychology 3.0
- PSYC 1AH Introduction to Psychology – Honors 3.0
- PSYC 19 Abnormal Psychology 3.0
- SOC 1 Sociology 3.0
- SOC 1H Sociology – Honors 3.0
- SOC 14 Marriage and the Family 3.0
- SOC 14H Marriage and the Family - Honors 3.0
- SOC 15 Child Development 3.0

Total Units 41.0

Selection Procedure

All classes are open to all students who meet admission requirements and course prerequisites.

Special Instructions

Restricted Electives must be taken prior to enrollment in Field Experience and can be taken in conjunction with core and skills courses.

Working Environment:

- May be exposed to infectious and contagious disease, without prior notification
- Regularly exposed to the risk of blood borne diseases
- Exposed to hazardous agents, body fluids and wastes
- Exposed to odorous chemicals and specimens
- Subject to hazards of flammable, explosive gases
- Subject to burns and cuts
- Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psychological and physical disabilities, and under a wide variety of circumstances
- Handle emergency or crisis situations
- Subject to many interruptions
- Requires decisions/actions related to end of life issues
- Exposed to products containing latex

English Language Skills:

Although proficiency in English is not a criterion for admission, students are encouraged to be able to speak, write and read English to complete classes successfully and to ensure safety for themselves and others.

Animation – 2D Multimedia

Arts Division

Certiﬁcate T0301

The Digital 2-D Multimedia certiﬁcate provides training for creative careers that integrate animation with video, audio, graphics and special effects for Websites, broadcast, ﬁlm, presentation or mobile content. The Animation Program offers an integrated/interdisciplinary approach to prepare students to meet current and future job market demands. The student will be given a balanced blend of art and technology-based skills which are essential for today’s careers in...
The Animation Program offers an A.S. degree and three Certificates. Course content is driven by industry needs in order to provide the student with the best possible preparation for a career in animation.

**Required Courses:**
- ANIM 101A Drawing - Gesture and Figure 3.0
- ANIM 104 Drawing Fundamentals 3.0
- ANIM 108 Principles of Animation 3.0
- ANIM 115 Storyboarding 3.0
- ANIM 116 Character Development 1.5
- ANIM 130 Introduction to 3-D Computer Animation 3.0
- ANIM 131 Introduction to Gaming 3.0
- ANIM 132 Modeling, Texture Mapping and Lighting 3.0
- ANIM 136 Animation Environment Layout 3.0
- ANIM 148 Demo-Reel 1.5
- ANIM 172 Motion Graphics, Compositing and Visual Effects 3.0
- ARTC 100 Graphic Design I 3.0

**Recommended Electives:**
- ANIM 109 Advanced Principles of Animation 3.0
- ANIM 121 Nature and History of Animation 3.0
- ANIM 137A Work Experience in New Digital Media 1.0
- ANIM 148 Demo-Reel 1.5
- ARTD 16 Drawing: Perspective 3.0
- ARTD 17A Drawing: Life 3.0
- ARTD 20 Design: Two Dimensional 3.0
- PHOT 10 Basic Digital and Film Photography 3.0

**Total Units 34.5**

**PLUS one of the following courses:**
- ANIM 145 Advanced 3-D Modeling 3.0
- ANIM 146 Advanced 3-D Animation 3.0

**Total Units 39.0**

**Recommended Electives:**
- ANIM 109 Advanced Principles of Animation 3.0
- ANIM 120 Script Development for Animation 3.0
- ANIM 137A Work Experience in New Digital Media 1.0
- ANIM 175 Web Animation With Flash 3.0
- ARTC 290 Portfolio 3.0
- ARTC 100 Graphic Design I 3.0
- ARTD 17A Drawing: Life 3.0
- ARTD 23A Drawing: Head and Hands 1.5

**Total Units 40.5**

**Architectural Technology - Design Concentration Level II**

**Certificate T0205**

This Level II Design Concentration Certificate focuses upon studio design, drawing, and presentation skills, including model-making, sketching and computer applications. The student will prepare a portfolio of creative design assignments. The Level II Design Concentration Certificate prepares students for employment as a design assistant or presentation specialist.

**Required Courses:**
- ARCH 19 Design I - Elements of Design 3.0
- ARCH 23 Architectural Presentation 3.0
- ARCH 31 World Architecture 3.0
- ARCH 32 World Architecture II 3.0
- MATH 51 Elementary Algebra 4.0

**Total Units 22.0**

**Architectural Technology - Traditional Arts Division Certificate T1010**

The Traditional Certificate provides training based around the principles of storytelling and animation. These skills lead to careers in television, film, Internet and gaming as an animator, character designer, storyboard artist, layout artist or director.

The Animation Program offers an integrated/interdisciplinary approach to prepare students to meet current and future job market demands. The student will be given a balanced blend of art and technology-based skills which are essential for today’s careers in animation. The program offers an A.S. degree and three Certificates. Course content is driven by industry needs in order to provide the student with the best possible preparation for a career in animation.

**Required Courses:**
- ANIM 101A Drawing - Gesture and Figure 3.0
- ANIM 104 Drawing Fundamentals 3.0
- ANIM 108 Principles of Animation 3.0
- ANIM 115 Storyboarding 3.0
- ANIM 116 Character Development 1.5
- ANIM 130 Introduction to 3-D Computer Animation 3.0
- ANIM 131 Introduction to Gaming 3.0
- ANIM 132 Modeling, Texture Mapping and Lighting 3.0
- ANIM 136 Animation Environment Layout 3.0
- ANIM 148 Demo-Reel 1.5
- ANIM 172 Motion Graphics, Compositing and Visual Effects 3.0
- ARTC 100 Graphic Design I 3.0
- PHOT 10 Basic Digital and Film Photography 3.0

**Architectural Technology - Level I Technology and Health Division Certificate T0291**

This multi-level certificate program prepares students to enter the field of architecture and related areas. The student is provided with an option of direct employment in the field or preparation for transfer to the professional school of architecture. The Level I certificate provides a broad overview of the fundamental skills essential to the field, suitable for entry-level employment as an office assistant.

**Required Courses:**
- ARCH 10 Design I - Elements of Design 3.0
- ARCH 11 Architectural Drawing 3.0
- ARCH 12 Architectural Materials and Specifications 4.0
- ELDR 16 Basic CAD and Computer Application 4.0

**Plus the following courses:**

**Total Units 22.0**

**Architectural Technology - Design Concentration Level II Technology and Health Division Certificate T0205**

This Level II Design Concentration Certificate focuses upon studio design, drawing, and presentation skills, including model-making, sketching and computer applications. The student will prepare a portfolio of creative design assignments. The Level II Design Concentration Certificate prepares students for employment as a design assistant or presentation specialist.

**Required Courses:**
- ARCH 19 Design I - Elements of Design 3.0
- ARCH 23 Architectural Presentation 3.0
- ARCH 31 World Architecture 3.0
- ARCH 32 World Architecture II 3.0
- MATH 51 Elementary Algebra 4.0

**Total Units 22.0**

**Architectural Technology - Traditional Arts Division Certificate T1010**

The Traditional Certificate provides training based around the principles of storytelling and animation. These skills lead to careers in television, film, Internet and gaming as an animator, character designer, storyboard artist, layout artist or director.

The Animation Program offers an integrated/interdisciplinary approach to prepare students to meet current and future job market demands. The student will be given a balanced blend of art and technology-based skills which are essential for today’s careers in animation. The program offers an A.S. degree and three Certificates. Course content is driven by industry needs in order to provide the student with the best possible preparation for a career in animation.

**Required Courses:**
- ANIM 101A Drawing - Gesture and Figure 3.0
- ANIM 104 Drawing Fundamentals 3.0
- ANIM 108 Principles of Animation 3.0
- ANIM 115 Storyboarding 3.0
- ANIM 116 Character Development 1.5
- ANIM 130 Introduction to 3-D Computer Animation 3.0
- ANIM 131 Introduction to Gaming 3.0
- ANIM 132 Modeling, Texture Mapping and Lighting 3.0
- ANIM 136 Animation Environment Layout 3.0
- ANIM 148 Demo-Reel 1.5
- ANIM 172 Motion Graphics, Compositing and Visual Effects 3.0
- ARTC 100 Graphic Design I 3.0
- PHOT 10 Basic Digital and Film Photography 3.0

**Architectural Technology - Level I Technology and Health Division Certificate T0291**

This multi-level certificate program prepares students to enter the field of architecture and related areas. The student is provided with an option of direct employment in the field or preparation for transfer to the professional school of architecture. The Level I certificate provides a broad overview of the fundamental skills essential to the field, suitable for entry-level employment as an office assistant.

**Required Courses:**
- ARCH 10 Design I - Elements of Design 3.0
- ARCH 11 Architectural Drawing 3.0
- ARCH 12 Architectural Materials and Specifications 4.0
- ELDR 16 Basic CAD and Computer Application 4.0

**Plus the following courses:**

**Total Units 22.0**
### Programs of Study Leading to a Certificate

#### Architectural Technology - Design Concentration Level III

**Technology and Health Division Certificate T0206**

The Level III Design Concentration Certificate provides additional expertise in portfolio development and professional practice. The Level III Design Concentration Certificate prepares students for employment as an intermediate design assistant or presentation specialist.

**Required Courses:**
- Completion of the Architectural Technology Design Concentration Level I and Level II coursework: (43 Units)
- Select one (1) course from: (1-3 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 21</td>
<td>Building and Zoning Codes</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 22</td>
<td>Design: Three-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>43.0</td>
</tr>
</tbody>
</table>

**Architectural Technology - Technology Concentration Level II**

**Technology and Health Division Certificate T0203**

This Level II Technology Concentration Certificate focuses upon the preparation of architectural construction documents, with emphasis on computer-aided design (CAD) applications. Regulatory requirements and an overview of construction practices are also included. The student will prepare a portfolio of CAD documentation, including 2-D and 3-D projections. The Level II Technology Concentration Certificate prepares students for employment as a beginning CAD draftsman or production specialist.

**Required Courses:**
- Completion of the Architectural Technology Level I coursework (22 Units)
- Select one (1) course from: (1-3 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTD 15A</td>
<td>Drawing: Beginning</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTS 22</td>
<td>Design: Three-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 28</td>
<td>Architectural CAD Working Drawings</td>
<td>3.0</td>
</tr>
<tr>
<td>ENGL 68</td>
<td>Preparation for College Writing</td>
<td>4.0</td>
</tr>
<tr>
<td>MATH 51</td>
<td>Elementary Algebra</td>
<td>4.0</td>
</tr>
<tr>
<td>ARTD 15</td>
<td>Architectural Working Drawings - I</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 18</td>
<td>Architectural CAD and BIM</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 14</td>
<td>Design I - Elements of Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Drawing</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 12</td>
<td>Architectural Materials</td>
<td>4.0</td>
</tr>
<tr>
<td>ARCH 13</td>
<td>Architectural Illustration</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 15</td>
<td>Architectural Presentations</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 21</td>
<td>Design II - Architectural Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 31</td>
<td>World Architecture I</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 32</td>
<td>World Architecture II</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 29</td>
<td>Design IV - Advanced Project</td>
<td>3.0</td>
</tr>
<tr>
<td>Total Units</td>
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<td>34.0</td>
</tr>
</tbody>
</table>

**Architectural Technology - Technology Concentration Level III**

**Technology and Health Division Certificate T0204**

The Level III Technology Concentration Certificate provides additional expertise in advanced CAD applications and professional practice. The Level III Technology Concentration Certificate prepares students for employment as an intermediate CAD operator or production specialist.

**Required Courses:**
- Completion of the Architectural Technology Level I and II coursework (44 Units)
- Select one (1) course from: (4 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTD 18</td>
<td>Architectural CAD and BIM</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTS 22</td>
<td>Design: Three-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>PHYS 1</td>
<td>Physics</td>
<td>4.0</td>
</tr>
<tr>
<td>PHYS 2AG</td>
<td>General Physics</td>
<td>4.0</td>
</tr>
<tr>
<td>Total Units</td>
<td></td>
<td>44.0</td>
</tr>
</tbody>
</table>

### Building Automation

**Technology and Health Division Certificate T0309**

This program is designed to prepare the student for a career in the fields of Building Automation, Energy Management, and Green Building Technologies. Students desiring a Bachelor's Degree (transfer program) should consult with an advisor to discuss transferability of courses.

**Required Courses:**
- AIRC 20 | Refrigeration Fundamentals | 4.0 |
- AIRC 25 | Electrical Fundamentals | 5.0 |
- AIRC 31 | Commercial Electrical | 4.0 |
- AIRC 34 | Advanced Mechanical Refrigeration | 4.0 |
- AIRC 61 | Building Automation Fundamentals | 2.5 |
- AIRC 63 | Building Control Networks | 3.0 |
- AIRC 65 | Building Automation Networks | 3.0 |
- AIRC 67 | Energy Management | 4.0 |
- CISN 11 | Telecommunications Networking | 4.0 |
- CISW 41 | XML Secure Programming | 3.0 |
- CISW 49 | Service Oriented Architecture Concepts & Practice | 3.0 |

**Total Units** | **39.5**
Business: Human Resource Management - Level II

Business Division
Certificate L0534

This certificate builds upon the Level I Certificate to provide students with specific knowledge of human resource management functions. HR law, compensations systems, and an understanding of human motivation provide the student with a solid foundation from which to build a career in human resources.

Required Courses:
Completion of the Business: Human Resource Management - Level I coursework (9 Units).

Level I as follows: (9 Units)
BUSM 20 Principles of Business 3.0
BUSM 61 Business Organization 3.0
BUSM 62 Human Resource Management 3.0

Level II as follows: (9 Units)
ANTH 22 General Cultural Anthropology 3.0
BUSM 60 Human Relations in Business 3.0
BUSO 25 Business Communications 3.0

PLUS the Level II courses as follows: (7 Units)
BUSA 70 Payroll and Tax Accounting 3.0
CISB 15 Microcomputer Applications 4.0
Total Units 25.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Business: Human Resource Management - Level III

Business Division
Certificate L0535

Students completing the Level III Certificate will have knowledge and practical experience in business communications and computer use. Successful completion of this certificate prepares students to handle the increasing diversity and complexity of modern human resource management. Completing the advanced certificate will help those working in the human resource field to prepare for professional certification by the Human Resource Certification Institute.

Required Courses:
Completion of Business: Human Resource Management - Level I and Level II coursework. Level I as follows: (9 Units)
BUSM 20 Principles of Business 3.0
BUSM 61 Business Organization 3.0
BUSM 62 Human Resource Management 3.0

Level II as follows: (9 Units)
ANTH 22 General Cultural Anthropology 3.0
BUSM 60 Human Relations in Business 3.0
BUSO 25 Business Communications 3.0

PLUS Select one (1) course from: (4 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIN 1</td>
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</tr>
<tr>
<td>FRCH 1</td>
<td>4.0</td>
</tr>
<tr>
<td>GERM 1</td>
<td>4.0</td>
</tr>
<tr>
<td>ITAL 1</td>
<td>4.0</td>
</tr>
<tr>
<td>JAPN 1</td>
<td>4.0</td>
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<tr>
<td>SPAN 1</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Total Units 19.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Business: International - Level III

Business Division
Certificate L0528

Upon completion of the Business: International - Level II Certificate, students will have acquired the specific skills needed to successfully complete international business transactions. Students will gain a practical, hands-on perspective of how to compete in a global system of conflicting laws, regulations, and requirements. Completion of the Business: International - Level I and II coursework (19 Units) as follows:

Required Courses:
Level I as follows: (9 Units)
BUSM 20 Principles of Business 3.0
BUSM 51 Principles of International Business 3.0
BUSO 25 Principles of Marketing 3.0

Level II as follows: (6 Units)
BUSM 60 Human Relations in Business 3.0
BUSO 25 Business Communications 3.0
BUSM 66 Small Business Management 3.0

PLUS Select one (1) course from: (4 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIN 1</td>
<td>4.0</td>
</tr>
<tr>
<td>FRCH 1</td>
<td>4.0</td>
</tr>
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<td>GERM 1</td>
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<tr>
<td>ITAL 1</td>
<td>4.0</td>
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<td>JAPN 1</td>
<td>4.0</td>
</tr>
<tr>
<td>SPAN 1</td>
<td>4.0</td>
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</table>

PLUS Additional required courses: Level III as follows: (9 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>BUSL 20</td>
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</table>

Recommended Electives:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>BUSM 81</td>
<td>1.0</td>
</tr>
<tr>
<td>BUSM 85</td>
<td>2.0</td>
</tr>
<tr>
<td>BUSM 86</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Total Units 28.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Business: Management - Level II

Business Division
Certificate L0586

This certificate builds upon the Level I Certificate to provide students with proven business tools that will enhance their management careers. Students will be exposed to projects and business simulations that will lead to measurable successes. Business presentations, business planning, team building, conflict resolution, and computer use are core skills developed in this certificate.

Required Courses:
Completion of Business: Management - Level I coursework as follows: (9 Units)
BUSM 20 Principles of Business 3.0
BUSM 61 Business Organization 3.0
BUSO 25 Business Communications 3.0
BUSO 26 Principles of Marketing 3.0

PLUS the Level II courses as follows: (10 Units)
BUSM 60 Human Relations in Business 3.0
BUSO 25 Business Communications 3.0
BUSM 61 Business Organization 3.0
BUSM 66 Small Business Management 3.0

PLUS Select one (1) course from: (4 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIN 1</td>
<td>4.0</td>
</tr>
<tr>
<td>FRCH 1</td>
<td>4.0</td>
</tr>
<tr>
<td>GERM 1</td>
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<tr>
<td>ITAL 1</td>
<td>4.0</td>
</tr>
<tr>
<td>JAPN 1</td>
<td>4.0</td>
</tr>
<tr>
<td>SPAN 1</td>
<td>4.0</td>
</tr>
</tbody>
</table>

PLUS Additional required courses: Level III as follows: (9 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSL 20</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Recommended Electives:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM 81</td>
<td>1.0</td>
</tr>
<tr>
<td>BUSM 85</td>
<td>2.0</td>
</tr>
<tr>
<td>BUSM 86</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Total Units 28.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.
**Business: Management - Level III**

**Business Division**

Certificate T0526

Upon completion of the Business: Management - Level III Certificate, students will have built a foundation of management strategies and practices which will enable them to prosper in an ever-changing business environment. Students will have a strategic perspective of production, marketing, accounting, international business and human resources. Completion of the Business: Management - Level III Certificate will lead to new opportunities and provide students with a solid foundation upon which to build a management career.

**Required Courses:**

- Completion of Business: Management - Level I coursework as follows: (9 Units)
  - BUSM 20 Principles of Business 3.0
  - BUSM 61 Business Organization and Management 3.0
  - BUSM 36 Principles of Marketing 3.0
- Completion of the Business: Management - Level II coursework as follows: (10 Units)
  - BUSM 60 Human Relations in Business 3.0
  - BUSM 62 Human Resource Management 3.0
  - CISB 15 Microcomputer Applications 4.0
- Plus the Level III courses as follows: (11 Units)
  - BUSA 7 Principles of Accounting - Financial 5.0
  - BUSM 10 Principles of Continuous Quality Improvement 3.0
  - BUSM 51 Principles of International Business 3.0

**Total Units**: 30.0

**Special Information:**

- Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

---

**Business: Retail Management - Level II**

**Business Division**

Certificate L0591

This intermediate certificate builds upon the Level I Certificate to expose students to the various functions of managers in retail positions. Fundamentals of business organization, retail marketing and staffing provides the student a solid foundation from which to build a career in retail management.

**Required Courses:**

- Completion of the Retail Management - Level I coursework as follows: (10 Units)
  - BUSO 25 Business Communications 3.0
  - BUSO 50 Retail Store Management and Merchandising 3.0
  - CISB 15 Microcomputer Applications 4.0
- Plus the Level II courses as follows: (12 Units)
  - BUSA 11 Fundamentals of Accounting and Management 3.0
  - BUSM 61 Business Organization and Management 3.0
  - BUSM 62 Human Resource Management 3.0
  - BUSM 36 Principles of Marketing 3.0

**Special Information:**

- Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

**Total Units**: 22.0

---

**Business: Retail Management - Level III**

**Business Division**

Certificate T0521

Students completing the advanced Level III Certificate will have knowledge and practical experience in business communication, leadership and financial controls. Successful completion of this certificate prepares students to handle the increasing diversity and complexity of modern retail management.

**Required Courses:**

- Completion of the Retail Management - Level I coursework as follows: (10 Units)
  - BUSO 25 Business Communications 3.0
  - BUSO 50 Retail Store Management and Merchandising 3.0
- Plus the Level II courses as follows: (12 Units)
  - FASH 62 Retail Store Management and Merchandising 3.0
  - CISB 15 Microcomputer Applications 4.0

**Special Information:**

- Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

**Total Units**: 33.0

---

**Business: Small Business Management - Level II**

**Business Division**

Certificate L0588

The Business: Small Business Management - Level II Certificate provides students with practical small business tools. This certificate focuses on issues such as motivation, teamwork, and leadership skills that lead to enhanced productivity through the development of people. Completion of this certificate will lead to new career opportunities for those currently employed in the small business arena.

**Required Courses:**

- Completion of Business: Small Business Management - Level I coursework as follows: (9 Units)
  - BUSM 20 Principles of Business 3.0
  - BUSM 66 Small Business Management 3.0
  - BUSO 36 Principles of Marketing 3.0
- Plus the Level II courses as follows: (9 Units)
  - BUSO 25 Business Communications 3.0
  - BUSO 50 Retail Store Management and Merchandising 3.0
  - CISB 15 Microcomputer Applications 4.0

**Total Units**: 18.0

**Special Information:**

- Students receiving financial aid need to declare the Level II Certificate as their goal to meet Financial Aid requirements.
<table>
<thead>
<tr>
<th>Business: Small Business Management - Level III</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Division Certificate T0590</strong></td>
</tr>
<tr>
<td>Upon completion of the Business: Small Business Management - Level III Certificate, students will have built a foundation of management strategies and practices which will enable them to prosper in an ever-changing small business environment. Computer skills applicable to small business will be developed. Students will have a strategic perspective across all small business functions. Students will acquire the skills and abilities necessary to build a successful small business career.</td>
</tr>
<tr>
<td><strong>Required Courses:</strong></td>
</tr>
<tr>
<td>Completion of Business: Small Business Management - Level II coursework as follows:</td>
</tr>
<tr>
<td>(9 Units)</td>
</tr>
<tr>
<td>BUSM 20 Principles of Business 3.0</td>
</tr>
<tr>
<td>BUSM 66 Small Business Management 3.0</td>
</tr>
<tr>
<td>BUSS 36 Principles of Marketing 3.0</td>
</tr>
<tr>
<td><strong>Completion of Business: Small Business Management - Level II coursework as follows:</strong></td>
</tr>
<tr>
<td>(9 Units)</td>
</tr>
<tr>
<td>BUSM 60 Human Relations in Business 3.0</td>
</tr>
<tr>
<td>BUSM 61 Business Organization 3.0</td>
</tr>
<tr>
<td>and Management</td>
</tr>
<tr>
<td>BUSM 62 Human Resource Management 3.0</td>
</tr>
<tr>
<td><strong>Plus the Level III courses as follows:</strong> (12 Units)</td>
</tr>
<tr>
<td>BUSA 7 Principles of Accounting - Financial 5.0</td>
</tr>
<tr>
<td>BUSM 10 Principles of Continuous Quality Improvement 3.0</td>
</tr>
<tr>
<td>CISB 15 Microcomputer Applications 4.0</td>
</tr>
<tr>
<td><strong>Total Units</strong> 30.0</td>
</tr>
<tr>
<td><strong>Special Information:</strong> Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Children's Program Certificate: Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Division Certificate T1133</strong></td>
</tr>
<tr>
<td>The Children's Program Certificate: Administration Specialization is designed for the student who desires general knowledge about Early Childhood Development and skills in administering programs for young children. This certificate meets or exceeds Title 22 education requirements for Center Director. Direct experience with children is highly recommended to complete preparation to be an effective administrator.</td>
</tr>
<tr>
<td><strong>Required Courses:</strong></td>
</tr>
<tr>
<td>Completion of Children's Program Certificate: General - Level II as follows: (19 units)</td>
</tr>
<tr>
<td>CHLD 1 Child, Family, School and Community 3.0</td>
</tr>
<tr>
<td>CHLD 5 Principles/Practices in Child Development Programs 3.0</td>
</tr>
<tr>
<td>CHLD 6 Survey of Child Development Curriculum 3.0</td>
</tr>
<tr>
<td>CHLD 10 Child Growth and Development or</td>
</tr>
<tr>
<td>CHLD 10H Child Growth and Development - Honors 3.0</td>
</tr>
<tr>
<td>CHLD 64 Health, Safety and Nutrition of Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 68 Children With Special Needs 3.0</td>
</tr>
<tr>
<td>CHLD 84 Guidance and Discipline in Child Development Settings 1.0</td>
</tr>
<tr>
<td><strong>PLUS Select three (3) courses from:</strong> (9 units)</td>
</tr>
<tr>
<td>CHLD 61 Language Arts and Art Media for Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 62 Music and Motor Development for Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 63 Creative Sciencing and Math for Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 73 Infant/Toddler Care and Development 3.0</td>
</tr>
<tr>
<td><strong>PLUS Additional required courses:</strong> (11 units)</td>
</tr>
<tr>
<td>CHLD 75 Supervising Adults in Early Childhood Settings 2.0</td>
</tr>
<tr>
<td>CHLD 70 Teaching in a Diverse Society 3.0</td>
</tr>
<tr>
<td>CHLD 71A Administration of Child Development Programs 3.0</td>
</tr>
<tr>
<td>CHLD 71B Management/Marketing/Personnel for ECD Programs 3.0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Children's Program Certificate: General - Level II</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Division Certificate LI328</strong></td>
</tr>
<tr>
<td>This certificate enhances the student's knowledge beyond Level I, providing additional skills in working with your children.</td>
</tr>
<tr>
<td><strong>Required Courses:</strong></td>
</tr>
<tr>
<td>Completion of Children's Program Certificate: General - Level II coursework: (12 Units)</td>
</tr>
<tr>
<td>CHLD 1 Child, Family, School and Community 3.0</td>
</tr>
<tr>
<td>CHLD 5 Principles/Practices in Child Development Programs 3.0</td>
</tr>
<tr>
<td>CHLD 6 Survey of Child Development Curriculum 3.0</td>
</tr>
<tr>
<td>CHLD 10 Child Growth and Development or</td>
</tr>
<tr>
<td>CHLD 10H Child Growth and Development - Honors 3.0</td>
</tr>
<tr>
<td>CHLD 64 Health, Safety and Nutrition of Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 68 Children With Special Needs 3.0</td>
</tr>
<tr>
<td>CHLD 84 Guidance and Discipline in Child Development Settings 1.0</td>
</tr>
<tr>
<td><strong>PLUS Select three (3) Level III courses from:</strong> (9 Units)</td>
</tr>
<tr>
<td>CHLD 50 Teaching in a Diverse Society 3.0</td>
</tr>
<tr>
<td>CHLD 61 Language Arts and Art Media for Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 62 Music and Motor Development for Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 63 Creative Sciencing and Math for Young Children 3.0</td>
</tr>
<tr>
<td>CHLD 73 Infant/Toddler Care and Development 3.0</td>
</tr>
<tr>
<td><strong>Total Units</strong> 28.0</td>
</tr>
</tbody>
</table>
### Programs of Study Leading to a Certificate

#### Children's Program Certificate: Teaching

**Business Division**

**Certificate T1312**

The Children's Program Certificate: Teaching Specialization is designed for the student who desires knowledge about Early Childhood Development and skills for teaching young children. This certificate meets or exceeds Title 5 education requirements for quality teaching and is expected to meet or exceed Title 5 education requirements for Teacher Level (with 16 units of G.E. English, Math or Science, Social Science and Humanities).

<table>
<thead>
<tr>
<th>Required Courses:</th>
</tr>
</thead>
<tbody>
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<td>CHLD 1</td>
</tr>
<tr>
<td>CHLD 5</td>
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<td>CHLD 6</td>
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<tr>
<td>CHLD 10</td>
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<tr>
<td><strong>or</strong></td>
</tr>
<tr>
<td>CHLD 64</td>
</tr>
<tr>
<td>CHLD 68</td>
</tr>
<tr>
<td>CHLD 84</td>
</tr>
</tbody>
</table>

**Plus the following courses: (14 Units)**

| CHLD 50 | Teaching in a Diverse Society  | 3.0 |
| CHLD 66 | Early Childhood Development Observation  | 2.0 |
| CHLD 66L| Early Childhood Development Observation Laboratory  | 1.0 |
| CHLD 67 | Early Childhood Development Participation  | 2.0 |
| CHLD 67L| Early Childhood Development Participation Laboratory  | 1.0 |
| CHLD 69 | Early Childhood Development Field Work Seminar  | 2.0 |
| CHLD 75 | Supervising Adults in Early Childhood Settings  | 2.0 |

**PLUS Select two (2) courses from: (6 Units)**

| CHLD 51 | Early Literacy in Child Development  | 3.0 |
| CHLD 61 | Language Arts and Art Media  | 3.0 |
| CHLD 62 | Music and Motor Development  | 3.0 |
| CHLD 63 | Creative Science and Math  | 3.0 |

**Total Units 39.0**

#### Computer and Networking Technology - Level I

**Technology and Health Division Certificate L0795**

The Computer and Networking Technology Level I and II certificate programs prepare students to become computer and networking service technicians. Courses required for the Level I certificate provide foundations in basic electricity and electronics, operating systems, computer service and troubleshooting, and preparation for the A+ certification examination sponsored by CompTIA and offered at testing centers throughout the country. In addition to the Level I certificate requirements, students seeking the Level II certificate cover computer networks, servers, and customer relations, and will take preparatory courses for the CompTIA Network+, Server+, and Security+ certification exams. These industry certifications are recognized worldwide as benchmarks for the computer and networking technician. Further, students will have requisite skills upon which to seek additional I.T. certifications available for the computer and networking fields.

**Required Courses:**

| CISB 15 | Microcomputer Applications  | 4.0 |
| ELEC 50A | Electronic Circuits (DC)  | 4.0 |
| ELEC 50B | Electronic Circuits (AC)  | 4.0 |
| ELEC 56 | Digital Electronics  | 4.0 |

**Total Units 29.0 - 30.0**

#### Computer and Networking Technology - Level II

**Technology and Health Division Certificate T0726**

The Computer and Networking Technology Level I and II certificate programs prepare students to become computer and networking service technicians. Courses required for the Level I certificate provide foundations in basic electricity and electronics, operating systems, computer service and troubleshooting, and preparation for the A+ certification examination sponsored by CompTIA and offered at testing centers throughout the country. In addition to the Level I certificate requirements, students seeking the Level II certificate cover computer networks, servers, and customer relations, and will take preparatory courses for the CompTIA Network+, Server+, and Security+ certification exams. These industry certifications are recognized worldwide as benchmarks for the computer and networking technician. Further, students will have requisite skills upon which to seek additional I.T. certifications available for the computer and networking fields.

**Required Courses:**

| CISB 15 | Microcomputer Applications  | 4.0 |
| ELEC 50A | Electronic Circuits (DC)  | 4.0 |
| ELEC 50B | Electronic Circuits (AC)  | 4.0 |

**Total Units 40.0 - 41.0**

#### Computer Graphics - Multimedia Specialist

**Arts Division Certificate**

The Multimedia Specialist Certificate provides the professional computer graphic training by developing two and three dimensional digital imagery characterized by the fusion of artistic and technical theories, and the mastery of craft skills and techniques in audio and video content. Additionally, students will receive preparation for careers involving aspects of technological development and design. Because of their training and experience, multimedia specialists will have the ability to start up their own business or work with a company specializing in multimedia technology to become animators, systems analysts, layout designers, webmasters, and internet researchers. Other careers involve filmmakers, photographers, multimedia artists, directors, and computer game designers.

Courses typically cover a wide range of topics from creating photorealistic 3D models and environments, storyboarding, object animation, creating and editing audio loops, videos, and preparing multimedia presentations; and other software and hardware processes involved in producing digital multimedia content. Students pursuing a Baccalaureate Degree should be guided in their selections of lower-division courses by an advisor of the institution they expect to apply to.

**Required Courses:**

| CISB 15 | Microcomputer Applications  | 4.0 |
| ELEC 50A | Electronic Circuits (DC)  | 4.0 |
| ELEC 50B | Electronic Circuits (AC)  | 4.0 |

**Total Units 3.0 - 4.0**

**Recommended Electives**

| CISB 15 | Microcomputer Applications  | 4.0 |
| ELEC 50A | Electronic Circuits (DC)  | 4.0 |
| ELEC 50B | Electronic Circuits (AC)  | 4.0 |

**Total Units 40.0 - 41.0**

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2012-13 Mt. San Antonio College Catalog
Computer Graphics
- Print Specialist
Arts Division
Certificate
The Print Specialist Certificate provides professional computer graphics training developing two-dimensional digital imagery characterized by the fusion of artistic and technical theories, and the mastery of craft skills and techniques. Additionally, students will receive preparation for careers in what has traditionally been referred to as the printing business which encompasses many segments: general commercial printing pre-press; quick printing or personal e-publishing activities; digital imaging; magazine, newspaper and book printing; financial and legal printing; screen printing; thermography; business forms printing; label and tag printing; packaging; greeting cards; and trade and finishing services. Courses typically cover a wide range of topics from practical color management, workflow, image editing, electronic publishing and other software and hardware processes involved in producing two-dimensional digital imagery. Students pursuing a Baccalaureate Degree should be guided in choosing 2D, 3DE and multimedia content preparation skills and mastery.

Computer Systems Technology
Technology and Health Division
Certificate L0924
In addition to courses in electronics fundamentals, the Computer Systems Technology course encompasses advanced coursework in computer systems circuitry, including microcontrollers and microprocessors. This advanced course is of three available for students who do not complete all second-year systems courses at once, or who complete them one at a time. Two other certificate programs are also available: a one-year certificate in Electronics Technology, and a two-year certificate having the same title as the A.S. degree. A.S. degree recipients are automatically eligible to receive, without further examination, a 3rd class Technician License from the National Association of Radio and Telecommunications Engineers (N.A.R.T.E.), while students completing certificate programs are automatically eligible for the N.A.R.T.E. 4th Class Technician license.

Construction Inspection
Technology and Health Division
Certificate L0920
This program is intended to prepare students for employment following completion of courses. Students desiring a Bachelor’s Degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
ARCH 12   Architectural Materials and Specifications 4.0
ARCH 14   Building and Zoning Codes 3.0
INSP 17   Legal Aspects/Construction 3.0
INSP 70   Elements of Construction 3.0
INSP 71   Construction Estimating 3.0
INSP 87   Fund Construct Inspect 3.0
MATH 51   Elementary Algebra 4.0
Total Units 23.0

Consumer Relations
Business Division
Certificate B0326
This program provides semi-professional training for those who seek immediate consumer relations employment in non-profit agencies, government, education, or business such as utilities, telecommunications, and finance. Positions include, but are not limited to: consumer affairs representatives, client related government jobs, and community advocates.

Required Courses:
FCS 41   Life Management 3.0
FCS 80   Personal Financial Planning 3.0
or
BUSA 71   Personal Financial Planning 3.0
FCS 51   Consumer Skills, Issues, and Strategies 3.0
BUSO 25   Business Communications 3.0
BUSO 26   Oral Communications for Business 3.0
Total Units 15.0
### Digital Photographic Technician
**Arts Division**

**Certificate L0300**

This certificate program is designed to give students specific skills to prepare them for employment in the commercial photographic industry as a digital technician, digital assistant, digital imaging specialist, or photography assistant.

**Required Courses:**
- GRAF 9 Digital Color Management 3.0
- GRAF 10 Photography Imagery 3.0
- PHOT 10 Basic Digital and Film Photography 3.0
- PHOT 11 Professional Photography 4.0
- PHOT 14 Commercial Lighting 3.0
- PHOT 20 Color Photography 3.0
- PHOT 25 Digital Capture Workflow 3.0
- PHOT 30 Commercial and Illustrative Photography 3.0

**Recommended Electives:**
- CISB 15 Macintosh Applications 2.0
- GRAF 9 Digital Color Management 3.0
- PHOT 10 Photography Imagery 3.0

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### Electronic Systems Technology - Level II
**Technology and Health Division**

**Certificate L0928**

The Level II certification (12-13 units) adds customer relations skills and the installation, calibration, setup, maintenance and troubleshooting of home theater, home automation, and home security systems. Either a course on preparing for the C-7 license or troubleshooting digital TV with LCD, plasma and DLP video displays is included.

**Required Courses:**
- ELEC 11 Technical Applications in Microcomputers 3.0
- CISB 15 Microcomputer Applications 4.0

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### Electronics and Computer Engineering Technology
**Technology and Health Division**

**Certificate T0906**

The Electronics and Computer Engineering Technology (ECT) certificate program prepares individuals either for initial employment or for enhancement of existing skills in the electronics field, or for transfer into B.S. programs in Electronics Technology or Industrial Technology offered in the CSU system. Required courses for the certificate — many of which articulate directly to their equivalents at the CSUs are the same as for the ECT A.S. degree program except for the college General Education requirement. In addition to exposing students to core topics such as components and circuits, the program includes coursework in advanced areas including microcontrollers and interfacing, communications, and industrial electronic controls. Nearly all laboratories have new, state-of-the-art equipment to provide students with quality, hands-on learning experiences.

**Required Courses:**
- EST 50 Electrical Fundamentals for Cable Installations 4.0
- EST 52 Fabrication Techniques for Cable Installations 4.0
- EST 54 Wiring and Wiring Standards 4.0
- TECH 60 Customer Relations for the Technician 1.0

**Recommended Electives:**
- ELEC 61 Electronic Assembly and Fabrication 3.0
- ELEC 62 Advanced Surface Mount Assembly and Rework 2.0

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### Electronics Communications
**Technology and Health Division**

**Certificate T0904**

In addition to courses in electronics fundamentals, the Electronics Communications certificate program encompasses the study of both wire-based and wireless forms of analog and digital communications systems. Among the topics covered are amplitude frequency modulation, multiplexing, antennas, transmission lines, and radio-wave propagation, as well as microwave systems, including radar and satellite operations.

**Required Courses:**
- ELEC 11 Technical Applications in Microcomputers 3.0
- ELEC 12 Computer Simulation and Troubleshooting 2.0
- ELEC 50A Electronic Circuits (DC) 4.0
- ELEC 50B Electronic Circuits (AC) 4.0
- ELEC 51 Electronic Devices 4.0
- ELEC 52 Fabrication Techniques 4.0
- ELEC 54 Industrial Electronics 4.0
- ELEC 54A Industrial Electronics Systems 3.0
- ELEC 55 Industrial Electronics Systems 4.0
- ELEC 56 Microwave Communications 4.0
- ELEC 61 Electronic Assembly and Fabrication 3.0
- ELEC 74 Microcontroller Systems 4.0
- TECH 60 Customer Relations for the Technician 1.0

**Total Units 44.0**

**Recommended Electives:**
- CISP 11 Programming in Visual Basic 4.0
- EDT 11 Technical Engineering Drawing I 3.0
- ELEC 62 Advanced Surface Mount Assembly and Rework 2.0
- ELEC 76 Radio Telephone Communications 3.0
- PHYS 2AG General Physics 4.0

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### Electronics Technology
**Technology and Health Division**

**Certificate L0905**

This one-year program covers the fundamentals of electronics technology. These core courses provide the necessary skills for those seeking entry-level employment as electronics technicians without areas of specialization. Also included is a course in customer relations training.

**Required Courses:**
- ELEC 11 Technical Applications in Microcomputers 3.0
- ELEC 12 Computer Simulation and Troubleshooting 2.0
- ELEC 50A Electronic Circuits (DC) 4.0
- ELEC 50B Electronic Circuits (AC) 4.0
- ELEC 51 Electronic Devices 4.0
- ELEC 52 Fabrication Techniques 4.0
- ELEC 54 Industrial Electronics 4.0
- ELEC 54A Industrial Electronics Systems 3.0
- ELEC 55 Microwave Communications 4.0
- ELEC 56 Digital Electronics 4.0
- ELEC 61 Electronic Assembly and Fabrication 3.0
- TECH 60 Customer Relations for the Technician 1.0

**Total Units 33.0**
Electronics: Industrial Systems
Technology and Health Division
Certificate T0908
In addition to courses in electronics fundamentals, the Industrial Systems curriculum encompasses advanced coursework in industrial electronics, including electronic devices for industrial and motor controls. The curriculum culminates in the study of programmable logic controls (PLCs) using the Allen-Bradley series of PLCs running ladder logic software.

This advanced certificate is one of three available for students who do not complete all second-year systems courses at once, or who complete them one at a time. Two other certificate programs are also available: a one-year certificate in Electronics Technology, and a two-year certificate having the same title as the A.S. degree. A.S. degree recipients are automatically eligible for the N.A.R.T.E. (National Association of Radio and Telecommunications Engineers) certification, while students completing certificate programs are automatically eligible for the N.A.R.T.E. 4th Class Technician license.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC 50B</td>
<td>Electronic Circuits (AC)</td>
<td>4.0</td>
</tr>
<tr>
<td>ELEC 51</td>
<td>Electronic Devices</td>
<td>4.0</td>
</tr>
<tr>
<td>ELEC 56</td>
<td>Digital Electronics</td>
<td>4.0</td>
</tr>
<tr>
<td>ELEC 61</td>
<td>Electronic Assembly and Fabrication</td>
<td>3.0</td>
</tr>
<tr>
<td>TECH 60</td>
<td>Customer Relations for the Technician</td>
<td>1.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>25.0</strong></td>
</tr>
</tbody>
</table>

**Electronics: Industrial Systems**

**Tech and Health Division Certificate T1281**

This Paramedic Program is accredited by CAAHEP (Committee on Accreditation of Allied Health Education Programs) and approved by the Los Angeles County Department of Health Services as meeting and exceeding the minimum standards as specified in Title 22 of the California Code of Regulations and the federal Department of Transportation national standard curriculum. It is designed to train paramedics to work on ambulances and in the fire service.

The Emergency Medical Technician-Paramedic (EMT-P) is an individual who is educated and trained during an intensive (32-hours per week) didactic program lasting 16 weeks. This is followed by five (5) weeks of Clinical Internship in a hospital (40-hours per week), and then eight (8) weeks of Field Externship as a practicing Paramedic under the guidance and supervision of a Paramedic Field Preceptor.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS 10</td>
<td>Anatomy and Physiology for Paramedics</td>
<td>2.0</td>
</tr>
<tr>
<td>EMS 20</td>
<td>Emergency Cardiac Care for Paramedics</td>
<td>1.0</td>
</tr>
<tr>
<td>EMS 30</td>
<td>Pharmacology for Paramedics</td>
<td>2.5</td>
</tr>
<tr>
<td>EMS 40</td>
<td>Cardiology for Paramedics</td>
<td>5.0</td>
</tr>
<tr>
<td>EMS 50</td>
<td>Paramedic Skills Competency</td>
<td>5.0</td>
</tr>
<tr>
<td>EMS 60</td>
<td>EMS Theory for Paramedics</td>
<td>8.5</td>
</tr>
<tr>
<td>EMS 70</td>
<td>Paramedic Clinical Internship</td>
<td>4.0</td>
</tr>
<tr>
<td>EMS 80</td>
<td>Paramedic Field Externship</td>
<td>9.5</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>37.5</strong></td>
</tr>
</tbody>
</table>

**Recommended Electives:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJU 1</td>
<td>The Administration of Justice System</td>
<td></td>
</tr>
<tr>
<td>FIRE 1</td>
<td>Fire Protection Organization</td>
<td></td>
</tr>
<tr>
<td>PSYC 1A</td>
<td>Introduction to Psychology</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYC 1AH</td>
<td>Introduction to Psychology - Honors</td>
<td></td>
</tr>
<tr>
<td>SOC 1</td>
<td>Sociology</td>
<td></td>
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<td>or</td>
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</tr>
<tr>
<td>SOC 1H</td>
<td>Sociology - Honors</td>
<td></td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
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</tbody>
</table>

The Emergency Medical Services faculty recommend that you complement your studies with selected elective courses chosen from the list above. You should meet with a professor of Emergency Medical Services to help you determine which of those electives would best suit your career plans.

**Special Information:**

To remain in the program, students must maintain a grade of "C" (80 percent) or better in all courses and receive a grade of "C" (80 percent) or better on all final exams, per state regulations. Before starting in clinical rotations, students must pass a criminal background check. Upon successful completion of the required courses, students are given a certificate documenting completion of the Emergency Medical Technician - Paramedic (EMT-P) program. Students are then eligible for licensure by taking and passing both the National Registry Exam and County Paramedic accreditation exam.

**EMT Program Readmission Policy**

If the student fails any of the co-requisite courses, EMS 10 - EMS 60, he/she will be dropped from the program. If the student wishes to repeat the program, a Success Plan and Contract will be developed with the faculty to increase the student’s chances of success prior to re-entry. If the student withdraws or is dismissed from the program a second time, he/she will not be allowed to re-enter the Paramedic program at Mt. SAC.
Programs of Study Leading to a Certificate

English Language Skills:
Although proficiency in English is not a criterion for admission into the EMT-P program, students are encouraged to be able to speak, write, and read English to complete classes successfully and to ensure safety for themselves and others.

Engineering Design Technology - Level I
Technology and Health Division
Certificate L0900
The Engineering Design Technology Level I Certificate is designed to prepare students for entry-level employment in the technical and computer-aided drafting design fields. Upon completion of the Level I Certificate, students will be prepared in fundamental working practices related to the technical design field.

Required Courses:
EDT 11 Technical Engineering Drawing I 3.0
EDT 12 Technical Engineering Drawing II 3.0
EDT 14 Mechanical Design 3.0
EDT 16 Basic CAD and Computer Applications 4.0
EDT 18 Engineering CAD Applications 4.0

PLUS Select one (1) course from: (2-4 Units)
ELEC 50A Electronic Circuits (DC) 4.0
MFG 11 Manufacturing Processes I 2.0

Total Units 19.0 - 21.0

Special Information:
Students interested in pursuing transfer and a Bachelor's Degree in Engineering or Engineering Technology are advised to verify with each transfer institution specific requirements for transfer and appropriate courses. Requirements vary depending on specialty and institution and may include areas such as math at the levels of calculus or trigonometry at a minimum. See the Mt. SAC catalog under either Engineering or Surveying for a list of transferable engineering courses.

Engineering Design Technology - Level II
Technology and Health Division
Certificate T0915
The Engineering Design Technology Level II Certificate is designed to provide focused technical grounding and exposes students to parametric design technology. This certificate enables students to pursue competitive employment in the technical design field, beyond entry level.

Required Courses:
Level I as follows: (19-21 Units)
EDT 11 Technical Engineering Drawing I 3.0
EDT 12 Technical Engineering Drawing II 3.0
EDT 14 Mechanical Design 3.0
EDT 16 Basic CAD and Computer Applications 4.0
EDT 18 Engineering CAD Applications 4.0
ELEC 50A Electronic Circuits (DC) 4.0
MFG 11 Manufacturing Processes I 2.0

Level II as follows: (12-14 Units)
EDT 20 Technical Descriptive Geometry 3.0
EDT 24 Engineering CAD 3-D Solids and Surfaces 3.0
ELEC 50A Electronic Circuits (DC) 4.0
MFG 11 Manufacturing Processes I 2.0
ELEC 50B Electronic Circuits (AC) 4.0

Plus the following courses: (6 Units)
EDT 28 Engineering CAD 3-D Illustration/Animation 3.0

Total Units 37.0 - 41.0

Escrow Management
Business Division
Certificate L0511
Required Courses:
BUSA 11 Fundamentals of Accounting 3.0
BUSR 50 Legal Aspects of Real Estate 3.0
BUSR 76 Escrow Procedures I 3.0
BUSR 77 Escrow Procedures II 3.0
CISB 15 Microcomputer Applications 4.0

Total Units 19.0

Fashion Design - Level I
Business Division
Certificate L1397
The Fashion Design: Level I Certificate is designed to introduce the student to the employment opportunities available in both fashion design and costume design. Upon completion of the Fashion Design: Level I Certificate, students may qualify for an entry-level design and pattern making positions in Southern California's diverse apparel industry and the entertain-
mment industry that support the largest number of employees and contributes significantly to the economy of the region.

**Required Courses:**
- FASH 8: Introduction to Fashion 3.0
- FASH 10: Clothing Construction I 3.0
- FASH 15: Fashion and Identity 3.0
- FASH 17: Textiles 3.0
- FASH 25: Fashion Computer-Assisted Drawing 3.0
- FASH 30: Fashion Design 3.0

**Level I as follows: (18 Units)**

**Total Units** 18.0

**Recommended Electives:**
- FASH 24: Fashion Patternmaking by Computer 3.0
- FASH 26: Fashion Computer Assisted Design 2.0
- FASH 35: Special Topics in Fashion Design 2.0
- FASH 81: Work Experience in Fashion 1.0
- FASH 90: Field Studies 1.0
- FASH 91: Field Studies - New York 2.0
- FASH 92: Field Studies - Fashion Capitals 3.0

**Fashion Design - Level II**

**Business Division**

**Certificate T1389**

The Fashion Design: Level II Certificate builds upon the Level I Certificate to provide students with intermediate skills that will enhance their Fashion Design careers. Students will have a strategic view of historic costume research, and textile attributes and characteristics. Students will be exposed to additional categories and classifications of apparel and will further research and design products for divergent target markets. Students will prepare professional portfolios to strengthen career perspectives. Completion of the Fashion Design: Level II Certificate will lead to new opportunities and provide students with a solid foundation upon which to build a career.

**Required Courses:**
- FASH 25: Fashion Computer-Assisted Drawing 3.0
- FASH 17: Textiles 3.0
- FASH 20: Illustration for Fashion 3.0
- FASH 35: Special Topics in Fashion Design 2.0
- FASH 21: Patternmaking I 3.0
- FASH 22: Fashion Design By Draping 3.0
- FASH 23: Patternmaking II 3.0
- FASH 24: Fashion Patternmaking by Computer 3.0

**Plus the Level II coursework as follows: (21 Units)**

**Total Units** 39.0

**Recommended Electives:**
- FASH 26: Fashion Computer Assisted Design 2.0
- FASH 35: Special Topics in Fashion Design 2.0
- FASH 81: Work Experience in Fashion 1.0
- FASH 90: Field Studies 1.0
- FASH 91: Field Studies - New York 2.0
- FASH 92: Field Studies - Fashion Capitals 3.0

**Fashion Merchandising - Level I**

**Business Division**

**Certificate L0314**

The Fashion Merchandising Level I Certificate prepares the holder for entry-level positions in a variety of retail merchandising, manufacturing, and promotion businesses.

**Required Courses:**
- FASH 8: Introduction to Fashion 3.0
- FASH 10: Clothing Construction I 3.0
- FASH 15: Fashion and Identity 3.0
- FASH 17: Textiles 3.0
- FASH 25: Fashion Computer-Assisted Drawing 3.0
- FASH 30: Fashion Design 3.0

**Plus the Level II coursework as follows: (12 Units)**

**Total Units** 18.0

**Recommended Electives:**
- FASH 81: Work Experience in Fashion 1.0
- FASH 90: Field Studies 1.0
- FASH 91: Field Studies - New York 2.0
- FASH 92: Field Studies - Fashion Capitals 3.0

**Fashion Merchandising - Level II**

**Business Division**

**Certificate L1303**

The Fashion Merchandising Level II Certificate is designed to build upon the Fashion Merchandising Level I Certificate to provide students with proven business and management tools that will increase their practical understanding of merchandising and marketing. Students will be exposed to projects and visual display simulations that will enhance their merchandising and management career potential.

**Required Courses:**
- FASH 9: History of Costume and Fashion 3.0
- FASH 12: Clothing Construction II 3.0
- FASH 20: Fashion Design and Costume Design 3.0
- FASH 21: Patternmaking I 3.0
- FASH 22: Fashion Design By Draping 3.0
- FASH 23: Patternmaking II 3.0
- FASH 24: Fashion Patternmaking by Computer 3.0

**Plus the Level II coursework as follows: (18 Units)**

**Total Units** 39.0

**Recommended Electives:**
- FASH 26: Fashion Computer Assisted Design 2.0
- FASH 35: Special Topics in Fashion Design 2.0
- FASH 21: Patternmaking I 3.0
- FASH 22: Fashion Design By Draping 3.0
- FASH 23: Patternmaking II 3.0
- FASH 24: Fashion Patternmaking by Computer 3.0

**Fire Technology**

**Technology and Health Division**

**Certificate L2105**

The Fire Science Certificate has been developed to offer pre-employment education for the undergraduate who desires to enter the field of fire science. It also provides the employed firefighter an opportunity for a professional education. Students intending to pursue a Bachelor’s Degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

**Required Courses:**
- FIRE 1: Fire Protection Organization 3.0
- FIRE 2: Fire Prevention Technology 3.0
- FIRE 3: Fire Protection Equipment and Systems 3.0
- FIRE 4: Building Construction 3.0
- FIRE 5: Fire Behavior and Combustion 3.0
- FIRE 6: Hazardous Materials/ICS 3.0

**Plus Select two (2) courses from: (5.5-19 Units)**
- FIRE 7: Fire Tactics & Strategy 3.0
- FIRE 8: Fire Company Organization and Management 3.0
- FIRE 9: Fire Hydraulics 3.0
- FIRE 10: Arson and Fire Investigation 3.0
- FIRE 11: Fire App & Equipment 3.0
- FIRE 12: Wildland Fire Control 4.5
- FIRE 86: Basic Fire Academy 14.5
- KINF 53: Physical Training 2.5

**Total Units** 23.5 - 37.0

**Recommended Electives:**
- KINF 50: Physical Skills Preparation for Administration of Justice and Fire Technology 2.0
- KINF 51: Agility Testing Preparation for Administration of Justice and Fire Technology 1.0
- KINF 52: Fitness and Conditioning for Administration of Justice, Fire Technology, and Forestry 1.0
Programs of Study Leading to a Certificate

**Graphic Design**

**Arts Division**

**Certificate T0321**

This program is designed to prepare students for careers in the Graphic Design field of Communication Art. Students will be given a balanced blend of creative, design, and technology skills necessary to develop successful graphic design for print, web, and other media channels. The production software will be driven by industry needs.

**Required Courses:**

- ARTC 165 Illustration 3.0
- ANIM 172 Motion Graphics, Compositing 3.0
- Computer Animation
- ID 23 Computer Aided Drawing 3.0
- ID 22 Design Drawing for Interior Design 3.0
- ID 20 Color and Design Theory I 3.0
- ID 14 History of Furniture 3.0
- ID 10 Introduction to Interior Design 3.0
- ID 9 Principles/Practices in Child Development Programs 3.0
- ID 8 Infants At Risk 3.0
- ID 7 Teaching in a Diverse Society 3.0
- ID 6 Language Arts and Art Media for Young Children 3.0
- ID 5 Music and Motor Development for Young Children 3.0
- ID 4 Teaching in a Diverse Society 3.0
- ID 3 Language Arts and Art Media for Young Children 3.0
- ID 2 Design Drawing for Interior Design 3.0
- ID 1 Computer Aided Drawing 3.0
- PHOT 4 Digital Cameras and Composition 3.0
- Total Units 18.0 - 21.0

**Hospitality: Catering**

**Business Division**

**Certificate L1395**

The Hospitality: Catering Certificate will prepare students for catering and banquet job opportunities in the hospitality industry. The program emphasizes menu planning, food preparation, service and catering management.

**Required Courses:**

- HRM 51 Introduction to Hospitality 3.0
- HRM 52 Food Safety and Sanitation 1.5
- HRM 53 Dining Room Service Management 3.0
- HRM 54 Basic Cooking Techniques 3.0
- HRM 61 Menu Planning 3.0
- HRM 62 Catering 3.0
- HRM 91 Hospitality Work Experience 1.0
- NF 20 Principles of Foods 3.0
- Total Units 20.5

**Hospitality: Hospitality Management - Level II**

**Business Division**

**Certificate L1325**

This certificate prepares the holder to enter the hospitality field as a manager-trainee in a hotel or restaurant.

**Required Courses:**

- HRM 51 Introduction to Hospitality 3.0
- HRM 52 Food Safety and Sanitation 1.5
- HRM 53 Dining Room Service Management 3.0
- HRM 54 Basic Cooking Techniques 3.0
- HRM 61 Menu Planning 3.0
- HRM 62 Catering 3.0
- HRM 91 Hospitality Work Experience 1.0
- Total Units 19.0

**Hospitality: Restaurant Management - Level II**

**Business Division**

**Certificate L1319**

The Hospitality: Restaurant Management - Level II Certificate prepares the holder to enter the restaurant field as a manager-trainee in a food service establishment.

**Required Courses:**

- HRM 51 Introduction to Hospitality 3.0
- HRM 52 Food Safety and Sanitation (1.50 Units) 3.0
- HRM 53 Dining Room Service Management 3.0
- HRM 54 Basic Cooking Techniques 3.0
- HRM 57 Restaurant Cost Control 3.0
- HRM 61 Menu Planning 3.0
- NF 28 Cultural and Ethnic Foods 3.0
- Total Units 19.5

**Infant/Toddler Development**

**Business Division**

**Certificate T1318**

The Infant/Toddler Certificate (30 units) provides the holder with specialized skills for working with children of that age. This certificate meets or exceeds Title 22 requirements and Title 5 Master Teacher - Infant/Toddler Specialization (with 16 units of general education).

**Required Courses:**

- CHLD 10 Child Growth and Development 3.0
- CHLD 5 Principles/Practices in Child Development Programs 3.0
- CHLD 6 Survey of Child Development 3.0
- CHLD 10 Child Growth and Development - Honors 3.0
- CHLD 73 Infant/Toddler Care and Development 3.0
- CHLD 85 Infants At Risk 3.0
- CHLD 50 Teaching in a Diverse Society 3.0
- CHLD 61 Language Arts and Art Media for Young Children 3.0
- CHLD 62 Music and Motor Development for Young Children 3.0
- CHLD 64 Health, Safety and Nutrition of Young Children 3.0
- CHLD 72 Teacher, Parent, and Child Relationships 3.0
- Total Units 30.0

**Interior Design Kitchen and Bath Specialization**

**Business Division**

**Certificate T0306**

The Kitchen and Bath Specialization coursework builds upon the Level III Certificate to provide students with specialized skills in the area of Kitchen and Bath Design and is accredited by the national Kitchen and Bath Association. Students will strengthen career perspectives and develop work to incorporate into a professional portfolio. This certificate may aid in the student's search for an intermediate position as an assistant to a Kitchen and Bath Designer. Students completing this certificate and meeting the eligibility requirements will quality to sit for the academic portion of the Certified Kitchen Designer (CKD) and Certified Bath Designer (CBD) upon graduation to earn the Associate Kitchen and Bath Designer (AKBD) designation.

**Required Courses:**

- ID 10 Introduction to Interior Design 3.0
- ID 12 Materials and Products 3.0
- ID 14 History of Furniture 3.0
- ID 20 Color and Design Theory I 3.0
- ID 21 Color and Design Theory II 3.0
- ID 23 Computer Aided Drawing 3.0
- ID 25 Space Planning for Interior Design I 3.0
- ID 26 Space Planning for Interior Design II 3.0
- ID 27 Rapid Visualization 3.0
- ID 29 Interior Design Studio I 3.0

**Horse Ranch Management**

**Natural Sciences Division**

**Certificate L0102**

This certificate program is designed to give students basic skills on horse ranches and agriculture sales and services. All courses are applicable for degree requirements.

**Required Courses:**

- AGAG 59 Work Experience in Agriculture 1.0 - 4.0
- AGAN 2 Animal Nutrition 3.0
- AGAN 94 Animal Breeding 3.0
- AGLI 16 Horse Production and Management 4.0
- AGLI 18 Horse Ranch Management 4.0
- AGLI 19 Horse Hoof Care 2.0
- AGLI 96 Animal Sanitation and Disease Control 3.0
- AGLI 97 Artificial Insemination 2.0
- Total Units 35.0

**CHLD 64 Health, Safety and Nutrition of Young Children 3.0**

**CHLD 72 Teacher, Parent, and Child Relationships 3.0**

**Total Units 30.0**

**Interior Design Kitchen and Bath Specialization**

**Business Division**

**Certificate T0306**

The Kitchen and Bath Specialization coursework builds upon the Level III Certificate to provide students with specialized skills in the area of Kitchen and Bath Design and is accredited by the national Kitchen and Bath Association. Students will strengthen career perspectives and develop work to incorporate into a professional portfolio. This certificate may aid in the student's search for an intermediate position as an assistant to a Kitchen and Bath Designer. Students completing this certificate and meeting the eligibility requirements will quality to sit for the academic portion of the Certified Kitchen Designer (CKD) and Certified Bath Designer (CBD) upon graduation to earn the Associate Kitchen and Bath Designer (AKBD) designation.

**Required Courses:**

- ID 10 Introduction to Interior Design 3.0
- ID 12 Materials and Products 3.0
- ID 14 History of Furniture 3.0
- ID 20 Color and Design Theory I 3.0
- ID 21 Color and Design Theory II 3.0
- ID 23 Computer Aided Drawing 3.0
- ID 25 Space Planning for Interior Design I 3.0
- ID 26 Space Planning for Interior Design II 3.0
- ID 27 Rapid Visualization 3.0
- ID 29 Interior Design Studio I 3.0
And completion of the required Interior Design: Level III coursework as follows: (17 Units)

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID 31</td>
<td>Building Systems for Interior Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 32</td>
<td>Lighting Design and Theory</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 34</td>
<td>Computer Aided Drawing for Interior Design II</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 36</td>
<td>Professional Practices for Interior Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 37</td>
<td>Business Practices for Interior Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 38</td>
<td>Internship in Interior Design</td>
<td>2.0</td>
</tr>
<tr>
<td>ID 39</td>
<td>Interior Design Studio II</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Required courses for Kitchen and Bath Specialization (8 Units)

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID 40</td>
<td>Kitchen and Bath Studio I</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 41</td>
<td>Kitchen and Bath Studio II</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 48</td>
<td>Internship in Kitchen and Bath</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Total Units: 58.0

Recommended Electives:

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID 50</td>
<td>Interior Design Specialized Studio</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 52</td>
<td>Independent Studies in Interior Design 1.0</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Interior Design: Level III**

**Certificate T0305**

The Interior Design: Level III Certificate builds upon the Level II coursework to provide students with advanced skills that will enhance their Interior Design careers. There is a focus on building systems, lighting, advanced computer applications, business practices, and studio design. Students will prepare professional portfolios to strengthen career perspectives. This certificate may aid in the student’s search for an entry-level position as a designer, library coordinator, or a specialization in the field of interior design.

**Required Courses:**

Completion of the Interior Design: Level I coursework as follows: (9 Units)

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID 10</td>
<td>Introduction to Interior Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 12</td>
<td>Materials and Products for Interior Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 14</td>
<td>History of Furniture and Decorative Arts</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Completion of the Interior Design: Level II coursework as follows: (24 Units)

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID 20</td>
<td>Color and Design Theory I</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 21</td>
<td>Color and Design Theory II</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 22</td>
<td>Design Drawing for Interior Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 23</td>
<td>Computer Aided Drawing for Interior Design I</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 25</td>
<td>Space Planning for Interior Design I</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 26</td>
<td>Space Planning for Interior Design II</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 27</td>
<td>Rapid Visualization</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 29</td>
<td>Interior Design Studio I</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units: 33.0

Recommended Electives:

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID 50</td>
<td>Interior Design Specialized Studio</td>
<td>3.0</td>
</tr>
<tr>
<td>ID 52</td>
<td>Independent Studies in Interior Design 1.0</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Interior Landscaping**

**Natural Sciences Division**

**Certificate L0106**

This certificate program is designed to give students basic skills in the design, installation, and maintenance of interior plants that are used in residences, offices, hotels, malls, restaurants, and other locations. All courses are applicable for degree requirements.

**Required Courses:**

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGOR 1</td>
<td>Horticultural Science</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 13</td>
<td>Landscape Design</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 15</td>
<td>Landscape Design II</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 24</td>
<td>Integrated Pest Management</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 29</td>
<td>Ornamental Plants - Herbaceous</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 32</td>
<td>Landscaping and Nursery Management</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Landscape Design and Construction**

**Natural Sciences Division**

**Certificate L0109**

This certificate program is designed to give students basic skills needed in employment for a landscape contractor. All courses are applicable for degree requirements.

**Required Courses:**

<table>
<thead>
<tr>
<th>ID</th>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGOR 1</td>
<td>Horticultural Science</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 13</td>
<td>Landscape Design</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 29</td>
<td>Ornamental Plants - Herbaceous</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 30</td>
<td>Ornamental Plants - Trees and Woody Shrubs</td>
<td>3.0</td>
</tr>
</tbody>
</table>

AGOR 62 Landscape Irrigation - Design and Installation
AGOR 64 Landscape Irrigation - Drip and Low Volume
## Programs of Study Leading to a Certificate

### Landscape Equipment Technology

#### Natural Sciences Division

**Certificate L0110**

This certificate program is designed to give students basic skills in irrigation design, repair, installation, water management, and troubleshooting. A student could seek employment with a landscape contractor, schools, parks, and cities. All courses are applicable for degree requirements.

**Required Courses:**
- AGOR 50: Soil Science and Management 3.0
- AGOR 51: Tractor and Landscape Equipment Operations 3.0
- AGOR 62: Landscape Irrigation - Design and Installation 3.0
- AGOR 71: Landscape Construction Fundamentals 3.0
- AGOR 72: Landscape Hardscape Applications 3.0
- AGOR 73: Landscaping Laws, Contracting, and Estimating 3.0

**Total Units:** 33.0

### Law Enforcement

**Technology and Health Division**

**Certificate T2102**

This program is intended to prepare students for employment following graduation. Students desiring a Bachelor’s Degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

**Required Courses:**
- AGOR 1: Horticultural Science 3.0
- AGOR 13: Landscape Design 3.0
- AGOR 39: Turf Grass Production and Management 3.0
- AGOR 50: Soil Science and Management 3.0
- AGOR 51: Tractor and Landscape Equipment Operations 3.0
- AGOR 62: Landscape Irrigation - Design and Installation 3.0
- AGOR 63: Landscape Irrigation Systems Management 3.0
- AGOR 64: Landscape Irrigation - Drip and Low Volume 3.0
- AGOR 71: Landscape Construction Fundamentals 3.0

**Total Units:** 27.0

### Marketing Management

**Business Division**

**Certificate L0510**

Students completing this Marketing Management certificate will have gained practical world business knowledge and experience. In addition, completers of the certificate will have learned to use some of the latest business computer software.

**Required Courses:**
- BUSM 20: Principles of Business 3.0
- BUSM 61: Business Organization and Management 3.0
- BUSS 35: Professional Selling 3.0
- BUSS 36: Principles of Marketing 3.0
- BUSS 50: Retail Store Management and Merchandising 3.0
- BUSS 79: Work Experience in Marketing Management 1.0
- CISB 15: Microcomputer Applications 4.0

**Total Units:** 22.0

---

### Livestock Management

**Natural Sciences Division**

**Certificate T0103**

This certificate program is designed to give students basic skills in livestock management for employment opportunities on farms, ranches, and agriculture sales and services. All courses are applicable for degree requirements.

**Required Courses:**
- AGAN 1: Animal Science 3.0
- AGAN 2: Animal Nutrition 3.0
- AGAN 34: Livestock Judging and Selection 2.0
- AGLI 14: Swine Production 3.0
- AGLI 16: Horse Production and Management 4.0
- AGLI 17: Sheep Production 3.0
- AGLI 18: Animal Breeding 3.0
- AGLI 30: Beef Production 3.0
- AGLI 34: Livestock Judging and Selection 2.0
- AGLI 96: Animal Sanitation and Disease Control 3.0

**PLUS select (6 Units)**
- AGOR 71: Landscape Construction Fundamentals 3.0

**Total Units:** 39.0

---

### Manufacturing Technology

**Technology and Health Division**

**Certificate T0918**

The primary purpose of this program is to emphasize the manipulative skills required to enter the field of machine metal worker, machine operator, production machinist, mechanical technician, or machinist.

**Required Courses:**
- EDT 16: Basic CAD and Computer Applications 4.0
- EDT 18: Engineering CAD Applications 4.0
- MFG 10: Mathematics & Blueprint Reading for Manufacturing 3.0
- MFG 11: Manufacturing Processes I 2.0
- MFG 12: Manufacturing Processes II 2.0
- MFG 38: MasterCAM I 2.0
- MFG 38B: MasterCAM II 2.0
- MFG 85: Manual Computerized Numerical Control (CNC) Programming 2.0
- WELD 40: Introduction to Welding 2.0

**Total Units:** 23.0

---

### Manufacturing Technology

**Business Division**

**Certificate L0010**

Students completing this Marketing Management certificate will have gained practical world business knowledge and experience. In addition, completers of the certificate will have learned to use some of the latest business computer software.

**Required Courses:**
- BUSM 20: Principles of Business 3.0
- BUSM 61: Business Organization and Management 3.0
- BUSS 35: Professional Selling 3.0
- BUSS 36: Principles of Marketing 3.0
- BUSS 50: Retail Store Management and Merchandising 3.0
- BUSS 79: Work Experience in Marketing Management 1.0
- CISB 15: Microcomputer Applications 4.0

**Total Units:** 22.0
### Mental Health Technology - Psychiatric Technician

**Technology and Health Division Certificate T1279**

Upon completion of the required courses, a Certificate in Psychiatric Technician will be awarded. In addition, it prepares the student to take the California State Board Examination for Psychiatric Technicians.

#### Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MENT 40</td>
<td>Introduction to Interviewing and Counseling</td>
<td>3.0</td>
</tr>
<tr>
<td>MENT 56</td>
<td>Medical-Surgical Nursing for Psychiatric Technicians</td>
<td>9.0</td>
</tr>
<tr>
<td>MENT 56L</td>
<td>Medical-Surgical Clinical Experience</td>
<td>4.0</td>
</tr>
<tr>
<td>MENT 58D</td>
<td>Advanced Medical-Surgical Nursing and Pharmacology for PT</td>
<td>4.0</td>
</tr>
<tr>
<td>MENT 58L</td>
<td>Advanced Medical-Surgical Nursing</td>
<td>1.5</td>
</tr>
<tr>
<td>MENT 70</td>
<td>Introduction to Psychiatric Technology</td>
<td>1.5</td>
</tr>
<tr>
<td>MENT 70L</td>
<td>INTRO PSYCH TECH CLINICAL</td>
<td>2.0</td>
</tr>
<tr>
<td>MENT 72</td>
<td>Nursing Care of the Developmentally Disabled Person</td>
<td>7.0</td>
</tr>
<tr>
<td>MENT 72L</td>
<td>Nursing Care of the Developmentally Disabled Person</td>
<td>5.5</td>
</tr>
<tr>
<td>MENT 73L</td>
<td>Psychiatric Nursing for Psychiatric Technicians</td>
<td>5.5</td>
</tr>
<tr>
<td>MENT 73T</td>
<td>Psychiatric Nursing for Psychiatric Technicians</td>
<td>6.0</td>
</tr>
<tr>
<td>PSYC 1A</td>
<td>Introduction to Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 1AH</td>
<td>Introduction to Psychology – Honors</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Total Units:** 52.0

#### Special Information:

To remain in the program, students must maintain a “C” or better grade in all courses. The student will qualify to take the California State Board Examination upon completion of all the above courses.

#### Entrance Requirements:

In addition to meeting Mt. San Antonio College’s academic standards for admission, applicants must be in good standing and satisfy the following requirements:

a) Be a high school graduate or equivalent. (All students who have taken coursework outside of the United States must have their transcript evaluated. Foreign transcripts will not be accepted without the evaluation.)

b) Be 18 years of age.

c) File a college application and be accepted as a student at Mt. San Antonio College.

d) Submit an application for the Mental Health/Psychiatric Technician Program to the Technology and Health Division Office (909) 594-5611, ext. 4750. All applications are due at the Technology and Health Division Office. A program begins each fall and spring semester.

e) Take the required English Placement Test (AWE).

Eligibility for ENGL 68 is advised. If you have already taken a college placement exam within the past two years at another school, arrange to have your test scores forwarded to the Technology and Health Division Office. If you were tested at Mt. San Antonio College, the office will obtain the test scores as long as an “Application for Admission” is on file with the Admissions and Records Office. Testing is administered by the Assessment Center, located in the Student Services Center. Arrangements should be made with them to schedule a day and time to take the English Placement Test, if required. The Assessment Center is open Monday through Friday. You may contact them at (909) 594-5611, ext.4265.

f) Forward two official transcripts of all coursework completed (high school, nursing school, and other than Mt. San Antonio college courses.) One transcript must be sent to the Technology and Health Division Office and the other to the Admissions and Records Office.

g) For students who possess a college degree, the English Placement Test is not required. However, it will be necessary for a student to obtain two official copies of the college transcript showing the degree issued. One transcript must be sent to the Technology and Health Division Office and the other to the Admissions and Records Office.

NOTE: Concerning Entrance Requirements ‘e’ and ‘f’, if the courses were taken and/or the degree obtained at Mt. San Antonio College, it is not necessary to request transcripts. Indicate in the mailing address the program for which your transcript is being sent to the Technology and Health Division Office.

**EXAMPLE:**

Mt. San Antonio College Technology and Health Division Psychiatric Technician Program

1100 North Grand Avenue

Walnut, CA 91789-1399

h) A physical examination, including specific immunizations, and consent/disclaimer for Hepatitis A/B vaccine is required of all candidates prior to beginning classes. Students must provide proof that he/she does not have tuberculosis. These requirements are in accordance with the healthcare agency policy that insure that students are in good health and free from communicable disease and able to perform their training functions. Drug testing may also be required as part of this physical examination. Proof of high school graduation and malpractice insurance are required of all candidates upon acceptance.

i) Certain convictions may prevent a candidate from being licensed as a Psychiatric Technician.

j) All students will be required to pass a background check prior to entering the clinical education phase.

#### Selection Procedure:

In determining eligibility of an applicant, consideration will be given to satisfactory scores on the English Placement Test. The College will make every effort to notify the applicant of acceptance by mail no less than two months prior to the beginning of a program. All applicants are required to meet the Essential Functions for Success in the Mental Health Technology - Psychiatric Technician Program.

#### Physical Demands:

- Perform prolonged, extensive, or considerable standing/walking, lifting, positioning, pushing, and/or transferring patients
- Possess the ability to perform fine motor movements with hands and fingers
- Possess the ability for extremely heaving effort (lift and carry at least 125 pounds)
- Perform considerable reaching, stooping, bending, kneeling and crouching

#### Sensory Demands:

- Color vision: ability to distinguish and identify colors (may be corrected with adaptive device)
- Distance vision: ability to see clearly 20 feet or more
- Depth perception: ability to judge distance and space relationships
- Near vision: ability to see clearly 20 inches or less
- Hearing: able to recognize a full range of tones

#### Working Environment:

- May be exposed to infectious and contagious disease, without prior notification
- Regularly exposed to the risk of blood borne diseases
- Exposed to a hazardous agents, body fluids and wastes
- Exposed to odorous chemicals and specimens
- Subject to hazards of flammable, explosive gases
- Subject to burns and cuts
- Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psychological and physical disabilities, and under a wide variety of circumstances
- Handle emergency or crisis situations
- Subject to many interruptions
- Requires decisions/actions related to end of life issues
- Exposure to products containing latex

#### English Language Skills:

Although proficiency in English is not a criterion for admission into the Mental Health Technology - Psychiatric Technician program, students must be able to speak, write and read English to complete classes successfully and to ensure patient safety.
### Microcomputer Productivity Software
**Business Division**
**Certificate L0702**
This certificate program is intended to prepare students to use the most popular microcomputer productivity software packages and operating systems: DOS, Microsoft Windows, Microsoft Word, Corel WordPerfect, Microsoft Excel or Lotus 1-2-3, and Microsoft Access.

**Required Courses:**
- CISB 13 Microsoft Windows 2.0
- CISN 21 Windows Operating System 4.0
- CISB 15 Microcomputer Applications 4.0
- CISB 21 Microsoft Excel 3.0
- CISD 11 Database Management 4.0
- CISW 11 Internet Technologies 4.0
- CISB 51 Microsoft PowerPoint 3.0

**Total Units 20.0 - 22.0**

### Nursery Management
**Natural Sciences Division**
**Certificate L0107**
This certificate program is designed to give students basic skills in production and marketing of plants and dry goods in the wholesale and retail nursery industry. All courses are applicable for degree requirements.

**Required Courses:**
- AGOR 1 Horticultural Science 3.0
- AGOR 2 Plant Propagation/Greenhouse Management 3.0
- AGOR 24 Integrated Pest Management 3.0
- AGOR 29 Ornamental Plants - Herbaceous 3.0
- AGOR 30 Ornamental Plants - Trees 3.0
- AGOR 32 Landscaping and Nursery Management 3.0
- AGOR 39 Turf Grass Production and Management 3.0
- AGOR 62 Landscape Irrigation - Design and Installation 3.0

**Total Units 27.0**

### Park Management
**Natural Sciences Division**
**Certificate T0186**
This certificate program is designed to give students skills required for entry level positions in park management. Emphasis is placed on positions that are at the city and county level. All courses are applicable for degree requirements.

**Required Courses:**
- AGOR 1 Horticultural Science 3.0
- AGOR 4 Park Management 3.0
- AGOR 5 Park Facilities 3.0
- AGOR 24 Integrated Pest Management 3.0
- AGOR 30 Ornamental Plants - Trees and Woody Shrubs 3.0
- AGOR 39 Turf Grass Production and Management 3.0
- AGOR 51 Tractor and Landscape Equipment Operations 3.0
- AGOR 62 Landscape Irrigation - Design and Installation 3.0
- AGOR 63 Landscape Irrigation Systems Management 3.0
- AGOR 75 Urban Arboriculture 3.0

**Total Units 30.0**

### Pet Science
**Natural Sciences Division**
**Certificate T0104**
This certificate program is designed to give students basic skills in production and marketing of pets at the wholesale and retail level. All courses are applicable for degree requirements.

**Required Courses:**
- AGAN 1 Animal Science 3.0
- AGAN 2 Animal Nutrition 3.0
- AGAN 51 Animal Handling and Restraint 3.0
- AGAN 94 Animal Breeding 3.0
- AGLI 96 Animal Sanitation and Disease Control 3.0
- AGPE 71 Canine Management 3.0
- AGPE 72 Feline Management 3.0
- AGPE 73 Tropical and Coldwater Fish Management 2.0
- AGPE 74 Reptile Management 2.0
- AGPE 75 Urban Arboriculture 3.0
- AGPE 76 Aviculture - Cage and Aviary Birds 3.0
- BUSM 66 Small Business Management 3.0

**Total Units 34.0**

### Photography
**Arts Division**
**Certificate L1002**
This certificate program is designed to prepare students to develop specific skills needed for employment in photography, art, cinema/animation, communications, industrial arts, graphics, and journalism.

**Required Courses:**
- PHOT 10 Basic Digital and Film Photography 3.0
- PHOT 11 Professional Photography 4.0
- PHOT 12 Photographic Alternatives 3.0
- PHOT 14 Commercial Lighting 3.0
- PHOT 16 Fashion Photography 3.0
- PHOT 18 Portraiture and Wedding Photography 3.0
- PHOT 17 Photocommunication 3.0
- PHOT 20 Color Photography 3.0
- PHOT 28 Photography Portfolio Development 3.0
- PHOT 29 Studio Business Practices for Commercial Artists 3.0
- PHOT 30 Commercial and Illustrative Photography 3.0

**Total Units 34.0**

### Recommended Electives:
- AHIS 1 Understanding the Visual Arts 3.0
- ARTB 1 Understanding the Visual Arts 3.0
- PHOT 1 Laboratory Studies: Black and White Photography 1.0
- PHOT 15 History of Photography 3.0

### Programming In C++
**Business Division**
**Certificate L0794**
This certificate is intended to prepare students to work in C++ which is used to develop graphical user interfaces and client/server applications.

**Required Courses:**
- CISP 11 Computer Information Systems 3.5
- CISP 14 Advanced C++ Programming 4.0
- CISP 31 Programming in C++ 4.0

**Total Units 23.0**

### Programming In Visual Basic
**Business Division**
**Certificate L0789**
This certificate is intended to prepare students to work in Visual Basic which is used to develop graphical user interfaces and client/server applications.

**Required Courses:**
- CISP 11 Computer Information Systems 3.5
- CISP 14 Advanced Visual Basic Programming 4.0

**Total Units 19.0**
Radio Broadcasting: On-the-Air Management
Arts Division
Certificate T0605
This On-the-Air Radio Broadcasting Certificate is designed for students who are interested in working in the performance side of the industry. Students receive instruction in developing skills needed to work as disc jockeys, newscasters, voice-over artists and in other performance areas of the industry.

Required Courses:
- R-TV 01 Introduction to Broadcasting 3.0
- R-TV 02 On-Air Personality Development 3.0
- R-TV 05 Radio-TV Newswriting 3.0
- R-TV 07A Beginning Commercial Voice-Overs 3.0
- R-TV 11B Advanced Radio Production 3.0
- R-TV 15 Broadcast Business Practices 3.0
- R-TV 96 Campus Radio Station Lab 1.0 - 2.0

PLUS
- Select six (6) units from:
  - R-TV 03 Sportscasting and Reporting 1.5
  - R-TV 04 Broadcast News Field Reporting 3.0
  - R-TV 06 Broadcast Traffic Reporting 1.5

Real Estate
Business Division
Certificate L0512
Prior to applying to take the California Real Estate Salesperson License Exam the applicant must have completed Real Estate Principles (BUSR 50), Real Estate Practice (BUSR 52), and a third elective course in real estate. The certificate in real estate includes these three courses and three additional courses for a total of six of the eight classes needed to satisfy the educational requirements to take the California Real Estate Broker Exam.

Required Courses:
- BUSR 50 Real Estate Principles 3.0
- BUSR 51 Legal Aspects of Real Estate 3.0
- BUSR 52 Real Estate Practice 3.0
- BUSR 52D Real Estate Practice Work Experience 3.0
- BUSR 53 Real Estate Finance 3.0
- BUSR 81 Appraisal: Principles and Procedures 3.5

PLUS
- Select one (1) course from:
  - BUSA 11 Fundamentals of Accounting 3.0
  - BUSL 18 Business Law 3.0
  - BUSL 18H Business Law - Honors 3.0
  - BUSR 55 Real Estate Economics 3.0
  - BUSR 57 Income Tax Aspects of Real Estate Investments 3.0
  - BUSR 59 Real Estate Property Management 3.0
  - BUSR 76 Escrow Procedures I 3.0

Total Units 30.0 - 31.0

School Age Child - Specialization
Business Division
Certificate T1314
The School Age Child Specialization Certificate (31-33 units) provides the holder with specialized skills for working with children of that age. This certificate meets or exceeds Title 5 Master Teacher - School Age Child Permit Level (with 16 units of general education).

Required Courses:
- CHLD 1 Child, Family, School and Community 3.0
- CHLD 5 Principles/Practices in Child Development Programs 3.0
- CHLD 6 Survey of Child Development Curriculum 3.0
- CHLD 10 Child Growth and Development 3.0
- CHLD 10H Child Growth and Development - Honors 3.0
- CHLD 50 Teaching in a Diverse Society 3.0
- CHLD 51 Early Literacy in Child Development 3.0
- CHLD 62 Music and Motor Development for Young Children 3.0
- CHLD 64 Health, Safety and Nutrition of Young Children 3.0
- CHLD 74 Program Planning for the School Age Child 3.0

PLUS
- Select one (1) course from: (1-3 Units)
  - ENGL 64 Writing Effective Sentences 1.0
  - ENGL 65 Grammar Review 1.0
  - LIT 40 Children's Literature - Honors 3.0

Total Units 31.0 - 33.0
Programs of Study Leading to a Certificate

Sign Language/Interpreting

Humanities and Social Sciences Division

Certificate T0801
The Mt. San Antonio College Interpreter Training Program is designed to prepare individuals for careers as Sign Language Interpreters. Interpreters are needed wherever communication happens between the hearing community and the Deaf and hard-of-hearing community. There are an endless number of settings in which this communication takes place. Interpreters are employed by school districts, cruise ship companies, corporations, government agencies, hospitals, colleges and universities, and a vast number of other organizations and private businesses.

Program Preparation: Preparation for the program includes fluency in American Sign Language demonstrated by the completion of SIGN 104, American Sign Language 4, or the equivalent skill and English fluency demonstrated by the completion of ENGL 1A.

National Certification: There are many specialties within the field of Sign Language Interpreting, but the focus of this program is on preparing the interpreter generalist. Although requiring some type of certification is becoming more common in California, there are still many job opportunities for the precertified interpreter.

Completing the certificate in Sign Language/Interpreting does not make one a “Certified Interpreter”, however, graduates of this program are encouraged to apply for National Interpreting Certification (NIC) through the Registry of Interpreters for the Deaf (RID) at www.rid.org

Required Courses:
SIGN 104 American Sign Language 4 4.0
SIGN 108 Fingerspelling 2.0
SIGN 201 Deaf Perspectives 3.0
SIGN 202 American Deaf Culture 3.0
SIGN 210 American Sign Language Structure 3.0
SIGN 220 Translation: American Sign Language/English 3.0
SIGN 223 Principles of Interpreting 3.0
SIGN 225 Ethical Decision Making for Interpreters 2.0
SIGN 226 Sl 2 Linked Service Learning 1.0
SIGN 227 Cognitive Processing for Interpreters 4.0
SIGN 231 Interpreting 4.0
SIGN 232 Advanced Interpreting 4.0
SIGN 239 Practicum 1.0

Required Electives:
Select three (3) courses from: (4-5 units)
SIGN 240 Vocabulary Building for Interpreters 2.0
SIGN 250 Interpreting with Classifiers 1.5
SIGN 260 Video Interpreting 1.5

Total Units 40.0 - 41.0

Sports Turf Management

Natural Sciences Division

Certificate L0112
This certificate program is designed to provide skills required for students interested in employment at golf courses, race tracks, athletic fields and stadiums, and other high use turf areas. All courses are applicable for degree requirements.

Required Courses:
AGOR 1 Horticultural Science 3.0
AGOR 24 Integrated Pest Management 3.0
AGOR 30 Ornamental Plants - Trees and Woody Shrubs 3.0
AGOR 39 Turf Grass Production and Management 3.0
AGOR 40 Sports Turf Management 3.0
AGOR 50 Soil Science and Management 3.0
AGOR 51 Tractor and Landscape Equipment Operations 3.0
AGOR 62 Landscape Irrigation - Design and Installation 3.0
AGOR 63 Landscape Irrigation Systems Management 3.0

Total Units 27.0

Television Production

Arts Division

Certificate L0602
Students will gain experience in film-style production, remote and studio production. This course of study qualifies the student for a certificate in television production, and is designed to prepare a student for an entry-level job in the industry in a variety of areas. This includes not only skills used in production, but also preproduction, and editing.

Required Courses:
R-TV 01 Introduction to Broadcasting 3.0
R-TV 14 Media Aesthetics 3.0
R-TV 19A Beginning Video Production 3.0
R-TV 19B Advanced Video Production 3.0
R-TV 22 Editing for Film and Television 3.0
R-TV 100 Work Experience in Film and TV 1.0 - 3.0

PLUS
Select nine (9) units from:
R-TV 18 Writing for Television and Film 3.0
R-TV 20 Television News Production 3.0
R-TV 21 Remote Television Production and Engineering 3.0
R-TV 23 Reality Show Production 3.0

Total Units 26.0

Recommended Electives:
ANIM 115 Storyboarding 3.0
R-TV 26 Current Issues in Entertainment Law 3.0
THTR 17 Acting for the Camera 3.0
PHOT 10 Basic Digital and Film Photography 3.0

Tree Care and Maintenance

Technology and Health Division

Certificate L0711
This certificate program is designed to give students basic skills in the repair and maintenance of trees. All courses are applicable for degree requirements.

Required Courses:
AGOR 1 Horticultural Science 3.0
AGOR 24 Integrated Pest Management 3.0
AGOR 30 Ornamental Plants - Trees and Woody Shrubs 3.0
AGOR 32 Landscaping and Nursery Management 3.0
AGOR 50 Soil Science and Management 3.0
AGOR 51 Tractor and Landscape Equipment Operations 3.0
AGOR 53 Small Engine Repair I 3.0
AGOR 75 Urban Arboriculture 3.0

Total Unit 24.0

Water Technology

Technology and Health Division

Certificate L0921
This program is designed to train students who wish to (1) seek employment in the water treatment industry, or (2) qualify for a specialized position within the water treatment industry. Material covered in the courses will be helpful to students who wish to prepare for Grade I, Grade II, or Grade III Water Treatment Operator certification examinations given by the State of California, Department of Health, and the AWWA Distribution Operation Certification. It also covers the responsibilities of water supply, State Health Department Title 17 Cross-Connections, and Title 22 Water Quality Standards.

Required Courses:
WATR 60 Intro to Water Systems 3.0
WATR 61 Water Treatment 3.0
WATR 62 Water Distribution 3.0
WATR 63 Cross Connection Control - Certified Tester 3.0
WATR 64 Cross Connection Control - Certified Specialist 3.0
WATR 65 Water Hydraulics and Instrumentation 3.0

Total Units 18.0
Welder - Automotive Welding, Cutting & Modification Technology and Health Division Certificate T0931
Prepares students for entry-level employment as a licensed welder with additional skills development and theory in automotive welding, cutting and modification. Coursework prepares students for industry licensing with emphasis on competencies required for certification in structural steel welding and specialty skills in automotive welding.

Required Courses:
- WELD 40 Introduction to Welding 2.0
- WELD 50 Oxyacetylene Welding 2.0
- WELD 51 Basic Electric Arc Welding 2.0
- WELD 53A Welding Metallurgy 3.0
- WELD 60 Print Reading and Computations for Welders 3.0
- WELD 70A Beginning Arc Welding 3.0
- WELD 70B Intermediate Arc Welding 3.0
- WELD 70C Certification for Welders 3.0
- WELD 80 Construction Fabrication and Welding 3.0
- WELD 81 Pipe and Tube Welding 3.0
- WELD 90A Gas Tungsten Arc Welding 3.0

Total Units 30.0
Note: Any higher level welding courses may be substituted for WELD 40.

Welder - Gas Tungsten Arc Welding Technology and Health Division Certificate T0932
Prepares students for entry-level employment as a licensed welder with additional skills development and theory in gas tungsten ARC welding. Coursework prepares students for industry licensing with emphasis on competencies required for certification in structural steel welding. Particular emphasis is placed on those competencies required for certification in structural steel welding.

Course sequences can be modified to reflect industry experience or other individual needs.

Required Courses:
- WELD 40 Introduction to Welding 2.0
- WELD 50 Oxyacetylene Welding 2.0
- WELD 51 Basic Electric Arc Welding 2.0
- WELD 53A Welding Metallurgy 3.0
- WELD 60 Print Reading and Computations for Welders 3.0
- WELD 70A Beginning Arc Welding 3.0
- WELD 70B Intermediate Arc Welding 3.0
- WELD 70C Certification for Welders 3.0
- WELD 80 Construction Fabrication and Welding 3.0
- WELD 81 Pipe and Tube Welding 3.0

Total Units 27.0
Note: Any higher level welding courses may be substituted for WELD 40.

Welding - Semiautomatic Arc Welding Technology and Health Division Certificate T0933
Prepares students for entry-level employment as a licensed welder with additional skills development and theory in semiautomatic ARC welding. Coursework prepares students for industry licensing with emphasis on competencies required for certification in structural steel welding and specialty skills in semiautomatic ARC welding.

Required Courses:
- WELD 40 Introduction to Welding 2.0
- WELD 50 Oxyacetylene Welding 2.0

Total Units 9.0 - 10.0

Accounting - Bookkeeping Business Division Certificate E0504
The Accounting - Bookkeeping certificate provides the student with the basic skills and knowledge for entry-level positions within the clerical/accounting field. Common duties performed in this field are posting transactions to journals/ledgers, accounts receivable, accounts payable, inventory tracking/reporting, bank reconciliation, expense reporting, and account analysis.

Required Courses:
- BUSA 7 Principles of Accounting - Financial 5.0
- or
- BUSA 72 Bookkeeping - Accounting 5.0
- or
- BUSA 53 Ten-Key Calculations 2.0
- or
- BUSA 81 Work Experience in Accounting 1.0
- or
- BUSO 5 Business English 3.0
- or
- BUSO 25 Business Communications 3.0

Total Units 9.0 - 10.0

BUSA 7 can be substituted for BUSA 72 for those students pursuing a higher level certificate/degree or plan on taking a course for which BUSA 7 is a prerequisite.
Accounting - Payroll
Business Division
Certificate E0505
The Accounting - Payroll Certificate combines accounting skills with specialized training in payroll, preparing the student for entry-level positions within the payroll segment of accounting. Common duties performed include payroll tax reporting, maintenance of payroll accounting systems, and posting payroll transactions to journals/ledgers.

Required Courses:
Completion of Accounting-Bookkeeping Certificate as follows:
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSA 72 Bookkeeping - Accounting 5.0
- BUSA 53 Ten-Key Calculations 2.0
- BUSA 81 Work Experience in Accounting 1.0
- BUSO 5 Business English 3.0
- BUSO 25 Business Communications 3.0

Plus the following courses:
- BUSA 70 Payroll and Tax Accounting 3.0
- BUSA 75 Using Microcomputers in Financial Accounting
- BUSA 81 Work Experience in Accounting 1.0
- BUSA 76 Using Microcomputers in Managerial Accounting
- BUSA 81 Work Experience in Accounting 1.0

Total Units 14.0 - 15.0

Administrative Assistant - Level I
Business Division
Certificate E0516
The Level I Certificate prepares students for entry-level clerical positions where keyboarding is the primary function.

Required Courses:
- BUSO 5 Business English 3.0
- CISB 15 Microcomputer Applications 4.0
- CISI 11 Computer Keyboarding 3.0
- CISI 41 Office Management Skills 3.0

Total Units 10.0

Business: Human Resource Management – Level I
Business Division
Certificate E0531
This introductory certificate exposes students to the business world and the role of human resources. Students become familiar with various approaches to business organization and the strategic nature of human resources. This certificate may aid the student's search for an entry-level job in the business world.

Required Courses:
- BUSM 20 Principles of Business 3.0
- BUSM 61 Business Organization and Management
- BUSM 62 Human Resource Management 3.0

Total Units 9.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Business: International - Level I
Business Division
Certificate E0527
This specialized business certificate is intended to prepare the student to work in the unique and dynamic environment of international business. This program also prepares the student as a business management generalist for companies conducting international trade.

Required Courses:
- BUSS 36 Principles of Marketing 3.0
- BUSS 50 Retail Store Management 3.0

Total Units 9.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Business: Retail Management - Level I
Business Division
Certificate E0500
This introductory certificate exposes students to the business world and the role of retail distribution. Students become familiar with careers in retail management, as well as the latest trends in this fast-changing field. This certificate may aid the student's search for an entry-level job in retail management.

Required Courses:
- BUSO 25 Business Communications 3.0
- CISB 15 Microcomputer Applications 4.0
- FASH 62 Retail Store Management

Total Units 9.0

Business: Management - Level I
Business Division
Certificate E0525
The Business Management - Level I Certificate is designed to introduce the student to the role of management in business. Management is the efficient use of human and capital resources to accomplish organizational objectives. Students will be exposed to the terms, trends, organizational structure, and opportunities inherent in business management. Upon completion of the Business Management - Level I Certificate students may qualify for an entry-level management position in California's diverse economy.

Required Courses:
- BUSM 20 Principles of Business 3.0
- BUSM 61 Business Organization and Management
- BUSS 36 Principles of Marketing 3.0

Total Units 9.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.
Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Business: Small Business Management - Level I
Business Division
Certificate E0529
Small Business has been described as the engine of change within the economy. The Business: Small Business Management - Level I Certificate exposes students to the fundamentals of managing and planning a small business. Upon completion students may qualify for an entry-level management position in a small business. Entrepreneurs may use this certificate as a means to plan and develop new business ventures.

Required Courses:
- BUSM 66 Small Business Management 3.0
- BUSM 36 Principles of Marketing 3.0

Total Units 9.0

Special Information:
Students receiving financial aid need to declare the Level III Certificate as their goal to meet Financial Aid requirements.

Children's Program Certificate: General - Level I
Business Division
Certificate E1326
The Children's Program Certificate: General - Level I is designed for the student who desires general knowledge about child development and who has an interest or awareness of teaching young children. This certificate meets Title 22 education requirements for fully qualified teachers.

Required Courses:
- CHLD 1 Child, Family, School and Community 3.0
- CHLD 5 Principles/Practices in Child Development Programs 3.0
- CHLD 6 Survey of Child Development Curriculum 3.0
- CHLD 10 Child Growth and Development 3.0
- CHLD 10H Child Growth and Development - Honors 3.0

Total Units 12.0

CIS Professional Certificate in C++ Programming
Business Division
Certificate E0714
This curriculum is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program will prepare the student to write applications in C++ and Visual C++ and provide a basic understanding of Object-Oriented Design.

Required Courses:
- CISD 11 Database Management - Microsoft Access 4.0
- CISP 10 Principles of Object-Oriented Design 2.0
- CISP 31 Programming in C++ 4.0
- CISP 34 Advanced C++ Programming 4.0

Total Units 14.0

CIS Professional Certificate in Database Management - Microcomputers
Business Division
Certificate E0715
This curriculum is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program will prepare the student to work and manage data using a PC-based Database Management System. The program covers the major topics of the Microsoft MOUS certification exam for Access.

Required Courses:
- CISD 11 Database Management - Microsoft Access 4.0
- CISD 14 Advanced Database Management 4.0
- CISD 21 Database Management - Microsoft Access 4.0
- CISD 40 Database Design 3.0

Total Units 15.0

CIS Professional Certificate in Network Security
Business Division
Certificate E0721
This curriculum is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program is aimed to help students develop skills to design, implement, and maintain secured networks. The courses examine Firewall and VPN in various environments and platforms, use network protocol analyzing technology as a security tool to protect the networks from attacks, and illustrate network vulnerabilities from a hacker's perspective. This program will prepare students to explain fundamental concepts of network security, identify network vulnerabilities and attacks, and use various protocol analyzers to detect network attack and troubleshoot network problems. Individual courses may assist students in preparing for related industry certification exams.

Required Courses:
- CISS 21 Network Vulnerabilities and Countermeasures 4.0
- CISS 23 Network Analysis 4.0
- CISS 25 Network Security and Firewalls 4.0
- CISS 27 Defending Computer Systems 1.0

Total Units 13.0
Programs of Study Leading to a Certificate

CIS Professional Certificate in Networking
Business Division
Certificate E0716
This curriculum is designed to help students develop skills to administer and manage the heterogeneous corporate network. The courses examine and illustrate communication protocols with various industrial leading network operating systems. The main objective of the certificate is to integrate and enhance knowledge for network administration. However, individual courses may assist students in preparing for related certification exams.
Required Courses:
- CISN 11 Telecommunications Networking 4.0
- CISN 24 Window Server Network and Security Administration 4.0
- CISN 34 Linux Networking and Security 4.0
- CISN 51 Cisco CCNA Networking and Routing 4.0
Total Units 16.0

CIS Professional Certificate in Object-Oriented Design & Programming
Business Division
Certificate E0723
This certificate will provide the basic knowledge for developing a model and creating a design for business application programs using object-oriented approach and UML.
Required Courses:
- CISP 10 Principles of Object-Oriented Design 2.0
- CISP 11 Programming in Visual Basic 4.0
- CISP 21 Programming in Java 4.0
- CISP 31 Programming in C++ 4.0
- CISP 41 Programming in C# 4.0
- CISP 14 Advanced Visual Basic Programming 4.0
- CISP 24 Advanced Java Programming 4.0
Total Units 12.0

CIS Professional Certificate in Visual Basic Programming
Business Division
Certificate E0719
This curriculum is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program will prepare the student to develop applications using Visual Basic for Windows or Web based systems.
Required Courses:
- CISP 10 Principles of Object-Oriented Design 2.0
- CISP 11 Programming in Visual Basic 4.0
- CISP 14 Advanced Visual Basic Programming 4.0
- CISP 44 Advanced Programming in C# 4.0
Total Units 10.0

CIS Professional Certificate in SQL
Business Division
Certificate E0730
This certificate is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program will prepare the student to view and update databases, create and maintain database objects, and develop programs to automate database functions.
Required Courses:
- CISP 34 Advanced C++ Programming 4.0
- CISP 44 Advanced Programming in C# 4.0
Total Units 10.0

CIS Professional Certificate in Telecommunications Programming
Business Division
Certificate E0718
This curriculum is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program will prepare the student to develop a fundamental understanding of local area networks, wide area networks, and telecommunications.
Required Courses:
- CISP 34 Advanced C++ Programming 4.0
- CISP 44 Advanced Programming in C# 4.0
Total Units 12.0

CIS Professional Certificate in Web Programming
Business Division
Certificate E0713
This curriculum is designed for returning CIS professionals with several years of experience or current students who have completed several CIS courses. This program will prepare the student to develop programming skills needed to create effective Web pages and websites using various scripting or markup languages like JavaScript, VBScript, HTML, DHTML, and XML. Includes practical knowledge of how to install, manage, and troubleshoot Web servers and access information from a database server. Helps students in obtaining programming jobs with companies with a Web presence.
Required Courses:
- CISW 11 Internet Technologies 4.0
- CISW 24 Secure Server Side Web Programming 4.0
- CISW 31 Secure Web Servers 4.0
Total Units 12.0

Coaching
Kinesiology, Athletics and Dance Division
Certificate E0804
This certificate program is intended to prepare students for employment as high school (walk-on) coaches, but is appropriate for coaches at various levels.
Required Courses:
- KIN 13 Sports Officiating 3.0
- KIN 34 Fitness for Living 3.0
- KIN 44 Theory of Coaching 3.0
- KIN 81 Work Experience for Coaching 2.0
Total Units 11.0
Exit Requirement: First Aid and CPR Certification
Dance Teacher
Kinesiology, Athletics and Dance Division
Certificate E0313
The Dance Teacher Certificate is intended to prepare students for careers as dance instructors in private dance studios, recreation centers and K-12 dance programs. Focus is on the genres of Ballet, Jazz and Modern Dance with pedagogical principles that can be applied to other dance forms. This certificate may aid the student’s search for an entry-level job in the dance teaching world.

Required Courses:
- DNCE 2B Ballet II 0.5
- DNCE 4 Choreography 0.5
- DNCE 12B Modern II 0.5
- DNCE 14B Jazz II 0.5
- DNCE 24 Dance Production 1.0
- DNCE 33 Improvisation 0.5
- DNCE 35 Repertory 2.0
- DNCE 39A Alignment and Correctives I 0.5
- DN-T 20 History and Appreciation of Dance 3.0
- DN-T 38 Dance Teaching Methods 3.0
- KIN 24 Kinesiology 2.0

Total Units 14.0

Electronic Assemblies Technology and Health Division
Certificate E0929
The Electronic Assembly and Fabrication Certificate is intended to prepare students to enter the electronics field as assembly and fabrication technicians. The program provides a series of courses to meet the needs of industry in assembly, soldering/de-soldering skills and fabrication for both through-hole and surface mount devices (SMD). Included are skills for various types of cabling and connections.

Electronic fundamentals (test instruments, basic electrical measurements, color-codes, schematic symbols, device outlines, etc.) are provided in the introductory courses. Complete surface mount technology (SMT) skills are taught with a culmination in the IPC7711/IPC7721 rework and repair of electronic assemblies certification. Recertification is required every two years. ELEC 63 is a prep course for the recertification.

Required Courses:
- ELEC 50A Electronic Circuits (DC) 4.0
- ELEC 50B Electronic Circuits (AC) 4.0
- EST 50 Electrical Fundamentals or for Cable Installations 4.0
- ELEC 61 Electronic Assembly and Fabrication 3.0
- ELEC 62 Advanced Surface Mount Assembly and Rework 2.0

Total Units 13.0

Recommended Electives:
- ELEC 63 Electronic Assemblies Recertification 1.0

Electronic Systems Technology
- Level I
Technology and Health Division
Certificate E0990
This is a fast-track certificate program within the fields of information and electronic technology. These fields are growing at rapid rates. The program provides job skills in the areas of low voltage cable and wire installations used in the telephone industry, computer networks (business and home), home theater, home automation, and home security systems (integrated home systems). Typical job titles in these areas are data or cable technician, low-voltage wiring technician, home theatre installer, consumer electronics service technician and security system installer. The program prepares the student for the California State Contractors C-7 Low Voltage Systems license. The program encompasses a total of 27-29 units comprising two levels of certification. The Level I certification (15-16 units) develops skills in electrical fundamentals, fabrication techniques, cabling and wiring standards for voice, video and data, and basic computer skills in word processing, spreadsheets, database and the Internet. Level II certification (12-13 units) adds customer relations and advanced skills in the installation, calibration, setup, maintenance, and troubleshooting of home theater systems, home automation, and home security systems. Either a course on preparing for the C-7 license or troubleshooting digital TV with LCD, plasma, and DLP video displays is included.

Required Courses:
- ELEC 11 Technical Applications in Microcomputers 3.0
- CISP 15 Microcomputer Applications 4.0
- EST 50 Electrical Fundamentals for Cable Installations 4.0
- EST 52 Fabrication Techniques for Cable Installations 4.0
- EST 54 Cabling and Wiring Standards 4.0

Total Units 15.0 - 16.0

Emergency Medical Technician - Level I
Technology and Health Division
Certificate E1212
Approved by the Los Angeles County and State Departments of Health. Emphasizes the development of skills to recognize symptoms of illnesses and injuries as well as the proper procedures of pre-hospital emergency care. Awards an EMT-I Course Completion Certificate necessary for many jobs in emergency care and is prerequisite for entry into a Paramedic program or most fire department jobs.

Required Courses:
- EMT 90 Emergency Medical Technician I 10.5

Total Units 10.5

Special Information:
To remain in the program, student must maintain a grade of “C” or better in the course.

Completion of the required course, which includes both written and practical qualifying examinations, will award the student an EMT-I Course Completion Certificate. Students are then eligible for certification by taking and passing the National Registry EMT-I certifying exam. This course is a prerequisite for the Paramedic Program and is required by most fire departments before the student may be hired as a firefighter.

Application Requirements and Selection Procedures:
Application Requirements:
a) Applicant must be 18 years of age upon entrance into the course.
Programs of Study Leading to a Certificate

b) High school graduate or equivalent.
c) File a College application and be accepted as a student at Mt. San Antonio College.
d) A physical examination, proof of certain immunizations, current certification in CPR, and a criminal background check are required of all students prior to entrance into the clinical setting. Forms and information will be provided upon entry into the course.

Selection Procedure:
The course is open to all students who meet the application requirements. All applicants are required to meet the Essential Functions in the Emergency Medical Technician Program.

Physical Demands:
- Perform prolonged, extensive or considerable standing/walking, lifting, positioning, pushing, and pulling
- Possess the ability to perform fine motor movements with hands and fingers
- Possess the ability for extremely heavy effort (lift and carry at least 125 pounds)
- Perform considerable reaching, stooping, bending, kneeling and crouching

Sensory Demands:
- Color vision: ability to distinguish and identify colors (may be corrected with adaptive device)
- Distance vision: ability to see clearly 20 feet or more
- Depth perception: ability to judge distance and space relationship
- Near vision: ability to see clearly 20 inches or less
- Hearing: able to recognize a full range of tones

Fashion Design - Computer-Aided Business Division
Certificate E1329
The Fashion Design - Computer-Aided certificate builds upon basic skills and provides students with intermediate technical and technological skills in fashion design and patternmaking. With a diversified skill base that includes CAD technology, students will be better prepared for above entry-level positions and/or advancement to new career opportunities.

Required Courses:
- FASH 20 Illustration for Fashion and Costume Design 3.0
- FASH 21 Patternmaking I 3.0
- FASH 24 Fashion Patternmaking by Computer 3.0
- FASH 25 Fashion Computer-Assisted Drawing 3.0
- FASH 26 Fashion Computer Assisted Design 2.0

Total Units: 14.0

Fitness Specialist/Personal Trainer Kinesiology, Athletics and Dance Division Certificate E0808
The Fitness Specialist/Personal Trainer Certificate prepares students for careers as personal trainers, health/fitness professionals in corporate fitness facilities, wellness centers and public/private health clubs. The Fitness Specialist/Personal Trainer Certificate curriculum is designed to prepare students who wish to take exams offered by the American Council on Exercise (ACE), the American College of Sports Medicine (ACSM) and other nationally recognized organizations.

Required Courses:
- NF 10 Nutrition for Personal Health 3.0
- KIN 15 Administration of Fitness Programs 2.0
- KIN 24 Kinesiology 2.0
- KIN 38 Physiology of Exercise for Fitness 3.0
- KIN 39 Techniques of Fitness Testing 2.0
- KIN 40 Techniques of Teaching 2.0
- KIN 41 Techniques of Teaching Weight Training 2.0
- KIN 85 Fitness Specialist Internship 1.0

Recommended Electives: (2 Units)
- DNCE 39A Alignment and Correctives I 0.5

Total Units: 17.0

Gallery Design/Operation and Art Profession Arts Division
Certificate E1020
This certificate is designed to provide students with the necessary theoretical and practical knowledge and skills to display an aesthetically and conceptually effective art exhibition. Students will acquire the knowledge of various/ diverse artistic media and develop a career-oriented artistic perspective.

Required Courses:
- ARTG 20 Art, Artists and Society 3.0
- ARTG 21A Introduction to Exhibition Production 3.0
- ARTG 22 Intermediate Exhibition Production (on campus) 3.0
- ARTG 22A Exhibition Design and Art Gallery (off campus) 1.0
- ARTC 100 Graphic Design I 3.0

PLUS select one (1) course from:
- AHIS 5 History of Western Art: Renaissance Through Modern 3.0
- AHIS 6 History of Modern Art 3.0

Total Units: 17.0

Hospitality: Food Services Business Division
Certificate E1390
This certificate prepares the holder to enter the food service field as a skilled food service worker in either food preparation or service.

Required Courses:
- HRM 51 Introduction to Hospitality 3.0
- HRM 52 Food Safety and Sanitation 1.5
- HRM 53 Dining Room Service Management 3.0

Total Units: 7.5

Hospitality: Hospitality Management - Level I Business Division
Certificate E1332
The Hospitality: Hospitality Management - Level I Certificate prepares the holder for an entry-level position within the hospitality industry.

Required Courses:
- HRM 51 Introduction to Hospitality 3.0
- HRM 53 Dining Room Service Management 3.0
- HRM 70 Introduction to Lodging 3.0
- HRM 91 Hospitality Work Experience 1.0

Total Units: 10.0
Total Units 10.0

Security
CIS 13 Principles of Information Systems 4.0
CIS 11 Practical Computer Security 2.0

Required Courses:
- This certificate may lead to new opportunities and provide students with the groundwork upon which to build a career.
- Required Courses:
  - ID 10 Introduction to Interior Design 3.0
  - ID 12 Materials and Products for Interior Design 3.0
  - ID 14 History of Furniture and Decorative Arts 3.0
- Total Units 9.0

Hospitality: Restaurant Management - Level I
Business Division
Certificate E1333
The Hospitality: Restaurant Management - Level I Certificate prepares the holder for an entry-level position within a restaurant.

Required Courses:
- HRM 51 Introduction to Hospitality 3.0
- HRM 52 Food Safety and Sanitation (1.50 Units) 3.0
- HRM 53 Dining Room Service Management 3.0
- HRM 91 Hospitality Work Experience 1.0
- Total Units 8.5

Information and Operating Systems Security
Business Division
Certificate E0731
This certificate will provide the fundamental knowledge needed to analyze the risk to one's network and systems and the steps necessary in order to select and deploy the appropriate countermeasures to reduce the computer's exposure to network threats.

Required Courses:
- CISS 11 Practical Computer Security 2.0
- CISS 13 Principles of Information Systems Security 4.0
- CISS 15 Operating Systems Security 4.0
- Total Units 10.0

Interior Design: Level I
Business Division
Certificate E0303
Interior Design: Level I Certificate is designed to prepare students with a broad overview and solid foundation in the area of interior design and related fields. This certificate may lead to new opportunities and provide students with the groundwork upon which to build a career.

Required Courses:
- ID 10 Introduction to Interior Design 3.0
- ID 12 Materials and Products for Interior Design 3.0
- ID 14 History of Furniture and Decorative Arts 3.0
- Total Units 9.0

Introduction to Computer Information Technology
Business Division
Certificate E0712
This program is designed as a foundational introduction to the computer and informational technology environment. This program will introduce the student to computer concepts, microcomputer applications, web/computer programming, and the Internet.

Required Courses:
- CIS 11 Computer Information Systems 3.5
- CIS 13 Microcomputer Applications 4.0
- CIS 14 Internet Technologies 4.0
- Total Units 11.5

LVN 30-Unit Option
- Career Mobility Track
Technology and Health Division
Certificate E1202
In keeping with Section 1429 of the Board of Registered Nursing Rules and Regulations, completion of this certificate program entitles the student to apply for examination for licensure as a Registered Nurse in the State of California. This option is specifically designed for California licensees. Other states do not have this provision in their laws; therefore, endorsement for licensure may not be granted.

- A certificate documenting completion is awarded at the end of the course of study. The student who elects to complete the 30-Unit Option track is not a graduate of the Associate in Science Degree Nursing Program at Mt. San Antonio College. Individuals who complete this track are not eligible to return to the college at a later date to complete a degree in nursing. LVN applicants must declare their educational goal at the time of application (30-Unit or Associate Degree). This decision is not subject to change at a later date.

Prerequisite Courses:
- Human Anatomy, including a laboratory component, a minimum of four semester units.
- Human Physiology, including a laboratory component, a minimum of four semester units.
- Microbiology, including a laboratory component, a minimum of four semester units.

- Total Units 15.5

Section 7 57
their eligibility appointment:
- Official transcripts of all college work completed at all colleges;
- If the prerequisite courses were completed at another college, a course description and a copy of the course syllabus;
- Students completing college coursework outside of the United States will need to have their transcripts evaluated by an approved international transcript evaluation agency and must bring the final evaluation to their appointment (students may be able to obtain a list of agencies from the Admissions Office).
- Due to specific college deadlines for International Student applications, please inform the Counselor/ Educational Advisor that this applies to you.

All students will need to bring official proof of high school graduation, GED, or college graduation from an accredited institution in the United States.

- APPOINTMENTS FOR ELIGIBILITY VERIFICATION WILL ONLY BE MADE DURING THE FOLLOWING MONTHS:
  - September 1 - October 31
  - March 1 - April 30

Students should also be aware that once they have been admitted to the Nursing program and before beginning the Clinical portion of the program, they will need to be able to pass both a criminal background check, including a screening by the Office of Inspector General for welfare or Social Security fraud, as well as testing negative for drug use.

ALL APPLICANTS ARE REQUIRED TO MEET THE ESSENTIAL FUNCTIONS FOR SUCCESS IN THE NURSING PROGRAM.

Physical Demands:
- Perform prolonged, extensive, or considerable standing/walking, lifting, positioning, pushing, and/or transferring patients
- Possess the ability to perform fine motor movements with hands and fingers
- Possess the ability for extremely heavy effort (lift/carry 50 lbs. or more)
- Perform considerable reaching, stooping, bending, kneeling, and crouching.

Sensory Demands:
- Color vision: ability to distinguish and identify colors (may be corrected with adaptive device)
- Distance vision: ability to see clearly 20 feet or more
- Depth perception: ability to judge distance and space relationships
- Near vision: ability to see clearly 20 inches or less
- Hearing: able to recognize a full range of tones

Working Environment:
- May be exposed to infectious and contagious disease, without prior notification
- Regularly exposed to the risk of blood borne diseases
- Exposed to hazardous agents, body fluids and wastes
- Exposed to odorous chemicals and specimens
- Subject to hazards of flammable, explosive gases
- Subject to burns and cuts
- Contact with patients having different religious, culture, ethnicity race, sexual orientation, psychological and physical disabilities, and under a wide variety of circumstances
- Handle emergency or crisis situations
- Subject to many interruptions
- Requires decisions/actions related to end of life issues
- Exposure to products containing latex

English Language Skills:
Although proficiency in English is not a criterion for admission into the Nursing program, students must be able to speak, write, and read English to ensure patient safety and to complete classes successfully.

Machine Operator

Technology and Health Division Certificate E0956
This certificate provides a foundation of basic skills for employment in a variety of entry-level manufacturing positions.

Required Courses:
- MFG 10 Mathematics & Blueprint Reading for Manufacturing 3.0
- MFG 11 Manufacturing Processes I 2.0
- MFG 12 Manufacturing Processes II 2.0
- MFG 38 MasterCAM I 2.0
- MFG 85 Manual Computerized Numerical Control (CNC) Programming 2.0

Total Units 11.0

MasterCAM Technology and Health Division Certificate E0927
This certificate provides a strong background in MasterCAM 2-D, 3-D, and Solids packages along with the necessary machine shop theory and practice to input sound functional data into the CAD/CAM system.

Required Courses:
- MFG 11 Manufacturing Processes I 2.0
- MFG 38 MasterCAM I 2.0
- MFG 38B MasterCAM II 2.0
- MFG 85 Manual Computerized Numerical Control (CNC) Programming 2.0

Total Unit 8.0

Nutrition Program Assistant - Level I
Business Division Certificate E1331
This certificate prepares students to work for community agencies and programs as nutrition assistants. Coursework is designed to provide basic skills and knowledge necessary for entry-level positions in nutrition programs that serve children.

Required Courses:
- HRM 52 Food Safety and Sanitation 1.5
- NF 20 Principles of Foods 3.0
- NF 25 Essentials of Nutrition 3.0
- NF 25H Essentials of Nutrition - Honors 3.0
- NF 10 Nutrition for Personal Health and Wellness 3.0
- NF 28 Cultural and Ethnic Foods 3.0
- NF 20 Principles of Foods 3.0
- NF 25 Essentials of Nutrition 3.0
- NF 25H Essentials of Nutrition - Honors 3.0
- NF 10 Nutrition for Personal Health and Wellness 3.0
- NF 28 Cultural and Ethnic Foods 3.0

Plus the following Level II courses: (6 Units)
- CHLD 10 Child Growth and Development 3.0
- CHLD 64 Health, Safety and Nutrition of Young Children 3.0

Total Units 16.5

Nutrition Program Assistant - Level II: Weight Management Program Emphasis
Business Division Certificate E1336
This certificate prepares students to work as nutrition assistants in the public or private sector. Coursework is designed to provide the basic skills and knowledge necessary for entry-level positions in a variety of businesses, agencies and programs that focus on weight management.

Required Courses:
- HRM 52 Food Safety and Sanitation 1.5
- NF 20 Principles of Foods 3.0
- NF 25 Essentials of Nutrition 3.0
- NF 25H Essentials of Nutrition - Honors 3.0
- NF 10 Nutrition for Personal Health and Wellness 3.0
- NF 28 Cultural and Ethnic Foods 3.0

Total Units 16.5

Programs of Study Leading to a Certificate
### Programs of Study Leading to a Certificate

#### Radio Broadcasting Fundamental

**- Behind-the-Scenes**

**Arts Division**

**Certificate E0316**

This introductory certificate is designed to equip students with the basic skills needed to qualify for an entry-level job in the industry. Students will examine a variety of careers in the radio industry as well as learn the fundamentals of production, sales and promotion, management and programming, while gaining actual experience through an internship either at one of the campus radio stations or a commercial radio station.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-TV 01</td>
<td>Introduction to Broadcasting 3.0</td>
</tr>
<tr>
<td>R-TV 09</td>
<td>Broadcast Sales and Promotion 3.0</td>
</tr>
<tr>
<td>R-TV 10</td>
<td>Radio Management and Programming 3.0</td>
</tr>
<tr>
<td>R-TV 11A</td>
<td>Beginning Radio Production 3.0</td>
</tr>
<tr>
<td>R-TV 96</td>
<td>Campus Radio Station Lab 1.0</td>
</tr>
<tr>
<td>R-TV 97A</td>
<td>Radio/Entertainment Industry Seminar 1.0 - 2.0</td>
</tr>
<tr>
<td>R-TV 97B</td>
<td>Radio/Entertainment Industry Internship 1.0</td>
</tr>
</tbody>
</table>

**Total Units** 15.0 - 16.0

#### Radio Broadcasting Fundamental

**- On-Air**

**Arts Division**

**Certificate E0317**

This introductory certificate is designed to equip students with the basic skills needed to qualify for an entry-level job in broadcasting. Students will examine a variety of careers in the radio industry as well as learn the fundamentals of on-air performance, production and gain actual experience through an internship at one of the campus radio stations or a commercial radio station.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-TV 01</td>
<td>Introduction to Broadcasting 3.0</td>
</tr>
<tr>
<td>R-TV 02</td>
<td>On-Air Personality Development 3.0</td>
</tr>
<tr>
<td>R-TV 07A</td>
<td>Beginning Commercial Voice-Overs 3.0</td>
</tr>
<tr>
<td>R-TV 11A</td>
<td>Beginning Radio Production 3.0</td>
</tr>
<tr>
<td>R-TV 96</td>
<td>Campus Radio Station Lab 1.0 - 2.0</td>
</tr>
<tr>
<td>R-TV 97A</td>
<td>Radio/Entertainment Industry Seminar 1.0</td>
</tr>
<tr>
<td>R-TV 97B</td>
<td>Radio/Entertainment Industry Internship 1.0</td>
</tr>
</tbody>
</table>

**Total Units** 15.0 - 16.0

#### Welding

**Technology and Health Division**

**Certificate E0919**

This program is designed to prepare the student for employment in the broad field of welding and leads to occupations in manufacturing and repair; and helps prepare the student for positions in supervision.

Courses in the welding curriculum prepare students for welding certificates. The College is a testing agency for the City of Los Angeles, and is authorized to administer the performance test for the Structural Welding certificate. There is a $50 charge for students and $60 for nonstudents to take this test. Topics of the written portion of the test which is administered by the City are reviewed in various welding courses offered by the College.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>WELD 40</td>
<td>Introduction to Welding 2.0</td>
</tr>
<tr>
<td>WELD 70A</td>
<td>Beginning Arc Welding 3.0</td>
</tr>
<tr>
<td>WELD 70B</td>
<td>Intermediate Arc Welding 3.0</td>
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</table>

**Total Units** 8.0

**Recommended Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>WELD 60</td>
<td>Print Reading and Computations for Welders 3.0</td>
</tr>
<tr>
<td>WELD 70C</td>
<td>Certification for Welders 3.0</td>
</tr>
</tbody>
</table>

Note: Any higher level welding courses may be substituted for WELD 70A.

### Pilates Professional Teacher Training Phase I: Mat and Reformer

**Kinesiology, Athletics and Dance Division**

**Certificate E0315**

The Pilates Professional Teacher Training Certificate prepares students for careers as Pilate instructors/trainers in professional Pilates studios, dance studios, corporate fitness facilities, wellness centers, public/private health clubs and private training in a home studio. The certificate curriculum meets the standards of the Pilates Method Alliance and includes lecture, self-study, and teaching hours. Phase I covers Pilates theory and the Mat and Reformer repertoire of exercises.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DN-T 27</td>
<td>Theory and Principles of Pilates 3.0</td>
</tr>
<tr>
<td>DN-T 28</td>
<td>Functional Anatomy for Pilates 2.0</td>
</tr>
<tr>
<td>DN-T 29</td>
<td>Teaching Pilates Mat Repertoire 1.5</td>
</tr>
<tr>
<td>DN-T 30</td>
<td>Teaching Pilates Reformer Repertoire 1.5</td>
</tr>
<tr>
<td>DN-T 31</td>
<td>Pilates Teaching-Mat and Reformer 3.0</td>
</tr>
<tr>
<td>KIN 3</td>
<td>First Aid and CPR 3.0</td>
</tr>
<tr>
<td>KIN 24</td>
<td>Kinesiology 2.0</td>
</tr>
</tbody>
</table>

**Total Units** 17.0

### Plus select two (2) courses from:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DNCE 39B</td>
<td>Alignment and Correctives II 0.5</td>
</tr>
<tr>
<td>DNCE 40</td>
<td>Conditioning Through Dance 0.5</td>
</tr>
<tr>
<td>KINI 50A</td>
<td>Yoga 0.5</td>
</tr>
</tbody>
</table>

**Total Units** 17.0

### Plus the following Level II courses: (7 Units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NF 81</td>
<td>Cooking for Your Heart and Health 1.0</td>
</tr>
<tr>
<td>KIN 34</td>
<td>Fitness for Living 3.0</td>
</tr>
<tr>
<td>SPCH 26</td>
<td>Interpersonal Communication 3.0</td>
</tr>
</tbody>
</table>

**Total Units** 17.5

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**Programs of Study Leading to a Certificate**

**Section 7**
SECTION EIGHT

Programs of Study Leading to an Associate in Arts Degree or an Associate in Science Degree

Committed to Student Success
PROGRAMS OF STUDY LEADING TO AN ASSOCIATE DEGREE
Mt. San Antonio College offers both Associate in Science (A.S.) and Associate in Arts (A.A.) degrees. In general, the Associate in Science degrees are two-year occupational degrees that prepare students for a variety of career and technical fields. The Associate in Arts degrees, while not intended specifically for transfer, are two-year degrees in Liberal Arts and Sciences that provide for broad exploration of a specific area of emphasis. In many cases and with appropriate academic advising, students obtaining the Associate in Arts degree will find that they have a solid foundation for further post-secondary study should they wish to transfer at a later date. The Associate in Arts for Transfer degrees are designed to provide students with a seamless transition for transfer with junior standing somewhere in the CSU system.

GENERAL REQUIREMENTS FOR AN ASSOCIATE DEGREE
Application for Graduation
The Application for Graduation is the student’s notification to Admissions and Records that he or she has completed all requirements and would like to receive a degree. The Application for Graduation form is available in the Admissions and Records office or online at www.mtsac.edu/students/admissions/gradp.html. Students should meet with a Counselor to discuss their Education Plan prior to submitting the Application for Graduation.

All students intending to receive a degree must file an Application for Graduation with the Admissions and Records office and have on file all required documents and official transcripts. The deadline dates for submitting the Application for Graduation are as follows:

Fall: deadline to apply for fall graduation is the end of the ninth week.
Winter: deadline to apply for winter graduation is the end of the ninth week of the fall semester.
Spring: deadline to apply for spring graduation is the end of the ninth week.
Summer: deadline to apply for summer graduation is the end of the ninth week of the spring semester.

Students should check the Schedule of Classes in the Key Dates to Remember section for specific deadline dates for any given semester. Applications received after the deadline will be processed with the next graduation cycle. Students may apply for graduation one semester prior to completing all required coursework. Once the degree has been conferred, the degree will be posted to the student’s academic record and will appear on the transcript. Students will also receive their diplomas in the mail thereafter. If a student is denied graduation, he or she will be informed in writing.

Multiple degrees
The Associate in Science degree shall be awarded to those graduates who majored in one of the occupational programs at Mt. San Antonio College. Students may be awarded both an Associate in Science degree and an Associate in Arts degree with the 60 units required for an Associate degree if they have met the requirements for both within the 60 units of earned credit. Each additional degree requires 18 units of course work beyond the 60 units required for the first degree(s), and must include the satisfactory completion of all the required courses in the additional major. Students awarded additional degrees must meet or complete the current general education requirements in effect at the time of re-entry.

Residency Requirement
The Residency Requirement for Mt. San Antonio College can be met in either of two ways:
1. 12 units in residence and enrollment in the last semester, or
2. 45 units in residence if the last semester is not at Mt. SAC.

GENERAL EDUCATION REQUIREMENTS
Philosophy Statement
General education is the distinguishing feature of higher education. It is a broadly-based core of humanistic knowledge and abilities, the acquisition of which is the distinctive characteristic of the educated person. General education courses emphasize the ability to reason, to examine issues from different perspectives, to challenge authority, and to communicate ideas logically and confidently. They instill open-mindedness, respect for differences among people, and knowledge of self. By exposing students to different fields of study, general education courses provide an understanding of the human condition and of human accomplishments and encourage a lifelong interest in learning. Together with other Mt. San Antonio College degree requirements, the general education component of the associate degree prepares students to:

- transfer to and function successfully in a baccalaureate degree-granting institution;
- enter the work force as a competent, productive citizen;
- live a richer, more rewarding life.

General education courses are not primarily skills-based, nor are they limited to, or more appropriate for, majors in a specialized field of study. Courses that fulfill general education requirements must:
1. Require post-secondary level skills in reading, writing, quantitative reasoning, and critical thinking.

NOTE: All courses used for the A.A. degree majors may be double counted toward the Mt. San Antonio College General Education requirements.
2. Improve students’ abilities to:
- communicate oral and written ideas effectively;
- define problems, design solutions, critically analyze results;
- use available media to access and retrieve reliable information for data gathering and research;
- work effectively, both cooperatively and independently;
- develop and question personal and societal values, make informed choices, and accept responsibility for their decisions;
- function as active, responsible, ethical citizens;
- acquire the curiosity and skills essential for lifelong learning.

Courses that fulfill general education requirements must fall into one of the content categories listed below:

A. Communication and Critical Thinking
These courses emphasize both the content and form of communication. They teach students the relationship of language to logic, as well as how to analyze, criticize, and advocate ideas; to reason deductively and inductively; and to reach sound conclusions. Courses fulfilling this requirement:
- provide understanding of the psychological and social significance of communication;
- illustrate how communication operates in various situations;
- focus on communication from the rhetorical perspective: reasoning, advocacy, organization, accuracy; the discovery, critical evaluation, and reporting of information; reading, listening, speaking, and writing effectively;
- provide active participation and practice in written and oral communication.

B. Science and Mathematics
These courses impart knowledge about living and non-living systems, and mathematical concepts and quantitative reasoning with applications. Courses fulfilling this requirement:
- promote understanding and appreciation of the methodologies and tools of science;
- emphasize the influence of scientific knowledge on the development of civilization;
- impart appreciation and understanding of basic concepts, not just skills;
- offer specific inquiry into mathematical concepts, quantitative reasoning and application. (See Mt. SAC degree competency requirements.)

C. Humanities
These courses cultivate intellect, imagination, sensibility and sensitivity. They encourage students to respond subjectively as well as objectively and to develop a sense of the integrity of emotional and intellectual responses. Courses fulfilling this requirement:
- study great work of the human imagination;
- increase awareness and appreciation of the traditional humanistic disciplines such as art, dance, drama, literature, and music;
- impart an understanding of the interrelationship between creative art, the humanities, and the self;

D. Social Sciences
These courses explore, at the micro and macro-level, the social, political, and economic institutions that underpin society. Courses fulfilling these requirements:
- promote understanding and appreciation of social, political, and economic institutions;
- probe the relationship between these institutions and human behavior;
- examine these institutions in both their historical and contemporary context;
- include the role of, and impact on, non-white ethnic minorities and women;
- include both Western and non-Western settings.

E. Lifelong Understanding and Self-Development
These courses facilitate an understanding of human beings as integrated physiological, social and psychological organisms. Courses fulfilling this requirement:
- provide exposure to both Western and non-Western cultures;
- may include a foreign language course that contains a cultural component as opposed to a course that focuses solely on skills acquisition.

GENERAL EDUCATION OUTCOMES (GEOS)
GEOS are statements that define the knowledge, skills, and perspectives acquired by students who satisfy our general education requirements. It is through the assessment of GEOS that the Mt. SAC general education curriculum will be evaluated for improvements. GEOS have been determined and will be assessed by faculty who teach courses within Areas A-E of our general education pattern. The GEOS for Mt. SAC can be found at:
www.mtsac.edu/instruction/general/geos_mtsac.html

Adapted from CSU Executive Order 595 and Title 5 Section 40405.1
### Programs of Study Leading to an Associate Degree

#### AREA A: Communication in the English Language (6 units):
- Select one (1) course from the following:
  - ENGL 1A Freshman Composition
  - ENGL 1AH Freshman Composition – Honors
  - SPCH 1A Public Speaking
  - SPCH 1AH Public Speaking – Honors
  - SPCH 2 Fundamentals of Communication
  - SPCH 8 Professional and Organizational Speaking
  - SPCH 8H Professional and Organizational Speaking – Honors

#### AREA B: The Physical Universe and Life (3 units):
- Select one (1) course from the Physical Sciences or Life Sciences:
  - PHYS 3 Energy Science
  - PHYS 7 Physical Science
  - PHYS 7L Physical Science Laboratory
  - PHYS 1B Principles of Microbiology
  - BIO 1 General Biology
  - BIO 3 Ecology and Field Biology
  - BIO 4B Engineering Physics
  - BIO 5LA Introduction to Oceanography
  - BIO 10H Introduction to Oceanography

#### AREA C: Arts and Humanities (6 units):
- Select two (2) courses, six (6) units minimum, with at least one (1) course from the Arts and one (1) from Humanities:
  - MUSIC 1A Introduction to Music Appreciation
  - MUSIC 1B Music Literature Survey
  - MUSIC 13H Introduction to Music Appreciation – Honors
  - MUSIC 14A World Music
  - MUSIC 14B American Folk Music
  - MUSIC 15 Rock Music History and Appreciation
  - PHOT 15 History of Photography
  - SPCH 4 Performance of Literature
  - THTR 9 Introduction to Theatre Arts
  - THTR 10 History of Theatre Arts

#### GENERAL EDUCATION REQUIREMENTS FOR 2012-13

<table>
<thead>
<tr>
<th>Area</th>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LIFE SCIENCES</strong></td>
<td>AGOR 1</td>
<td>Horticultural Science</td>
</tr>
<tr>
<td></td>
<td>ANAT 10A</td>
<td>Introductory Human Anatomy</td>
</tr>
<tr>
<td></td>
<td>ANAT 10B</td>
<td>Introductory Human Physiology</td>
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<tr>
<td></td>
<td>ANAT 35</td>
<td>Human Anatomy</td>
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<td>ANAT 36</td>
<td>Human Physiology</td>
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<td>ANTH 1</td>
<td>Biological Anthropology</td>
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<tr>
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<td>ANTH 1H</td>
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<td>Biological Anthropology Laboratory</td>
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#### ARAB 2 Continuing Elementary Arabic
#### CHIN 1 Elementary Chinese
#### CHIN 2 Continuing Elementary Chinese
#### CHIN 3 Intermediate Chinese
#### CHIN 4 Continuing Intermediate Chinese
#### ENGL 1B English – Introduction to Literary Types
#### ENGL 1BH English – Introduction to Literary Types – Honors
#### FRCH 1 Elementary French
#### FRCH 2 Continuing Elementary French
#### FRCH 3 Intermediate French
#### FRCH 4 Continuing Intermediate French
#### FRCH 5 Advanced French
#### FRCH 6 Continuing Advanced French
#### FRCH 60 French Culture Through Cinema
#### GERM 1 Elementary German
#### GERM 2 Continuing Elementary German
#### GERM 3 Intermediate German
#### *HIST 1 History of the United States
#### *HIST 3 World History: Prehistoric to Early Modern
#### *HIST 3H World History: Prehistoric to Early Modern – Honors
#### *HIST 4 World History: Early Modern to the Present
#### *HIST 4H World History: Early Modern to the Present – Honors
#### *HIST 7 History of the United States to 1877
#### *HIST 7H History of the United States to 1877 – Honors
#### *HIST 8 History of the United States from 1865
#### *HIST 8H History of the United States from 1865 – Honors
#### *HIST 10 History of Premodern Asia
#### *HIST 11 History of Modern Asia
#### *HIST 19 History of Mexico
#### *HIST 30 History of the African American
#### *HIST 31 History of the African American – Honors
#### *HIST 35 History of Africa
#### *HIST 36 Women in American History
#### *HIST 39 California History
#### *HIST 40 History of the Mexican American
#### HUMA 1 The Humanities
#### ITAL 1 Elementary Italian
#### ITAL 2 Continuing Elementary Italian

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*Note: The table above includes a selection of courses and disciplines that are part of the programs leading to an Associate Degree. The courses listed are examples and may not be exhaustive. Further details and requirements can be obtained from the institution's official catalog or academic advisor.*
### Programs of Study Leading to an Associate Degree

#### General Education Requirements for 2012-13 (continued)

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*Courses may not be double counted to satisfy more than one area, even if a course is listed in more than one area.*
### ALPHABETICAL LISTING

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<td>Mt. San Antonio College offers two year occupational degrees in the following section of this Catalog. To qualify for the degree, students must complete the required courses for the major as shown, plus additional general education courses as listed on pages 63-64. For further information, please consult with the Counseling Center on the upper level of the Student Services Center.</td>
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<td>Manufacturing Technology ..................... 79</td>
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<td>Ornamental Horticulture ........................ 81</td>
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<tr>
<td>Paralegal/Legal Assistant ..................... 82</td>
</tr>
<tr>
<td>Park &amp; Sports Turf Management .............. 82</td>
</tr>
<tr>
<td>Pet Science .......................................... 82</td>
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<td>Photography ........................................ 82</td>
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</tr>
<tr>
<td>Radio Broadcasting: On the Air ............. 84</td>
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<td>Radiologic Technology ........................... 84</td>
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<td>Real Estate ......................................... 86</td>
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<td>Registered Veterinary Technology .......... 86</td>
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<tr>
<td>Respiratory Therapy ............................. 87</td>
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<tr>
<td>Sign Language/Interpreting .................. 88</td>
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### LISTING BY INSTRUCTIONAL DIVISION

<table>
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<tbody>
<tr>
<td><strong>Arts Division</strong></td>
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<tr>
<td>Animation ......................... 68</td>
</tr>
<tr>
<td>Computer Graphics Digital Photography 71</td>
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<td>Graphic Design .................... 75</td>
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<tr>
<td>Television Production .............. 88</td>
</tr>
<tr>
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<td>Accounting ........................... 66</td>
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<tr>
<td>Business: Management ............... 69</td>
</tr>
<tr>
<td>Business: Retail Management ....... 69</td>
</tr>
<tr>
<td>Child Development .................... 70</td>
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<td>Computer – Database Management Systems 70</td>
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<td>Computer Network Administration &amp; Security Management 71</td>
</tr>
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<td>Computer Programming .............. 71</td>
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<tr>
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<td>Human Resource Management ......... 76</td>
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<td>Interior Design ........................... 76</td>
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<td>Interior Design – Kitchen and Bath .... 77</td>
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<td>International Business .............. 77</td>
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<td><strong>Kinesiology, Athletics &amp; Dance Division</strong></td>
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<td>Physical Education .................. 83</td>
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<tr>
<td><strong>Natural Sciences Division</strong></td>
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<tr>
<td>Agri-Technology ...................... 66</td>
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<td><strong>Programs of Study Leading to an Associate Degree</strong></td>
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</table>
| **To an Associate Degree**}

### Section 8

- Programs of Study Leading to an Associate Degree
- Catalog Cover
- Contents
- Bookmarks
**Accounting**

**Business Division**

**Degree S0502**

Students preparing to become professional accountants should follow the Business Administration course for a four-year college or university. The following is semi-professional training for those who seek employment in bookkeeping or accounting positions at the end of two years.

**Required Courses:**

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<td>BUSA 21</td>
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<td>BUSA 81</td>
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<tr>
<td>BUSA 58</td>
<td>Federal Income Tax Law</td>
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<tr>
<td>BUSA 70</td>
<td>Payroll and Tax Accounting</td>
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</tr>
<tr>
<td>BUSA 75</td>
<td>Using Microcomputers</td>
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<tr>
<td>or</td>
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<tr>
<td>BUSA 81</td>
<td>Work Experience in Accounting</td>
<td>1.0</td>
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<tr>
<td>BUSA 76</td>
<td>Using Microcomputers</td>
<td>1.0</td>
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<tr>
<td>or</td>
<td>in Managerial Accounting</td>
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<tr>
<td>BUSA 81</td>
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<td>BUSM 20</td>
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<tr>
<td>CISB 15</td>
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**Total Units:** **36.0 - 37.0**

**Administrative Assistant**

**Business Division**

**Degree S0514**

This program is intended to prepare students for employment following graduation as administrative assistants, executive assistants, office managers, or other clerical and support staff. Training in a variety of computer and clerical skills is emphasized. Students desiring a bachelor's degree should consult with a counselor or advisor to discuss transferability of courses.

**Required Courses:**

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<td>CISB 15</td>
<td>Microcomputer Applications</td>
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<tr>
<td>CISB 21</td>
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**Select one (1) course from: (2-4 Units)**

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<td>CISB 16</td>
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<td>CISB 61</td>
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<td>CISW 15</td>
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<tr>
<td>or</td>
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</table>

**Total Units:** **36.0 - 37.0**

**Agri-Technology**

**Natural Sciences Division**

**Degree S0101**

The program of courses in Agriculture is designed to enable students to prepare for a career in this essential and diverse profession. The department offers a comprehensive Agricultural Sciences program and is unique in that most courses provide hands-on experiences designed to give the students a combination of practical skills and technical knowledge.

The following programs list all courses needed to satisfy major requirements. Students may obtain certificates upon completion of required courses listed. Additional courses needed for completion of the Degree are listed in this catalog. It is recommended that all students consult with the department chairperson, faculty advisor, or counselor to file an educational plan.

These programs are intended to prepare students for employment following graduation. Students desiring a bachelor's degree should consult with the department chairperson, counselor or advisor to discuss transferability of courses. The curriculum is flexible in nature to allow for previous experience and specialization in a given area of agriculture and agricultural business.

**Required Courses:**

<table>
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<td>AGAN 1</td>
<td>Animal Science</td>
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<td>AGOR 1</td>
<td>Horticultural Science</td>
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<td>AGOR 32</td>
<td>Landscaping</td>
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<td>AGOR 56</td>
<td>Landscape Construction Fundamentals</td>
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<td>AGOR 71</td>
<td>plus select three (3) courses from:</td>
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<td>Sheep Production</td>
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<td>AGLI 30</td>
<td>Beef Production</td>
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**Total Units:** **31.5**

**Airframe and Aircraft Powerplant**

**Maintenance Technology - Day**

**Technology and Health Division**

**Degree S0911**

This program prepares students to enter employment as a certified airframe and powerplant technician in the aircraft maintenance industry. Training is given in the overhaul of various airframes and powerplants and their components. Completion of this program leads to an Associate in Science degree. Two state-awarded certificates are also available upon successful completion of this program - one certificate in Airframe Maintenance Technology and one certificate in Aircraft Powerplant Maintenance Technology. Excellent opportunities for employment exist in this area of training. Certain administrative, quality control, and flight personnel careers require the applicant to hold a valid A & P Certificate.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRC 10</td>
<td>Technical Mathematics</td>
<td>2.0</td>
</tr>
<tr>
<td>AIRC 11</td>
<td>Welding for Air Conditioning and Refrigeration</td>
<td>2.0</td>
</tr>
<tr>
<td>AIRC 12</td>
<td>Air Conditioning Codes and Standards</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRC 20</td>
<td>Refrigeration Fundamentals</td>
<td>4.0</td>
</tr>
<tr>
<td>AIRC 25</td>
<td>Electrical Fundamentals</td>
<td>5.0</td>
</tr>
<tr>
<td>AIRC 26</td>
<td>Gas Heating Fundamentals</td>
<td>2.0</td>
</tr>
<tr>
<td>AIRC 30</td>
<td>Heat Load Calculations &amp; Design</td>
<td>4.0</td>
</tr>
<tr>
<td>AIRC 31</td>
<td>Commercial Electrical</td>
<td>4.0</td>
</tr>
<tr>
<td>AIRC 32A</td>
<td>Air Properties and Measurement</td>
<td>1.5</td>
</tr>
<tr>
<td>AIRC 34</td>
<td>Advanced Mechanical Refrigeration</td>
<td>4.0</td>
</tr>
</tbody>
</table>

**Total Units:** **31.5**

**Air Conditioning and Refrigeration**

**Technology and Health Division**

**Degree S0909**

The Air Conditioning and Refrigeration (AIRC) Degree Program prepares students for entry level employment or for advancement of existing skills/knowledge without requiring any prior knowledge or experience. In addition to exposing students to core topics such as mechanical and electrical fundamentals, the Program includes coursework in heat loads, advanced electrical and mechanical, welding, math, codes and standards, and air properties. Hands-on labs throughout the program expose students to a cross-section of systems and equipment used in the industry.

The Program is designed to prepare the student for employment in the broad field of air conditioning, heating, and refrigeration and leads to occupations in design, manufacturing, operation, sales, distribution, installation, maintenance, repairs and controls. There are no prerequisites and/or enrollment limitations.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGLI 4</td>
<td>Air Conditioning and Refrigeration</td>
<td>3.0</td>
</tr>
<tr>
<td>AGLI 14</td>
<td>Swine Production</td>
<td>3.0</td>
</tr>
<tr>
<td>AGLI 16</td>
<td>Horse Production and Management</td>
<td>4.0</td>
</tr>
<tr>
<td>AGLI 17</td>
<td>Sheep Production</td>
<td>3.0</td>
</tr>
<tr>
<td>AGLI 30</td>
<td>Beef Production</td>
<td>3.0</td>
</tr>
<tr>
<td>AGOR 24</td>
<td>Integrated Pest Management</td>
<td>3.0</td>
</tr>
<tr>
<td>AGLI 52</td>
<td>Landscape Irrigation - Design and Installation</td>
<td>3.0</td>
</tr>
<tr>
<td>AGE 62</td>
<td>Pest Shop Management</td>
<td>3.0</td>
</tr>
<tr>
<td>AGE 71</td>
<td>Canine Management</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Total Units:** **30.0 - 31.0**
This program offers a day or evening program option. The only difference between the two options is the course numbering and time required to complete the program. Day program courses AIRM 65A and 65B are equivalent to evening program courses AIRM 95A, 95B, 96A, 96B, 97A, 97B, 98A, and 98B. Day program courses AIRM 66A and 66B are equivalent to evening program courses AIRM 90A, 90B, 91A, 91B, 92A, 92B, 93A, and 93B. The evening program courses are offered in 9-week modules.

Successful completion of this program enables students to take the FAA examinations in Airframe, General, and Powerplant. Passing the General Exam plus the Airframe and/or Powerplant Exam provides certification as an Aircraft Maintenance Technician, which is required for employment in this field. Students desiring a bachelor's degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRM 65A</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>13.0</td>
</tr>
<tr>
<td>AIRM 65B</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>13.0</td>
</tr>
<tr>
<td>AIRM 66A</td>
<td>Airframe Maintenance Technology</td>
<td>13.0</td>
</tr>
<tr>
<td>AIRM 66B</td>
<td>Airframe Maintenance Technology</td>
<td>13.0</td>
</tr>
<tr>
<td>AIRM 70A</td>
<td>Aircraft Maintenance Electricity and Electronics</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 70B</td>
<td>Aircraft Maintenance Electricity and Electronics</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 71</td>
<td>Aviation Maintenance Science</td>
<td>6.0</td>
</tr>
<tr>
<td>AIRM 72</td>
<td>Aviation Maintenance Technology</td>
<td>2.0</td>
</tr>
<tr>
<td>AIRM 73</td>
<td>Aviation Maintenance Technology</td>
<td>1.5</td>
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<tr>
<td>AIRM 74</td>
<td>Aircraft Maintenance Technology - Work Experience</td>
<td>2.0</td>
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<tr>
<td>AIRM 80</td>
<td>Lab Studies in Aircraft Maintenance Technology</td>
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<tr>
<td>AIRM 90A</td>
<td>Airframe Maintenance Technology</td>
<td>3.0</td>
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<tr>
<td>AIRM 90B</td>
<td>Airframe Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 91A</td>
<td>Aircraft Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 91B</td>
<td>Aircraft Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 92A</td>
<td>Airframe Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 92B</td>
<td>Airframe Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 93A</td>
<td>Aircraft Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 93B</td>
<td>Aircraft Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 95A</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 95B</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 96A</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 96B</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 97A</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 97B</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 98A</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>AIRM 98B</td>
<td>Aircraft Powerplant Maintenance Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 10</td>
<td>Child Growth and Development</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 10H</td>
<td>Child Growth and Development - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 1</td>
<td>Introduction to Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 1AH</td>
<td>Introduction to Psychology – Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 1</td>
<td>Sociology</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 1H</td>
<td>Sociology – Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 14</td>
<td>Marriage and the Family</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 15</td>
<td>Child Development</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

- AIRM 70A Aircraft Maintenance Electricity and Electronics | 3.0
- AIRM 70B Aircraft Maintenance Electricity and Electronics | 3.0
- AIRM 71 Aviation Maintenance Science | 6.0
- AIRM 74 Aircraft Maintenance Technology | 2.0
- AIRM 73 Aviation Maintenance Technology | 1.5
- AIRM 90A Airframe Maintenance Technology | 3.0
- AIRM 90B Airframe Maintenance Technology | 3.0
- AIRM 91A Aircraft Maintenance Technology | 3.0
- AIRM 91B Aircraft Maintenance Technology | 3.0
- AIRM 92A Airframe Maintenance Technology | 3.0
- AIRM 92B Airframe Maintenance Technology | 3.0
- AIRM 93A Airframe Maintenance Technology | 3.0
- AIRM 93B Airframe Maintenance Technology | 3.0
- AIRM 95A Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 95B Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 96A Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 96B Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 97A Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 97B Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 98A Aircraft Powerplant Maintenance Technology | 3.0
- AIRM 98B Aircraft Powerplant Maintenance Technology | 3.0

**Alcohol/Drug Counseling Technology and Health Division Degree S2101**

In this program the student integrates theory and practical experience in developing skills necessary to work with the alcohol and drug abuse population as well as families and employers of chemically-dependent persons. The curriculum is designed to meet the credentialing requirements of the California Association of Alcohol/Drug Educators. Students who complete this option qualify for employment in a variety of chemical-dependant settings.

**Required Courses:**

- AD 1 Alcohol/Drug Dependency | 3.0
- AD 2 Physiological Effects of Alcohol/Drugs | 3.0
- AD 3 Chemical Dependency: Intervention, Treatment and Recovery | 3.0
- AD 4 Issues in Domestic Violence | 3.0
- AD 5 Chemical Dependency: Prevention and Education | 1.5
- AD 6 Dual Diagnosis | 3.0

**Required skill courses:**

- AD 8 Group Process and Leadership | 3.0
- AD 9 Family Counseling | 3.0
- AD 10 Client Record and Documentation | 1.5
- AD 11 Techniques of Intervention and Referral | 3.0

**Required field work courses:**

- AD 13 Internship/Seminar | 4.0
- AD 14 Advanced Internship/Seminar | 4.0
- CHLD 10 Child Growth and Development | 3.0
- CHLD 10H Child Growth and Development – Honors | 3.0
- PSYC 1A Introduction to Psychology | 3.0
- PSYC 1AH Introduction to Psychology – Honors | 3.0
- PSYC 19 Abnormal Psychology | 3.0
- SOC 1 Sociology | 3.0
- SOC 1H Sociology – Honors | 3.0
- SOC 14 Marriage and the Family | 3.0
- SOC 15 Child Development | 3.0

**Total Units** | 41.0

**Eligibility Requirements and Selection Procedures**

- File a College application and be accepted as a student at Mt. San Antonio College.
## Programs of Study Leading to an Associate Degree

### Animation

**Arts Division**

**Degree S0106**

The Animation Program offers an integrated/interdisciplinary approach to prepare students to meet current and future job market demands. The student will be given a balanced blend of art and technology-based skills which are essential for today's careers in animation. The program offers both an A.S. degree and certificates. Course content is driven by industry needs in order to provide the student with the best possible preparation for a career in animation or for transfer to an institution of higher learning.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIM 101A</td>
<td>Drawing - Gesture and Figure</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 104</td>
<td>Drawing Fundamentals</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 15A</td>
<td>Drawing: Beginning</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 108</td>
<td>Principles of Animation</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 115</td>
<td>Storyboarding</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 116</td>
<td>Character Development</td>
<td>1.5</td>
</tr>
<tr>
<td>ANIM 130</td>
<td>Introduction to 3-D Computer Animation</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTC 290</td>
<td>Portfolio</td>
<td>3.0</td>
</tr>
<tr>
<td>ART 100</td>
<td>Graphic Design I</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 17A</td>
<td>Drawing: Life</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTS 22</td>
<td>Design: Three-Dimensional</td>
<td>3.0</td>
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</table>

**PLUS select one course from:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ANIM 109</td>
<td>Advanced Principles of Animation</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 117</td>
<td>Animation Background Layout</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 120</td>
<td>Script Development</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 131</td>
<td>Introduction to Game</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 132</td>
<td>Modeling, Texture Mapping and Lighting</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 172</td>
<td>Motion Graphics, Compositing and Visual Effects</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 175</td>
<td>Web Animation With Flash</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 16</td>
<td>Drawing: Perspective</td>
<td>3.0</td>
</tr>
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</table>

**Recommended Electives:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHIS 4</td>
<td>History of Western Art: Prehistoric Through Gothic</td>
<td>3.0</td>
</tr>
<tr>
<td>ANIM 111A</td>
<td>Animal Drawing</td>
<td>1.5</td>
</tr>
<tr>
<td>ANIM 111B</td>
<td>Animal Drawing</td>
<td>1.5</td>
</tr>
<tr>
<td>ANIM 131</td>
<td>Introduction to Gaming</td>
<td>3.0</td>
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<tr>
<td>ANIM 148</td>
<td>Demo-Reel</td>
<td>1.5</td>
</tr>
</tbody>
</table>

### Applied Laboratory Science Technology (ALST)

**Natural Sciences Division**

**Degree S0307**

This program provides theoretical and technical training to prepare students for employment as entry-level chemical technicians in fields such as chemical quality control, chemical process control, analytical chemistry, water quality, and research and development. The program includes a broad-based overview of workforce options and emphasizes development of analytical skills, instrument proficiency, critical thinking, and troubleshooting of experimental designs and outcomes.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM 10</td>
<td>Principles of Continuous</td>
<td>3.0</td>
</tr>
<tr>
<td>CHEM 20</td>
<td>Quality Improvement</td>
<td>5.0</td>
</tr>
<tr>
<td>CHEM 50</td>
<td>Introductory Organic and Biochemistry</td>
<td>5.0</td>
</tr>
<tr>
<td>CHEM 50H</td>
<td>General Chemistry I</td>
<td>5.0</td>
</tr>
<tr>
<td>CHEM 51</td>
<td>General Chemistry II</td>
<td>5.0</td>
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<tr>
<td>CHEM 60</td>
<td>Quantitative Chemical Analysis</td>
<td>5.0</td>
</tr>
<tr>
<td>CHMT 1</td>
<td>Introduction to Chemical Laboratory Technology</td>
<td>3.0</td>
</tr>
<tr>
<td>CHMT 8</td>
<td>Work Experience in Chemical Technology</td>
<td>1.0 - 2.0</td>
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</table>

**PLUS select (6-7) six or seven units from:**

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<tr>
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<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MICR 22</td>
<td>Microbiology</td>
<td>4.0</td>
</tr>
<tr>
<td>PHIL 12</td>
<td>Ethics</td>
<td>3.0</td>
</tr>
<tr>
<td>PHIL 12H</td>
<td>Ethics - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>SPCH 26</td>
<td>Interpersonal Communication</td>
<td>3.0</td>
</tr>
<tr>
<td>SPCH 26H</td>
<td>Interpersonal Communication - Honors</td>
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**Recommended Electives:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ARTD 15A</td>
<td>Drawing: Beginning</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3.0</td>
</tr>
</tbody>
</table>

### Architectural Technology - Design Concentration

**Technology and Health Division**

**Degree S0207**

This program prepares students to enter the field of architecture and related areas. The student is provided with an option of direct employment into the field or preparation for transfer to the professional school of architecture. Two concentrations are available.

The Design Concentration focuses upon studio-based design projects, drawing, and presentation skills. The student will develop a portfolio of work relevant to their Concentration. A certificate program is also available.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 10</td>
<td>Design I - Elements of Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Drawing</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 12</td>
<td>Architectural Materials</td>
<td>4.0</td>
</tr>
<tr>
<td>ARCH 13</td>
<td>Architectural Illustration</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 16</td>
<td>Basic CAD and Computer Application</td>
<td>4.0</td>
</tr>
<tr>
<td>ARCH 21</td>
<td>Design II - Architectural Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 23</td>
<td>Architectural Presentations</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 27</td>
<td>Design III - Environmental Design</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 29</td>
<td>Design IV - Advanced Project</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 31</td>
<td>World Architecture I</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 32</td>
<td>World Architecture II</td>
<td>3.0</td>
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**PLUS Select one (1) course from: (3 Units)**

<table>
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<tr>
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<tbody>
<tr>
<td>ARCH 15</td>
<td>Architectural Working Drawings - I</td>
<td>3.0</td>
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<tr>
<td>ARCH 18</td>
<td>Architectural CAD and BIM</td>
<td>3.0</td>
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**PLUS Select one (1) course from: (1-3 Units)**

<table>
<thead>
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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARCH 14</td>
<td>Building and Zoning Codes</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 15</td>
<td>Architectural Working Drawings - I</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 18</td>
<td>Architectural CAD and BIM</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 26</td>
<td>Architectural CAD Working Drawings</td>
<td>3.0</td>
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<tr>
<td>ARCH 28</td>
<td>Architectural CAD Illustration and Animation</td>
<td>3.0</td>
</tr>
<tr>
<td>ARCH 89</td>
<td>Architectural Work Experience</td>
<td>1.0</td>
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<tr>
<td>INS 70</td>
<td>Elements of Construction</td>
<td>3.0</td>
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**Total Units 39.0 - 41.0**

**Recommended Electives:**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ARTD 15A</td>
<td>Drawing: Beginning</td>
<td>3.0</td>
</tr>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3.0</td>
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</table>
Technology Concentration

ARCH 32 World Architecture II 3.0
ARCH 31 World Architecture I 3.0

PLUS Select one (1) course from: (1-3 Units)
INSP 70 Elements of Construction 3.0
EDT 26 Technical Descriptive Geometry 3.0
ARCH 29 Design IV - Advanced Project 3.0
ARCH 28 Architectural CAD Illustration and Animation 3.0
ARCH 27 Architectural CAD Working Drawings 3.0
ARCH 26 Architectural CAD Working Drawings 3.0
ARCH 25 Architectural Drawing 3.0
ARCH 24 Architectural Materials and Specifications 4.0
ARCH 23 Architectural Presentations 3.0
ARCH 22 Design I - Elements of Design 3.0
ARCH 21 Design II - Architectural Design 3.0
ARCH 20 Design III - Architecture 3.0
ARCH 19 Building and Zoning Codes 3.0
ARCH 18 Architectural Working Drawings - I 3.0
ARCH 17 Architectural Working Drawings - I 3.0
ARCH 16 Basic CAD and Computer Application 4.0
ARCH 15 Architectural CAD and BIM 3.0
ARCH 14 Building and Zoning Codes 3.0
ARCH 13 Architectural Illustration 3.0
ARCH 12 Architectural Materials and Specifications 4.0
ARCH 11 Architectural Materials and Specifications 4.0
ARCH 10 Design I - Elements of Design 3.0

Required Courses:
AIRC 31 Refrigeration Fundamentals 4.0
AIRC 25 Electrical Fundamentals 5.0
AIRC 23 Primary Pilot Ground School 4.0
AIRC 22 Navigation 3.0
AIRC 21 Aviation Weather 3.0
AIRC 20 Aviation Safety and Human Factors 3.0
AIRC 19 Federal Aviation Regulations 2.0
AIRC 18 Instrument Ground School 3.0
AIRC 17 Aircraft Recognition and Performance 3.0
AIRC 16+1 Aircraft Recognition and Performance 3.0
AIRC 15 Air Traffic Control Team Skills 1.5
AIRC 14 Computer Information Systems 3.5
AIRC 13 Oral Communications for Business 3.0
AIRC 12 Business Communications 3.0
AIRC 11 Fundamentals of Accounting 3.0
AIRC 10 Principles of Accounting - Financial 5.0
BUSM 91 Special Issues in Business 1.0
BUSM 90 Special Issues in Business 1.0
PRO Section 8 69

Business: Retail Management

BUSM 61 Business Organization 3.0
BUSM 60 Human Relations in Business 3.0
BUSM 51 Principles of International Business 3.0
BUSM 50 Retail Store Management and Merchandising 3.0
BSU 25 Business Communications 3.0
BSU 24 Oral Communications for Business 3.0
BSU 23 Principles of Marketing 3.0
CISB 15 Microcomputer Applications 4.0
FASH 62 Retail Store Management and Merchandising 3.0

Required Courses:
BUSM 70 Principles of Accounting - Financial 5.0
BUSM 60 Human Relations in Business 3.0
BUSM 60 Human Relations in Business 3.0
BUSM 61 Business Organization 3.0

Building Automation

Technology and Health Division
Degree S0308

Total Units 39.0 - 41.0

Recommended Electives:
ARCH 15 Architectural Working Drawings - I 3.0
ARCH 14 Building and Zoning Codes 3.0
ARCH 13 Architectural Illustration 3.0
ARCH 12 Architectural Materials and Specifications 4.0

Total Units 39.0 - 41.0

Business Division
Degree S0506

This program is intended to prepare students for employment following graduation. Students wishing to be eligible for the bachelor's degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
BUSM 70 Principles of Accounting - Financial 5.0
BUSM 60 Human Relations in Business 3.0
Total Units 33.0

Building Automation

Technology and Health Division
Degree S0308

This program is designed to prepare the student for a career in the fields of Building Automation, Energy Management, and Green Building Technologies. Students desiring a Bachelor's Degree (transfer program) should consult with an advisor to discuss transferability of courses.

Recommended Courses:
AIRC 20 Refrigeration Fundamentals 4.0
AIRC 25 Electrical Fundamentals 5.0
AIRC 23 Primary Pilot Ground School 4.0
AIRC 22 Navigation 3.0
AIRC 21 Aviation Weather 3.0
AIRC 20 Aviation Safety and Human Factors 3.0
AIRC 19 Federal Aviation Regulations 2.0
AIRC 18 Instrument Ground School 3.0
AIRC 17 Aircraft Recognition and Performance 3.0
AIRC 16+1 Aircraft Recognition and Performance 3.0
AIRC 15 Air Traffic Control Team Skills 1.5
AIRC 14 Computer Information Systems 3.5
AIRC 13 Oral Communications for Business 3.0
AIRC 12 Business Communications 3.0
AIRC 11 Fundamentals of Accounting 3.0
AIRC 10 Principles of Accounting - Financial 5.0
BUSM 91 Special Issues in Business 1.0
BUSM 90 Special Issues in Business 1.0
BUSM 61 Business Organization 3.0
BUSM 60 Human Relations in Business 3.0
BUSM 60 Human Relations in Business 3.0
BUSM 61 Business Organization 3.0

Total Units 33.0
Programs of Study Leading to an Associate Degree

Child Development

Business Division
Degree S1315

This program introduces students to the study of young children and their education and prepares students for employment following graduation in the field of Child Development. An Associate In Science Degree and eleven certificates are offered. Students desiring a bachelor's degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHLD 1</td>
<td>Child, Family, School and Community</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 5</td>
<td>Principles/Practices</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 6</td>
<td>Survey of Child Development Curriculum</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 10</td>
<td>Child Growth and Development</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 10H</td>
<td>Child Growth and Development - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 64</td>
<td>Health, Safety and Nutrition of Young Children</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 66</td>
<td>Early Childhood Development Observation</td>
<td>2.0</td>
</tr>
<tr>
<td>CHLD 66L</td>
<td>Early Childhood Development Observation Laboratory</td>
<td>1.0</td>
</tr>
<tr>
<td>CHLD 67</td>
<td>Early Childhood Development Participation</td>
<td>2.0</td>
</tr>
<tr>
<td>CHLD 67L</td>
<td>Early Childhood Development Participation Laboratory</td>
<td>1.0</td>
</tr>
<tr>
<td>CHLD 68</td>
<td>Children With Special Needs</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 69</td>
<td>Early Childhood Development Field Work Seminar</td>
<td>2.0</td>
</tr>
<tr>
<td>CHLD 84</td>
<td>Guidance and Discipline in Child Development Settings</td>
<td>1.0</td>
</tr>
<tr>
<td>CHLD 91</td>
<td>Early Childhood Development Field Work</td>
<td>1.0</td>
</tr>
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</table>

Total Units 28.0

Recommended Electives:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHLD 50</td>
<td>Teaching in a Diverse Society</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 51</td>
<td>Early Literacy in Child Development</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 61</td>
<td>Language Arts and Art Media for Young Children</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 62</td>
<td>Music and Motor Development for Young Children</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 63</td>
<td>Creative Scienfing and Math for Young Children</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 71A</td>
<td>Administration of Child Development Programs</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 71B</td>
<td>Management/Marketing/Personnel for ECD Programs</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 72</td>
<td>Teacher, Parent, and Child Relationships</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 73</td>
<td>Infant/Toddler Care and Development</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Commercial Flight

Technology and Health Division
Degree S0912

The Commercial Flight curriculum prepares students for careers as aircraft pilots as well as related ground occupations in aviation. Students have the opportunity for optional flight training with commensurate college credit. The pilot license is not required for graduation but it is desirable for career advancement. This program prepares students for military and civilian aviation careers through transfer programs to bachelor's degree aviation curricula throughout the nation. With concurrent flight training, students may achieve the commercial pilot certificate and instrument rating simultaneously with the A.S. degree.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AERO 23</td>
<td>Primary Pilot Ground School</td>
<td>4.0</td>
</tr>
<tr>
<td>AERO 24</td>
<td>Navigation</td>
<td>3.0</td>
</tr>
<tr>
<td>AERO 25</td>
<td>Commercial Pilot Ground School</td>
<td>3.0</td>
</tr>
<tr>
<td>AERO 26</td>
<td>Aviation Weather</td>
<td>3.0</td>
</tr>
<tr>
<td>AERO 27</td>
<td>Aviation Safety and Human Factors</td>
<td>3.0</td>
</tr>
<tr>
<td>AERO 28</td>
<td>Aircraft and Engines</td>
<td>3.0</td>
</tr>
<tr>
<td>AERO 29</td>
<td>Federal Aviation Regulations</td>
<td>2.0</td>
</tr>
<tr>
<td>AERO 30</td>
<td>Instrument Ground School</td>
<td>3.0</td>
</tr>
<tr>
<td>TRAN 17</td>
<td>Air Transportation</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Total Units 27.0

Recommended Electives:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AERO 40</td>
<td>Flight</td>
<td>1.0</td>
</tr>
<tr>
<td>AERO 40L</td>
<td>Flight Laboratory</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Computer - Database Management Systems

Business Division
Degree S0706

The Computer Information Systems major is a two-year program leading to the Associate in Science (A.S.) degree. The program is designed to prepare students for employment in a computer field following graduation. Students wishing a bachelor's degree (transfer program) should meet with a counselor or advisor to discuss transferability of courses.

Coursework includes a list of core courses and additional courses for each concentration. The Database Management Systems Concentration includes coursework in the design, development and maintenance of relational databases. Students choosing this concentration have the option of selecting either the Microsoft or Oracle concentration.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISB 11</td>
<td>Computer Information Systems</td>
<td>5.0</td>
</tr>
<tr>
<td>CISB 15</td>
<td>Microcomputer Applications</td>
<td>4.0</td>
</tr>
<tr>
<td>CISB 11</td>
<td>Systems Analysis and Design</td>
<td>5.0</td>
</tr>
<tr>
<td>CISM 11</td>
<td>Windows Operating System</td>
<td>3.0</td>
</tr>
<tr>
<td>CNET 60</td>
<td>Principles of Accounting - Financial</td>
<td>2.0</td>
</tr>
</tbody>
</table>

PLUS select one of the following two concentrations

Microsoft Concentration (15 units):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNET 60</td>
<td>Database Management - Microsoft Access</td>
<td>4.0</td>
</tr>
<tr>
<td>CISN 11</td>
<td>Advanced Database Management</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Oracle Concentration (10 units):

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNET 60</td>
<td>Database Management - Oracle SQL</td>
<td>4.0</td>
</tr>
<tr>
<td>CISN 11</td>
<td>Advanced Database Management</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Total Units 28.0 - 35.0

Computer and Networking Technology

Technology and Health Division
Degree S0725

The Computer and Networking Technology program prepares students to become computer and networking service technicians. The program provides foundations in basic electricity and electronics, operating systems, computer service and troubleshooting, and customer relations, as well as more advanced training in networks, servers, and security. Students learn to install, configure, maintain, troubleshoot, and repair computers and networks. Students will become fully prepared to take the A+, Network+, Server+, and Security+ certification tests sponsored by CompTIA and offered at testing centers throughout the country. These industry certifications are recognized worldwide as benchmarks for the computer and networking technician. Further, students will have requisite skills upon which to seek additional IT certifications available for the computer and networking fields. Two certificate programs in Computer and Networking Technology are also available. Please see the “Certificates” section of the college catalog for descriptions and course requirements.

Required Courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNET 1</td>
<td>PC Servicing</td>
<td>4.0</td>
</tr>
<tr>
<td>CNET 2</td>
<td>PC Operating Systems</td>
<td>4.0</td>
</tr>
<tr>
<td>CNET 4</td>
<td>Introduction to Operating Systems</td>
<td>2.0</td>
</tr>
<tr>
<td>CNET 6</td>
<td>Computer Networks</td>
<td>4.0</td>
</tr>
<tr>
<td>CNET 8</td>
<td>Server Systems</td>
<td>3.0</td>
</tr>
<tr>
<td>CNET 60</td>
<td>A+ Certification Preparation</td>
<td>2.0</td>
</tr>
<tr>
<td>CNET 62</td>
<td>Network+ Certification Preparation</td>
<td>2.0</td>
</tr>
<tr>
<td>CNET 64</td>
<td>Server+ Certification Preparation</td>
<td>2.0</td>
</tr>
</tbody>
</table>
## Computer Graphics Digital Technology

### Arts Division

**Degree 50319**

Computer Graphics is a core discipline characterized by the fusion of artistic and technical theories, and the mastery of craft skills and techniques. Courses typically cover a wide range of topics from planning, composition, and communication to practical color management, workflow, editing, and the software and hardware processes involved in producing and applying digital imagery—the visual language used to communicate ideas.

The curriculum is intended to help students develop skills to design, administer and manage the heterogeneous corporate network with security emphasis. The courses examine and illustrate network security with various industry-leading network operating systems. Individual courses will assist students in preparing for related industry certification exams.

The main objective of the degree is to prepare students for employment following graduation. Students wishing a bachelor’s degree should meet with a counselor or advisor to discuss transferability of courses.

### Required Courses:

- **GRAP 30** Digital Productions 3.0
- **GRAP 40** Computer Graphics Special Topics 2.0

**Total Units 29.0**

### Computer Network Administration and Security Management

**Business Division**

**Degree 50701**

Computer Network Administration and Security Management is a two-year program leading to the Associate in Science (A.S.) degree. It is designed to prepare students for employment as a computer programmer following graduation. Students wishing a bachelor’s degree (transfer program) should meet with a counselor or advisor to discuss transferability of courses.

Coursework includes a list of core courses and additional courses for each concentration. The Computer Programming degree emphasizes the development of applications in a business environment using object-oriented methodologies. Students may select one of four programming language concentrations: C++, Visual Basic, Java or C#.

### Required Courses:

- **CSN 11** Computer Information Systems 3.5
- **CSN 15** Microcomputer Applications 4.0
- **CSN 11** Systems Analysis and Design 3.5
- **CSN 21** Windows Operating System 4.0
- **CISN 31** Linux Operating System 4.0
- **CISP 10** Principles of Object-Oriented Design 2.0
- **BUSM 20** Principles of Business 3.0
- **BUSA 7** Principles of Accounting - Financial 5.0
- **CISP 11** Database Management 4.0 - Microsoft Access
- **CISP 21** Database Management 4.0 - Microsoft SQL Server
- **CISP 31** Database Management - Oracle 4.0

**PLUS one of the following concentrations:**

- **C++**
  - **CISP 31** Programming in C++ 4.0
  - **CISP 34** Advanced C++ Programming 4.0

- **Java**
  - **CISP 21** Programming in Java 4.0
  - **CISP 24** Advanced Java Programming 4.0
  - **CISP 41** Programming in C# 4.0
  - **CISP 44** Advanced Programming in C# 4.0

**Total Units 32.0 - 34.0**

### Construction Inspection

**Technology and Health Division**

**Degree 50920**

This program is intended to prepare students for employment following graduation. Students desiring a Bachelor’s Degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

### Required Courses:

- **ARCH 12** Architectural Materials and Specifications 4.0
- **ARCH 14** Building and Zoning Codes 3.0
- **INSP 17** Legal Aspects/Construction and Security Administration 3.0
- **INSP 70** Elements of Construction 3.0
- **INSP 71** Construction Estimating 3.0
- **INSP 67** Fund Construct Inspect 3.0

**Total Units 19.0**

### Recommended Electives:

- **ARCH 11** Architectural Drawing 3.0
- **ARCH 15** Architectural Working Drawings - I 3.0
- **INSP 67** Reading Construction Drawings 3.0
Programs of Study Leading to an Associate Degree

### Correctional Sciences

**Technology and Health Division**  
**Degree S2103**  
Correctional Sciences is the application of law, social, and natural sciences to the social phenomenon of crime and delinquency. The discipline addresses definitions, causation, prevention, discovery, procedures, treatment and rehabilitation, quantification, and research in both criminal and civil aspects. This program is intended to prepare students for employment following graduation. Students desiring a Bachelor’s Degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

**Required Courses:**
- ADJU 68 Administration of Justice Report Writing 3.0
- CORS 10 Introduction to Correctional Sciences 3.0
- CORS 15 Control and Supervision of the Offender 3.0
- CORS 20 Correctional Law 3.0
- CORS 25 Probation and Parole 3.0
- CORS 30 Ethnic Relations in Corrections 3.0

**Plus Select four (4) courses from: (12 Units)**
- ADJU 1 The Administration of Justice System 3.0
- ADJU 2 Principles and Procedures of the Justice System 3.0
- ADJU 20 Principles of Investigation 3.0
- ADJU 38 Narcotics Investigation 3.0
- ADJU 59 Gangs and Corrections 3.0
- CORS 35 Interviewing and Counseling in Corrections 3.0
- CORS 40 Crime and Delinquency 3.0
- CORS 45 The Violent Offender 3.0

**Recommended Electives:**
- KINF 50 Physical Skills Preparation for Administration of Justice and Fire Technology 2.0
- KINF 51 Agility Testing Preparation for Administration of Justice and Fire Technology 1.0
- KINF 52 Fitness and Conditioning for Administration of Justice, Fire Technology, and Forestry 1.0

The Correctional Sciences faculty recommends that students complement their studies with selected elective courses chosen from the list above. Students should meet with a professor of Correctional Sciences to help them determine which electives would best suit their career plans.

### Educational Paraprofessional

**Humanities and Social Sciences Division**  
**Degree S2117**  
This degree program in the field of education prepares paraprofessionals in a variety of areas, emphasizing working with children to enhance their learning development. Graduates will be able to assist classroom teachers in working with K–12 students, including students with special needs. This associate degree certifies that paraprofessionals are “highly qualified” according to current federal legislation.

**Required Courses:**
- CHILD 1 Child, Family, School and Community 3.0
- CHILD 10 Child Growth and Development 3.0
- CHILD 10H Child Growth and Development - Honors 3.0
- PSYC 14 Developmental Psychology 3.0
- CHLD 68 Children With Special Needs 3.0
- EDUC 10 Introduction to Education 3.0
- EDUC 16 Aspects/Issues Teaching 3.0
- ENGL 1A Freshman Composition 4.0
- ENGL 1AH Freshman Composition - Honors 4.0
- MATH 71 Intermediate Algebra 5.0

**Total Units** 24.0

**Recommended Electives:**
- CHLD 51 Early Literacy in Child Development 3.0
- CHLD 64 Health, Safety and Nutrition of Young Children 3.0
- LIT 40 Children’s Literature 3.0
- KIN 3 First Aid and CPR 3.0

**Recommended Electives:**
- KINF 50 Physical Skills Preparation for Administration of Justice and Fire Technology 2.0
- KINF 51 Agility Testing Preparation for Administration of Justice and Fire Technology 1.0
- KINF 52 Fitness and Conditioning for Administration of Justice, Fire Technology, and Forestry 1.0

### Electronics and Computer Engineering Technology

**Engineering Technology**  
**Degree S0906**  
The Electronics and Computer Engineering Technology (ECTT) degree program prepares individuals either for initial employment or for enhancement of existing skills in the electronics field. In addition to exposing students to core topics such as components and circuits, the program includes coursework in advanced areas including microcontrollers and interfacing, communications, and industrial electronic controls. Nearly all laboratories have new, state-of-the-art equipment to provide students with quality, hands-on learning experiences.

**Required Courses:**
- ELEC 50A Electronic Circuits (DC) 4.0
- ELEC 50B Electronic Circuits (AC) 4.0
- ELEC 51 Electronic Devices 3.0
- ELEC 53 Communications Circuits 3.0
- ELEC 54A Industrial Electronics 4.0
- ELEC 54B Industrial Electronic Systems 3.0
- ELEC 55 Microwave Communications 4.0
- ELEC 56 Digital Electronics 4.0
- ELEC 61 Electronic Assembly and Fabrication 3.0
- ELEC 74 Microcontroller Systems 4.0
- TECH 60 Customer Relations for the Technician 1.0

**Total Units** 44.0

**Recommended Electives:**
- CISP 11 Programming in Visual Basic 4.0
- EDT 11 Technical Drawing I 3.0
- ELEC 62 Advanced Surface Mount Assembly and Rework 2.0
- ELEC 76 Radio Telephone Communications 3.0
- PHYS 2AG General Physics 4.0

### Emergency Medical Services

**Technology and Health Division**  
**Degree S2110**  
Students who complete the required courses listed below for the Emergency Medical Technician-Paramedic (EMT-P) Certificate and who also complete the graduation requirements of Mt. San Antonio College will be awarded the Degree in Emergency Medical Services. This Paramedic Program is accredited by CAAHEP (Committee on Accreditation of Allied Health Education Programs) and approved by the Los Angeles County Department of Health Services as meeting and exceeding the minimum standards as specified in Title 22 of the California Code of Regulations and the federal Department of Transportation national standard curriculum. It is designed to train paramedics to work on ambulances and in the fire service.

**Required Courses:**
- EMS 10 Anatomy and Physiology for Paramedics 2.0
- EMS 20 Emergency Cardiac Care for Paramedics 1.0
- EMS 30 Pharmacology for Paramedics 2.5
- EMS 40 Cardiology for Paramedics 5.0
- EMS 50 Paramedic Skills Competency 5.0
- EMS 60 EMS Theory for Paramedics 8.5
- EMS 70 Paramedic Clinical Internship 4.0
- EMS 80 Paramedic Field Externship 9.5

**Total Units** 37.5

**Recommended Electives:**
- ADJU 1 The Administration of the Justice System 3.0
- FIRE 1 Fire Protection Organization 3.0
- PSYC 1A Introduction to Psychology 3.0
- SOC 1 Sociology 3.0
The Emergency Medical Services faculty recommends that students complement their studies with selected elective courses chosen from the list above. Students should meet with a professor of Emergency Medical Services to help them determine which electives would best suit their career plans.

Special Information
To remain in the program, students must maintain a grade of “C” (80%) or better in all courses, per state regulations. Before starting clinical rotations, students must pass a criminal background check. Upon successful completion of the required courses, students are granted a certificate documenting completion of the Paramedic Program. Students are then eligible for licensure by taking and passing both the National Registry Exam and County Paramedic accreditation exam.

Paramedic Program Readmission Policy
If the student fails any of the co-requisite courses, EMS 2 and EMS 60, he/she will be dropped from the program. If the student wishes to repeat the program, a Success Plan and Contract will be developed with the faculty to increase the student's chances of success prior to re-entry. If the student withdraws or is dismissed from the program a second time, he/she will not be allowed to reenter the Paramedic Program at Mt. SAC.

Application Requirements:
In addition to meeting Mt. San Antonio College academic standards for admission, applicants must be in good standing and satisfy the following requirements:

1) Be an EMT-I currently certified in California.
2) Submit a letter on official stationery from a recognized EMS agency verifying completion of six (6) months of pre-hospital field experience as an EMT-I (approximately 1,200 hours) within the last two years.
3) File a college application and be accepted as a student at Mt. San Antonio College.
4) Submit an application for the Paramedic Program to the Technology and Health Division Office. The Paramedic Program begins two times per year and runs for 29 weeks.
5) Take the Assessment of Written English, Math Placement test, and degrees of Reading Power test at least ten working days before the start of the pre-course EMS 1 and EMS 2. Placement examinations will be individually assessed to determine eligibility for the pre-courses. The placement test is administered by the Assessment Center in the Student Services Center.
6) Successful completion of EMS-1, Fundamentals for Paramedics and EMS 2, Preparation for Paramedic Program.
7) Forward two official transcripts of all coursework completed (high school, EMT-I, Fire Science, and other than Mt. San Antonio College courses). One transcript must be sent to the Technology and Health Division Office, the other to the Admissions and Records Office.

NOTE: If the course(s) were taken and/or the degree obtained at Mt. San Antonio College, it is not necessary to request transcripts. Indicate in the mailing address the program for which transcripts are being sent to the Technology and Health Division Office.

EXAMPLE:
Mt. San Antonio College Technology and Health Division Paramedic Program 1100 North Grand Avenue Walnut, CA 91789-1399

8) A physical examination, proof of certain immunizations, and a criminal background check are required of all candidates after acceptance to the program and before entrance into the clinical setting. Forms and information will be provided upon acceptance into the program. In addition, drug testing may be required as part of the physical examination and/or requested by the college or one of its agents.

ALL APPLICANTS ARE EXPECTED TO MEET THE ESSENTIAL FUNCTIONS FOR SUCCESS IN THE PARAMEDIC PROGRAM

Physical Demands:
- Perform prolonged, extensive, or considerable standing/walking, lifting, positioning, pushing, and or transferring patients
- Possess the ability to perform fine motor movements with hands and fingers
- Possess the ability for extremely heavy effort (lift and carry at least 125 pounds)
- Perform considerable reaching, stooping, bending, kneeling, and crouching

Sensory Demands:
- Color vision: ability to distinguish and identify colors (may be corrected with adaptive devices)
- Distance vision: ability to see clearly 20 feet or more
- Depth perception: ability to judge distance and space relationships
- Near vision: ability to see clearly 20 inches or less
- Hearing: able to recognize a full range of tones

Working Environment:
- May be exposed to infectious and contagious disease, without prior notification
- Regularly exposed to the risk of blood borne diseases
- Exposed to hazardous agents, body fluids and wastes
- Exposed to odorous chemicals and specimens
- Subject to hazards of flammable, explosive gases
- Subject to burns and cuts
- Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psychological and physical disabilities, and under a wide variety of circumstances
- Handle emergency or crisis situations
- Subject to many interruptions
- Requires decisions/actions related to end of life issues
- Exposed to products containing latex

English Language Skills:
Although proficiency in English is not a criterion for admission into the EMS program, students must be able to speak, write and read English to ensure patient safety and to complete classes successfully.

Engineering Design Technology
Technology and Health Division
Degree S0913
This curriculum is recommended for those who wish to become an engineering technician, CADD operator/designer or drafter in fields related to engineering, tool design, electronics, manufacturing, structural steel, civil, piping, aerospace, 3-D modeling, illustration, and computer animation. It provides fundamental knowledge of manufacturing processes as they relate to design problems and the techniques required by industry for design, presentation, detail, and assembly working drawings.

This program is intended to prepare students for employment following completion of courses or for retraining and upgrading skills. This program also offers transfer opportunities in related majors. Students desiring a bachelor's degree (transfer program) should consult with department faculty and a counselor or advisor to develop an individualized plan of transferable courses and math requirements.

Required Courses:

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDT 11</td>
<td>Technical Engineering Drawing I</td>
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</tr>
<tr>
<td>EDT 12</td>
<td>Technical Engineering Drawing II</td>
<td>3.0</td>
</tr>
<tr>
<td>EDT 13</td>
<td>Mechanical Design - Geometric</td>
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<tr>
<td>EDT 14</td>
<td>Dimensioning and Tolerancing</td>
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<tr>
<td>EDT 15</td>
<td>Basic CAD and Computer Applications</td>
<td>4.0</td>
</tr>
<tr>
<td>EDT 16</td>
<td>Engineering CAD Applications</td>
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</tr>
<tr>
<td>EDT 17</td>
<td>Technical Descriptive Geometry</td>
<td>3.0</td>
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<tr>
<td>EDT 18</td>
<td>Engineering CAD 3-D Solids and Surfaces</td>
<td>3.0</td>
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<tr>
<td>EDT 19</td>
<td>Civil Engineering Technology and CAD</td>
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<td>EDT 20</td>
<td>Engineering CAD</td>
<td>3.0</td>
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<tr>
<td>EDT 21</td>
<td>3-D Illustration/Animation</td>
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<tr>
<td>ELEC 50A</td>
<td>Electronic Circuits (DC)</td>
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<tr>
<td>ELEC 50B</td>
<td>Electronic Circuits (AC)</td>
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<td>MFG 11</td>
<td>Manufacturing Processes I</td>
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<tr>
<td>ENGR 8</td>
<td>Properties of Materials</td>
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</table>

Total Units: 39.0

Recommended Electives:
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<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>EDT 89</td>
<td>Engineering Design Technology</td>
<td>1.0</td>
</tr>
<tr>
<td>ENGR 8</td>
<td>Work Experience</td>
<td></td>
</tr>
</tbody>
</table>

Section 8 73
Programs of Study Leading to an Associate Degree

Equipment Technology

Natural Sciences Division
Degree S0118

The courses in equipment technology are designed to enable students to prepare for a career in this essential and diverse profession. This degree is part of our comprehensive Agricultural Sciences program. Our program is unique in that most courses provide hands-on experience and are designed to give the student a combination of practical skills and technical knowledge. Students who intend to transfer should meet with a counselor or advisor to check the lower division requirements in the catalog of the college or university which they will attend and also the semester and year in which courses are offered.

This program is intended to prepare students to become technicians for entry level positions or skills enhancement in the operation, service, maintenance and repair of industrial and agricultural power equipment.

Listed below are the courses needed to satisfy major requirements. It is recommended that students consult with the department chairperson, counselor or advisor to file an educational plan. For additional information, call the Agricultural Sciences Department, ext. 4540 or visit the Mt. SAC Web site at www.mtsac.edu/instruction/sciences/agriculture

Required Courses:
AGGR 1 Food Production, Land Use 3.0
AGGR 59 Work Experience in Agriculture 1.0 - 4.0
AGGR 51 Tractor and Landscape Equipment 3.0
AGGR 52 Hydraulics 3.0
AGGR 53 Small Engine Repair I 3.0
AGGR 54 Small Engine Repair II 3.0
AGGR 55 Diesel Engine Repair 3.0
AGGR 61 Engine Diagnostics 3.0
AGGR 67 Power Train Repair 3.0
AGGR 71 Landscape Construction Fundamentals 3.0
AGGR 72 Landscape Hardscape Applications 3.0
CISB 15 Microcomputer Applications 4.0

Total Units 35.0 - 38.0

Fashion Design

Business Division
Degree S1320

Exciting employment opportunities are available in both fashion design and costume design. In Southern California, the apparel industry and the entertainment industry support the largest number of employees and contribute significantly to the economy of the region. Expand your creative talents with this challenging major and find a career of your dreams.

Students desiring a bachelor's degree should consult with a counselor or advisor and the transfer institution.

Required Courses:
FASH 8 Introduction to Fashion 3.0
FASH 9 History of Costume and Fashion 3.0
FASH 10 Clothing Construction I 3.0
FASH 12 Clothing Construction II 3.0
FASH 15 Fashion and Identity 3.0
FASH 17 Textiles 3.0
FASH 20 Illustration for Fashion and Costume Design 3.0
FASH 21 Patternmaking I 3.0
FASH 22 Fashion Design By Draping 3.0
FASH 23 Patternmaking II 3.0
FASH 25 Fashion Computer-Assisted Drawing 3.0
FASH 30 Fashion Design and Product Development I 3.0

Total Units 36.0

Recommended Electives:
FASH 24 Fashion Patternmaking by Computer 3.0
FASH 26 Fashion Computer Assisted Design 2.0
FASH 35 Special Topics in Fashion Design 2.0
FASH 81 Work Experience in Fashion 1.0
FASH 90 Field Studies 1.0
FASH 91 Field Studies - New York 2.0
FASH 92 Field Studies - Fashion Capitals 3.0
FCS 41 Life Management 3.0

Total Units 30.0

Fashion Merchandising

Business Division
Degree S1308

The A.S. Degree in Fashion Merchandising is designed to prepare students for entry-level careers in the apparel industry in Southern California. This A.S. program also offers students courses specializing in retail management, advertising, textiles, and visual communications that prepare students for advanced studies in this field. The courses emphasize the business of fashion, wholesale merchandise planning, and apparel branding targeting specific markets. Upon completion of the program, students will be able to develop marketing strategies, create promotional campaigns, understand the buying process, and analyze retail businesses. Entry-level employment opportunities available after completion of this program may include retail sales, small store merchandising, and showroom assisting.

Required Courses:
FASH 8 Introduction to Fashion 3.0
FASH 9 History of Costume and Fashion 3.0
FASH 10 Clothing Construction I 3.0
FASH 15 Fashion and Identity 3.0
FASH 17 Textiles 3.0
FASH 25 Fashion Computer-Assisted Drawing 3.0
FASH 30 Fashion Design and Product Development I 3.0
FASH 62 Retail Store Management and Merchandising 3.0
BUSS 50 Retail Store Management and Merchandising 3.0
FASH 63 Advertising and Promotion 3.0
BUSS 33 Advertising and Promotion 3.0
FASH 66 Visual Merchandising Display 3.0

Total Units 30.0

Recommended Electives:
FASH 90 Field Studies 1.0
FASH 91 Field Studies - New York 2.0
FASH 92 Field Studies - Fashion Capitals 3.0
FCS 41 Life Management 3.0

Total Units 23.5 - 43.0

Fire Technology

Technology and Health Division
Degree S2105

The Fire Science Certificate has been developed to offer pre-employment education for the undergraduate who desires to enter the field of fire science. It also provides the employed firefighter an opportunity for a professional education. Students intending to pursue a Bachelor’s Degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
FIRE 1 Fire Protection Organization 3.0
FIRE 2 Fire Prevention Technology 3.0
FIRE 3 Fire Protection Equipment and Systems 3.0
FIRE 4 Building Construction 3.0
FIRE 5 Fire Behavior and Combustion 3.0
FIRE 6 Hazardous Materials/ICS 3.0

PLUS Select two (2) courses from: (5.5-25 Units)
EMS 90 Emergency Medical Technician I 10.5
FIRE 7 Fire Tactics & Strategy 3.0
FIRE 8 Fire Company Organization and Management 3.0
FIRE 9 Fire Hydraulics 3.0
FIRE 10 Arson and Fire Investigation 3.0
FIRE 11 Fire App & Equipment 3.0
FIRE 12 Wildland Fire Control 4.5
FIRE 86 Basic Fire Academy 5.6
KINF 53 Physical Training for the Basic Fire Academy 2.5

Total Units 23.5 - 43.0

Recommended Electives:
KINF 50 Physical Skills Preparation for Administration of Justice and Fire Technology 2.0
KINF 51 Agility Testing Preparation for Administration of Justice and Fire Technology 1.0
KINF 52 Fitness and Conditioning for Administration of Justice, Fire Technology, and Forestry 1.0

2012-13 Mt. San Antonio College Catalog
General Business

Business Division
Degree S0501
This program is intended to prepare students for employment following graduation. Students wishing to enter a bachelor's degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSA 72 Bookkeeping - Accounting 5.0
- BUSL 18 Business Law 3.0
- BUSM 10 Principles of Continuous Quality Improvement 3.0
- BUSM 20 Principles of Business 3.0
- BUSM 60 Human Relations in Business 3.0
- BUSM 61 Business Organization and Management 3.0
- BUSM 62 Human Resource Management 3.0
- BUSO 5 Business English 3.0
- BUSO 25 Business Communications 3.0
- BUSS 36 Principles of Marketing 3.0
- CISB 15 Microcomputer Applications 4.0

Select six (6) units from:
- BUSA Business: Accounting 1.0 - 5.0
- BUSC Business: Economics 3.0
- BUSL Business: Law 1.0 - 3.0
- BUSM Business: Management 1.0 - 4.0
- BUSS Business: Sales, Merchandising and Marketing 1.0 - 4.0
- CISB Computer Information Systems 2.0 - 4.0

Beginning

Total Units 42.0

Graphic Design

Arts Division
Degree S0518
This program is designed to provide students with a combination of creative, design, problem solving, and technical skills necessary for entry-level employment as a Graphic Designer in the Commercial Art industry. Students completing this program are eligible for advanced training or transfer to a college or university for further study.

Required Courses:
- ARTC 100 Graphic Design I 3.0
- ARTC 120 Graphic Design II 3.0
- ARTC 160 Typography 3.0
- ARTC 165 Illustration 3.0
- ARTC 290 Portfolio 3.0
- ARTD 15A Drawing: Beginning 3.0
- ARTD 17A Drawing: Life 3.0
- ARTD 20 Design: Two Dimensional 3.0
- ARTD 25A Beginning Painting I 3.0

Plus select (1) course from:
- AHIS 5 History of Western Art: Renaissance Through Modern 3.0
- AHIS 5H History of Western Art: Renaissance Through Modern - Honors 3.0
- AHIS 6 History of Modern Art 3.0
- AHIS 6H History of Modern Art - Honors 3.0

Total Units 30.0

Recommended Electives:
- AHIS 4 History of Western Art: Prehistoric Through Gothic 3.0
- ANIM 172 Motion Graphics, Compositing and Visual Effects 3.0
- ANIM 175 Web Animation With Flash 3.0
- ARTC 140 Graphic Design III 3.0
- ARTC 299 Graphic Design Internship 1.0
- ARTD 16 Drawing: Perspective 3.0
- ARTD 45A Printmaking: Introduction to Screenprinting 3.0
- ARTS 22 Design: Three-Dimensional 3.0
- PHOT 10 Basic Digital and Film Photography 3.0

Histologic Technician Training

Natural Sciences Division
Degree S1211
This program provides on-campus and on-site technical training in the field of histotechnology, focusing on routine tissue sample preparation, special stains and techniques such as immunohistochemistry, and in situ hybridization. Training on campus will utilize samples routinely prepared in both clinical and research facilities. As part of their formal training, students of histotechnology will work through study guides provided by the American Society of Clinical Pathologists (ASCP) for its certification examination. Partnerships with local facilities will allow for work experience and internship sites, required for certification of histotechnology graduates, and will provide further training for those interested in research and/or careers in the private sector.

Required Courses:
- ANAT 10B Introductory Human Physiology 4.0
- ANAT 36 Human Physiology 5.0
- ANAT 35 Human Anatomy 5.0
- CHEM 10 Chemistry for Allied Health Majors 4.0
- CHEM 40 Introduction to General Chemistry 4.0
- CHEM 50 General Chemistry I 5.0
- CHEM 50H General Chemistry I - Honors 5.0
- HT 1 Introduction to Histotechnology 1.0
- HT 2 Scientific Basics for Histologic Technicians 3.0
- HT 10 Histology 3.0
- HT 12 Beginning Histotechniques 5.0
- HT 14 Advanced Histotechniques 5.0
- HT 16 Histochemistry/Immunohistochemistry 4.0
- HT 17 Work Experience in Histotechnology 4.0
- MICR 1 Principles of Microbiology 5.0
- MICR 22 Microbiology 4.0

Horse Ranch Management

Natural Sciences Division
Degree S0102
The program of courses in Agriculture is designed to enable students to prepare for a career in this essential and diverse profession. The Department offers a comprehensive Agricultural Sciences Program and is unique in that most courses provide hands-on experience designed to give the student a combination of practical skills and technical knowledge.

The following program lists all courses needed to satisfy major requirements. Students may obtain certificates upon completion of required courses listed. It is recommended that all students consult with the department chairperson or faculty advisor to file an educational plan.

These programs are intended to prepare students for employment following graduation. Students desiring a bachelor's degree should consult with the department chairperson or counselor or advisor to discuss transferability of courses. The curriculum is flexible in nature to allow for previous experience and specialization in a given area of agriculture and agricultural business.

Required Courses:
- AGAN 2 Animal Nutrition 3.0
- AGAN 94 Animal Breeding 3.0
- AGLA 16 Horse Production and Management 4.0
- AGLA 18 Horse Ranch Management 4.0
- AGLA 19 Horse Hoof Care 2.0
- AGLA 20 Horse Behavior/Training 2.0
- AGLA 96 Animal Sanitation and Disease Control 3.0
- AGLA 97 Artificial Insemination 2.0

PLUS select (6) units from:
- ANIM 175 Web Animation With Flash 3.0
- ANIM 177 Motion Graphics, Compositing and Visual Effects 3.0
- ARTC 140 Graphic Design III 3.0
- ARTC 299 Graphic Design Internship 1.0
- ARTD 16 Drawing: Perspective 3.0
- ARTD 45A Printmaking: Introduction to Screenprinting 3.0
- ARTS 22 Design: Three-Dimensional 3.0
- PHOT 10 Basic Digital and Film Photography 3.0

Total Units 42.0 - 45.0

Section 8
Programs of Study Leading to an Associate Degree

Hospitality and Restaurant Management

Business Division
Degree S1307
This program provides students with an excellent background for a career in the hospitality and restaurant management industry. Students will have the education necessary for many entry-level positions. Students may wish to pursue a Certificate in Hospitality Management, Restaurant Management, Food Services, or Catering. This program is designed to articulate with the Collins School of Hospitality Management at Cal Poly Pomona, as well as other universities. Students wishing to transfer should consult with Hospitality and Restaurant Management faculty or counselor or advisor to discuss transfer options.

Required Courses:

HRM 51 Introduction to Hospitality
HRM 52 Food Safety and Sanitation
HRM 53 Dining Room Service Management
HRM 54 Basic Cooking Techniques
HRM 56 Management of Hospitality Personnel and Operations
HRM 57 Restaurant Cost Control
HRM 64 Hospitality Financial Accounting
HRM 66 Hospitality Law
HRM 70 Introduction to Lodging
PLUS select three (3) units from:

HRM 61 Catering
HRM 91 Hospitality Work Experience
NF 20 Principles of Foods

Total Units 28.5

Recommended Elective:

HRM 91 Hospitality Work Experience

Human Resource Management

Business Division
Degree S0530
The Human Resource Management degree is intended to prepare students to enter the business world in the dynamic environment of human resources. Students become familiar with various approaches to business organization and the strategic nature of human resource management. Studies in human resource law, compensation systems, training, and development will provide the student with a solid foundation from which to build a career in human resource management. Transfer students will gain a strong human resource management business elective base initiating further study in a variety of fields. Students active in the work arena will acquire new skills that are highly desirable in a fast-paced work force.

Required Courses:

ANTH 22 General Cultural Anthropology
BUSA 70 Payroll and Tax Accounting
BUSL 19 Advanced Business Law
BUSM 20 Principles of Business
BUSM 60 Human Relations in Business
BUSM 61 Business Organization and Management
BUSM 62 Human Resource Management
BUSO 25 Business Communications
CSIS 15 Microcomputer Applications

Total Units 28.0

Integrated Pest Management

Natural Sciences Division
Degree S0311
The Integrated Pest Management Program is part of the Agricultural Science Program and prepares students to design and implement comprehensive integrated pest management programs for private or public entities. It qualifies students to take the Pest Control Advisor (PCA) exam administered by the California Department of Pesticide Regulation. Pest Control Advisers provide written recommendations for the application of pesticides. Students learn how to design, install, and manage irrigation systems, set up and implement fertilizer and pest management programs, and properly identify and maintain trees, shrubs, and turf grasses. Students also learn personal management and budgeting skills. Most courses in the program provide hands-on experiences designed to give students a combination of practical skills and technical knowledge. Students who intend to transfer should meet with a counselor or advisor to review lower-division requirements of the college or university they plan to attend.

Required Courses:

AGOR 1 Horticultural Science
AGOR 24 Integrated Pest Management
AGOR 29 Ornamental Plants - Herbaceous
AGOR 30 Ornamental Plants - Trees and Woody Shrubs
AGOR 39 Turf Grass Production and Management
AGOR 50 Soil Science and Management
AGOR 62 Landscape Irrigation - Design and Installation
AGOR 63 Landscape Irrigation Systems Management
AGOR 91 Work Experience in Nursery Operations

Students must take at least 6 units of any of the following:

BIOL 1 General Biology
BIOL 2 Plant and Animal Biology
BIOL 3 Ecology and Field Biology
BIOL 4 Biology for Majors
BIOL 4H Biology for Majors - Honors
BIOL 6 Humans and the Environment
BIOL 6L Humans and the Environment Laboratory
BIOL 8 Cell and Molecular Biology
BIOL 20 Marine Biology
BIOL 21 Marine Biology Laboratory
BIOL 34 Fundamentals of Genetics
BIOL 50 Biology Basic Skills (0.50 Units)
BTNY 3 Plant Structures, Functions, and Diversity
CHEM 10 Chemistry for Allied Health Majors
CHEM 20 Introductory Organic and Biochemistry
CHEM 40 Introduction to General Chemistry

Total Units 42.0

Interior Design

Business Division
Degree S1301
The Interior Design A.S. degree provides students with an excellent foundation for a successful career in interior design. Students will obtain the skill set necessary to obtain a variety of positions in the design field.

Required Courses:

ID 10 Introduction to Interior Design
ID 12 Materials and Products for Interior Design
ID 14 History of Furniture and Decorative Arts
ID 20 Color and Design Theory I
ID 21 Color and Design Theory II
ID 22 Design Drawing for Interior Design
ID 23 Computer Aided Drawing for Interior Design I
ID 25 Codes and Specifications for Interior Design
ID 26 Space Planning for Interior Design
ID 27 Rapid Visualization
ID 29 Interior Design Studio I
ID 31 Building Systems for Interior Design
ID 32 Lighting Design and Theory for Interior Design

Total Units 42.0
Interior Design- Kitchen and Bath

Business Division
Degree S1302

The Interior Design: Kitchen and Bath Design A.S. degree provides students with specialized skills in the area of Kitchen and Bath Design and is accredited by the National Kitchen and Bath Association. Students will strengthen career perspectives and develop work to incorporate into a professional portfolio. This certificate may aid in the student’s search for an intermediate position as an assistant to a kitchen and bath designer. Students completing this program and meeting the eligibility requirements will qualify to sit for the academic portion of the Certified Kitchen Designer (CKD) and Certified Bath Designer (CBD) upon graduation to earn the Associate Kitchen and Bath Designer (AKBD) designation.

Required Courses:

<table>
<thead>
<tr>
<th>ID</th>
<th>Course Title</th>
<th>Units</th>
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<tr>
<td>ID 10</td>
<td>Introduction to Interior Design</td>
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</tr>
<tr>
<td>ID 12</td>
<td>Materials and Products for Interior Design</td>
<td>3.0</td>
</tr>
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<td>ID 14</td>
<td>History of Furniture and Decorative Arts</td>
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<td>ID 20</td>
<td>Color and Design Theory I</td>
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<td>ID 21</td>
<td>Color and Design Theory II</td>
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</tr>
<tr>
<td>ID 22</td>
<td>Design Drawing for Interior Design</td>
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<td>ID 23</td>
<td>Computer Aided Drawing for Interior Design</td>
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<td>Space Planning for Interior Design I</td>
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<td>ID 26</td>
<td>Space Planning for Interior Design II</td>
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<td>ID 27</td>
<td>Rapid Visualization</td>
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<td>ID 29</td>
<td>Interior Design Studio I</td>
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<td>ID 31</td>
<td>Building Systems for Interior Design</td>
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<td>ID 32</td>
<td>Lighting Design and Theory for Interior Design</td>
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<td>ID 34</td>
<td>Computer Aided Drawing for Interior Design II</td>
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<td>ID 36</td>
<td>Professional Practices for Interior Design</td>
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<td>ID 37</td>
<td>Business Practices for Interior Design</td>
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<td>ID 38</td>
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<td>ID 39</td>
<td>Interior Design Studio II</td>
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<tr>
<td>ID 40</td>
<td>Kitchen and Bath Studio I</td>
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<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>58.0</strong></td>
</tr>
</tbody>
</table>

Recommended Electives:

| ID 26 | Space Planning for Interior Design I             | 3.0   |
| ID 27 | Rapid Visualization                              | 3.0   |
| ID 29 | Interior Design Studio I                         | 3.0   |
| ID 31 | Building Systems for Interior Design             | 3.0   |
| ID 32 | Lighting Design and Theory for Interior Design   | 3.0   |
| ID 34 | Computer Aided Drawing for Interior Design II    | 3.0   |
| ID 36 | Professional Practices for Interior Design       | 3.0   |
| ID 37 | Business Practices for Interior Design           | 3.0   |
| ID 38 | Internship in Interior Design                    | 2.0   |
| ID 39 | Interior Design Studio II                         | 3.0   |
| ID 40 | Kitchen and Bath Studio I                        | 3.0   |
| ID 41 | Kitchen and Bath Studio II                       | 3.0   |
| ID 48 | Internship in Kitchen and Bath                   | 1.0   |
| **Total Units** |                                          | **58.0** |

Law Enforcement

Technology and Health Division
Degree S2102

This program is intended to prepare students for employment following graduation. Students desiring a bachelor’s degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:

| ID 1 | The Administration of Justice System             | 3.0   |
| ID 2 | Principles and Procedure of the Justice System   | 3.0   |
| ID 3 | Concepts of Criminal Law                         | 3.0   |
| ID 4 | Legal Aspects of Evidence                        | 3.0   |
| ID 5 | Community Relations                              | 3.0   |
| ID 6 | Administration of Justice                        | 3.0   |
| ID 7 | Report Writing                                    | 3.0   |
| **PLUS Select four (4) courses from: (12 Units)** |     |
| ID 6 | Concepts of Enforcement Services                 | 3.0   |
| ID 13 | Concepts of Traffic Services                     | 3.0   |
| ID 20 | Principles of Investigation                      | 3.0   |
| ID 38 | Narcotics Investigation                          | 3.0   |
| ID 59 | Gangs and Corrections                            | 3.0   |
| ID 74 | Vice Control                                     | 3.0   |
| **Total Units** |                                          | **30.0** |

Licensed Vocational Nurse to RN

Technology and Health Division
Degree S1201

The Mt. San Antonio College Nursing Program, approved and accredited by the California Board of Registered Nursing, is a two-year program designed to prepare men and women to give direct nursing care to clients in various practice settings. The program consists of coursework in nursing, science, general education and clinical nursing practice at local hospitals and health agencies. Graduates of the program receive an Associate Degree in Nursing and are eligible to take the NCLEX-RN examination leading to licensure as a Registered Nurse.

The Licensed Vocational Nurse is provided career mobility in the Nursing Program. The Licensed Vocational Nurse may choose between earning a Degree in Nursing or completing the LVN 30-Unit Option track which leads to a certificate, not a degree.

Prerequisite Courses

1. Human Anatomy, including a laboratory component, a minimum of four semester units.
2. Human Physiology, including a laboratory component, a minimum of four semester units.
3. Microbiology, including a laboratory component, a minimum of four semester units.
4. English 1A (Writing Composition) minimum of three (3) semester units with a minimum grade of C.
5. PSYC 1A Introduction to Psychology.
6. CHLD 10 Child Growth and Development or PSYC 14 Developmental Psychology.
Programs of Study Leading to an Associate Degree

Non-course requirements:
1. An overall grade point average of 2.5 for the Human Anatomy, grade Human physiology, and Microbiology prerequisite courses with no grade less than a “C” for each course and no more than one repetition of any one of these courses.
2. A cumulative grade point average (GPA) of 2.5 for all college coursework completed.
3. Eligibility for Math 51
4. High school graduation or GED or academic degree from an accredited college/university in the United States.
5. Possess a California Licensed Vocational Nurse license.
6. A physical examination, including specific immunizations is required of all candidates prior to the beginning of nursing classes.
7. Current Level C-Provider CPR certification
8. Criminal background check
9. Nursing 70 Role Transition must be completed with a credit grade prior to entrance into the program. (NURS 70, Role Transition – Due to the clinical component of NURS 70, applicants must submit their names to the Nursing Office for approval prior to enrollment in this course. Applicants must have completed all prerequisite courses prior to taking NURS 70. Applicants must provide proof of current Vocational Nurse License, physical, CPR card, Background Check (passed), and drug testing prior to the start of class.)

Required Courses:
NURS 4  Maternity Nursing  3.0
NURS 5  Psychiatric Nursing  3.0
NURS 6  Pediatric Nursing  3.0
NURS 7  Medical-Surgical Nursing: Nutrition/ Elimination/Surgical Asepsis  7.5
NURS 8  Medical-Surgical Nursing: Circulation and Oxygenation  5.5
NURS 9  Leadership in Nursing  1.0
NURS 10 Medical-Surgical Nursing: Integration/Regulation  4.0
NURS 11 Preceptorship in Nursing  2.0

Requirements for the Major: (26-29 Units)

ANAT 35  Human Anatomy  5.0
ANAT 36  Human Physiology  5.0
ANAT 10A  Introductory Human Anatomy  4.0
ANAT 10B  Introductory Human Physiology  4.0
MICR 1  Principles of Microbiology  5.0
MICR 22  Microbiology  4.0
ENGL 1A  Freshman Composition  4.0
ENGL 1AH Freshman Composition - Honors  4.0
CHLD 10  Child Growth and Development  3.0
CHLD 10H Child Growth and Development - Honors  3.0
PSYC 14  Developmental Psychology  3.0
PSYC 1A  Introduction to Psychology  3.0
PSYC 1AH Introduction to Psychology - Honors  3.0
SPCH 1A  Public Speaking  4.0
SPCH 1AH Public Speaking - Honors  4.0

Total Units 55.0 - 58.0

NOTE: Applicants planning to continue their education and enter a baccalaureate program in Nursing will need to complete ANAT 35 and ANAT 36 instead of ANAT 10A and ANAT 10B and MICR 1 instead of MICR 22.

Requirements for the Associate Degree
Application Process Beginning Fall 2006, students applying for admission to the Nursing Program will be required to see either a counselor or educational advisor to verify their eligibility to enter the Nursing program.

Procedure:
Students must complete all course prerequisites prior to requesting an appointment certifying readiness to enter into the Nursing program. Once eligibility has been established, students will enter on a first come first served basis. The eligibility appointment:

a) Once a student has completed all course prerequisites, the student will then apply to the Nursing Department on an appointment basis.
b) Students who have completed coursework at other colleges must bring the following information to their eligibility appointment:
   Official transcripts of all college work completed at all colleges; If the prerequisite courses were completed at another college, a course description and a copy of the course syllabus; Students completing college coursework outside of the United States will need to have their transcripts evaluated by an approved international transcript evaluation agency and must bring the final evaluation to their appointment (students may be able to obtain a list of agencies from the Admissions Office). Due to specific deadlines for International Student applications, please inform the Counselor/Educational Advisor that this applies to you.
   c) All students will need to bring official proof of high school graduation, GED, or college graduation from an accredited institution in the United States.

APPOINTMENTS FOR ELIGIBILITY VERIFICATION WILL ONLY BE MADE DURING THE FOLLOWING MONTHS:
- September 1 - October 31
- March 1 - April 30

Students should also be aware that once they have been admitted to the Nursing program and before beginning the clinical portion of the program, they will need to be able to pass both a criminal background check, including a screening by the Office of Inspector General for welfare or Social Security fraud, as well as testing negative for drug use.

ALL APPLICANTS ARE REQUIRED TO MEET THE ESSENTIAL FUNCTIONS FOR SUCCESS IN THE NURSING PROGRAM.

Physical Demands:
- Perform prolonged, extensive, or considerable standing/walking, lifting, positioning, pushing, and/ or transferring patients
- Possess the ability to perform fine motor movements with hands and fingers
- Possess the ability for extremely heavy effort (lift carry 50 lbs. or more)
- Perform considerable reaching, stooping, bending, kneeling, and crouching

Sensory Demands:
- Color vision: ability to distinguish and identify colors (may be corrected with adaptive devices)
- Distance vision: ability to see clearly 20 feet or more
- Depth perception: ability to judge distance and space relationships
- Near vision: ability to see clearly 20 inches or less
- Hearing: able to recognize a full range of tones

Working Environment:
- May be exposed to infectious and contagious disease, without prior notification
- Regularly exposed to the risk of blood borne diseases
- Exposed to hazardous agents, body fluids and wastes - Exposed to odorous chemicals and specimens
- Subject to hazards of flammable, explosive gases
- Subject to burns and cuts
- Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psycho logical and physical disabilities, and under a wide variety of circumstances
- Handle emergency or crisis situations
- Subject to many interruptions
- Requires decisions/actions related to end of life issues
- Exposed to products containing latex

English Language Skills:
Although proficiency in English is not a criterion for admission into the Licensed Vocational Nurse to RN Program, students must be able to speak, write and read English to ensure patient safety and to complete classes successfully.

Livestock Management
Natural Sciences Division
Degree S0103
This certificate program is designed to give students basic skills in livestock management for employment opportunities on farms, ranches, and agriculture sales and services. All courses are applicable for degree requirements.
Manufacturing Technology

Technology and Health Division

Degree S0518

This curriculum is designed to prepare the student for employment following graduation. Students wishing to enter the manufacturing field in one of the machining occupations, such as machinist (manual, N/C, and CAD/CAM), or machinist apprentice. Graduates may enter the manufacturing field in areas dealing with production, research and development, tool and die construction, mold making, or computerized manufacturing. Laboratory practice utilizes industrial types of equipment and precision measuring instruments to provide training in the various machining occupations. Setup and tooling procedures and part certification upon completion of the metal removing process are covered. Instruction on all types of lathes, mills, grinders, and specialized equipment such as EDM and CNC is included. Supplementary instruction is also provided in bench work, layout, inspection process, blueprint reading, metal composition, heat treatment, assembly procedures, jig and fixture design, and construction.

Required Courses:
- AGAG 1 Food Production, Land Use 3.0
- AGAG 59 Work Experience in Agriculture 1.0 - 4.0
- AGAG 91 Agricultural Calculations 3.0
- AGAN 1 Animal Science 3.0
- AGAN 2 Animal Nutrition 3.0
- AGAN 94 Animal Breeding 3.0
- AGLI 14 Swine Production 3.0
- AGLI 16 Horse Production and Management 4.0
- AGLI 17 Sheep Production 3.0
- AGLI 30 Beef Production 3.0
- AGLI 34 Livestock Judg & Select 2.0
- AGLI 96 Animal Sanitation and Disease Control 3.0

PLUS select (6 Units)
- AGOR 53 Small Engine Repair I 3.0
- AGOR 71 Landscape Construction Fundamentals 3.0
- BUSM 20 Principles of Business 3.0
- BUSM 66 Small Business Management 3.0
- BUSS 35 Principles of Marketing 3.0
- BUSS 36 Principles of Marketing 3.0

Total Units 40.0 - 43.0

Marketing Management

Business Division

Degree S0510

This program is intended to prepare students for employment following graduation. Students wishing to enter the manufacturing field in one of the machining occupations, such as machinist (manual, N/C, and CAD/CAM), or machinist apprentice. Graduates may enter the manufacturing field in areas dealing with production, research and development, tool and die construction, mold making, or computerized manufacturing. Laboratory practice utilizes industrial types of equipment and precision measuring instruments to provide training in the various machining occupations. Setup and tooling procedures and part certification upon completion of the metal removing process are covered. Instruction on all types of lathes, mills, grinders, and specialized equipment such as EDM and CNC is included. Supplementary instruction is also provided in bench work, layout, inspection process, blueprint reading, metal composition, heat treatment, assembly procedures, jig and fixture design, and construction.

Required Courses:
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSA 72 Bookkeeping - Accounting 5.0
- BUSM 20 Principles of Business 3.0
- BUSM 61 Business Organization and Management 3.0
- BUSO 25 Business Communications 3.0
- BUSO 35 Professional Selling 3.0
- BUSO 36 Principles of Marketing 3.0
- BUSO 85 Special Issues in Marketing 2.0
- CSIR 15 Microcomputer Applications 4.0

PLUS select one (1) course from:
- BUSC 1A Principles of Economics - Macroeconomics 3.0
- BUSC 1A Principles of Economics - Macroeconomics 3.0
- BUSC 1AH Principles of Economics - Macroeconomics - Honors 3.0
- BUSC 1B Principles of Economics - Microeconomics 3.0

Total Units 23.0

Mental Health Technology

Psychiatric Technician

Technology and Health Division

Degree S1208

Completion of coursework leads to an Associate in Science degree. The Psychiatric Technology Program will prepare students to take the California State Licensure Examination for Psychiatric Technicians.

Required Courses:
- MENT 40 Introduction to Interviewing 3.0
- MENT 56 Medical-Surgical Nursing for Psychiatric Technicians 9.0
- MENT 56L Medical-Surgical Clinical Experience 4.0
- MENT 58D Advanced Medical-Surgical Nursing and Pharmacology for PT 4.0
- MENT 58L Advanced Medical-Surgical Nursing for Psychiatric Technicians Clinical 1.5
- MENT 70J Introduction to Psychiatric Technology 2.0
- MENT 72 Nursing Care of the Developmentally Disabled Person 7.0
- MENT 72L Nursing Care of the Developmentally Disabled Person - Clinical 5.5
- MENT 73J Psychiatric Nursing for Psychiatric Technicians Clinical 6.0
- MENT 82 Work Experience in Mental Health Technology 2.0
- PSYC 1A Introduction to Psychology 3.0
- PSYC 1AH Introduction to Psychology – Honors 3.0

Total Units 54.0

Special Information:

Additional general education courses needed for completion of the Degree requirements are listed in the Mt. San Antonio College Catalog, but are not required to qualify the student for the California State Board Examination. To remain in the program, students must maintain a “C” or better grade in all courses.

The student will qualify to take the California State Board Examination upon completion of all the above courses, except MENT 82.

Entrance Requirements:

In addition to meeting Mt. San Antonio College’s academic standards for admission, applicants must be in good standing and satisfy the following requirements:

a) Be a high school graduate or equivalent. (All students who have taken coursework outside of the United States must have their transcript evaluated. Foreign transcripts will not be accepted without the evaluation.)
b) Be 18 years of age.
c) File a college application and be accepted as a student at Mt. San Antonio College.
d) Submit an application for the Mental Health/Psychiatric Technician Program to the Technology and Health Division Office (909) 594-5611, ext. 4750. All applications are dated upon receipt in the Technology and Health Division Office. A program begins each fall and spring semester.
e) Take the required English Placement Test (AWE). Eligibility for ENGL 68 is advised. If you have already taken a college placement exam within the past two years at another school, arrange to have your test scores forwarded to the Technology and Health Division Office. (If you were tested at Mt. San Antonio College, the office will obtain the test scores as long as an “Application for Admission” is on file with the Admissions and Records Office.) Testing is administered by the Assessment Center, located in the Student Services Center. Arrangements should be made with them to schedule a day and time to take the English Placement Test,
Programs of Study Leading to an Associate Degree

i) Certain convictions may prevent a candidate from being licensed as a Psychiatric Technician.

j) All students will be required to pass a background check prior to entering the clinical education phase.

Selection Procedure:
In determining eligibility of an applicant, consideration will be given to satisfactory scores on the English Placement Test. The College will make every effort to notify the applicant of acceptance by mail no less than two months prior to the beginning of a program. All applicants are required to meet the essential functions for success in the Mental Health Technology - Psychiatric Technician program. Students must be able to speak, write and read English to complete classes successfully and to ensure patient safety.

English Language Skills:
Although proficiency in English is not a criterion for admission into the Mental Health Technology - Psychiatric Technician program, students must be able to speak, write and read English to complete classes successfully and to ensure patient safety.

Nursing
Technology and Health Division
Degree S1203
The Mt. San Antonio College Nursing Program, approved and accredited by the California Board of Registered Nursing, is a two-year program designed to prepare men and women to give direct nursing care to clients in various practice settings. The program consists of coursework in nursing, science, general education and clinical nursing practice at local hospitals and health agencies. Graduates of the program receive an Associate Degree in Nursing and are eligible to take the NCLEX-RN examination leading to licensure as a Registered Nurse.

Prerequisite courses:
1. Human Anatomy, including a laboratory component, a minimum of four (4) semester units.
2. Human Physiology, including a laboratory component, a minimum of four (4) semester units.
3. Microbiology, including a laboratory component, a minimum of four (4) semester units.
4. English 1A (Writing Composition) minimum of three (3) semester units with a minimum grade of C.

Non-course requirements:
1. An overall grade point average of 2.5 for the Human Anatomy, Human Physiology, and Microbiology prerequisite courses with no grade less than a "C" for each course and no more than one repetition of any one of the courses.
2. A cumulative grade point average (GPA) of 2.5 for all college coursework completed.
3. Eligibility for MATH 51
4. High school graduation or GED or academic degree from an accredited college/university in the United States.
5. Criminal background check and drug screening must be completed prior to any patient contact.
6. A physical examination, including specific immunization is required of all candidates prior to the beginning of nursing classes.
7. Current Level C-Provider CPR certification.

Regarding Licensure:
The California Board of Registered Nursing (BRN) protects the consumer by screening applicants for licensure in order to identify potentially unsafe practitioners. The BRN may deny applications for interim permits, temporary licenses, and permanent licensure if the applicant has been found guilty of dishonesty, fraud or deceit, felony child abuse, sex offender crimes, acts involving narcotics, dangerous drugs or devices, assault and/or battery, and other crimes. Applicants who have questions regarding limitations related to licensure should contact the California Board of Registered Nursing at (916) 322-3350 or access its website at www.rn.ca.gov.

Required Courses:

Requirements for Nursing: (44.5 Units)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 1A</td>
<td>The Nursing Process I</td>
<td>5.0</td>
</tr>
<tr>
<td>NURS 1B</td>
<td>The Nursing Process II</td>
<td>5.0</td>
</tr>
<tr>
<td>NURS 2</td>
<td>Pharmacology</td>
<td>2.0</td>
</tr>
<tr>
<td>NURS 3</td>
<td>Medical-Surgical Nursing: Locomotion/Sensation/Integument/Oncology/Immunology</td>
<td>3.5</td>
</tr>
<tr>
<td>NURS 4</td>
<td>Maternity Nursing</td>
<td>3.0</td>
</tr>
<tr>
<td>NURS 5</td>
<td>Psychiatric Nursing</td>
<td>3.0</td>
</tr>
<tr>
<td>NURS 6</td>
<td>Pediatric Nursing</td>
<td>3.0</td>
</tr>
<tr>
<td>NURS 7</td>
<td>Medical-Surgical Nursing: Nutrition/Elimination/Surgical Asepsis</td>
<td>7.5</td>
</tr>
<tr>
<td>NURS 8</td>
<td>Medical-Surgical Nursing: Circulation and Oxygenation</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 9</td>
<td>Leadership in Nursing</td>
<td>1.0</td>
</tr>
</tbody>
</table>

h) A physical examination, including specific immunizations, and consent/disclaimer for Hepatitis A/B vaccine is required of all candidates prior to beginning classes. Students must provide proof that he/she does not have tuberculosis. These requirements are in accordance with the healthcare agency policy that insures that students are in good health and free from communicable disease and able to perform their training functions. Drug testing may also be required as part of this physical examination. Proof of high school graduation and malpractice insurance are required of all candidates upon acceptance.

i) Certain convictions may prevent a candidate upon acceptance.

j) All candidates upon acceptance.

k) Certain convictions may prevent a candidate upon acceptance.

l) Certain convictions may prevent a candidate upon acceptance.
Programs of Study Leading to an Associate Degree

Natural Sciences Division
Degree S0119

The courses in ornamental horticulture are designed to enable students to prepare for exciting careers in the essential and diverse horticulture profession. Careers in nursery management, retail garden centers, landscape design, installation and maintenance, arboretum and botanic gardens, arboriculture, interior landscaping, education, and research are just some of the options.

This degree is part of our comprehensive agricultural sciences program. Our program is unique in that most courses provide hands-on experience and are designed to give the student combination of practical skills and technical knowledge. Students who intend to transfer should meet with a counselor or advisor to check the lower division requirements in the catalog of the college or university which they will attend and also the semester and year in which courses are offered.

Listed below are the courses needed to satisfy major requirements. It is recommended that students consult with the department chairperson, advisor or counselor to file an educational plan. For additional information, please call the Agricultural Sciences Department, ext. 4540, or visit the Mt. SAC Web site at www.mtsac.edu/instruction/sciences/agriculture.

**Required Courses:**
- AGAG 1 Food Production, Land Use and Politics - A Global Perspective 3.0
- AGOR 1 Horticultural Science 3.0
- AGOR 2 Plant Propagation/Greenhouse Management 3.0
- AGOR 13 Landscape Design 3.0
- AGOR 24 Integrated Pest Management 3.0
- AGOR 29 Ornamental Plants - Herbaceous 3.0
- AGOR 30 Ornamental Plants - Trees 3.0 and Woody Shrubs 3.0
- AGOR 32 Landscaping and Nursery Management 3.0
- AGOR 39 Turf Grass Production and Management 3.0
- AGOR 50 Soil Science and Management 3.0
- AGOR 62 Landscape Irrigation - Design and Installation 3.0
- AGOR 71 Landscape Construction Fundamentals 3.0

Complete one (1) to four (4) units from the following course:
- AGOR 91 Work Experience in Nursery Operations 1.0
- PLUS select six (6) units from:
  - AGOR 15 Interior Landscaping 3.0
  - AGOR 40 Sports Turf Management 3.0
  - AGOR 51 Tractor and Landscape Equipment Operations 3.0
  - AGOR 53 Small Engine Repair I 3.0
  - AGOR 63 Landscape Irrigation Systems Management 3.0
  - AGOR 75 Urban Arboriculture 3.0
  - CISB 15 Microcomputer Applications 4.0

**Total Units** 43.0 - 46.0
Paralegal/Legal Assistant
Business Division
Degree S0310
The paralegal program is intended to prepare students for employment as paralegals in both private and public sectors following graduation. The American Bar Association (ABA) By-Laws Section 21.12 uses the terms paralegal and legal assistant interchangeably referring to persons who, although not members of the legal profession, are qualified through education, training, or work experience and are employed or retained by a lawyer, law office, governmental agency, or other entity in a capacity or function which involves the performance, under the direction and supervision of an attorney, of specifically delegated substantive legal work. Paralegals/legal assistants must comply with the legal restrictions in the practice of law by nonlawyers. The California Business & Professions Code, Section 6450 et seq, governs paralegals in California.
Required Courses:
- PLGL 30 Introduction to Paralegal/Legal Analysis and Writing 3.0
- PLGL 31A Civil Procedure Pretrial 3.0
- PLGL 31B Advanced Legal Analysis and Writing 3.0
- PLGL 32A Civil Procedure Pretrial 3.0
- PLGL 32B Civil Procedure—Trial and Post-Trial 3.0
- PLGL 33A Law Office Procedures 3.0
- PLGL 33B Automated Law Office Procedures 3.0
- PLGL 34 Tort Law 3.0
- PLGL 35A Employment and Ethical Issues in Paralegalism 3.0
- PLGL 39 Contract Law 3.0
PLUS choose two (2) courses from:
- PLGL 40 Landlord-Tenant Law 3.0
- PLGL 41 Property Law 3.0
- PLGL 42 Family Law 3.0
- PLGL 43 Wills and Trusts 3.0
- PLGL 44 Bankruptcy Law 3.0
- PLGL 45 Creditors’ Rights 3.0
- PLGL 46 Criminal Law and Procedures 3.0
- PLGL 47 Evidence Law 3.0
- PLGL 50 Comparative Law 3.0
- BUSL 18 Business Law 3.0
- BUSL 18H Business Law - Honors 3.0
- BUSL 19 Advanced Business Law 3.0
- BUSL 20 International Business Law 3.0
- BUSL 30 Introduction to Paralegal/Legal Analysis and Writing 3.0
- BUSL 31B Advanced Legal Analysis and Writing 3.0
- BUSL 32A Civil Procedure Pretrial 3.0
- BUSL 32B Civil Procedure—Trial and Post-Trial 3.0
- BUSL 33A Law Office Procedures 3.0
- BUSL 33B Automated Law Office Procedures 3.0
- BUSL 34 Tort Law 3.0
- BUSL 35A Employment and Ethical Issues in Paralegalism 3.0
- BUSL 39 Contract Law 3.0
- PLGL 30 Introduction to Paralegal/Legal Analysis and Writing 3.0
- PLGL 31A Civil Procedure Pretrial 3.0
- PLGL 31B Advanced Legal Analysis and Writing 3.0
- PLGL 32A Civil Procedure Pretrial 3.0
- PLGL 32B Civil Procedure—Trial and Post-Trial 3.0
- PLGL 33A Law Office Procedures 3.0
- PLGL 33B Automated Law Office Procedures 3.0
- PLGL 34 Tort Law 3.0
- PLGL 35A Employment and Ethical Issues in Paralegalism 3.0
- PLGL 39 Contract Law 3.0

Park and Sports Turf Management
Natural Sciences Division
Degree S0116
The courses in park and sports turf management are designed to enable students to prepare for a career in this essential and diverse profession. This degree is part of our comprehensive Agricultural Sciences Program. The program is unique in that most courses provide hands-on experience designed to give the student a combination of practical skills and technical knowledge. Students who intend to transfer should meet with a counselor or advisor to check the lower division requirements in the catalog of the college or university which they will attend and also the semester and year in which courses are offered.
This program is intended to prepare students to manage a park or sports facility and also for employment following graduation. Students will learn how to design, install and manage irrigation systems, set up and implement fertilizer and pest management programs, design and properly install a complete landscape (including all plants and hardcape), and properly identify and maintain trees, shrubs and turf grasses. In addition, students will learn about personnel management, budgeting and other management topics.
Required Courses:
- AGOR 4 Park Management 3.0
- AGOR 5 Park Facilities 3.0
- AGOR 13 Landscape Design 3.0
- AGOR 24 Integrated Pest Management 3.0
- AGOR 29 Ornamental Plants - Herbaceous 3.0
- AGOR 30 Ornamental Plants - Trees and Woody Shrubs 3.0
- AGOR 39 Turf Grass Production 3.0
- AGOR 40 Sports Turf Management 3.0
- AGOR 50 Soil Science and Management 3.0
- AGOR 51 Tractor and Landscape Equipment Operations 3.0
- AGOR 62 Landscape Irrigation - Design and Installation 3.0
- AGOR 63 Landscape Irrigation Systems 3.0
- AGOR 71 Landscape Construction Fundamentals 3.0
- AGOR 73 Landscaping Laws, Contracting, and Estimating 3.0
- AGOR 75 Urban Arboriculture 3.0
- AGOR 91 Work Experience in Nursery Operations 1.0
Total Units 46.0 - 49.0

Pet Science
Natural Sciences Division
Degree S0104
The program of courses in Agriculture is designed to enable students to prepare for a career in this essential and diverse profession. The Department offers a comprehensive Agricultural Sciences Program and is unique in that most courses provide hands-on experience designed to give the student a combination of practical skills and technical knowledge. The following programs list all courses needed to satisfy major requirements. Students may obtain certificates upon completion of required courses listed. It is recommended that all students consult with the department chairperson, counselor or advisor to file an educational plan. These programs are intended to prepare students for employment following graduation. Students desiring a bachelor's degree should consult with an advisor or catalog of the institution they wish to attend regarding transferability of courses.
Required Courses:
- GRAP 10 Photoshop Imagery 3.0
- PHOT 10 Basic Digital and Film Photography 3.0
- PHOT 11 Professional Photography 4.0
- PHOT 12 Photographic Alternatives 3.0
- PHOT 14 Commercial Lighting 3.0
- PHOT 15 History of Photography 3.0
- PHOT 16 Fashion Photography 3.0
- PHOT 18 Portraiture and Wedding Photography 3.0
- PHOT 17 Photocemmunication 3.0
- PHOT 20 Color Photography 3.0
- PHOT 21 Exploring Color Photography 3.0
- PHOT 28 Photography Portfolio Development 3.0
- PHOT 30 Commercial and Illustrative Photography 3.0
Total Units 37.0
Recommended Electives:
- AHIS 1 Understanding the Visual Arts 3.0
- ARTB 1 Understanding the Visual Arts 3.0
- PHOT 1 Laboratory Studies 1.0
- PHOT 25 Digital Capture Workflow 3.0
- PHOT 29 Studio Business Practices 3.0
for Commercial Artists
Physical Education

Kinesiology, Athletics and Dance Division
Degree 50806

This program is designed to prepare students for employment in the field of Physical Education. Students wishing a bachelor's degree (transfer program) should consult with a counselor or advisor to file an educational plan and to discuss transferability.

Required Courses:
- ANAT 35 Human Anatomy 5.0
- ANAT 36 Human Physiology 5.0
- NF 10 Nutrition for Personal Health and Wellness 3.0
- NF 25 Essentials of Nutrition 3.0
- KIN 3 First Aid and CPR 3.0
- KIN 5 Advanced First Aid/CPR/ Emergency Response 3.0
- KIN 17 Introduction to Physical Education 3.0
- KIN 19 Introduction to Care/Prevention of Activity/Related Injuries 3.0
- KIN 34 Fitness for Living 3.0

PLUS: Select eight (8) courses from:
- DNCE Dance Activity 0.5 - 2.0
- KIN A Kinesiology: Aquatics 0.5 - 2.0
- KINF Kinesiology: Fitness 0.5 - 2.5
- KINX Kinesiology: Individual 0.5 - 1.0
- KINL Kinesiology: Adaptive 0.5 - 1.0
- KINS Kinesiology: Sports 0.5 - 1.0

Total Units 29.0 - 42.5

Psychiatric Technician to RN

Technology and Health Division
Degree S1209

The Mt. San Antonio College Nursing Program, approved and accredited by the California Board of Registered Nursing, is a two-year program designed to prepare men and women to give direct nursing care to clients in various practice settings. The program consists of coursework in nursing, science, general education and clinical nursing practice at local hospitals and health agencies. Graduates of the program receive an Associate Degree in Nursing and are eligible to take the NCLEX-RN examination leading to licensure as a Registered Nurse. The Psychiatric Technician is provided career mobility into the Nursing Program to earn an Associate degree in Nursing.

Prerequisite Courses:
1. Human Anatomy, including a laboratory component, a minimum of four semester units.
2. Human Physiology, including a laboratory component, a minimum of four semester units.
3. Microbiology, including a laboratory component, a minimum of four semester units.
4. English 1A (Writing Composition) minimum of three semester units with units with a minimum grade of "C."
5. PSYC 1A Introduction to Psychology.
6. CHLD 10 Child Growth and Development or PSYC 14 Developmental Psychology.

Non-course requirements:
1. An overall grade point average of 2.5 for the Human Anatomy, Human Physiology, and Microbiology prerequisite courses with no grade less than a "C" for each course and no more than one repetition of any one of the courses.
2. A cumulative grade point average (GPA) of 2.5 for all college coursework completed.
3. Eligibility for MATH 51.
4. High school graduation or GED or academic degree from an accredited college/university in the United States.
5. Possess a current California Psychiatric Technician License.

6. Criminal background check and drug screening must be passed prior to any patient contact.
7. A physical examination, including specific immunizations is required of all candidates prior to the beginning of nursing classes.
8. Current Level C-Provider CPR certification
9. Nursing 70 Role Transition must be completed with a credit grade prior to entrance into the program. (NURS 70: Role Transition - Due to the clinical component of NURS 70, applicants must submit their names to Nursing Office for approval prior to enrollment in this course. Applicants must have completed all prerequisite courses prior to taking NURS 70. Applicants must provide proof of current Psychiatric Technician License, physical, CPR card, Background Check, and drug test prior to the start of class.)

Required Courses:
Requirements for Nursing: (29.5 Units)
- NURS 3 Medical-Surgical Nursing: 3.5
- Loocemotion/Sensation/Integument/ Oncology/Immunoology
- NURS 4 Maternity Nursing 3.0
- NURS 6 Pediatric Nursing 3.0
- NURS 7 Medical-Surgical Nursing: 7.5
- Nutrition/Elimination/Surgical Asepsis
- NURS 8 Medical-Surgical Nursing: 5.5
- Circulation and Oxygenation
- NURS 9 Leadership in Nursing 1.0
- NURS 10 Medical-Surgical Nursing: 4.0
- Integration/Regulation 4.0
- NURS 11 Preceptorship in Nursing 2.0

Requirements for the Major: (26-29 Units)
- ANAT 35 Human Anatomy 5.0
- ANAT 36 Human Physiology 5.0
- ANAT 10A Introductory Human Anatomy 4.0
- ANAT 10B Introductory Human Physiology 4.0
- MICR 1 Principles of Microbiology 5.0
- MICR 22 Microbiology 4.0
- ENGL 1A Freshman Composition 4.0
- ENGL 1AH Freshman Composition - Honors 4.0
- CHLD 10 Child Growth and Development 3.0
- CHLD 10H Child Growth and Development - Honors 3.0
- PSYC 14 Developmental Psychology 3.0
- PSYC 1A Introduction to Psychology 3.0
- SPCH 1AH Public Speaking - Honors 4.0
- SPCH 1A Public Speaking 4.0

Total Units 55.5 - 58.5

NOTE: Applicants planning to continue their education and enter a baccalaureate program in nursing will need to complete ANAT 35 and ANAT 36 instead of ANAT 10A and ANAT 10B and MICR 1 instead of MICR 22.

Requirements for the Associate degree

Students must develop an education plan with a counselor or educational advisor to complete college academic requirements for the A.S. degree. Contact Counseling and Advising Services to schedule an appointment.

Selection Process

Beginning Fall 2006, students applying for admission to the Nursing Program will be required to see either a counselor or educational advisor to verify their eligibility to enter the Nursing program.

Procedure:

Students must complete all course prerequisites prior to requesting an appointment for certifying readiness to enter into the Nursing program. Once eligibility has been established, students will enter on a first come first served basis.

The eligibility appointment:

a) Once a student has completed all course prerequisites, the student will then apply to the Nursing Department on an appointment basis.

b) Students who have completed coursework at other colleges must bring the following information to their eligibility appointment:

• Official transcripts of all college work completed at all colleges;
Programs of Study Leading to an Associate Degree

- If the prerequisite courses were completed at another college, a course description and a copy of the course syllabus;
- Students completing college coursework outside of the United States will need to have their transcripts evaluated by an approved international transcript evaluation agency and must bring the final evaluation to their appointment (students may be able to obtain a list of agencies from the Admissions Office).
- Due to specific college deadlines for International Student applications, please inform the Counseling/Educational Advisor that this applies to you.
  
  c) All students will need to bring official proof of high school graduation, GED, or college graduation from an accredited institution in the United States.

  APPOINTMENTS FOR ELIGIBILITY VERIFICATION WILL ONLY BE MADE DURING THE FOLLOWING MONTHS:
  • September 1 - October 31
  • March 1 - April 30

  Students should also be aware that once they have been admitted to the Nursing program and before beginning the clinical portion of the program, they will need to be able to pass both a criminal background check, including a screening by the Office of Inspector General for welfare or Social Security fraud, as well as testing negative for drug use. ALL APPLICANTS ARE REQUIRED TO MEET THE ESSENTIAL FUNCTIONS FOR SUCCESS IN THE NURSING PROGRAM.

  Physical Demands:
  • Perform prolonged, extensive, or considerable standing/walking, lifting, positioning, pushing, and/or transferring patients
  • Possess the ability to perform fine motor movements with hands and fingers
  • Possess the ability for extremely heavy effort (lift/carry 50 lbs. or more
  • Perform considerable reaching, stooping, bending, kneeling, and crouching

  Sensory Demands:
  • Color vision: ability to distinguish and identify colors (may be corrected with adaptive devices).
  • Distance vision: ability to see clearly 20 feet or more
  • Depth perception: ability to judge distance and space relationships
  • Near vision: ability to see clearly 20 inches or less
  • Hearing: able to recognize a full range of tones

  Working Environment:
  • May be exposed to infectious and contagious disease, without prior notification
  • Regularly exposed to the risk of blood borne diseases
  • Exposed to hazardous agents, body fluids and wastes
  • Exposed to odorous chemicals and specimens
  • Subject to hazards of flammable, explosive gases
  • Subject to burns and cuts
  • Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psychological and physical disabilities, and under a wide variety of circumstances
  • Handle emergency or crisis situations
  • Subject to many interruptions
  • Requires decisions/actions related to end life issues
  • Exposed to products containing latex

  English Language Skills:
  Although proficiency in English is not a criterion for admission into the Nursing Program, students must be able to speak, write and read English to ensure patient safety and to complete classes successfully.

Radio Broadcasting: On the Air
Arts Division
Degree S0605

The Radio Broadcasting On-The-Air degree is designed to prepare students for an entry-level job in a variety of performance areas of the broadcasting industry, including disc jockey, news anchor, sportscaster, and commercial voice-overs. Students also receive instruction in the business side of the industry and can further customize their program by selecting from a variety of optional courses. Students intending to pursue a bachelor’s degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
- R-TV 01 Introduction to Broadcasting 3.0
- R-TV 09 Broadcast Sales and Promotion 3.0
- R-TV 10 Radio Management and Programming 3.0
- R-TV 11A Beginning Radio Production 3.0
- R-TV 11B Advanced Radio Production 3.0
- R-TV 12 Commercial Copywriting 3.0
- R-TV 15 Broadcast Business Practices 3.0
- R-TV 96 Campus Radio Station Lab 1.0 - 2.0

The following courses must be taken simultaneously:
- R-TV 97A Radio/Entertainment Industry Seminar 1.0
- R-TV 97B Radio/Entertainment Industry Internship

PLUS Select nine (9) units from:
- R-TV 25 Current Issues in Entertainment Law 3.0
- R-TV 31 History of Radio DJs 3.0
- R-TV 32 Radio - TV Internet Applications 3.0
- R-TV 33 Radio Show Producer Techniques and Procedures

Total Units 33.0 - 34.0

Radio Broadcasting: On the Air
Arts Division
Degree S0606

The Radio Broadcasting Behind-the-Scenes degree is designed for students who are interested in the nonperformance side of the broadcasting industry. Instruction in this major prepares students for entry-level jobs in a variety of areas including production, promotion, copywriting and management. Students also receive instruction in the business side of the industry and can further customize their program by selecting from a variety of optional courses. Students intending to pursue a bachelor’s degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
- R-TV 01 Introduction to Broadcasting 3.0
- T-TV 02 On-Air Personality Development 3.0
- R-TV 02A On-Air Personality Development - Spanish Market

PLUS Select nine (9) units from:
- R-TV 02 On-Air Personality Development - Spanish Market
- R-TV 07A Broadcast Sales and Promotion 3.0
- R-TV 09 Broadcast Sales and Promotion 3.0
- R-TV 10 Radio Management and Programming 3.0
- R-TV 12 Commercial Copywriting 3.0
- R-TV 17 Internet Radio and Podcasting 3.0
- R-TV 25 Current Issues in Entertainment Law 3.0
- R-TV 36 Broadcast Business Practices 3.0
- R-TV 33 Radio Show Producer Techniques and Procedures

Total Units 33.0 - 34.0

Radiologic Technology
Technology and Health Division
Degree S1206

The course of study in Radiologic Technology offered at Mt. San Antonio College and its affiliated hospitals will prepare students to be certified radiologic technologists. Students will gain knowledge and understanding of the diagnostic uses of x-ray, as well as the technical skills to use x-ray equipment in both laboratory and clinical settings. The courses are developed to enable students to operate x-ray equipment, assist in the diagnosis of disease, and to observe proper medical ethics. Students will learn the nature of radiation, the principles of electricity, the structure of x-ray machines, and the operation of a clinical x-ray department.

To remain in the program, students must maintain a
grade of “C” or better in all courses.
Upon completion of the Degree in Radiologic Technology, graduates are eligible to apply for the registry examination through the American Registry of Radiologic Technologists and the California Certification of Radiologic Technology. This is a licensed profession, and a valid Social Security Number is required to obtain state certification and national licensure.

**Required Courses:**
- ANAT 10A Introductory Human Anatomy 4.0
- MEDI 90 Medical Terminology 3.0
- RAD 30 Radiographic Pathology 1.5
- RAD 31 Fluoroscopy 2.0
- RAD 32 Digital Imaging in Radiology 2.0
- RAD 30 Radiologic Technology 3.0
- RAD 52A Techniques of Radiologic Technology 5.0
- RAD 52B Techniques of Radiologic Technology 2.5
- RAD 53 Techniques of Radiologic Technology 5.0
- RAD 54 Techniques of Radiologic Technology 3.0
- RAD 55A Techniques of Radiologic Technology 7.5
- RAD 55B Techniques of Radiologic Technology 2.5
- RAD 56 Techniques of Radiologic Technology 7.0
- RAD 57 Techniques of Radiologic Technology 4.5
- RAD 61A Theory of Radiologic Technology 4.0
- RAD 61B Radiographic Positioning 3.0
- RAD 61C Radiologic Technology Seminar 1.5
- RAD 62A Theory of Radiologic Technology 4.0
- RAD 62B Radiographic Positioning 3.0
- RAD 62C Radiologic Technology Seminar 1.5
- RAD 63 Theory of Radiologic Technology 4.0
- RAD 64 Theory of Radiologic Technology 4.0
- RAD 91 Nursing Procedures 1.5

**Total Units** 79.0

Note: ANAT 10A and MEDI 90 may be taken prior to entering program.

**Admission Requirements:**
In addition to meeting Mt. San Antonio College’s academic standards for admission, applicants must be in good standing and satisfy the following requirements:
- Applicant must be 18 years of age upon entrance into the program.
- High school graduate or equivalent.
- Possess a valid Social Security Card. This is a licensed profession, and a valid Social Security Number is required to obtain state certification and national licensure.
- File a college application and be accepted as a student at Mt. San Antonio College.
- Take the college placement examination which is used as an indicator. If you have already taken a college placement test exam within the past two years at another school, arrange to have your scores forwarded to the Technology and Health Division Office. (If you were tested at Mt. San Antonio College, the Technology and Health Division Office will obtain the test scores as long as an “Application for Admission” is on file with the Admission and Records Office.)
- Assignment should be made with the Service Center to Schedule a date and time to take the college placement examination if required. The Assessment Center is open Monday through Friday. You may contact them at (909) 594-5611 ext. 4265.
- Complete the following prerequisite courses with a minimum grade of “C” in each course.
  1. General High School Algebra (one year) or Introductory College Algebra (one semester) or MATH 51 (Elementary Algebra, or equivalent).
  2. General High School Chemistry (one year) or Introductory College Chemistry (one semester) or CHEM 10 - Chemistry for Allied Health. Students must complete prerequisite courses before applying to the program.
- After completion of the prerequisites, submit an application for the Radiologic Technology Program to the Technology and Health Division Office (909) 594-5611, ext. 4750. All applications are dated upon receipt in the Technology and Health Division Office. A program begins each summer intersession.
- Forward two official transcripts of all coursework completed (high school, and other than Mt. San Antonio College courses). One transcript must be sent to Technology and Health Division Office and the other to Admission and Records.
- For students who possess a college degree, the English placement test is not required, however, it will be necessary for a student to obtain two official copies of the college transcript showing the degree issued. One official transcript must be sent to Technology and Health Division Office and the other to Admission and Records. If the courses were taken and/or the degree obtained at Mt. San Antonio College, it is not necessary to request transcripts. Request the transcript for the Division Office be addressed as follows:
  - Mt. San Antonio College Technology and Health Division Radiologic Technology Program
  - 1100 North Grand Avenue
  - Walnut CA 91789-1299

- Make an appointment with an educational advisor to review general education requirements for graduation.

**Acceptance Requirements:**
- A mandatory orientation meeting with the Radiologic Technology Department will be held during the spring semester. You will be contacted with date and time of orientation once you have been accepted.
- A physical examination, including certain immunization and drug testing is required as part of the physical examination for all radiologic technology students before entrance into the clinical setting. Forms and information will be provided at time of orientation.
- All students will be required to pass a criminal background check prior to entering the clinical education phase (a valid Social Security number is required to complete this process.)

**Selection Procedure:**
Selection of students is based upon the completion of the above admission requirements and date of application. The Department will make every effort to notify the applicant of the acceptance by mail no less than one month prior to beginning of a program.

**Program Completion Requirements:**
- In addition to the major requirements and general education, students must also complete a course in venipuncture for radiographers. This course is offered through Continuing Education but may be taken elsewhere with prior approval from the department.
- A course in mammography is also offered in the final semester for graduate students and licensed radiographers. This course is optional.

**Working environment:**
- May be exposed to infectious and contagious disease, without prior notification.
- Regularly exposed to the risk of blood borne diseases.
- Exposed to hazardous agent, body fluids and wastes.
- Exposed to odorous chemicals and specimens.
- Subject to hazards of flammable, explosive gases.
- Subject to burns and cuts.
- Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psychological and physical disabilities, and under a wide variety of circumstances.
- Handle emergency or crisis situations.
- Subject to many interruptions.
- Requires decisions/actions critical to patient safety.
- Exposed to products containing latex.

**Required Skills and Physical Abilities:**
In order to ensure student and patient safety and welfare, the radiologic technology student may have sufficient strength, motor coordination, manual dexterity, intellectual capacity, and sensory functions to be able to:
- Transport, move, lift, or transfer patients from a wheelchair or gurney to an x-ray table or to a patient bed.
- Lift arms above the head to move the x-ray tube assembly.
- Move, adjust, and manipulate portable and fluoroscopic equipment according to established procedures and standards of speed and accuracy while conducting radiographic examinations.
- Maneuver well enough to physically protect himself or herself from injury caused by patients.
Physically place patients in the proper positions for the examination according to established procedures and standards of speed and accuracy.

f) Rapidly respond to situations involving the health and safety of patients, providing physical and emotional support to the patient during radiographic procedures, providing basic first aid and emergency care in the absence of or until a physician arrives.

g) Function adequately under stressful situations related to technical and procedural standards of patient care situations.

h) Hear well enough (average 30 decibels for both ears) to respond to directions or calls for help from individuals remote from the location of the student.

i) Speak English clearly enough to explain and communicate with physicians, technical staff, and faculty. Students for which English is a second language may be required to complete a verbal communication assessment prior to entering the program.

j) Calculate and select proper technical exposure factors according to the individual needs of the patient's condition and requirements of the procedure with speed and accuracy.

k) View and evaluate the recorded images of a radiograph for the purpose of identifying proper patient positioning, accurate procedural sequencing, proper exposure (and/or “s” number), and other established technical qualities.

English Language Skills:
Although proficiency in English is not a criterion for admission into the Radiologic Technology Program, students must be able to speak, write and read English to ensure patient safety and to complete classes successfully.

Programs of Study Leading to an Associate Degree

Real Estate

Business Division

Degree S0512

This program prepares students for employment following graduation. Students wishing a bachelor's degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

The requirements for a degree in real estate include the eight classes needed prior to applying to take the Real Estate Broker License Exam as well as several additional classes designed to strengthen the skills needed to succeed in a career in real estate.

Required Courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSR 30</td>
<td>Real Estate Principles</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 51</td>
<td>Legal Aspects of Real Estate</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 52</td>
<td>Real Estate Practice</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 52D</td>
<td>Real Estate Practice Work Experience</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 53</td>
<td>Real Estate Finance</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 55</td>
<td>Real Estate Economics</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 81</td>
<td>Appraisal: Principles and Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>CISB 15</td>
<td>Microcomputer Applications</td>
<td>4.0</td>
</tr>
</tbody>
</table>

PLUS

Group A

PLUS select two (2), three (3) or four (4) courses from:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSR 57</td>
<td>Income Tax Aspects of Real Estate</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 59</td>
<td>Real Estate Property Management</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 60</td>
<td>Real Estate Investment Planning</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 62</td>
<td>Mortgage Loan Brokering and Lending</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSR 76</td>
<td>Escrow Procedures I</td>
<td>3.0</td>
</tr>
</tbody>
</table>

PLUS

Group B

Select zero (0), one (1), two (2) courses from:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSA 7</td>
<td>Principles of Accounting - Financial</td>
<td>5.0</td>
</tr>
<tr>
<td>BUSA 11</td>
<td>Fundamentals of Accounting</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSA 72</td>
<td>Bookkeeping - Accounting</td>
<td>5.0</td>
</tr>
<tr>
<td>BUSL 18</td>
<td>Business Law</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSL 18H</td>
<td>Business Law – Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSM 20</td>
<td>Principles of Business</td>
<td>3.0</td>
</tr>
<tr>
<td>BUMS 60</td>
<td>Human Relations in Business</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSM 66</td>
<td>Small Business Management</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSO 5</td>
<td>Business English</td>
<td>3.0</td>
</tr>
</tbody>
</table>

BUSO 25     Business Communications  3.0
BUSO 26     Oral Communications for Business 3.0
BUSS 35     Professional Selling         3.0
BUSS 36     Principles of Marketing      3.0
PSYC 1A     Introduction to Psychology   3.0
or PSYC 1AH  Introduction to Psychology - Honors 3.0

Total Units 31.5 - 47.5

Registered Veterinary Technology

Natural Sciences Division

Degree S0105

The program of courses in Agriculture is designed to enable students to prepare for a career in this essential and diverse profession. The department offers a comprehensive agricultural sciences program and is unique in that most courses provide hands-on experience designed to give the student a combination of practical skills and technical knowledge. Students who intend to transfer should check the lower division requirements in the catalog of the college or university which they plan to attend and also the semester and year in which courses are offered.

The following programs list all courses needed to satisfy major requirements. It is recommended that all students consult with the department chairperson or faculty advisor to file an educational plan. Students must file an educational plan with the Director of the Registered Veterinary Technology Program during the first year of study. These programs are intended to prepare students for employment following graduation. Students desiring a bachelor's degree (transfer program) should consult with the department chairperson, counselor or advisor to discuss transferability of courses.

This degree is designed to prepare students for careers as Registered Veterinary Technicians who will work under the supervision of licensed private organizations including veterinary hospitals, research facilities, animal shelters, and other animal care agencies. Students who satisfactorily complete the requirements of this program are eligible to take the State of California Certifying Examination for Registered Veterinary Technicians.

Students wishing to be admitted to the Registered Veterinary Technology program must meet the
Respiratory Therapy
Technology and Health Division
Degree S1205

The Respiratory Therapy Program, which is accredited by the Committee on Accreditation for Respiratory Care (COARC), is designed to train students to function as Respiratory Therapists. Respiratory Therapy is the application of technical skills involving a complete understanding of cardio-pulmonary physiology and recognition of various pathological conditions that alter the patient's ability to breathe effectively.

By applying medical gases under pressure - i.e., compressed air, oxygen, and other mixtures - to the airways through the use of various kinds of equipment, the therapist, under the direction of the physician, treats the diseased or ineffective respiratory system. Some mechanical aptitude and the ability to perform fine motor movements with hands and fingers is required in learning the operation of specialized equipment. This includes diagnostic apparatus which aids the physician in detecting cardiorespiratory diseases.

**Required Courses:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESD 50</td>
<td>Theory and Principles of Respiratory Therapy</td>
<td>2.0</td>
</tr>
<tr>
<td>RESD 51A</td>
<td>Respiratory Therapy Science</td>
<td>4.0</td>
</tr>
<tr>
<td>RESD 51B</td>
<td>Respiratory Therapy Science</td>
<td>4.0</td>
</tr>
<tr>
<td>RESD 52</td>
<td>Pulmonary Anatomy and Physiology</td>
<td>3.0</td>
</tr>
<tr>
<td>RESD 53</td>
<td>Cardiopulmonary Pathophysiology</td>
<td>3.0</td>
</tr>
<tr>
<td>RESD 55</td>
<td>Adult Respiratory Intensive Care</td>
<td>3.0</td>
</tr>
<tr>
<td>RESD 56A</td>
<td>Techniques of Respiratory Therapy</td>
<td>2.5</td>
</tr>
<tr>
<td>RESD 56B</td>
<td>Techniques of Respiratory Therapy</td>
<td>6.0</td>
</tr>
<tr>
<td>RESD 56C</td>
<td>Techniques of Respiratory Therapy</td>
<td>2.5</td>
</tr>
<tr>
<td>RESD 56D</td>
<td>Techniques of Respiratory Therapy</td>
<td>6.0</td>
</tr>
<tr>
<td>RESD 57A</td>
<td>Special Procedures for Respiratory Care</td>
<td>1.5</td>
</tr>
<tr>
<td>RESD 57B</td>
<td>Special Procedures for Respiratory Care</td>
<td>1.5</td>
</tr>
<tr>
<td>RESD 58</td>
<td>Neonatal Intensive Care</td>
<td>3.0</td>
</tr>
<tr>
<td>RESD 59</td>
<td>Respiratory Therapeutic Modalities</td>
<td>3.0</td>
</tr>
<tr>
<td>RESD 60</td>
<td>Comprehensive Pulmonary Assessment</td>
<td>2.0</td>
</tr>
<tr>
<td>RESD 61</td>
<td>Current Issues in Respiratory Care</td>
<td>3.0</td>
</tr>
<tr>
<td><strong>Total Units</strong></td>
<td></td>
<td><strong>50.0</strong></td>
</tr>
</tbody>
</table>

**Entrance Requirements:**
In addition to meeting Mt. San Antonio College's academic standards for admission, applicants must be in good standing and satisfy the following requirements:
1) Applicants must be at least 18 years of age upon entrance into the program and must be a high school graduate or equivalent. Please provide copy of diploma as proof of high school completion.
2) File a college application and be accepted as a student at Mt. San Antonio College.
3) Applicant must take the College placement exams before taking any of the prerequisite or respiratory therapy courses.

**NOTE:** Testing is administered by the Assessment Center located in the Student Services Center, Building 9B. You may contact them at (909) 594-5611, ext. 4265, to set up an appointment.

A physical examination, including specific immunizations, is required of all candidates prior to beginning classes. These requirements are in accordance with healthcare agency policy that insures that students are in good health and free from communicable disease and able to perform their training functions. Drug testing is required as part of this physical examination. All applicants are required to meet the Essential Functions required as part of their physical examination. All applicants are required to meet the Essential Functions for Success in the Respiratory Therapy Program.

**Physical Demands:**
- Perform prolonged, extensive, or considerable standing/walking, lifting, positioning, pushing, and/or transferring patients
- Possess the ability to perform fine motor movements with hands and fingers
- Possess the ability for extremely heavy effort (lift and carry at least 50 pounds or more)
- Perform considerable reaching, stooping, bending, kneeling, and crouching

**Sensory Demands:**
- Color vision: ability to distinguish and identify colors (may be corrected with adaptive devices)
- Distance vision: ability to see clearly 20 feet or more

**Working Environment:**
- May be exposed to infectious and contagious disease, without prior notification
- Regularly exposed to the risk of blood borne diseases
- Exposed to hazardous agents, body fluids and wastes
- Exposed to odorous chemicals and specimens
- Subject to burns and cuts
- Contact with patients having different religious, culture, ethnicity, race, sexual orientation, psycho logical and physical disabilities, and under a wide variety of circumstances
- Handle emergency or crisis situations
- Subject to many interruptions
- Requires decisions/actions related to end of life issues
- Exposed to products containing latex

**English Language Skills:**
Although proficiency in English is not a criterion for admission into the Respiratory Therapy Program, students must be able to speak, write and read English to ensure patient safety and to complete classes successfully.

**Special Information**
The completion of the Respiratory Therapy Program and receipt of a certificate documenting completion of required courses requires completion of the Associate degree. The student may elect to pursue either the Associate in Science or Associate in Arts degree. All students entering the program must submit an educational plan showing the major course requirements for the degree.

To remain in the program, students must maintain a “C” or better grade in all courses. Upon completion of the Respiratory Therapy requirements, the student is given a certificate documenting completion. This certification will permit the student to sit for all National Board for Respiratory Care (NBRC), Incorporated, examinations.
Readmission Policy
To remain in the program, students must maintain a “C” or better grade in all courses. Students who are dropped, failed, or withdrew from the program may request readmission for the following year in the semester in which they were stopped or may re-start the program. Students who re-start the program will be required to retake all Respiratory Therapy courses even if satisfactory grades were received. Re-entry may occur only one time.

Sign Language/Interpreting
Humanities and Social Sciences Division
Degree S0501
The Mt. San Antonio College Interpreter Training Program is designed to prepare individuals for careers as Sign Language Interpreters. Interpreters are needed wherever communication happens between the hearing community and the Deaf and hard-of-hearing community. There are an endless number of settings in which this communication takes place. Interpreters are employed by school districts, cruise ship companies, corporations, government agencies, hospitals, colleges and universities, and a vast number of other organizations and private businesses.

Program Preparation: Preparation for the program includes fluency in American Sign Language demonstrated by the completion of SIGN 104, American Sign Language 4, (or the equivalent skill) and English fluency demonstrated by the completion of ENGL 1A. National Certification: There are many specialties within the field of Sign Language Interpreting, but the focus of this program is on preparing the interpreter generalist. Although requiring some type of certification is becoming more common in California, there are still many job opportunities for the precertified interpreter.

Completing the certificate in Sign Language/Interpreting does not make one a “Certified Interpreter”; however, graduates of this program are encouraged to apply for National Interpreting Certification (NIC) through the Registry of Interpreters for the Deaf (RID) at www.rid.org

Students who complete the required courses listed below and who also complete the graduation requirements of Mt. San Antonio College will be awarded the Degree in Sign Language/Interpreting.

Required Courses:
SIGN 105 American Sign Language 5 4.0
SIGN 108 Fingerspelling 2.0
SIGN 201 Deaf Perspectives 3.0
SIGN 202 American Deaf Culture 3.0
SIGN 210 American Sign Language Structure 3.0
SIGN 220 Translation: American Sign Language/English 3.0
SIGN 223 Principles of Interpreting 3.0
SIGN 225 Ethical Decision Making for Interpreters 2.0
SIGN 227 Cognitive Processing for Interpreters 4.0
SIGN 231 Interpreting 4.0
SIGN 232 Advanced Interpreting 4.0
SIGN 239 Practicum 1.0
PLUS
Select three (3) courses from:
SIGN 240 Vocabulary Building for Interpreters 2.0
SIGN 250 Interpreting with Classifiers 1.5
SIGN 260 Video Interpreting 1.5
SL 2 Linked Service Learning 1.0
Total Units 40.0 - 41.0

Small Business Management
Business Division
Degree S0508
This program is intended to prepare students for employment following graduation. Students wishing a bachelor’s degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
BUSM 66 Small Business Management 3.0
BUSM 36 Principles of Marketing 3.0
CISB 15 Microcomputer Applications 4.0
Total Units 30.0

Recommended Electives:
BUSM 81 Work Experience in Business 1.0
BUSM 85 Special Issues in Business 2.0
BUSED 33 Special Issues in Marketing 2.0

Welding – Semiautomatic Arc Welding
Technology and Health Division
Degree S0919
This program is designed to prepare the student for employment in the broad field of welding. It leads to occupations in manufacturing and repair and helps prepare the student for positions in supervision. Courses in the welding curriculum prepare students for welding certification. The college is a testing agency for the City of Los Angeles and is authorized to administer the performance test for the Structural Welding Certificate. There is a $50 charge for students and $60 for non-students to take this test. Topics of the written portion of the test which is administered by the city are reviewed in various welding courses offered by the college.

This program is intended to prepare students for employment following graduation. Students desiring a bachelor’s degree (transfer program) should consult with a counselor or advisor to discuss transferability of courses.

Required Courses:
WELD 40 Introduction to Welding 2.0
WELD 50 Oxyacetylene Welding 2.0
WELD 51 Basic Electric Arc Welding 2.0
WELD 53A Welding Metallurgy 3.0
WELD 70A Beginning Arc Welding 3.0
WELD 70B Intermediate Arc Welding 3.0
WELD 70C Certification for Welders 3.0
WELD 80 Construction Fabrication and Welding 3.0
Total Units 21.0

Recommended Electives:
BUSM 61 Business Organization and Management 3.0
EDT 11 Technical Engineering Drawing I 3.0
WELD 30 Metal Sculpture 2.0
WELD 60 Print Reading and Computations for Welders 3.0
WELD 81 Pipe and Tube Welding 3.0

Television Production
Arts Division
Degree S0602
Students will gain experience in film-style production, remote and studio production. This course of study qualifies the student for an Associate Degree in television production, and is designed to prepare a student for an entry-level job in the industry in a variety of areas. This includes not only skills used in production, but also preproduction, editing, financial and legal affairs.

Required Courses:
R-TV 01 Introduction to Broadcasting 3.0
R-TV 14 Media Aesthetics 3.0
R-TV 19A Beginning Video Production 3.0
R-TV 19B Advanced Video Production 3.0
R-TV 22 Editing for Film and Television 3.0
R-TV 100 Work Experience in Film and TV 1.0 - 3.0
PLUS Select 12 units from:
R-TV 05 Radio-TV Newswriting 3.0
R-TV 18 Writing for Television and Film 3.0
R-TV 20 Television News Production 3.0
R-TV 21 Remote Television Production and Engineering 3.0
R-TV 23 Reality Show Production 3.0
Total Units 28.0 - 30.0

Recommended Electives:
ANIM 115 Storyboarding 3.0
R-TV 26 Current Issues in Entertainment Law 3.0
THTR 17 Acting for the Camera 3.0
ASSOCIATE IN ARTS DEGREE (AA) WITH EMPHASES

Liberal Arts and Sciences with area of emphasis in one of the following:

<table>
<thead>
<tr>
<th>Emphasis</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>Business</td>
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<tr>
<td>Communication</td>
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<tr>
<td>Fine Arts</td>
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<td>Humanities</td>
<td>90</td>
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<td>Information Technology</td>
<td>91</td>
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<td>Kinesiology and Wellness</td>
<td>91</td>
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<td>Language Arts</td>
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<td>Mathematics</td>
<td>92</td>
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<td>Music</td>
<td>92</td>
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<tr>
<td>Natural Sciences</td>
<td>93</td>
</tr>
<tr>
<td>Social &amp; Behavioral Sciences</td>
<td>93</td>
</tr>
</tbody>
</table>

Mt. San Antonio College's Associate in Arts degrees are designed to meet the needs of students interested in graduating with a two-year college degree by studying in a specific area of emphasis. These students are not intending to pursue a specific occupational major, nor are they necessarily planning to transfer. However, careful educational planning with a counselor or an educational advisor will help ensure that, if a student subsequently decides to transfer at a later date to a four-year college or university, he or she would have a solid foundation in the transfer process.

To qualify for an Associate in Arts degree, students must complete all the graduation requirements as listed on page 61 of this catalog. In addition, students choose one of eleven "areas of emphasis" and complete the appropriate requirements as shown in this section. Courses listed within an area of emphasis may also be used to satisfy general education requirements, with additional elective courses chosen by the student to complete the 60-unit degree requirement. The printed degree and transcript notation will read "Associate in Arts in Liberal Arts and Sciences, Emphasis in (specific area)."

Note: Students wishing to transfer to the California State University system may be required to select additional General Education courses from either the CSU General Education pattern found on page 99 of this catalog or from the Intersegmental General Education Transfer Core Curriculum (IGETC) pattern listed on page 108 of this catalog.

Students wishing to transfer to the University of California system may be required to select additional General Education courses only from the Intersegmental General Education Transfer Core Curriculum (IGETC) pattern listed on page 103 of this catalog.

All students wishing to transfer are strongly advised to meet with a counselor or educational advisor to determine the most effective selection of general education courses to facilitate transfer to either the California State University system or to the University of California in specific majors.
Programs of Study Leading to an Associate Degree

Associate in Arts degree in Liberal Arts and Sciences

Emphasis in Fine Arts
Degree A8983
An emphasis in Fine arts provides the student with an understanding of the practices and theories of traditional and contemporary two and three-dimensional studio arts and an introduction to the history of western art. In addition to the foundation courses, students select 6 units from the list of approved electives.

Required Courses
ARTD 15A Drawing: Beginning 3.0
ARTD 17A Drawing: Life 3.0
ARTD 20 Design: Two Dimensional 3.0
ARTD 21 Design: Color and Composition 3.0
ARTS 22 Design: Three-Dimensional 3.0
ARTD 25A Beginning Painting I 3.0
AHIS 4 History of Western Art: Prehistoric Through Gothic 3.0

Required Electives (0 Units)
Renaissance Through Modern
AHIS 5 History of Western Art: Renaissance Through Modern 3.0

Prehistoric Through Gothic - Honors
AHIS 6 History of Modern Art - Honors 3.0

Select two studio electives
ARTD 27 Painting: Watercolor
ARTD 33 Ceramics: Hand Construction
ARTD 40A Sculpture: Beginning
ARTD 41A Sculpture: Life
PHOT 10 Basic Digital and Film Photography

Total Units 30.0

for Area of Emphasis

Associate in Arts degree in Liberal Arts and Sciences

Emphasis in Humanities
Degree A8984
An emphasis in Humanities provides the student with an understanding of the interrelationship between art, religion, history, music, literature and the dramatic arts, and philosophical and political thought. This emphasis also strengthens the understanding of other cultures through the study of a foreign language. Students must select a total of 18 to 20 units choosing courses form at least 5 of the following 7 categories:

Required Courses:
Music
MUS 11A Music Literature Survey 3.0
MUS 11B Music Literature Survey 3.0
MUS 12 History of Jazz 3.0
MUS 13 Introduction to Music Appreciation 3.0
MUS 13H Introduction to Music Appreciation - Honors 3.0

Music
MUS 14A World Music 3.0
MUS 14B American Folk Music 3.0
MUS 15 Rock Music History and Appreciation 3.0

Art History
AHIS 3 History of Women and Gender in Art 3.0
AHIS 3H History of Women and Gender in Art - Honors 3.0
AHIS 4 History of Western Art: Prehistoric Through Gothic 3.0
AHIS 4H History of Western Art: Prehistoric Through Gothic - Honors 3.0

Philosophy and Political Sciences
PHIL 12 Ethics 3.0
PHIL 12H Ethics - Honors 3.0
PHIL 20A History of Western Philosophy 3.0
PHIL 20AH History of Western Philosophy - Honors 3.0
PHIL 20BH History of Western Philosophy - Honors 3.0

English and Dramatic Arts Literature
FRCH 60 French Culture/Cinema 3.0
ITAL 60 Italian Culture Through Cinema 3.0
LIT 10 Introduction to Mythology 3.0
LIT 11A World Literature to 1650 3.0
LIT 11B World Literature from 1650 to the present 3.0
LIT 15 Introduction to Cinema 3.0
SPCH 4 Performance of Literature 3.0
THTR 10 History of Theater Arts 3.0

Religion and Literature
LIT 36 Bible/Lit: Old Testament 3.0
LIT 46 Bible/Lit: New Testament 3.0

Total Units 18.0 - 20.0

for Area of Emphasis

Foreign Languages
ARAB 2 4.0
ARAB 3 4.0
CHIN 2 4.0
CHIN 3 4.0
FRCH 2 4.0
FRCH 3 4.0
ITAL 3 4.0
ITAL 4 4.0
JAPN 2 4.0
JAPN 3 4.0
SPAN 2 4.0
SPAN 3 4.0
SPAN 11 4.0
SPAN 12 4.0

American Sign Language 1 4.0
American Sign Language 2 4.0

Total Units 8.0 - 10.0

for Area of Emphasis
Associate in Arts degree in Liberal Arts and Sciences

Emphasis in Information Technology
Associate in Arts Degree A8985

An Emphasis in Information Technology provides the student with an understanding of software development, database technologies, operating systems, networks, and network security.

Required Courses:
Information Technology Basics (3.5-4 Units)
- CISB 11 Computer Information Systems 3.5
- CISB 15 Microcomputer Applications 4.0

Software Development (4 Units)
- CISP 11 Programming in Visual Basic 4.0
- CISP 21 Programming in Java 4.0
- CISP 31 Programming in C++ 4.0
- CISP 41 Programming in C# 4.0
- CISW 21 Secure Web Programming with ASP.NET 4.0

Database Technology (4 Units)
- CISD 11 Database Management 4.0
  - Microsoft Access
- CISD 21 Database Management 4.0
  - Microsoft SQL Server
- CISD 31 Database Management - Oracle 4.0

Operating Systems and Networking (4 Units)
- CISP 11 Computer Information Systems 4.0
- CISP 21 Windows Operating System 4.0
- CISP 31 Linux Operating System 4.0

Security (4 Units)
- CISS 13 Principles of Information Systems Security 4.0
- CISS 15 Operating Systems Security 4.0
- CISS 21 Network Vulnerabilities and Countermeasures 4.0

Total Units: 19.5-20

Recommended Electives:
- BUSA 7 Principles of Accounting - Financial 5.0
- BUSM 20 Principles of Business 3.0
- BUSM 60 Human Relations in Business 3.0
- BUSO 25 Business Communications 3.0
- BUSS 36 Principles of Marketing 3.0
- CISB 31 Microsoft Word 3.0
- CISB 51 Microsoft PowerPoint 3.0
- CSIM 11 Systems Analysis and Design 3.5
- R-TV 17 Internet Radio and Podcasting 3.0
- SPCH 26 Interpersonal Communication 3.0
- SPCH 26H Interpersonal Communication - Honors 3.0

Associate in Arts degree in Liberal Arts and Sciences

Emphasis in Kinesiology and Wellness
Associate in Arts Degree A8986

An emphasis in Kinesiology and Wellness provides the student with an understanding of kinesiology, health promotion, and the mechanics of human body movement. In addition to the foundational physical education and movement courses, students select courses from a scientific and nutrition and behavioral development and diversity cluster.

Required Courses:
Kinesiology, Movement, and Health Promotion (A minimum of 6 units selected from the following):
- KIN 3 First Aid and CPR 3.0
- KIN 5 Advanced First Aid/CPR/Emergency Response 3.0
- KIN 13 Sports Officiating 3.0
- KIN 17 Introduction to Physical Education 3.0
- KIN 19 Introduction to Care/Prevention of Activity/Related Injuries 3.0
- KIN 34 Fitness for Living 3.0
- KIN 39 Techniques of Fitness Testing 2.0
- KIN 44 Theory of Coaching 3.0
- DN-T 18 Introduction to Dance 3.0
- DN-T 20 History and Appreciation of Dance 3.0

Scientific and Nutrition Background (A minimum of 3 units selected from the following):
- ANAT 10A Introductory Human Anatomy 4.0
- ANAT 35 Human Anatomy 5.0
- ANAT 10B Introductory Human Physiology 4.0
- ANAT 36 Human Physiology 5.0
- CHEM 10 Chemistry for Allied Health Majors 4.0
- CHEM 40 Introduction to General Chemistry 4.0
- MICR 1 Principles of Microbiology 5.0
- MICR 22 Microbiology 4.0
- PHYS 1 Physics 4.0
- PHYS 2AG General Physics 4.0
- PSYC 1A Introduction to Psychology 3.0
- PSYC 1AH Introduction to Psychology - Honors 3.0
- PSYC 17 Introduction to Human Services 3.0
- PSYC 26 Psychology of Sexuality 3.0
- PSYC 33 Psychology for Effective Living 3.0
- SOC 1 Sociology 3.0
- SOC 1H Sociology - Honors 3.0
- SOC 2 Sociology 3.0
- SOC 2H Sociology - Honors 3.0
- SOC 20 Sociology of Ethnic Relations 3.0
- SOC 20H Sociology of Ethnic Relations - Honors 3.0
- COUN 2 College Success Strategies 3.0
- COUN 5 Career/Life Planning 3.0

Total Units: 18.0

Activity Course (A minimum of two courses selected from the following):
Students pursuing an AA degree with an emphasis in Kinesiology and Wellness are required to take a minimum of two activity courses in at least two areas of kinesiology or dance: KINA (Aquatics) KINF (Fitness) KINI (Individual Sports) KINS (Team Sports) KINL (Adaptive), KINK (Athletics), DNCE (Dance) plus additional units taken from any courses in clusters 1-3 above for a total of at least 18 units.

Associate in Arts degree in Liberal Arts and Sciences

Emphasis in Language Arts
Degree A8987

An emphasis in Language Arts provides the student with an understanding of the acquisition of language with a focus on reading, writing, listening, and speaking with a diverse environment. In addition to the foundational language acquisition courses, students select personal options that will strengthen their individual interest and goals within Language Arts.

Required Courses:
Language Acquisition
(minimum of 9 Units selected from the following):
- CHLD 51 Early Literacy in Child Development 3.0
- ENGL 1C Critical Thinking and Writing 4.0
- ENGL 1CH Critical Thinking and Writing - Honors 4.0
- ENGL 81 Language Acquisition 3.0
- PHIL 9 Critical Thinking and Logical Writing 3.0
- READ 100 Analysis and Critical Reading 3.0
- SIGN 210 American Sign Language Structure 3.0
- STDY 100 Student Achievement and Fundamentals of Learning 3.0

Language Arts and Diversity
(minimum 6 units selected from the following):
- SPAN 1 Elementary Spanish 4.0
- SPAN 2 Continuing Elementary Spanish 4.0
- SPAN 3 Intermediate Spanish 4.0
- SPAN 4 Continuing Intermediate Spanish 4.0
- SPAN 5 Advanced Spanish 4.0
- SPAN 6 Continuing Advanced Spanish 4.0
Programs of Study Leading to an Associate Degree

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<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<td>Advanced French</td>
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<td>World Literature from 1650</td>
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<td>LIT 20</td>
<td>African American Literature</td>
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<td>LIT 25</td>
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<td>CHLD 50</td>
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<td>JOUR 100</td>
<td>Mass Media and Society</td>
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<td>JOUR 107</td>
<td>Race, Culture, Sex, and Mass Media Images</td>
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<td>R-TV 01</td>
<td>Introduction to Broadcasting</td>
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<td>R-TV 02A</td>
<td>On-Air Personality Development</td>
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<td>ENGL 1B</td>
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<td>JOUR 102</td>
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<td>SPCH 4</td>
<td>Performance of Literature</td>
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</table>

Total Units 18.0 - 19.0 for Area of Emphasis

Associate in Arts degree in Liberal Arts and Sciences

Emphasis in Music
Degree A8990
An emphasis in Music provides the student with an understanding of music theory, harmony and the history of western music. In addition to the foundational Music courses, students select courses in piano and a performance ensemble.

Required Courses:
- MUS 2 Music Theory 3.0
- MUS 3A Harmony 3.0
- MUS 5A Musicianship - Ear Training 1.0 and Sight Singing
- MUS 5B Musicianship - Ear Training 1.0 and Sight Singing
- MUS 11A Music Literature Survey 3.0
- MUS 16 Individual Instruction 0.5
- MUS 22 Conducting 1.5

Piano (2 units selected from the following courses):
- MUS 17A Elementary Piano 1.0
- MUS 17B Intermediate Class Piano 1.5
- MUS 18 Advanced Class Piano 1.5

Performance Ensemble (3 units selected from the following courses):
- MUS 18 Advanced Class Piano 1.5
- MUS 19 Advanced Class Piano 1.5

Recommended Electives:
- MATH 100 Survey of College Mathematics 3.0
- MATH 110 Elementary Statistics 3.0
- MATH 110H Elementary Statistics - Honors 3.0
- MATH 115 Statway II 5.0
- MATH 120 Finite Mathematics 3.0
- CHEM 50 General Chemistry I 5.0
- CHEM 50H General Chemistry I - Honors 5.0
- PHYS 4A Engineering Physics 5.0
- PHYS 4B Engineering Physics 5.0
- PHYS 4C Engineering Physics 5.0

Total Units 18.0 - 19.0 for Area of Emphasis
### Associate in Arts degree in Liberal Arts and Sciences

#### Emphasis in Natural Sciences

Degree A8988

An emphasis in Natural Sciences provides the student with an understanding of living and non-living systems and promotes an appreciation of the methodologies and tools of science. Students may select courses that focus on a specific major and then select complementary courses to strengthen their selected focus or they may select courses that strengthen and broaden their overall understanding of the Natural Sciences.

**Required Courses:**

**Select a minimum of 18 units from the following:**

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<th>Course Title</th>
<th>Units</th>
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<td>MICR 1</td>
<td>Principles of Microbiology</td>
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<td>or</td>
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<td>MICR 22</td>
<td>Microbiology</td>
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<td>GEOG 2</td>
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<td>4.0</td>
</tr>
<tr>
<td>GEOG 8</td>
<td>Earth Science</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEOG 8H</td>
<td>Earth Science - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>GEOG 8L</td>
<td>Earth Science Laboratory</td>
<td>1.0</td>
</tr>
<tr>
<td>OCEA 10</td>
<td>Introduction to Oceanography</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCEA 10H</td>
<td>Introduction to Oceanography - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OCEA 10L</td>
<td>Introduction to Oceanography Laboratory</td>
<td>1.0</td>
</tr>
<tr>
<td>PHSC 7</td>
<td>Physical Science</td>
<td>3.0</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHSC 7L</td>
<td>Physical Science Laboratory</td>
<td>3.0</td>
</tr>
<tr>
<td>PHYS 2AG</td>
<td>General Physics</td>
<td>4.0</td>
</tr>
<tr>
<td>PHYS 2BG</td>
<td>General Physics</td>
<td>4.0</td>
</tr>
<tr>
<td>PHYS 4A</td>
<td>Engineering Physics</td>
<td>5.0</td>
</tr>
<tr>
<td>PHYS 4B</td>
<td>Engineering Physics</td>
<td>5.0</td>
</tr>
<tr>
<td>PHYS 4C</td>
<td>Engineering Physics</td>
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<tr>
<td>ENGR 40</td>
<td>Statics</td>
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<tr>
<td>ENGR 41</td>
<td>Dynamics</td>
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<tr>
<td><strong>Total Units</strong></td>
<td><strong>18.0</strong></td>
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</tr>
</tbody>
</table>

**Associate in Arts degree in Liberal Arts and Sciences**

**Emphasis in Social & Behavioral Sciences**

Degree A8991

An emphasis in Social & Behavioral Sciences provides the student with an understanding of statistics, cultural and gender diversity, the development of the person, biology as it relates to behavior or society, and the historical and political implications on society.

**Required Courses:**

Foundation (minimum of 6-7 units from the following courses):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 1</td>
<td>Biological Anthropology</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANTH 1H</td>
<td>Biological Anthropo - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSC 1A</td>
<td>Principles of Economics - Macroeconomics</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSC 1AH</td>
<td>Principles of Economics - Macroeconomics - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>BUSC 1B</td>
<td>Principles of Economics - Microeconomics</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSC 1BH</td>
<td>Principles of Economics - Microeconomics</td>
<td>3.0</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST 1</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST 7</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST 7H</td>
<td>History of the United States - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>POLI 1</td>
<td>Political Science</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLI 1H</td>
<td>Political Science - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 1A</td>
<td>Introduction to Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYC 1AH</td>
<td>Introduction to Psychology - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>SOC 1</td>
<td>Sociology</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 1H</td>
<td>Sociology - Honors</td>
<td>3.0</td>
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<tr>
<td><strong>Plus one of the following:</strong></td>
<td></td>
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<tr>
<td>MATH 110</td>
<td>Elementary Statistics</td>
<td>3.0</td>
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<tr>
<td>or</td>
<td></td>
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<tr>
<td>MATH 110H</td>
<td>Elementary Statistics - Honors</td>
<td>3.0</td>
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</table>

or

**Culture & Gender Diversity (minimum of 3 units selected from the following):**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 20</td>
<td>The Native American</td>
<td>3.0</td>
</tr>
<tr>
<td>ANTH 5</td>
<td>Principles of Cultural Anthropology</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 15</td>
<td>Human Sexuality</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 15H</td>
<td>Human Sexuality - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>GEOL 2</td>
<td>Human Geography</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEOL 2H</td>
<td>Human Geography - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>GEOL 5</td>
<td>World Regional Geography</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEOL 30</td>
<td>Geography of California</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
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</tr>
<tr>
<td>GEOL 30H</td>
<td>Geography of California - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 100</td>
<td>Mass Media and Society</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JOUR 107</td>
<td>Race, Culture, Sex, and Mass Media Images</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLI 25</td>
<td>Politics of the Mexican American</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLI 35</td>
<td>African American Politics</td>
<td>3.0</td>
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<tr>
<td>or</td>
<td></td>
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<tr>
<td>PSYC 25</td>
<td>The Psychology of Women</td>
<td>3.0</td>
</tr>
<tr>
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<td></td>
<td></td>
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<tr>
<td>PSYC 26</td>
<td>Psychology of Sexuality</td>
<td>3.0</td>
</tr>
<tr>
<td>R-TV 01</td>
<td>Introduction to Broadcasting</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 14</td>
<td>Marriage and the Family</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 14H</td>
<td>Marriage and the Family - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 20</td>
<td>Sociology of Ethnic Relations</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOC 20H</td>
<td>Sociology of Ethnic Relations - Honors</td>
<td>3.0</td>
</tr>
<tr>
<td>SPCH 7</td>
<td>Intercultural Communication</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPCH 7H</td>
<td>Intercultural Communication Honors</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Development of the Person (minimum of 3 units selected from the following):**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 5</td>
<td>Contemporary Health Issues</td>
<td>3.0</td>
</tr>
<tr>
<td>BIOL 13</td>
<td>Human Repro Devel Aging</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHLD 1</td>
<td>Child, Family, School and Community</td>
<td>3.0</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHLD 10</td>
<td>Child Growth and Development</td>
<td>3.0</td>
</tr>
</tbody>
</table>
Programs of Study Leading to an Associate Degree

<table>
<thead>
<tr>
<th>Program</th>
<th>Description</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>HIST 31</td>
<td>History of the African American</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 30</td>
<td>History of the African American</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 29</td>
<td>History of Asia</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 7H</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 7</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 6</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>BIOL 17</td>
<td>Neurobiology and Behavior</td>
<td>3.0</td>
</tr>
<tr>
<td>BIOL 34</td>
<td>Fundamentals of Genetics</td>
<td>3.0</td>
</tr>
<tr>
<td>PSYC 18</td>
<td>Biological Psychology</td>
<td>3.0</td>
</tr>
<tr>
<td>BIOG 1</td>
<td>Biology as it Relates to Behavior or Society</td>
<td>3.0</td>
</tr>
<tr>
<td>ANTH 3</td>
<td>Anthropology</td>
<td>3.0</td>
</tr>
<tr>
<td>ANTH 1</td>
<td>Anthropology</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 7</td>
<td>History of the United States</td>
<td>3.0</td>
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<tr>
<td>HIST 7H</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 8</td>
<td>History of the United States</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 10</td>
<td>History of Asia</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 11</td>
<td>History of Asia</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 16</td>
<td>History of the African American</td>
<td>3.0</td>
</tr>
<tr>
<td>HIST 30</td>
<td>History of the African American</td>
<td>3.0</td>
</tr>
<tr>
<td>CHLD 3</td>
<td>Child Development</td>
<td>3.0</td>
</tr>
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</table>

Other recommended electives include:

- ANTH 3 Archaeology
- ANTH 1 Anthropology
- HIST 7 History of the United States
- HIST 7H History of the United States
- HIST 8 History of the United States
- HIST 10 History of Asia
- HIST 11 History of Asia
- HIST 16 History of the African American
- HIST 30 History of the African American
- CHLD 3 Child Development

To earn an "associate degree for transfer," a student must complete 60 semester units that are eligible for transfer to the CSU that consist of: IGETC or CSU GE breadth, and a major or area of emphasis of at least 18 units. Students must have a minimum GPA of 2.0 to receive an associate degree for transfer. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.

Other recommended electives include:

- ANTH 3 Archaeology
- ANTH 1 Anthropology
- HIST 7 History of the United States
- HIST 7H History of the United States
- HIST 8 History of the United States
- HIST 10 History of Asia
- HIST 11 History of Asia
- HIST 16 History of the African American
- HIST 30 History of the African American
- CHLD 3 Child Development

To earn an "associate degree for transfer," a student must complete 60 semester units that are eligible for transfer to the CSU that consist of: IGETC or CSU GE breadth, and a major or area of emphasis of at least 18 units. Students must have a minimum GPA of 2.0 to receive an associate degree for transfer. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.
## Associate in Arts in Psychology for Transfer

### Humanities and Social Sciences Division

**Associate in Arts Degree**

**Degree A0324**

The Associate in Arts in Psychology for Transfer introduces students to the psychological principles and methodologies used in the scientific study of mental processes and behaviors. Students will acquire the foundational knowledge necessary to pursue post-secondary degrees in psychology and a variety of specialization in the field. The goals of this degree are to prepare students to identify research and statistical methods appropriate to psychology, to compare and contrast the major theoretical perspectives in psychology, and synthesize the relationships between biological and behavioral functions.

To earn an associate degree for transfer a student must complete 60 semester units that are eligible for transfer to CSU that consist of: IGETC pattern or CSU GE breadth and a major of at least 18 units. Students must have a minimum GPA of 2.0 in all CSU-transferable coursework to receive an associate degree for transfer and all courses in the major must be completed with a C or better. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.

### Required Courses:

- **Core Courses 10-11 Units**
  - **PSYC 1A** Introduction to Psychology  3.0
  - **or** PSYC 1AH Introduction to Psychology - Honors  3.0
  - **PSYC 3** Research Methods/Psych  4.0
  - **or** PSYC 10 Statistics for the Behavioral Sciences  4.0
  - **MATH 110** Elementary Statistics  3.0
  - **or** MATH 110H Elementary Statistics - Honors  3.0
  - **List A (select one): (3-4 Units)**
    - **BIOL 1** General Biology  4.0
    - **or** PSYC 1B Biological Psychology  3.0
  - **List B (select one): 3 or more units. Any list A course not used above**
    - **PSYC 14** Developmental Psychology  3.0
    - **or** BIOL 13 Human Repro Devel Aging  3.0
    - **CHLD 10** Child Growth and Development  3.0
    - **or** CHLD 10H Child Growth and Development - Honors  3.0
    - **ENGL 1C** Critical Thinking and Writing  4.0
    - **or** ENGL 1CH Critical Thinking and Writing - Honors  4.0
    - **PHIL 3** Logic in Practice  3.0
    - **or** PHIL 3H Logic in Practice - Honors  3.0
  - **List C (select one): 3 or more units. Any course not used above**
    - **PSYC 5** Psychology of Reasoning and Problem Solving  3.0
    - **or** PSYC 14 Developmental Psychology  3.0
    - **or** PSYC 15 Introduction to Child Psychology  3.0
    - **or** PSYC 19 Abnormal Psychology  3.0
    - **or** PSYC 25 The Psychology of Women  3.0
    - **or** PSYC 26 Psychology of Sexuality  3.0
    - **or** PSYC 33 Psychology for Effective Living  3.0

### Required Subtotal: at least 19.0

- **CSU General Education** 39.0 - 42.0
- **or IGETC Pattern**
- **Transferable Electives** 0.0 - 8.0

### Degree Total

60.0
SECTION NINE

Transferring to California Colleges and Universities

Committed to Student Success
Mt. San Antonio College offers lower division transfer courses to meet the requirements for most baccalaureate majors offered by accredited colleges and universities in the United States. Students should meet with a counselor or an educational advisor in the Student Services Center for information about transfer courses in their major. It is advised that the student visit the Counseling Center in advance of the next registration period.

Students should develop an educational plan by the end of their second semester. Students with declared majors are encouraged to consult with an educational advisor or a counselor in the Counseling Center. Students who are undecided are encouraged to see a counselor or enroll in COUN 5 – Career/Life Planning.

Listed below are majors that may be offered at various campuses of the California State University (CSU) and/or the University of California (UC). Although a serious attempt was made to make this list a comprehensive one, it is not an exact list of every major available. To find out exactly what major is available at any particular university, please visit the Counseling Center. All of the CSU and UC catalogs are available in the Career and Transfer Center for your use. If you are undecided about which major is right for you, please make an appointment with a counselor in the Counseling Center, Ext. 4380.

Students who are preparing to transfer, especially to a UC campus, are strongly encouraged to balance their studies by taking both general education courses and lower division (freshman/sophomore) major courses. Completing only general education courses, especially for high unit majors, such as business administration, natural sciences, math or engineering, may not be in a student’s best interest. Additional coursework may be completed as elective courses, to complement or supplement, a major course of study.

### UNIVERSITY TRANSFER MAJOR OPTIONS

<table>
<thead>
<tr>
<th>Liberal Arts</th>
<th>Social Sciences</th>
<th>Natural Sciences &amp; Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art</td>
<td>Anthropology</td>
<td>Social Ecology</td>
</tr>
<tr>
<td>Art History</td>
<td>Behavioral Sciences</td>
<td>Sociology</td>
</tr>
<tr>
<td>Classics</td>
<td>Child Development</td>
<td>Urban Studies</td>
</tr>
<tr>
<td>Comparative Cultures</td>
<td>Cultural Geography</td>
<td>Women's Studies</td>
</tr>
<tr>
<td>Creative Studies</td>
<td>Economics</td>
<td></td>
</tr>
<tr>
<td>Drama/Theater Arts</td>
<td>Ethnic and Area Studies</td>
<td></td>
</tr>
<tr>
<td>English and Literature</td>
<td>Asian Studies</td>
<td></td>
</tr>
<tr>
<td>Foreign Languages and Literatures</td>
<td>Chicana/Chicano Studies</td>
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</tr>
<tr>
<td>Humanities</td>
<td>Comparative Cultures</td>
<td>Agricultural Management</td>
</tr>
<tr>
<td>Liberal Studies</td>
<td>European Studies</td>
<td>Agricultural Education</td>
</tr>
<tr>
<td>Linguistics</td>
<td>Latin American Studies</td>
<td>Animal Science</td>
</tr>
<tr>
<td>Medieval Studies</td>
<td>Middle Eastern Studies</td>
<td>Bio-resources</td>
</tr>
<tr>
<td>Museum Studies</td>
<td>Native American Studies</td>
<td>Conservation</td>
</tr>
<tr>
<td>Music</td>
<td>Third World Studies</td>
<td>Entomology</td>
</tr>
<tr>
<td>Musicology</td>
<td>History</td>
<td>Environmental Biology/Toxicology Fisheries</td>
</tr>
<tr>
<td>Philosophy</td>
<td>Human Development</td>
<td>Environmental Science/Studies</td>
</tr>
<tr>
<td>Religious Studies</td>
<td>Law and Society</td>
<td>Food Science</td>
</tr>
<tr>
<td>Renaissance Studies</td>
<td>Legal Studies</td>
<td>Forestry</td>
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<tr>
<td>Rhetoric</td>
<td>Peace and Conflict Studies</td>
<td>Natural Resources Management</td>
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<tr>
<td></td>
<td>Political Science</td>
<td>Park Management</td>
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<tr>
<td></td>
<td>Psychology</td>
<td>Petroleum Studies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wildlife Management</td>
</tr>
</tbody>
</table>

### PHYSICAL SCIENCES

- Astrophysics
- Atmospheric Sciences
- Chemistry
- Earth Science
- Geophysics
- Geology
- Oceanography
- Physical Geography
- Physical Sciences
- Physics
- Soil/Water Sciences

### LIFE SCIENCES

- Biological Sciences
- Animal Physiology
- Biochemistry
- Biomedical Sciences
- Botany
- Ecology
- Environmental Biology
- Genetics
- Integrative Biology
- Marine Biology
- Microbiology
- Molecular Biology
- Zoology
- Health Sciences

### BUSINESS

- Accounting
- Finance
- Human Resources Management
- Information Systems
- International Business
- Management
- Marketing
- Communication
- Advertising

### COMMUNICATION STUDIES

- Film Studies
- Journalism
- Mass Communication
- Motion Picture – Television
- Photography
- Photo – Journalism
- Public – Relations
- Radio – Television Services

### SERVICES

- Communicative Disorders
- Counseling
- Criminal Justice
- Deaf Studies
- Dental Hygiene (UCSF)
- Fire Protection Administration
- Government/Public Service
- Health Care Management
- Human Services
- Liberal Studies
- Library Science
- Medical Lab Technology
- Nursing
- Nutrition
- Occupational Therapy
- Physical Education
- Public Health
- Radiologic Technology
- Recreation Administration
- Rehabilitation
- Social Work
Transferring to California Colleges and Universities

THE CALIFORNIA STATE UNIVERSITY

Lower Division Transfer Admission Requirements

Some campuses restrict enrollment of lower-division transfer students. California residents may be eligible for CSU admission with fewer than 60 transferable semester units (90 quarter units) if they:

- Have a college grade point average of 2.00 or better in all transferable college units attempted.
- Are in good standing at the last college or university attended, i.e., you are eligible to re-enroll.
- Meet the admission requirements for a first-time freshman or have successfully completed necessary courses to make up the deficiencies you had in high school if you did not complete the 15-unit pattern of college preparatory subjects.
- Meet the eligibility index required of a freshman.

Some campuses may require lower-division transfer students to have completed English composition and general education mathematics prior to transfer. Some campuses do not admit lower-division transfer students. Contact your campus of choice to determine whether there are admission limits on the number of lower-division transfer students.

Students who completed college units before they graduated from high school or during the summer between high school graduation and CSU enrollment are considered first-time freshmen and must meet those admission requirements.

Upper Division Transfer Admission Requirements

Students are eligible for admission with 60 or more transferable semester units (90 quarter units) if they:

- Have a college grade point average of 2.00 or better (2.40 for non-California residents) in all transferable college units attempted.
- Are in good standing at the last college or university attended, i.e. are eligible to re-enroll.
- Have completed or will complete prior to transfer at least 30 semester units (45 quarter units) of courses equivalent to general education requirements with a grade of “C” or better. The 30 units must include all of the general education requirements in communication in the English language (English composition, oral communication, and critical thinking) and at least one course of at least 3 semester units (4 quarter units) required in college-level mathematics.

The above information is from the 2012-2013 California State University (CSU) undergraduate application.
The requirements listed below are for the 2012-2013 academic year and are based upon information available at the time of catalog publication. Students may contact the Counseling Center for most current information at (909) 274-4293.

Forty-eight units of general education are required to graduate from campuses of the CSU system. A maximum of 39 units may be certified by community colleges; nine units must be taken at the upper division level. Acceptable courses are grouped in five areas, A through E. A maximum of 30 units may be certified from Areas B through D collectively. The list of certifiable courses will be subject to change year by year, but students are assured that courses taken to meet General Education-Breadth Requirements will be honored if they are on the list during the year taken.

The following program is structured so that a student who completes the program will be assured of properly meeting the General Education-Breadth Requirements of CSU. Area A and Mathematics must be completed with a minimum grade of “C.” Students who have attended other colleges are urged to consult with a counselor or educational advisor for advice on satisfying General Education-Breadth Requirements.

Students beginning Fall 2012 must follow 2012-2013 CSU GE—Breadth requirements. Courses are approved for the academic year in which they were completed. Students may obtain a copy from the Counseling Center. For the most recent version of the CSU GE, come to the Counseling Center located in Student Services, upper level.

## A: Critical Thinking and Written Communication (9 units)

Select one course from each group:

### A-1: Oral Communication:
- SPCH 1A Public Speaking
- SPCH 1AH Public Speaking – Honors
- SPCH 2 Fundamentals of Communication
- SPCH 8 Professional and Organizational Speaking
- SPCH 8H Professional and Organizational Speaking – Honors

### A-2: Written Communication:
- ENGL 1A Freshman Composition
- ENGL 1AH Freshman Composition – Honors

### A-3: Critical Thinking:
- ENGL 1C Critical Thinking and Writing
- ENGL 1CH Critical Thinking and Writing – Honors
- PHIL 3 Logic in Practice
- PHIL 3H Logic in Practice – Honors
- PHIL 8 Critical Thinking
- PHIL 9 Critical Thinking and Logical Writing
- PSYC 5 Psychology of Reasoning and Problem Solving

### B: Physical and Life Science (9 units minimum)

Select one course from each group. Also, one lab (+) course must be included in one of the science groups.

#### B-1: Physical Science –
Select at least one course from the following list:
- ASTR 5 Introduction to Astronomy

#### B-2: Life Science

Select at least one course from the following list:
- AGOR 1 Horticultural Science

#### B-3: Lab Science

This requirement is met by taking ONE of the courses above indicated by a “+” sign. Lab must be a corresponding section to the lecture course taken.

## B: Physical Science (9 units)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ASTR 5</td>
<td>Introduction to Astronomy</td>
</tr>
<tr>
<td>ASTR 5H</td>
<td>Introduction to Astronomy – Honors</td>
</tr>
<tr>
<td>+ ASTR 5L</td>
<td>Astronomical Observing Laboratory</td>
</tr>
<tr>
<td>+ ASTR 7</td>
<td>Geology of the Solar System</td>
</tr>
<tr>
<td>+ ASTR 8</td>
<td>Introduction to Stars, Galaxies and the Universe</td>
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<tr>
<td>+ CHEM 10</td>
<td>Chemistry for Allied Health Majors</td>
</tr>
<tr>
<td>+ CHEM 20</td>
<td>Introductory Organic and Biochemistry</td>
</tr>
<tr>
<td>+ CHEM 40</td>
<td>Introduction to General Chemistry</td>
</tr>
<tr>
<td>+ CHEM 50</td>
<td>General Chemistry I</td>
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<tr>
<td>+ CHEM 50H</td>
<td>General Chemistry I – Honors</td>
</tr>
<tr>
<td>+ CHEM 51</td>
<td>General Chemistry II</td>
</tr>
<tr>
<td>+ GEOG 1LH</td>
<td>Elements of Physical Geography – Honors</td>
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<tr>
<td>+ GEOG 1H</td>
<td>Elements of Physical Geography</td>
</tr>
<tr>
<td>+ GEOL 1</td>
<td>Physical Geology Laboratory</td>
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<tr>
<td>+ GEOL 1H</td>
<td>Physical Geology Laboratory – Honors</td>
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<tr>
<td>+ GEOG 5L</td>
<td>Physical Geology Laboratory</td>
</tr>
<tr>
<td>+ GEOG 8L</td>
<td>Earth Science Laboratory</td>
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<tr>
<td>+ GEOG 9</td>
<td>Environmental Geology</td>
</tr>
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<td>+ GEOG 10</td>
<td>Natural Disasters</td>
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<td>+ METO 3</td>
<td>Weather and the Atmospheric Environment</td>
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<td>+ METO 3L</td>
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<td>+ OCEA 10</td>
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<td>+ OCEA 10H</td>
<td>Introduction to Oceanography – Honors</td>
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<td>+ PHSC 3</td>
<td>Energy Science</td>
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<tr>
<td>+ PHSC 7L</td>
<td>Physical Science</td>
</tr>
<tr>
<td>+ PHSC 7</td>
<td>Physical Science Laboratory</td>
</tr>
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</table>

## B-4: Mathematics

Select at least one course from the following list:
- BUSC 17 Applied Business Statistics
- MATH 100 Survey of College Mathematics
- MATH 110 Elementary Statistics
- MATH 110H Elementary Statistics – Honors
- MATH 115 Statway 11
- MATH 120 Finite Mathematics
- MATH 130 College Algebra
- MATH 140 Calculus for Business
- MATH 150 Trigonometry
- MATH 160 Precalculus Mathematics
- MATH 180 Calculus and Analytic Geometry
- MATH 181 Calculus and Analytic Geometry
- MATH 280 Calculus and Analytic Geometry
- MATH 285 Linear Algebra and Differential Equations
- PSYC 10 Statistics for the Behavioral Sciences

## C: Arts, Literature, Philosophy and Foreign Languages (9 units)

Select three courses, with at least one course from "Arts" and one course from "Humanities":

### C-1: Arts

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<td>ARTB 1</td>
<td>Understanding the Visual Arts</td>
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<td>AHIS 1H</td>
<td>Understanding the Visual Arts – Honors</td>
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<tr>
<td>AHIS 3</td>
<td>History of Women and Gender in Art</td>
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<td>History of Women and Gender in Art – Honors</td>
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<tr>
<td>AHIS 4</td>
<td>History of Western Art: Prehistoric Through Gothic</td>
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<tr>
<td>AHIS 4H</td>
<td>History of Western Art: Prehistoric Through Gothic – Honors</td>
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</tbody>
</table>

## Area C

Select one course from each group:

- Foreign Languages (9 units)
- History and Social Sciences (9 units)
- Humanities (9 units)
- Basic Skills (9 units)

## Area A

- Critical Thinking (9 units)
- Written Communication (9 units)
- Oral Communication (9 units)
- Life Science (9 units)
- Physical Science (9 units)
- Mathematics (9 units)

## Area D

- Basic Skills (9 units)

## Area E

- Basic Skills (9 units)

Catalog Cover Contents Bookmarks
### Transferring to California Colleges and Universities

#### California State University General Education Requirements 2012–13

<table>
<thead>
<tr>
<th>Area</th>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>C-2: Humanities</td>
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<td>CHIN 1</td>
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<td>ENGL 1B</td>
<td>English – Introduction to Literary Types</td>
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</table>

#### Social, Political, and Economic Institutions and Behavior; Historical Background

Required Courses: Minimum 9 units with courses from at least two disciplines (D0 – D9):

- **D-0: Sociology & Criminology**
  - CHLD 1 | Child, Family, School and Community
  - SOC 1 | Sociology
  - SOC 1H | Sociology — Honors
  - SOC 2 | Sociology
  - SOC 2H | Sociology — Honors
  - SOC 4 | Introduction to Gerontology
  - SOC 5 | Introduction to Criminology
  - SOC 5H | Introduction to Criminology — Honors
  - SOC 14 | Marriage and the Family
  - SOC 14H | Marriage and the Family — Honors
  - SOC 15 | Child Development
  - SOC 20 | Sociology of Ethnic Relations
  - SOC 20H | Sociology of Ethnic Relations — Honors

- **D-1: Anthropology & Archeology**
  - ANTH 3 | Archeology
  - ANTH 5 | Principles of Cultural Anthropology
  - ANTH 22 | General Cultural Anthropology
  - ANTH 30 | The Native American

- **D-2: Economics**
  - AGAG 1 | Food Production, Land Use and Politics — A Global Perspective
  - AGFR 20 | Conservation of Natural Resources
### CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION REQUIREMENTS 2012–13

#### D-3: Ethnic Studies
- *HIST 30* History of the African American
- *HIST 31* History of the African American
- *HIST 40* History of the Mexican American
- *HIST 44* History of Native Americans
- JOUR 107 Race, Culture, Sex, and Mass Media Images

#### D-4: Gender Studies
- *PSYC 25* The Psychology of Women

#### D-5: Geography
- GEOG 2 Human Geography
- GEOG 2H Human Geography – Honors
- GEOG 5 World Regional Geography
- GEOG 8 The Urban World
- GEOG 30 Geography of California
- GEOG 30H Geography of California – Honors

#### D-6: History
- *HIST 1* History of the United States
- *HIST 3* World History: Prehistoric to Early Modern
- *HIST 3H* World History: Prehistoric to Early Modern – Honors
- *HIST 4* World History: Early Modern to the Present
- *HIST 4H* World History: Early Modern to the Present – Honors
- *HIST 7* History of the United States to 1877
- *HIST 7H* History of the United States to 1877 – Honors

#### D-7: Interdisciplinary Social or Behavioral Science
- *CHLD 10* Child Growth and Development
- *CHLD 10H* Child Growth and Development – Honors
- *CHLD 11* Child and Adolescent Development
- *SPCH 7* Interpersonal Communication
- *SPCH 7H* Interpersonal Communication – Honors
- *SPCH 26* Interpersonal Communication
- *SPCH 26H* Interpersonal Communication – Honors

#### D-8: Political Science, Government, and Legal Institutions
- POLI 1 Political Science
- POLI 1H Political Science – Honors
- POLI 2 Political Science
- *POLI 5* Political Theory I – Ancient to Modern
- *POLI 7* Political Theory II – Early Modern to Contemporary
- POLI 9 Introduction to International Relations
- POLI 10 Environmental Politics
- POLI 25 Politics of the Mexican American
- *POLI 35* African American Politics

#### D-9: Psychology
- PSYC 1A Introduction to Psychology
- PSYC 1AH Introduction to Psychology – Honors
- *PSYC 14* Developmental Psychology
- *PSYC 15* Introduction to Child Psychology
- PSYC 19 Abnormal Psychology
- *PSYC 25* The Psychology of Women

### Notes
1. Upper division transfer students (60–70 semester baccalaureate units), will need to have at least 30 semester units of general education. Within those 30 units, Area A (9) semester units and Mathematics (3) semester units must be completed with grades of “C” or better.
2. CSULA transfer students are advised to complete ENGL 1C or ENGL 1CH as part of the Area A requirements. CSULA requires completion of ENGL 102 (ENGL 1C or 1CH) as a prerequisite to UNIV 400 (Writing Proficiency Examination).
3. Courses on this list have been approved by the CSU Office of the Chancellor for Fall 2012 and beyond. If a course was completed prior to approval, it cannot be certified for CSU General Education–Breadth requirements.
4. Some majors at CSU do not allow double counting of major preparation courses and general education requirements. Students are advised to consult with a counselor or advisor to determine if courses can be double counted.
5. Some majors require specific general education courses. Students planning to transfer are advised to plan their schedules carefully in order to maintain progress.

*Courses may not be double counted to satisfy more than one area, even if a course is listed in more than one area.

### CSU AMERICAN INSTITUTIONS & U.S. HISTORY GRADUATION REQUIREMENT:

**Option 1:** HIST 7 (or 7H) + HIST 8 (or 8H)

**If Option #1 is selected, DO NOT select another D6 course as your third Area D course.**

**Option 2:** Completion of one course from U.S. History plus one course from American Institutions:

**United States History:**
- HIST 1
- HIST 2
- HIST 7
- HIST 8
- HIST 31
- HIST 35

**American Institutions:**
- POLI 1
- POLI 2
- POLI 3
- POLI 35

The two courses from Option 1 or Option 2 may be used as part of the 9 units for AREA D.
Transferring to California Colleges and Universities

THE UNIVERSITY OF CALIFORNIA

UC Minimum Admission Requirements
There are several ways to meet the University’s minimum admission requirements for transfer students, as described below. The path you use depends on the degree to which you satisfied UC’s minimum eligibility requirements for freshmen, at the time you graduated from high school. In all cases, you must have at least a “C” (2.0) grade point average in all transferable coursework. If you need assistance in determining whether you met the requirements, contact an educational advisor in the Counseling Center.

Minimum Admission Requirements for California Residents Transferring to UC
1. If you were eligible for admission to the University when you graduated from high school – meaning you satisfied the Subject, Scholarship, and Examination Requirements, or were identified by the University during your senior year in high school as eligible in the Local Context – you are eligible for transfer if you have a 2.0 GPA in your transferable coursework.
2. If you met the Scholarship Requirement in high school but did not satisfy the Subject Requirement, you must take transferable college courses in the missing subjects, earn a “C” or better in each required course, and maintain a 2.0 GPA in all transferable coursework to be eligible to transfer.
3. If you were not eligible for admission to the University when you graduated from high school because you did not meet the Scholarship Requirement, you must:
   A. Complete 60 semester units (or 90 quarter units) of transferable college credit with at least a 2.4 GPA. No more than 14 semester units may be taken pass/no pass; and
   B. Complete the following course pattern requirement, earning a grade of “C” or better in each course:
      - two transferable college courses (3 semester or 4-5 quarter units each) in English composition;
      - one transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning;
      - four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, and the physical and biological sciences.

Students who satisfy the Intersegmental General Education Transfer Curriculum (IGETC) prior to transferring to UC may satisfy Option 3B of the transfer admission requirements.
The requirements listed below are for the 2012-2013 academic year and are based upon information available at the time of catalog publication. Students may contact the Counseling Center for most current information at (909) 274-4293.

Completion of the IGETC will permit a student to transfer from Mt. SAC to a campus in either the University of California (UC) system or California State University (CSU) without the need, after transfer, to take additional lower-division general education courses to satisfy university general education requirements. It should be noted that completion of the IGETC is not an admission requirement for transfer to UC or CSU, nor is it the only way to fulfill the lower-division general education requirements of UC or CSU prior to transfer. Students pursuing majors that require extensive lower-division preparation may not find the IGETC option to be advantageous (i.e. Engineering, Sciences).

Students beginning Fall 2012 must follow 2012-2013 IGETC requirements. Courses are approved for the academic year in which they were completed. Students may obtain a copy from the Counseling Center.

### Area 1

**English Communication**

Select one course from each group:

**Group A: English Composition**
- ENGL 1A Freshman Composition
- ENGL 1AH Freshman Composition – Honors

**Group B: Critical Thinking – Composition**
- ENGL 1C Critical Thinking and Writing
- ENGL 1CH Critical Thinking and Writing – Honors
- PHIL 9 Critical Thinking and Logical Writing

**Group C: Oral Communication**
- SPCH 1A Public Speaking
- SPCH 1AH Public Speaking – Honors
- SPCH 2 Fundamentals of Communication

### Area 2

**Mathematical Concepts and Quantitative Reasoning**

Select one course from:
- MATH 110 Elementary Statistics
- MATH 110H Elementary Statistics – Honors
- MATH 120 Finite Mathematics
- MATH 120H Finite Mathematics – Honors
- MATH 130 College Algebra
- MATH 140 Calculus for Business
- MATH 160 Precalculus Mathematics
- MATH 180 Calculus and Analytic Geometry
- MATH 280 Calculus and Analytic Geometry
- MATH 285 Linear Algebra and Differential Equations
- PSYC 10 Statistics for the Behavioral Sciences

### Area 3

**Arts and Humanities**

Select three courses minimum, at least one course from the Arts group and one course from the Humanities group:

**Arts Courses:**
- AHIS 1 Understanding the Visual Arts, or
- ARTB 1 Understanding the Visual Arts
- AHIS 1H Understanding the Visual Arts – Honors
- AHIS 3 History of Women and Gender in Art
- AHIS 3H History of Women and Gender in Art – Honors
- AHIS 4 History of Western Art: Prehistoric Through Gothic
- AHIS 4H History of Western Art: Prehistoric Through Gothic – Honors
- AHIS 5 History of Western Art: Renaissance Through Modern
- AHIS 5H History of Western Art: Renaissance Through Modern – Honors
- AHIS 6 History of Modern Art
- AHIS 6H History of Modern Art – Honors
- AHIS 9 History of Asian Art and Architecture
- AHIS 10 A History of Greek and Roman Art and Architecture
- AHIS 11 History of African, Oceanic, and Native American Art
- AHIS 12 History of Pre Columbian Art
- AHIS 12H History of Pre Columbian Art – Honors
- ARCH 31 World Architecture I
- ARCH 32 World Architecture II
- DN T 20 History and Appreciation of Dance
- MUS 11A Music Literature Survey
- MUS 11B Music Literature Survey
- MUS 12 History of Jazz
- MUS 13 Introduction to Music Appreciation
- MUS 13H Introduction to Music Appreciation – Honors
- MUS 14A World Music
- MUS 14B American Folk Music
- MUS 15 Rock Music History and Appreciation
- THTR 10 History of Theater Arts

**Humanities Courses:**
- CHIN 3 Intermediate Chinese
- CHIN 4 Continuing Intermediate Chinese
- ENGL 18 English – Introduction to Literary Types
- ENGL 18B English – Introduction to Literary Types
- FRCH 3 Intermediate French
- FRCH 4 Continuing Intermediate French
- FRCH 5 Advanced French
- FRCH 6 Continuing Advanced French
- FRCH 60 French Culture Through Cinema
- GER H 3 Intermediate German
- HIST 1 History of the United States
- HIST 1H History of the United States – Honors
- HIST 1B World History: Prehistoric to Early Modern
- HIST 1E World History: Prehistoric to Early Modern – Honors
- HIST 3 World History: Prehistoric to Early Modern
- HIST 4 World History: Prehistoric to Early Modern – Honors
- HIST 4H World History: Early Modern to the Present
- HIST 4H History of the United States from 1865
- HIST 8 History of the United States
- HIST 8H History of the United States from 1865
- HIST 10 History of Premodern Asia
- HIST 11 History of Modern Asia
- HIST 12 History of Africa
- HIST 13 History of Africa
- HIST 14 History of Africa
- HIST 15 History of Africa
- HIST 16 History of Africa
- HIST 17 History of the United States to 1877
- HIST 18 History of the United States to 1877
- HIST 19 History of the United States to 1877
- HIST 20 History of the United States to 1877
- HUMA 1 The Humanities
- ITAL 3 Intermediate Italian
- ITAL 4 Continuing Intermediate Italian
- ITAL 5 Advanced Italian
- ITAL 6 Continuing Advanced Italian
- ITAL 60 Italian Culture Through Cinema
- JAPN 3 Intermediate Japanese
- JAPN 4 Continuing Intermediate Japanese
- JAPN 5 Advanced Japanese
- LIT 1 Early American Literature
- LIT 2 Modern American Literature
- LIT 3 Multicultural American Literature
- LIT 4 Survey of English Literature
- LIT 6B Survey of English Literature
- LIT 10 Survey of Shakespeare
- LIT 11A World Literature to 1650
- LIT 11B World Literature from 1650
- LIT 14 Introduction to Modern Poetry
- LIT 15 Introduction to Cinema
- LIT 20 African American Literature
- LIT 25 Contemporary Mexican American Literature
- LIT 36 Introduction to Mythology
- LIT 46 The Bible as Literature: Old Testament
- LIT 47 The Bible as Literature: New Testament
- PHIL 5 Introduction to Philosophy
- PHIL 5H Introduction to Philosophy – Honors
- PHIL 12 Ethics
- PHIL 12H Ethics – Honors
- PHIL 15 Major World Religions
- PHIL 15H Major World Religions – Honors
- PHIL 20A History of Western Philosophy
- PHIL 20AH History of Western Philosophy – Honors
- PHIL 20B History of Western Philosophy
- PHIL 20BH History of Western Philosophy – Honors
- POLI 5 Political Theory I – Ancient to Modern
- POLI 7 Political Theory II – Early Modern to Contemporary
- SIGN 104 American Sign Language
- SIGN 202 American Deaf Culture
- SPAN 3 Intermediate Spanish
- SPAN 4 Continuing Intermediate Spanish
- SPAN 5 Advanced Spanish
- SPAN 6 Continuing Advanced Spanish
- SPAN 25 Spanish Literature

Students may contact the Counseling Center for most current information at (909) 274-4293.
Transferring to California Colleges and Universities

<table>
<thead>
<tr>
<th>Area 4 Social and Behavioral Sciences</th>
<th>Area 5 Physical and Biological Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select three courses total from a minimum of two different subject areas:</td>
<td>Choose two courses, one physical and one biological science, at least one must include a laboratory. Laboratory must be a corresponding section to the lecture course taken. Laboratory courses are underlined.</td>
</tr>
<tr>
<td>ANTH 3 Archaeology</td>
<td>ASTR 5 Introduction to Astronomy</td>
</tr>
<tr>
<td>ANTH 5 Principles of Cultural Anthropology, or</td>
<td>ASTR 5H Introduction to Astronomy – Honors</td>
</tr>
<tr>
<td>ANTH 22 General Cultural Anthropology</td>
<td>ASTR 5L Astronomical Observing Laboratory</td>
</tr>
<tr>
<td>BUSC 1A Principles of Economics: Macroeconomics</td>
<td>ASTR 7 Geology of the Solar System</td>
</tr>
<tr>
<td>BUSC 1AH Principles of Economics: Macroeconomics – Honors</td>
<td>ASTR 8 Introduction to Stars, Galaxies, and the Universe</td>
</tr>
<tr>
<td>BUSC 1B Principles of Economics: Microeconomics</td>
<td>CHEM 10 Chemistry for Allied Health Majors</td>
</tr>
<tr>
<td>BUSC 18H Principles of Economics: Microeconomics – Honors</td>
<td>CHEM 20 Introductory Organic and Biochemistry</td>
</tr>
<tr>
<td>GEOG 2 Human Geography</td>
<td>CHEM 40 Introduction to General Chemistry</td>
</tr>
<tr>
<td>GEOG 2H Human Geography – Honors</td>
<td>CHEM 50 General Chemistry I</td>
</tr>
<tr>
<td>GEOG 8 The Urban World</td>
<td>CHEM 50H General Chemistry I – Honors</td>
</tr>
<tr>
<td>GEOG 30 Geography of California</td>
<td>CHEM 51 General Chemistry II</td>
</tr>
<tr>
<td>GEOG 30H Geography of California – Honors</td>
<td>GEOG 1 Elements of Physical Geography</td>
</tr>
<tr>
<td>HIST 44 History of Native Americans</td>
<td>GEOG 1H Elements of Physical Geography – Honors</td>
</tr>
<tr>
<td>POLI 1 Political Science</td>
<td>GEOG 1L Physical Geography Laboratory</td>
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<tr>
<td>POLI 1H Political Science – Honors</td>
<td>GEOG 1 LH Physical Geography Laboratory – Honors</td>
</tr>
<tr>
<td>* POLI 5 Political Theory I – Ancient to Modern</td>
<td>GEOG 4H Environmental Geology</td>
</tr>
<tr>
<td>* POLI 7 Political Theory II – Early Modern to Contemporary</td>
<td>METO 3 Weather and Atmospheric Environment</td>
</tr>
<tr>
<td>POLI 9 Introduction to International Relations</td>
<td>METO 3L Weather and Atmospheric Environment Laboratory</td>
</tr>
<tr>
<td>POLI 10 Environmental Politics</td>
<td>OCEA 10 Introduction to Oceanography</td>
</tr>
<tr>
<td>POLI 25 Politics of the Mexican American</td>
<td>OCEA 10H Introduction to Oceanography – Honors</td>
</tr>
<tr>
<td>POLI 35 African American Politics</td>
<td>OCEA 10L Introduction to Oceanography Laboratory</td>
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<tr>
<td>PSYC 1A Introduction to Psychology</td>
<td>PHSC 3 Energy Science</td>
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<td>PSYC 1AH Introduction to Psychology – Honors</td>
<td>PHYS 1 Physics</td>
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<tr>
<td>PSYC 14 Developmental Psychology</td>
<td>PHYS 2AG General Physics</td>
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<tr>
<td>PSYC 15 Introduction to Child Psychology</td>
<td>PHYS 2BG General Physics</td>
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<tr>
<td>PSYC 19 Abnormal Psychology</td>
<td>PHYS 4A Engineering Physics</td>
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<tr>
<td>PSYC 25 The Psychology of Women</td>
<td>PHYS 4B Engineering Physics</td>
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<td>SOC 1 Sociology</td>
<td>PHYS 4C Engineering Physics</td>
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<tr>
<td>SOC 1H Sociology – Honors</td>
<td>ANAT 35 Human Anatomy</td>
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<tr>
<td>SOC 2 Sociology</td>
<td>ANAT 36 Human Physiology</td>
</tr>
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<td>SOC 2H Sociology – Honors</td>
<td>ANTH 1 Biological Anthropology</td>
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<tr>
<td>SOC 4 Introduction to Gerontology</td>
<td>ANTH 1H Biological Anthropology – Honors</td>
</tr>
<tr>
<td>SOC 5 Introduction to Criminology</td>
<td>ANTH 1L Biological Anthropology Laboratory</td>
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<tr>
<td>SOC 5H Introduction to Criminology – Honors</td>
<td>BIOL 1 General Biology</td>
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<tr>
<td>SOC 20 Sociology of Ethnic Relations</td>
<td>BIOL 2 Plant and Animal Biology</td>
</tr>
<tr>
<td>SOC 20H Sociology of Ethnic Relations – Honors</td>
<td>BIOL 3 Ecology and Field Biology</td>
</tr>
<tr>
<td>SPCH 7 Intercultural Communication</td>
<td>BIOL 4 Biology for Majors</td>
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<tr>
<td>SPCH 7H Intercultural Communication – Honors</td>
<td>BIOL 4H Biology for Majors – Honors</td>
</tr>
<tr>
<td>SPCH 26 Interpersonal Communication</td>
<td></td>
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<tr>
<td>SPCH 26H Interpersonal Communication – Honors</td>
<td></td>
</tr>
<tr>
<td>SPCH 30 Gateway to Communication Studies</td>
<td></td>
</tr>
</tbody>
</table>

**Physical Science:**

- ASTR 5 Introduction to Astronomy
- ASTR 5H Introduction to Astronomy – Honors
- ASTR 5L Astronomical Observing Laboratory
- ASTR 7 Geology of the Solar System
- ASTR 8 Introduction to Stars, Galaxies, and the Universe
- CHEM 10 Chemistry for Allied Health Majors
- CHEM 20 Introductory Organic and Biochemistry
- CHEM 40 Introduction to General Chemistry
- CHEM 50 General Chemistry I
- CHEM 50H General Chemistry I – Honors
- CHEM 51 General Chemistry II
- GEOG 1 Elements of Physical Geography
- GEOG 1H Elements of Physical Geography – Honors
- GEOG 1L Physical Geography Laboratory
- GEOG 1 LH Physical Geography Laboratory – Honors
- GEOG 4H Environmental Geology
- METO 3 Weather and Atmospheric Environment
- METO 3L Weather and Atmospheric Environment Laboratory
- OCEA 10 Introduction to Oceanography
- OCEA 10H Introduction to Oceanography – Honors
- OCEA 10L Introduction to Oceanography Laboratory
- PHSC 3 Energy Science
- PHYS 1 Physics
- PHYS 2AG General Physics
- PHYS 2BG General Physics
- PHYS 4A Engineering Physics
- PHYS 4B Engineering Physics
- PHYS 4C Engineering Physics

**Biological Science:**

- ANAT 10A Introductory Human Anatomy
- ANAT 10B Introductory Human Physiology
- BIOL 6 Humans and the Environment
- BIOL 6H Humans and the Environment Laboratory
- BIOL 8 Cell and Molecular Biology
- BIOL 20 Marine Biology
- BIOL 21 Marine Biology Laboratory
- BIOL 34 Fundamentals of Genetics
- BIOL 34L Fundamentals of Genetics Laboratory
- MIRC 1 Principles of Microbiology
- MIRC 22 Microbiology
- MIRC 22H Microbiology
- PSYC 1B Biological Psychology
- SPAN 1 Elementary Spanish
- SPAN 11 Spanish for the Spanish Speaking
- SPAN 1LH Elementary Spanish

**Notes:**

UC limits transfer credit for some courses. Students may review the UC Transfer Course Agreement (TCA) with an educational advisor or counselor in the Student Services Center. Students must see an educational advisor or counselor for preliminary IGEC transfer certification. For IGEC certification, the course must be on the list during the year taken. Students from non-English speaking countries should see an educational advisor or international student counselor for language proficiency equivalences.
The independent colleges and universities include:

- California Institute of the Arts
- California Lutheran University
- Chapman University
- California Institute of Integral Studies
- The Chicago School of Professional Psychology
- Claremont Graduate University
- Claremont McKenna College
- Claremont University Consortium
- Cogswell Polytchnical College
- Concordia University
- DeVry Institute of Technology
- Dominican University of California
- Drexel University Center for Graduate Studies
- Fielding Graduate University
- Fresno Pacific University
- Golden Gate University
- Harvey Mudd College
- Holy Names College
- Hope International University
- Humphreys College
- Keck Graduate Institute
- La Sierra University
- Laguna College of Art and Design
- Loma Linda University
- Loyola Marymount University
- Marymount College
- The Master's College
- Menlo College
- Mills College
- Mount St. Mary's College
- National University
- Notre Dame de Namur University
- Occidental College
- Otis College of Art and Design
- Pacific Oaks College
- Pacific Union College
- Palo Alto University
- Patten College
- Pepperdine University
- Phillips Graduate Institute
- Pitzer College
- Point Loma Nazarene University
- Pomona College
- Saint Mary's College of California
- Samuel Merritt College
- San Diego Christian College
- San Francisco Conservatory of Music
- Santa Clara University
- Saybrook Graduate School and Research Center
- Scripps College
- Simpson University
- Soka University of America
- Southern California University of Health Sciences
- Stanford University
- Thomas Aquinas College
- Touro University
- University of La Verne
- University of Redlands
- University of San Diego
- University of San Francisco
- University of Southern California
- University of the Pacific
- Vanguard University of Southern California
- Western University of Health Sciences
- Westmont College
- Whittier College
- William Jessup University
- Woodbury University

For more information on California Independent Colleges and Universities, see an educational advisor or counselor in the Counseling Center. You may also obtain information from the aiccu.edu.
### Advanced Placement Examinations in CSU/UC General Education – Breadth Certification

Advanced Placement examinations may be incorporated into certification of completion of CSU/UC General Education—Breadth requirements by any participating institution. Students must have scored 3, 4, or 5 on an Advanced Placement examination listed on the table to receive the credit indicated. All CSU/UC campuses will accept the minimum units shown on the table toward fulfillment of the designated General Education—Breadth area if the examination is included in a full or subject-area certification; individual CSU/UC campuses may choose to accept more units than those specified towards completion of General Education—Breadth requirements. The CSU/UC campus to which the student is transferring determines the total number of units awarded for successful completion of an Advanced Placement examination and the applicability of the examination to other graduation requirements. See the table for specific AP Subjects.

#### COLLEGE CREDIT FOR ADVANCED PLACEMENT (AP) TESTS

<table>
<thead>
<tr>
<th>Exam</th>
<th>CSU GE Breadth Units</th>
<th>CSU Units</th>
<th>IGEC Units</th>
<th>UC Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>3 semester (Area C1 or C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3A or 3B)</td>
<td>8 quarter / 5.3 semester</td>
</tr>
<tr>
<td>Art (Studio) 8</td>
<td>N/A</td>
<td>3 semester</td>
<td>N/A</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Biology</td>
<td>4 semester (Area B2 and B3)</td>
<td>6 semester</td>
<td>4 semester (Area 3B with lab)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Calculus AB 1, 8, 9</td>
<td>3 semester (Area B4)</td>
<td>3 semester</td>
<td>3 semester (Area 2A)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Calculus BC 1, 8, 9</td>
<td>3 semester (Area B4)</td>
<td>6 semester</td>
<td>3 semester (Area 2A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Chemistry 2</td>
<td>4 semester (Area B1 and B3)</td>
<td>6 semester</td>
<td>4 semester (Area 3A or 3B)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Chinese Language &amp; Culture</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<td>Computer Science A1, 8</td>
<td>N/A</td>
<td>3 semester</td>
<td>N/A</td>
<td>2 quarter / 1.3 semester</td>
</tr>
<tr>
<td>Computer Science AB 1, 8</td>
<td>N/A</td>
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<td>N/A</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Economics — Macroeconomics</td>
<td>3 semester (Area D2)</td>
<td>3 semester</td>
<td>3 semester (Area 4B)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Economics — Microeconomics</td>
<td>3 semester (Area D2)</td>
<td>3 semester</td>
<td>3 semester (Area 4B)</td>
<td>4 quarter / 2.7 semester</td>
</tr>
<tr>
<td>English — Language &amp; Composition 8</td>
<td>3 semester (Area A2)</td>
<td>6 semester</td>
<td>3 semester (Area 2A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>English — Literature &amp; Composition 8</td>
<td>6 semester (Area A2 and C2)</td>
<td>6 semester</td>
<td>3 semester (Area 1A or 3B)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Environmental Science 3</td>
<td>4 semester (Area B1 and B3)</td>
<td>4 semester</td>
<td>3 semester (Area 3A or 3B)</td>
<td>8 quarter / 2.7 semester</td>
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<tr>
<td>French Language 4</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>French Literature 5</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<td>German Language 4</td>
<td>3 semester (Area C2)</td>
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<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>History</td>
<td>3 semester (Area DB and US 2)</td>
<td>3 semester</td>
<td>3 semester (Area 4H)</td>
<td>4 quarter / 2.7 semester</td>
</tr>
<tr>
<td>History — Comparative</td>
<td>3 semester (Area D8)</td>
<td>3 semester</td>
<td>3 semester (Area 4H)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>History — U.S.</td>
<td>3 semester (Area C2 or D6 and US 1)</td>
<td>6 semester</td>
<td>3 semester (Area 3B or 4F)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>History — World</td>
<td>3 semester (Area C2 or D6)</td>
<td>6 semester</td>
<td>3 semester (Area 3B or 4F)</td>
<td>8 quarter / 5.3 semester</td>
</tr>
<tr>
<td>Human Geography</td>
<td>3 semester (Area D5)</td>
<td>3 semester</td>
<td>3 semester (Area 4B)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Italian Language &amp; Culture 6</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Japanese Language &amp; Culture</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Latin — Verbal</td>
<td>3 semester (Area C2)</td>
<td>3 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>4 quarter / 2.7 semester</td>
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<td>Latin — Literature 5</td>
<td>3 semester (Area C2)</td>
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<td>3 semester (Area 3B and 6A)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Music Theory 5, 8, 10</td>
<td>3 semester (Area C1)</td>
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<td>N/A</td>
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<tr>
<td>Physics B 7, 8</td>
<td>4 semester (Area B1 and B3)</td>
<td>6 semester</td>
<td>4 semester (Area 5A with lab)</td>
<td>8 quarter / 5.3 semester</td>
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<td>Physics C — Mechanics 7, 8</td>
<td>4 semester (Area B1 and B3)</td>
<td>4 semester</td>
<td>3 semester (Area 5A with lab)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Physics C — Magnetism 7, 8</td>
<td>4 semester (Area B1 and B3)</td>
<td>4 semester</td>
<td>3 semester (Area 5A with lab)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Psychology</td>
<td>3 semester (Area D9)</td>
<td>3 semester</td>
<td>3 semester (Area 4I)</td>
<td>4 quarter / 2.7 semester</td>
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<tr>
<td>Spanish Language 4</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
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<tr>
<td>Spanish Literature 4</td>
<td>3 semester (Area C2)</td>
<td>6 semester</td>
<td>3 semester (Area 3B and 6A)</td>
<td>8 quarter / 5.3 semester</td>
</tr>
<tr>
<td>Statistics</td>
<td>3 semester (Area B4)</td>
<td>3 semester</td>
<td>3 semester (Area 2A)</td>
<td>4 quarter / 2.7 semester</td>
</tr>
</tbody>
</table>

1) If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.
2) Students who pass AP Chemistry earn 6 units of credit. Tests prior to Fall 2009 may apply 4 units to area B1+B3 of GE Breadth. Tests after Fall of 2009 may apply units to area B1+B3.
3) Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1 or B2 of GE Breadth. Full of 09 or later, those credits may only apply to B1+B3.
4) Students who pass AP French Language, German Language, Spanish Language, and Spanish Literature earn 6 units of credit. Tests prior to Fall 2009 may apply 6 units to area C2 of GE Breadth. Tests after Fall 2009 may apply 3 units to area C2.
5) Students seeking certification in GE Breadth prior to transfer must have passed the test before Fall 2009.
6) Students seeking certification in GE Breadth prior to transfer must have passed the test before Fall 2010.
7) If a student passes more than one AP exam in physics, only six units of credit may be applied to the baccalaureate, and only four units of credit may be applied to a certification in GE Breadth. Students who pass AP Physics B earn 6 units of credit. Tests prior to Fall 2009 may apply 6 units to area B1+B3 of GE Breadth. Tests after Fall of 2009 may apply 4 units to area B1+B3.
8) At all UC Campuses, a maximum of 6 quarter units are allowed in each of the following areas: Art (Studio), English, Mathematics, Music and Physics. A maximum of 4 quarter units are allowed in Computer Science.
9) Students who take the Calculus BC examination and earn a subscore of 3 or higher on the Calculus AB portion will receive UC credit for the Calculus AB examination, even if they do not receive a score of 3 or higher on the BC examination.
10) The UC will grant credit for the full Music Theory exam. Students who earn only a subscore will not receive exam credit.
SECTION TEN

Course Descriptions

Committed to Student Success
### DEFINITIONS OF TERMS

#### CSU Transfer
Courses designated "CSU" are baccalaureate level and will transfer to all of the California State Universities and count toward graduation at Mt. San Antonio College.

#### CSU/UC Cross Enrollment Program
California resident students at Mt. San Antonio College may enroll in one undergraduate course per term at any CSU or UC campus provided the student has met the course prerequisites and approval is granted by both Mt. SAC and the university. To cross-enroll, students must: have completed at least one term at Mt. SAC; have a 2.0 GPA in transferable course work; and be enrolled in at least six units at Mt. SAC. A $10.00 fee plus any material/laboratory fees associated with the course may be charged. To apply for the CSU/UC Cross Enrollment Program, students must complete the CSU/UC Cross Enrollment application; these forms are available in the Transfer Center.

#### UC Transfer
Courses designated "UC" are baccalaureate level and will transfer to all of the University of California campuses and California State Universities, and will count toward graduation at Mt. San Antonio College.

#### UC Credit Limitation
UC limits credit for some courses. Students contemplating transfer to UC should consult with a counselor or advisor and review [www.assist.org](http://www.assist.org) for course credit limitations and changes.

#### UC Credit for Kinesiology Activity Courses
A maximum of four semester units of UC credit will be awarded for Kinesiology Activity courses. Courses of a vocational nature will not be awarded UC credit.

#### Eligibility
In listing a prerequisite for enrolling in a course, an "eligibility" may also be listed. An eligibility requirement specifies the course level the student must qualify to enroll in, not that the course has to be completed prior to enrollment. For example, the prerequisite "eligibility for English 68" requires that the student must qualify to enroll in English 68 in order to enroll in the particular course.

#### Prerequisite
A prerequisite is a course which must be taken as preparation for enrolling in another course.

#### Corequisite
A corequisite is a course which is required to be taken simultaneously in order to enroll in another course.

#### Advisory
An advisory is a course which is advised, but not required, to be taken either before or in conjunction with enrollment in a course.

#### Not Degree Applicable
Courses designated "Not Degree Applicable" are college level classes which are neither a part of an associate degree or certificate program nor transferable to four-year colleges and universities.

#### Degree Applicable
Courses designated "Degree Applicable" are college-level classes which are a part of an associate degree or certificate program.
AD  Alcohol Drug Counseling ................................................................. 119
ADJU Administration of Justice: Law Enforcement .................................. 110
AERO Aeronautics ............................................................................... 110
AGAG Agriculture: General Subjects .................................................... 112
AGAN Agriculture: Animal Science – General ........................................ 112
AGFR Agriculture: Forestry, Conservation .......................................... 110
AGHE Agriculture: Animal Health Technology .................................... 111
AGLI Agriculture: Livestock Production, .............................. 112
AGOR Agriculture: Ornamental Horticulture ....................................... 113
AGPE Agriculture: Pet Science .............................................................. 115
AIRC Air Conditioning & Refrigeration .................................................. 115
AIM Aircraft Maintenance Technology ................................................... 117
AIRT Air Traffic Control ....................................................................... 116
AMLA American Language .................................................................... 119
ANAT Anatomy & Physiology ................................................................. 120
ANTH Anthropology ........................................................................... 121
ARAB Arabic .......................................................................................... 121
ARCH Architectural Technology ............................................................. 121
ANIM Art: Animation ............................................................................ 123
ARTB Art: Basic Studio Arts ................................................................. 124
ARTC Art: Graphic Design and Illustration ............................................. 125
ARTG Art: Gallery & Professional Practices ......................................... 124
ARTZ Art: Special Studio Arts ................................................................. 126
ARTS Art: Three-Dimensional Studio Arts ............................................ 126
ARTD Art: Two-Dimensional Studio Arts .............................................. 127
AHHS Art History .................................................................................. 129
ASTR Astronomy .................................................................................. 130
BIOL Biology .......................................................................................... 131
BTNY Botany ......................................................................................... 132
BUS Business: Accounting .................................................................... 132
BUSC Business: Economics ................................................................. 133
BUSL Business: Law ............................................................................. 134
BUSM Business: Management ............................................................... 134
BUSO Business: Business Communications ......................................... 133
BUSR Business: Real Estate ................................................................... 136
B USS Business: Sales, Merchandising & Marketing ................................ 137
CHMT Chemical Technology ................................................................. 138
CHEM Chemistry ................................................................................... 138
CHIN Chinese ........................................................................................ 141
CHLD Child Development ..................................................................... 141
GRAP Computer Graphics .................................................................. 141
CISB Computer Information Systems: Beginning .................................. 142
CISO Computer Information Systems: Database ................................... 143
CISI Computer Information Systems: Information Processing ............... 143
CISM Computer Information Systems: Management ................................ 143
CISN Computer Information Systems: Networking ................................ 143
CISP Computer Information Systems: Networking ................................ 144
CISS Computer Information Systems: Security .................................... 145
CISW Computer Information Systems: Web Applications ..................... 145
CIX Computer Information Systems: Auxiliary .................................... 142
CNET Computer and Networking Technology ..................................... 147
CORS Correctional Sciences .................................................................. 147
COUN Counseling .................................................................................. 148
CSCE Computer Science ....................................................................... 146
DN-T Dance: Theory ............................................................................. 150
DANCE Dance: Activity ........................................................................ 148
DPS Displaced Students ......................................................................... 151
EDUC Education .................................................................................... 152
EDT Engineering Design Technology ................................................... 155
ELEC Electronics .................................................................................. 152
EMR Emergency Medical Service .......................................................... 154
EMT Emergency Medical Technician ...................................................... 155
ENGL English: Composition .................................................................. 156
ENGR Engineering .................................................................................. 155
EST Electronics Systems Technology ..................................................... 153
FASH Fashion Merchandising & Design ................................................. 159
FIRE Fire Technology ............................................................................ 161
FRCH French .......................................................................................... 162
GEOG Geography .................................................................................. 162
GEOI Geography ................................................................................... 163
GERM German ....................................................................................... 164
HIST History ............................................................................................ 164
HRM Hospitality & Restaurant Management ......................................... 166
HUMA Humanities .................................................................................. 166
ID Interior Design .................................................................................... 169
IDC Industrial Design Engineering ......................................................... 167
INSP Inspection & Estimating, Building ................................................ 168
ITAL Italian .............................................................................................. 171
JAPN Japanese ........................................................................................ 171
JOUR Journalism ..................................................................................... 172
KIN Kinesiology: Theory ....................................................................... 179
KIN-A Kinesiology: Aquatics .................................................................. 173
KIN-F Kinesiology: Fitness ..................................................................... 175
KIN-I Kinesiology: Individual ................................................................. 177
KIN-L Kinesiology: Adaptive ................................................................. 173
KIN-S Kinesiology: Team Sport ............................................................... 179
KIN-X Kinesiology: Athletics ................................................................. 174
LATN Latin ............................................................................................... 181
LCOM Learning Communities .................................................................. 181
LEAD Leadership .................................................................................... 181
LERN Learning Assistance ...................................................................... 181
LIBR Library & Instructional Media ........................................................ 182
LIT English: Literature ............................................................................ 158
MATH Mathematics ............................................................................... 182
MEDH Medical Terminology .................................................................. 184
MENT Mental Health/Psychiatric Technician .......................................... 184
METO Meteorology ............................................................................... 185
MFG Manufacturing Technology ........................................................... 182
MICR Microbiology .................................................................................. 185
MUS Music .............................................................................................. 185
NF Nutrition & Food ................................................................................ 190
NURS Nursing ....................................................................................... 189
OCEA Oceanography ............................................................................. 191
PAP Physician Assistant Preparatory ....................................................... 194
PHIL Philosophy ..................................................................................... 191
PHOT Photography .................................................................................. 192
PHTH Physical Therapy Aide ................................................................. 194
PHSC Physical Science ........................................................................... 193
PHYS Physics .......................................................................................... 194
PLGL Business: Paralegal ..................................................................... 135
POLI Political Science ............................................................................ 194
PSYC Psychology ................................................................................... 195
RTV R-TV Radio & Television ................................................................. 196
RAD Radiologic Technology .................................................................... 198
READ Reading ....................................................................................... 200
RES Respiratory Therapy ....................................................................... 200
SIGN Sign Language & Interpreting ........................................................ 201
SL Service Learning .................................................................................. 201
SOC Sociology ........................................................................................ 202
SPAN Spanish ........................................................................................ 204
SPCH Speech .......................................................................................... 204
STUDY Study Techniques ..................................................................... 206
SURV Surveying ...................................................................................... 206
TECH Technology-Related Courses ....................................................... 207
THTR Theater Arts ................................................................................... 207
TRAN Transportation ............................................................................ 208
TUTOR Tutor Training ............................................................................ 208
WATR Water Technology ....................................................................... 208
WELD Welding ......................................................................................... 208
Course Descriptions

ADMINISTRATION OF JUSTICE: LAW ENFORCEMENT

□ ADJU 1 — The Administration of Justice System 3 Units Degree Applicable, CSU, UC
54 hours lecture
History and philosophy of the justice system, subsystems, roles, relationships and theories of crime causation and correction.

□ ADJU 2 — Principles and Procedures of the Justice System 3 Units Degree Applicable, CSU
54 hours lecture
Roles and responsibilities of each segment of the justice system; additional focus on relationships between system segments and sub-system procedures from initial incident to final disposition.

□ ADJU 3 — Concepts of Criminal Law 3 Units Degree Applicable, CSU, UC
54 hours lecture
Provides an overview of California criminal law from the perspective of the law enforcement officer.

□ ADJU 4 — Legal Aspects of Evidence 3 Units Degree Applicable, CSU
54 hours lecture
Introduction to criminal evidence, including admissibility, witness competency, privileged communication, hearsay, and collection and preservation of evidence.

□ ADJU 5 — Community Relations 3 Units Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: Eligibility for English 68
Community problems and policing. Focus on service image, diversity, human relations, crises and confrontations with the public.

□ ADJU 6 — Concepts of Enforcement Services 3 Units Degree Applicable
54 hours lecture
Responsibilities, techniques and methods of police patrol with emphasis on the basic knowledge required in handling common police occurrences.

□ ADJU 13 — Concepts of Traffic Services 3 Units Degree Applicable
54 hours lecture
A study of traffic management, collision reconstruction, collision factors including law violations and human factors, collision evidence, traffic enforcement techniques and specialization in traffic management. Emphasis is placed on service to the motoring public.

□ ADJU 20 — Principles of Investigation 3 Units Degree Applicable, CSU
54 hours lecture
Prerequisite: Eligibility for English 68
Fundamentals of investigation; 4th Amendment issues including crime scene search and recording; collection and preservation of physical evidence; modus operandi; scientific aids; sources of information; interviews and interrogation; follow up and case preparation.

□ ADJU 38 — Narcotics Investigation 3 Units Degree Applicable
54 hours lecture
Prerequisite: Eligibility for English 68
Investigation techniques for drug enforcement. Drug effects, use of informants, amendment issues, and handling of evidence.

□ ADJU 59 — Gangs and Corrections 3 Units Degree Applicable, CSU
54 hours lecture
Advisory: Eligibility for ENGL 68, and ADJU 1
Evaluation of aviation weather reports and forecasts.

□ ADJU 68 — Administration of Justice Report Writing 3 Units Degree Applicable
54 hours lecture
Techniques for proper documentation of crime reports and related law enforcement records. Use of simulations and role-playing.

□ ADJU 74 — Vice Control 3 Units Degree Applicable
54 hours lecture
Prerequisite: Eligibility for English 68
Code and case law dealing with vice; detection and suppression; apprehension and prosecution of violators; special consideration of laws dealing with gambling, prostitution, and sex crimes.

□ AERO 23 — Primary Pilot Ground School 4 Units Degree Applicable, CSU
72 hours lecture
Basic aerodynamics, aircraft performance, Federal Aviation Regulations, aviation weather factors, and cross-country navigation procedures; provides introductory material on radio navigation, aeromedical factors, and radio communications procedures. Meets the preparation requirements for the FAA Private Pilot computerized knowledge examination.

□ AERO 24 — Navigation 3 Units Degree Applicable, CSU
54 hours lecture
Advisory: AERO 23
Advanced dead reckoning navigation procedures. Aeronautical computers and their application in cross-country flying. Use of radio navigation aids, flight planning, flight directors, global positioning system, and electronic flight instrumentation systems.

□ AERO 25 — Commercial Pilot Ground School 3 Units Degree Applicable, CSU
54 hours lecture
Advisory: AERO 23
FAA Commercial Pilot certification requirements, including aerodynamics, commercial pilot maneuvers, complex aircraft operations, multi-engine aircraft operations, aircraft weight and balance, aircraft performance charts, and radio navigation using advanced instrumentation. Prepares students for completion of the FAA Commercial Pilot Computerized Knowledge Examination.

□ AERO 26 — Aviation Weather 3 Units Degree Applicable, CSU
54 hours lecture
A basic study of weather elements, the atmosphere, weather mechanics, weather disturbances, weather analysis and forecasts. Evaluation of aviation weather reports and forecasts.

□ AERO 27 — Aviation Safety and Human Factors 3 Units Degree Applicable, CSU
54 hours lecture
Advisory: AERO 23
Evaluation and analysis of factors which lead to aircraft accidents. Includes the study of aircraft accident cause factors, with emphasis on human behavior as it relates to the environment of the pilot and air traffic controller.

□ AERO 28 — Aircraft and Engines 3 Units Degree Applicable, CSU
54 hours lecture
Advisory: AERO 23
Aircraft design, subsystems, repair and maintenance. Principles of internal combustion engines, fuel system, engine construction and design, lubrication and cooling methods, ignition system, basic troubleshooting. Turbine engine basic design and operational characteristics.

□ AERO 29 — Federal Aviation Regulations 2 Units Degree Applicable, CSU
36 hours lecture
Federal Aviation Regulations that pertain to pilot certification, aircraft maintenance, general operating rules; air traffic control practices and procedures; reporting of aircraft accidents.
**AGHE 54 — Veterinary Office Procedures** 3 Units  
Degree Applicable, CSU  
54 hours lecture  
Includes veterinary hospital records, client relations, medical terminology, filing of governmental reports, legal responsibilities of registered veterinary technicians and application of veterinary medical ethics.

**AGHE 60 — Medical Nursing and Animal Care** 4 Units  
Degree Applicable, CSU  
54 hours lecture  
54 hours lab  
Prerequisite: AGHE 86 and formal admittance to the Registered Veterinary Technology Program  
Animal examination for health and disease conditions in the animal hospital, including sanitation, administration of medicine, emergency treatment, therapeutic techniques, dental prophylaxis, venipuncture, electrocardiology, application of casts, splints and other appliances. Includes diseases, their causes and effects, and immunology of animals.

**AGHE 56 — Surgical Nursing** 4 Units  
Degree Applicable, CSU  
54 hours lecture  
54 hours lab  
Prerequisite: AGHE 60  
Surgical preparation, surgical assistance, post-operative care, administer and monitor anesthesia, dentistry, CPR, sterilization and the maintenance of a sterile environment.

**AGHE 58 — Flight Instructor Ground School** 3 Units  
Degree Applicable  
54 hours lecture  
Advisory: AERO 25 and AERO 30 or AERO 41  
A conceptual introduction to flight training career preparation, including evaluation of available training options and flight career opportunities including corporate aviation, charter operations, cargo airline careers, and military flight training.

**AGHE 62A — Clinical Pathology** 4 Units  
Degree Applicable, CSU  
54 hours lecture  
54 hours lab  
Prerequisite: AGHE 86  
Hematology, clinical chemistry, internal parasites, immunology, serology, and vaginal cytology of domestic animals.

**AGHE 62B — Clinical Pathology** 4 Units  
Degree Applicable, CSU  
54 hours lecture  
54 hours lab  
Prerequisite: AGHE 86  
Bacteriology, clinical chemistry, urinalysis, external parasites and cytology of domestic animals.

**AGHE 64 — Veterinary Pharmacology** 3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisite: Formal admittance to Advanced Class Status in the Registered Veterinary Technology Program, and completion of MATH 51 or MATH 51B or AGAG 91  
Basic concepts in pharmacological chemistry. Pharmaceuticals and biologics commonly used in the maintenance of animal health. Includes generic terminology, abbreviations for prescriptions, labeling requirements, state and federal laws, classification of materials, weights and measures, drug dosage flow rates, pharmacological mathematics and the metric system, side effects and drug interactions.

**AGHE 65 — Veterinary Radiography** 2 Units  
Degree Applicable, CSU  
18 hours lecture  
54 hours lab  
Prerequisite: AGHE 86 and Formal admittance to the Registered Veterinary Technology Program  
Concepts and skills of veterinary positioning of canine, feline, avian, reptilian species, and livestock for radiography; processing of the radiograph; radiation safety; technique and instrumentation; contrast radiography, dental radiology and advanced imaging as ultrasound, MRI, CT scan, nuclear isotopes scans. Emphasizes performance of x-ray procedures for the veterinary practitioner.
Course Descriptions

**AGHE 83A — Work Experience in Animal Health** 1 to 2 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Laboratory animal medicine, care and procedures, rules and regulations governing laboratory animals.

**AGHE 84B — Applied Animal Health Procedures** 1 Unit
Degree Applicable
54 hours lab
Spring field study course in the collection, handling and analysis of feces, urine and blood samples of pet and domestic animals. Practical experience in applied clinical procedure and techniques, including treatments and minor surgical procedures with school domestic farm animals. Experiences with animals will vary due to seasonal changes and different husbandry practices during fall and spring.

**AGHE 85 — Seminar in Registered Veterinary Technology** 1 Unit
Degree Applicable
18 hours lecture
Prerequisite: Completion of the Registered Veterinary Technology program
Group study course designed to prepare students for national and state veterinary technician registration examinations. Course includes exposure to the types of questions encountered in registration examinations, question analysis strategies, and review of important anatomical, physiological, and nursing concepts.

**AGHE 86 — Anatomy and Physiology of Domestic Animals** 4 units
Degree Applicable, CSU
54 hours lecture
54 hours lab
Prerequisite: Formal admittance to the Registered Veterinary Technology Program
Analyzes the body structures and systems, comparing domestic animals commonly found in veterinary medicine. The physiology section will emphasize functions of internal organs and body systems.

**AGHE 89A — Work Experience in Animal Health** 1 to 2 Units
Degree Applicable, CSU
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
75 to 150 hours lab
Prerequisite: Formal admittance in the Registered Veterinary Technology Program. Compliance with Work Experience regulations as designated in the College Catalog.

This course is designed to provide majors with actual on-the-job experience in an approved work station which is related to classroom instruction. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each one unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.

**AGHE 89B — Applied Animal Health Procedures** 1 Unit
Degree Applicable
54 hours lab
Spring field study course in the collection, handling and analysis of feces, urine and blood samples of pet and domestic animals. Practical experience in applied clinical procedure and techniques, including treatments and minor surgical procedures with school domestic farm animals. Experiences with animals will vary due to seasonal changes and different husbandry practices during fall and spring.

**AGHE 89C — Animal Handling and Restraint** 3 Units
Degree Applicable, CSU
54 hours lecture
Methods of proper handling for large and small animals, including chemical and physical techniques of restraint. Field trip required.

**AGHE 89D — Animal Breeding** 3 Units
Degree Applicable, CSU
(May be taken four times for credit)
54 hours lecture
The science of animal breeding, including fundamentals of inheritance, reproduction and breeding systems for domestic animals. Artificial insemination, embryo manipulation and current topics in reproductive biotechnology will also be included.

**AGHE 99 — Special Projects in Agriculture** 2 Units
Degree Applicable
36 hours lecture
In order to offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to insure that proficiencies are enhanced.

**AGHE 99A — Work Experience in Agriculture** 1 to 4 Units
Degree Applicable
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
75 to 300 hours lab
Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog.

This course is designed to provide Animal Science majors with actual on-the-job experience in an approved work station which is related to classroom instruction. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each one unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.

**AGHE 99B — Agricultural Calculations** 3 Units
Degree Applicable
54 hours lecture
Prerequisite: MATH 50
Calculating the proper dosages of veterinary drugs, application rates of farm and horticulural chemicals inclusive of fertilizer and pesticide materials, feed rations, land area and volume measurements, calibrating application equipment, plottting production rates and feed conversion, determining proper concentrations and dilutions.

**AGHE 99C — Special Projects in Agriculture** 2 Units
Degree Applicable, CSU
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
36 hours lecture
In order to offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to insure that proficiencies are enhanced.

**AGHE 99D — Agricultural Calculations** 3 Units
Degree Applicable
54 hours lecture
Prerequisite: MATH 50
Calculating the proper dosages of veterinary drugs, application rates of farm and horticulural chemicals inclusive of fertilizer and pesticide materials, feed rations, land area and volume measurements, calibrating application equipment, plottting production rates and feed conversion, determining proper concentrations and dilutions.

**AGHE 99E — Special Projects in Agriculture** 2 Units
Degree Applicable, CSU
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
36 hours lecture
In order to offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to insure that proficiencies are enhanced.

**AGHE 99F — Agricultural Calculations** 3 Units
Degree Applicable
54 hours lecture
Prerequisite: MATH 50
Calculating the proper dosages of veterinary drugs, application rates of farm and horticulural chemicals inclusive of fertilizer and pesticide materials, feed rations, land area and volume measurements, calibrating application equipment, plottting production rates and feed conversion, determining proper concentrations and dilutions.

**AGHE 99G — Special Projects in Agriculture** 2 Units
Degree Applicable, CSU
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
36 hours lecture
In order to offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to insure that proficiencies are enhanced.

**AGHE 99H — Agricultural Calculations** 3 Units
Degree Applicable
54 hours lecture
Prerequisite: MATH 50
Calculating the proper dosages of veterinary drugs, application rates of farm and horticulural chemicals inclusive of fertilizer and pesticide materials, feed rations, land area and volume measurements, calibrating application equipment, plottting production rates and feed conversion, determining proper concentrations and dilutions.
### AGLI 14 — Swine Production 3 Units
36 hours lecture
54 hours lab
A study of the various types of swine enterprises and the ways and means of entering them. Swine management, including handling, feeding, breeding, farrowing, butchering, and marketing. Practical skills are taught using the college farm.

### AGLI 16 — Horse Production and Management 4 Units
54 hours lecture
54 hours lab
Practical skills are taught using the college farm. Selection, utilization, and management of the light horse. Emphasis is on evaluation, health care, and handling skills.

### AGLI 17 — Sheep Production 3 Units
36 hours lecture
54 hours lab
A study of the various types of sheep enterprises and the ways and means of entering them. Sheep management, sheep handling, feeding, shearing, breeding, lambing, and marketing. Practical skills are taught on the school farm and sheep farms in the area.

### AGLI 18 — Horse Ranch Management 4 Units
54 hours lecture
54 hours lab
Advisory: AGLI 16
Skills and knowledge to work on or manage a modern equine ranch, including management of the breeding farm, farm lay out, estrous cycles, breeding problems and stallion care.

### AGLI 19 — Horse Hoof Care 2 Units
18 hours lecture
54 hours lab
Emphasizes proper horse hoof care; shoeing, trimming and disease recognition and control.

### AGLI 20 — Horse Behavior and Training 2 Units
18 hours lecture
54 hours lab
Corequisite: AGLI 16 or AGLI 18 (may have been taken previously) or equivalent experience with horses.
Breaking and starting young horses. Concentrates on halter training of foals, ground work on yearlings, and green-breaking two-year-olds and up. Includes lunging techniques, driving, and breaking to a saddle. Training in collection, turning, backing, leads, and trailer loading.

### AGLI 30 — Beef Production 3 Units
36 hours lecture
54 hours lab
Principles and practices in the selection and management of feeder, market, and breeding beef cattle. Economics of production, retail product, utilization of farm-grown feeds, and feedlot operation.

### AGLI 34 — Livestock Judging and Selection 2 Units
18 hours lecture
54 hours lab
Study of form and appearance of farm animals as related to their function. Includes judging of breeding and terminal livestock as well as carcass evaluation.

### AGLI 96 — Animal Sanitation and Disease Control 3 Units
54 hours lecture
Prevention and control of infectious diseases affecting domestic animals, including basic disease concepts, transmission of infectious diseases, principles of sanitation and fundamentals of immunology.

### AGLI 97 — Artificial Insemination of Livestock 2 Units
18 hours lecture
54 hours lab
Theory and application of artificial insemination of domestic animals, including semen evaluation and processing, heat synchronization, and pregnancy diagnosis.

### AGRICULTURE: ORNAMENTAL HORTICULTURE

#### AGOR 1 — Horticultural Science 3 Units
54 hours lecture
Basic horticulture skills and techniques for use in gardening, nursery, and landscape applications. Emphasis on propagation, cultural practices, and the study of plant relationships, structure, growth and development.

#### AGOR 2 — Plant Propagation/Greenhouse Management 3 Units
36 hours lecture
54 hours lab
Plant propagation and production practices with emphasis on florists’ plants, woody ornamentals and fruits. Commercial techniques include seed propagation, cuttings, grafting and budding, layering, fern sporing and division. Stresses greenhouses and other environmental structures for plant propagation and production.

#### AGOR 4 — Park Management 3 Units
54 hours lecture
Management and operation of municipal park departments. Includes the development of budgets, purchasing, park policies, planning and scheduling.

#### AGOR 5 — Park Facilities 3 Units
54 hours lecture
Management and operation of different types of park facilities. Includes the management of sports fields, recreation centers, campgrounds, aquatic facilities and golf courses.

#### AGOR 13 — Landscape Design 3 Units
36 hours lecture
54 hours lab
Fundamentals and implementation of landscape design. Principles of design, the design process, drafting, graphics, site evaluation, landscaping materials, and plant usage. Projects emphasize residential and small commercial sites. Field trips and off-campus assignments required.

#### AGOR 14 — Advanced Landscape Design 3 Units
36 hours lecture
54 hours lab
Prerequisite: AGOR 13
Computer Assisted Design and Drafting (CAD) with applications for landscape horticultural businesses. Includes applied CAD for plan, detail, elevation, and section drawings with exposure to CAD associated databases and plant selection programs.

#### AGOR 15 — Interior Landscaping 3 Units
54 hours lecture
(May be taken for option of letter grade or Pass/No Pass)
Design, installation and maintenance practices used in interior landscaping. Includes identification, culture and care of plants suitable for interior use. Field trip required.

#### AGOR 24 — Integrated Pest Management 3 Units
36 hours lecture
54 hours lab
Identifies common agricultural pests in Southern California and analyzes physical, biological and chemical pest control principles and practices, including integrated pest management (IPM). Stresses use, safety, equipment, laws, and regulations of pesticides.
Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGOR 29</td>
<td>Ornamental Plants - Herbaceous</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Identification, growths habits, culture and ornamental use of landscape annuals, biennials, perennials, ferns, indoor plants, groundcovers and vines adapted to climates of California. Plants emphasized will come from the California Association of Nurserymen (CAN) and California Landscape Contractors Association (CLCA) certification test plant lists.</td>
</tr>
<tr>
<td>AGOR 30</td>
<td>Ornamental Plants - Trees and Woody Shrubs</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Identification, growth habits, culture and ornamental use of landscape trees and shrubs adapted to climates of California. Plants emphasized will come from the California Association of Nurserymen (CAN) and California Landscape Contractors Association (CLCA) certification test plant lists.</td>
</tr>
<tr>
<td>AGOR 32</td>
<td>Landscaping and Nursery Management</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Operation and management of wholesale and retail nurseries. Includes site location and layout of areas; greenhouse management; soil mixes and proper use of fertilizers, insecticides, fungicides, herbicides and growth regulators; irrigation; mechanization; financing; personnel management; retail displays, advertising and customer relationships; federal, state and local laws and regulations. Field trips are required.</td>
</tr>
<tr>
<td>AGOR 39</td>
<td>Turf Grass Production and Management</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Introduction to cultivation, maintenance, and management of turfgrasses utilized for athletic fields, golf courses, parks, cemeteries, and commercial and residential lawns. Identification, installation, cultural requirements, and maintenance practices are emphasized. Field trips required.</td>
</tr>
<tr>
<td>AGOR 40</td>
<td>Sports Turf Management</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Prerequisite: AGOR 39 or equivalent experience Prepares students to work in the sports turf industry. Emphasizes turf cultural techniques used in sports turf management. Includes turf surfaces used on baseball, football, soccer, tennis, golf courses, driving ranges, and other sports fields in both professional and amateur sports. Field trips required.</td>
</tr>
<tr>
<td>AGOR 50</td>
<td>Soil Science and Management</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Principles of proper soil management to optimize plant growth, including management of air, water, nutrients and organic matter. Physical and chemical properties of soil that govern soil reactions and interactions. Field trips are required.</td>
</tr>
<tr>
<td>AGOR 51</td>
<td>Tractor and Landscape Equipment Operations</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Selection, operation, repair and maintenance of power equipment used in the landscape industry. Includes two- and four-wheel drive tractors, skip loaders, skid steer loaders, backhoes, lawn mowers, edgers, weed eaters, blower vacuums, rototillers, chainsaws, spraying equipment and all-terrain vehicles. Laboratory includes use of this equipment.</td>
</tr>
<tr>
<td>AGOR 52</td>
<td>Hydraulics</td>
<td>3 Units</td>
<td>36 hours lecture 54 hours lab Operation, maintenance, and repair of hydraulic systems used for agriculture and industrial equipment. Emphasis on pumps, valves, cylinders, flow control, reservoirs, lines, motors, and hydrostatic transmissions.</td>
</tr>
<tr>
<td>AGOR 53</td>
<td>Small Engine Repair I</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Principles and repair of small engines used in landscape, industrial and agricultural applications. Includes repairs of lawn mowers, chainsaws, 2-cycle engines, 4-cycle engines, spraying equipment, all-terrain vehicles, and other related gas-powered equipment.</td>
</tr>
<tr>
<td>AGOR 54</td>
<td>Small Engine Repair II</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Prerequisite: AGOR 53 Advanced repair and maintenance of mid-horsepower gasoline and diesel engines. Multi-cylinder air- and water-cooled engines used in landscape, industrial and agricultural applications. Repair of riding mowers, generator engines, air compressor engines, 2-cycle and 4-cycle engines, spraying equipment, all-terrain vehicles, and other related gas-powered equipment.</td>
</tr>
<tr>
<td>AGOR 55</td>
<td>Diesel Engine Repair</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Repair and maintenance of diesel engines used to power industrial, landscape and agricultural equipment.</td>
</tr>
<tr>
<td>AGOR 56</td>
<td>Engine Diagnostics</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Analysis and evaluation of tractor engine power failures with hands-on experience in the proper diagnostic procedures of power equipment. Includes service, maintenance and repair of tractor electrical systems: electrical wiring, voltage regulators, generators, alternators, switches, gauges, batteries and test equipment.</td>
</tr>
<tr>
<td>AGOR 57</td>
<td>Power Train Repair</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Service, maintenance, and repair of power trains. Includes clutches, transmissions, differentials, power take-off units, and final drives used to transmit power on tractors and other outdoor power equipment.</td>
</tr>
<tr>
<td>AGOR 62</td>
<td>Landscape Irrigation - Design and Installation</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Design and installation of turf and ornamental irrigation systems. Design techniques, sprinkler system components and hydraulic principles used in nursery management, interior design, residential and commercial landscaping. Special emphasis is given to water conservation incorporating controlled flow technologies.</td>
</tr>
<tr>
<td>AGOR 63</td>
<td>Landscape Irrigation Systems Management</td>
<td>3 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass) 36 hours lecture 54 hours lab Systematic approach to water conservation in landscapes. Repair techniques that will allow a current system to efficiently operate to its initial design. Trouble shooting procedures including field testing of valves and controllers. Irrigation efficiency testing will be incorporated to demonstrate proper methods of water audits and system evaluation.</td>
</tr>
</tbody>
</table>
AGOR 64 — Landscape Irrigation - Drip and Low Volume 3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Conservation of water in landscapes by utilization of drip and low-flow irrigation practices. Design, installation techniques, operation and maintenance of drip and low-flow irrigation systems, including determination of irrigation requirements, selection of emitters and low-flow devices, and uniformity of water distribution. Includes hands-on experience in design and installation techniques.

AGOR 71 — Landscape Construction Fundamentals 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Fundamentals of construction techniques and tools used in landscaping. Students will gain skills in construction projects that include utilities (gas, water, electricity), woodworking, masonry and surveying techniques applied to landscaping.

AGOR 72 — Landscape Hardscape Applications 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Landscape construction pertaining to all hardscape features. Course covers estimation and installation of fences, walls, planters, patios, lighting, barbecues, gazebos, decks, ponds, spas, fountains and pools. Students will gain hands-on experience in the laboratory activities.

AGOR 73 — Landscaping Laws, Contracting, and Estimating 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Landscaping laws, contracting, and estimating as they pertain to landscape construction. Information covered will be helpful for the Landscape Contractor’s (C-27 classification) licensing exam administered by the state of California. Off campus assignments required.

AGOR 75 — Urban Arboriculture 3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Care and management of ornamental trees. Includes pruning techniques, fruit tree care, bracing, cabling, and pest control. Safe practices in the use of equipment including the use of ropes, chippers, boom trucks, chain saws, and identification and evaluation of common trees. Prepares students for the tree worker and arborist certification exams.

AGOR 91 — Work Experience in Nursery Operations 1 to 4 Units
Degree Applicable
(May be taken four times for credit)
75 to 300 hours lab
Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog.
This course is designed to provide majors with actual on-the-job experience at an approved work site using skills and knowledge gained from classroom instruction. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each one unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. This course is available to students achieving advanced standing (minimum 12 units in major or equivalent experience.) Students who repeat this course will improve skills through further instruction and practice.

AGPE 70 — Pet Shop Management 3 Units
Degree Applicable
54 hours lecture
The pet industry, pet shop operations and the economic aspects of the retail/wholesale pet business. Includes organization and operation of pet shops, animal care practices, and sound business management practices.

AGPE 71 — Canine Management 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Selection, feeding, housing, breeding and management of dogs, including commercial aspects of the dog as a domestic pet. Laboratory work will include practical experience in the handling and training of dogs. May include field trips.

AGPE 72 — Feline Management 3 Units
Degree Applicable, CSU
54 hours lecture
Advisory: Eligibility for ENGL 68
Care and management of cats. Includes breed identification and characteristics, grooming, showing, nutrition, practical care, behavior, breeding, and housing.

AGPE 73 — Tropical and Coldwater Fish Management 2 Units
Degree Applicable
54 hours lecture
Care and keeping of marine and freshwater aquarium fishes, plants, and invertebrates. Includes guidance on setting up aquariums, choosing compatible species, feeding, health care, breeding, and raising fish.

AGPE 74 — Reptile Management 2 Units
Degree Applicable
36 hours lecture
Advisory: Eligibility for ENGL 68
Care and maintenance of reptiles and amphibians, including snakes, lizards, turtles, tortoises, newts, salamanders and frogs. Identification and characteristics of reptiles commonly kept as pets. Housing, feeding, health maintenance, breeding and raising of reptiles.

AGPE 76 — Aviculture - Cage and Aviary Birds 3 Units
Degree Applicable
54 hours lecture
Care and maintenance of cage birds with emphasis on the sterile techniques and disease prevention and control, aviary construction and providing the proper environment. Includes information on psittacines, soft bills, finches, game birds, poultry and ornamental waterfowl.

AGRICULTURE: PET SCIENCE

AIRC 10 — Technical Mathematics in Air Conditioning and Refrigeration 2 Units
Degree Applicable
27 hours lecture
27 hours lab
Develops mathematical skills required for the study and application of air conditioning and refrigeration including measurements and equations applied to heat loads, air distribution, electricity, and the design of air conditioning and refrigeration equipment.

AIRC 11 — Welding for Air Conditioning and Refrigeration 2 Units
Degree Applicable
18 hours lecture
54 hours lab
Fundamentals of welding related to the field of air conditioning and refrigeration with emphasis on the sterile techniques and skills required for joining copper refrigerant lines and the procedures for light fabrication.
## Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRC 12</td>
<td>Air Conditioning Codes and Standards</td>
<td>3</td>
<td>Degree Applicable. Building codes and standards as they apply to the air conditioning and refrigeration industry. Develops skills necessary to read and interpret building codes and resolve installation and service problems as they apply to the construction industry.</td>
</tr>
<tr>
<td>AIRC 20</td>
<td>Refrigeration Fundamentals</td>
<td>4</td>
<td>Degree Applicable. Principles of mechanical refrigeration based on the refrigeration cycle and associated mechanical components. Develops skills for interpreting service gauge pressures and sensible temperatures, system dehydration techniques, and the safe handling and containment of refrigerants.</td>
</tr>
<tr>
<td>AIRC 25</td>
<td>Electrical Fundamentals for Air Conditioning and Refrigeration</td>
<td>5</td>
<td>Degree Applicable. Electrical principles and practices used in air conditioning, refrigeration, and heat pump systems as applied to the development and interpretation of schematics and the sequential approach to wiring circuits including power supplies, motors, and controls. Develops skills for designing electrical circuits, and electrical troubleshooting.</td>
</tr>
<tr>
<td>AIRC 26</td>
<td>Gas Heating Fundamentals</td>
<td>2</td>
<td>Degree Applicable. Theory, operation, and application of natural gas and propane heating systems used in residential and light commercial heating installations including the properties of fuel gasses, gas combustion, furnace construction, pilot proving devices and ignition systems.</td>
</tr>
<tr>
<td>AIRC 30</td>
<td>Heat Load Calculations and Design</td>
<td>4</td>
<td>Degree Applicable. Heat loss and heat gain will be examined, developed and applied to residential dwellings air conditioning systems. Equipment sizing, selection and duct design based on the Heat Load of the structure. Heat Load calculation software will be explored and used to aid in the process.</td>
</tr>
<tr>
<td>AIRC 31</td>
<td>Commercial Electrical for Air Conditioning and Refrigeration</td>
<td>4</td>
<td>Degree Applicable. Electrical control of commercial air conditioning and refrigeration equipment emphasizing time clocks, defrost, three phase transformers, three phase motors, timers, sequencers, starting methods and troubleshooting of three phase systems.</td>
</tr>
<tr>
<td>AIRC 32A</td>
<td>Air Properties and Measurement</td>
<td>1.5</td>
<td>Degree Applicable. Investigates the air-side operating theory and application of comfort cooling systems. This course will broaden the student’s understanding of air conditioning systems by addressing psychrometrics to include the measurement of dry bulb and wet bulb temperatures, relative humidity, dew point temperatures, and sensible and latent heat processes.</td>
</tr>
<tr>
<td>AIRC 34</td>
<td>Advanced Mechanical Refrigeration</td>
<td>4</td>
<td>Degree Applicable. Advanced principles of mechanical air conditioning and refrigeration based on operating characteristics of working equipment and the interpretation of the pressure-enthalpy chart. Advanced technical aspects of mechanical components will be explored to include compressors, metering devices, pressure regulators, capacity controls, and defrost methods.</td>
</tr>
<tr>
<td>AIRC 61</td>
<td>Building Automation Fundamentals</td>
<td>2.5</td>
<td>Degree Applicable. Basics of commercial HVAC control theory as it applies to electric, pneumatic, and digital control systems. Principles of chiller plant operation, air distribution, Variable Air Volume, constant air systems, and multizone systems.</td>
</tr>
<tr>
<td>AIRC 63</td>
<td>Building Control Networks</td>
<td>3</td>
<td>Degree Applicable. Building Control Network implementations and protocol standards including web based applications, BACnet, Ethernet, LonTalk, and proprietary systems. Routers, installation, and troubleshooting will also be studied.</td>
</tr>
<tr>
<td>AIRC 65</td>
<td>Building Automation Networks and Programming</td>
<td>3</td>
<td>Degree Applicable. Programming HVAC direct digital controllers using line (text) programming, icon based programming, and template programming. Stresses good programming practices including complete program documentation.</td>
</tr>
<tr>
<td>AIRC 65</td>
<td>Work Experience in Air Conditioning and Refrigeration</td>
<td>1 to 4</td>
<td>Degree Applicable. (May be taken four times for credit) (May be taken for Pass/No Pass only) 75 to 300 hours lab Prerequisite: Approval of college Work Experience supervisor and compliance with Work Experience regulations as designated in the College Catalog. This course is designed to combine actual job experience in air conditioning and refrigeration with related classroom instruction. This work experience may be during a regular semester or during a summer session. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each one unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>AIRT 41</td>
<td>Aircraft Recognition and Performance</td>
<td>3</td>
<td>Degree Applicable, CSU. Designed for students who want to become air traffic controllers for the Federal Aviation Administration (FAA). Students will learn to recognize the distinctive features of aircraft, identify types of aircraft, classify aircraft as to FAA category and class, and analyze aircraft for performance characteristics required for air traffic control separation. Commercial Pilot majors are encouraged to take the class as an elective course.</td>
</tr>
</tbody>
</table>
### AIRCRAFT MAINTENANCE TECHNOLOGY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Time Allocation</th>
<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRM 65A</td>
<td>Aircraft Powerplant Maintenance</td>
<td>13</td>
<td>108 hours lecture and 376 hours lab</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>AIRM 65B</td>
<td>Airframe Maintenance Technology</td>
<td>13</td>
<td>108 hours lecture and 376 hours lab</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>AIRM 66A</td>
<td>Airframe Maintenance Technology</td>
<td>13</td>
<td>108 hours lecture and 376 hours lab</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>AIRM 66B</td>
<td>Airframe Maintenance Technology</td>
<td>13</td>
<td>108 hours lecture and 376 hours lab</td>
<td>Degree Applicable, CSU</td>
</tr>
</tbody>
</table>

### Course Descriptions

#### AIRM 65A — Aircraft Powerplant Maintenance
13 Units
- **Laboratory**
- **Lab Hours:** 376
- **Lecture Hours:** 108
- **Degree Applicable:** CSU
- **Course Description:**
  - Study of aircraft reciprocating and turbine powerplants. Approvals and requirements for FAA powerplant certification and Airframe and Aircraft Powerplant Maintenance Technology major.

#### AIRM 65B — Airframe Maintenance Technology
13 Units
- **Laboratory**
- **Lab Hours:** 376
- **Lecture Hours:** 108
- **Degree Applicable:** CSU
- **Course Description:**
  - Study of reciprocating and turbine engines and components. Approvals and requirements for FAA powerplant certification and Airframe and Aircraft Powerplant Maintenance Technology major.

#### AIRM 66A — Airframe Maintenance Technology
13 Units
- **Laboratory**
- **Lab Hours:** 376
- **Lecture Hours:** 108
- **Degree Applicable:** CSU
- **Course Description:**
  - Theory of flight, aircraft structures including inspection, maintenance, repair, and alteration. Approvals and requirements for FAA airframe certification and Airframe and Aircraft Powerplant Maintenance Technology major.

#### AIRM 66B — Airframe Maintenance Technology
13 Units
- **Laboratory**
- **Lab Hours:** 376
- **Lecture Hours:** 108
- **Degree Applicable:** CSU
- **Course Description:**
  - Study of aircraft systems and components. Approvals and requirements for FAA and required airframe certification and the Airframe and Aircraft Powerplant Maintenance Technology major.

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**Notes:**
- **Advisory:** AIRM 51 and AIRM 73 (May be taken concurrently)

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**Other Courses:**
- AIRM 70A — Aircraft Maintenance Electricity and Electronics (3 Units)
- AIRM 70B — Aircraft Maintenance Electricity and Electronics (3 Units)
- AIRM 71 — Aviation Maintenance Science (6 Units)
- AIRM 72 — Aviation Materials and Processes (1.5 Units)
- AIRM 73 — Aviation Welding (1.5 Units)
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRM 74</td>
<td>Aircraft Maintenance Technology 2 Units</td>
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<tr>
<td></td>
<td>- Work Experience</td>
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<td></td>
<td>(May be taken for Pass/No Pass only)</td>
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<tr>
<td></td>
<td>90 hours lab</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Prerequisite: AIRM 65A and AIRM 65B or AIRM 66A and AIRM 66B</td>
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<tr>
<td></td>
<td>Combines aircraft maintenance experience in addition to classroom instruction for college credit. Two units of credit will be earned as a result of 120 unpaid or 150 paid work hours. The employer/evaluator will have the student perform aircraft maintenance work under direct supervision at a maintenance facility.</td>
<td></td>
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<tr>
<td>AIRM 80</td>
<td>Lab Studies in Aircraft Maintenance Technology</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable</td>
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<td></td>
<td>(May be taken four times for credit)</td>
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<td></td>
<td>(May be taken for Pass/No Pass only)</td>
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<tr>
<td></td>
<td>27 to 54 hours lab</td>
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<tr>
<td></td>
<td>Advisory: AIRM 65 A/B, or AIRM 66 A/B, or AIRM 90-93 A/B, or AIRM 95-98 A/B, or equivalent</td>
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<td></td>
<td>Additional lab instruction for students needing FAA required hours to complete a training certificate or required remediation of program modules or completion of laboratory assignments. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>AIRM 90A</td>
<td>Airframe Maintenance Technology 3 Units</td>
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<td>Degree Applicable</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>72 hours lab</td>
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<tr>
<td></td>
<td>Advisory: AIRM 70A, AIRM 70B, AIRM 71, AIRM 72, AIRM 73</td>
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<tr>
<td></td>
<td>A FAA approved course covering aircraft flight, flight control and construction methods and procedures.</td>
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<tr>
<td>AIRM 90B</td>
<td>Airframe Maintenance Technology 3 Units</td>
<td></td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>71 hours lab</td>
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<tr>
<td></td>
<td>Aircraft structural designs, station numbers, aviation nomenclature and definitions. Approved by the FAA and required for the Airframe and Aircraft Powerplant Maintenance Technology major and FAA certification.</td>
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<tr>
<td>AIRM 91A</td>
<td>Airframe Maintenance Technology 3 Units</td>
<td></td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>72 hours lab</td>
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<tr>
<td></td>
<td>Aircraft wood structures, their coverings, finishes, and maintenance. Approved by the FAA and required for the Airframe and Aircraft Powerplant Maintenance Technology major.</td>
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<tr>
<td>AIRM 91B</td>
<td>Airframe Maintenance Technology 3 Units</td>
<td></td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>71 hours lab</td>
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<tr>
<td></td>
<td>Metals and composite materials used in aircraft construction, maintenance, and repair. Approved by the FAA and required for the Airframe and Aircraft Powerplant Maintenance Technology major.</td>
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<tr>
<td>AIRM 92A</td>
<td>Airframe Maintenance Technology 3 Units</td>
<td></td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>71 hours lab</td>
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<tr>
<td></td>
<td>Aircraft hydraulic and pneumatic power systems, landing gear and wheel and brake systems. Approved by the Federal Aviation Administration (FAA) and required for the Airframe and Aircraft Powerplant Maintenance Technology major.</td>
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</tr>
<tr>
<td>AIRM 92B</td>
<td>Airframe Maintenance Technology 3 Units</td>
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<td>Degree Applicable</td>
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<td>36 hours lecture</td>
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<td></td>
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<tr>
<td></td>
<td>72 hours lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Advisory: AIRM 70A, AIRM 70B, AIRM 71, AIRM 72, AIRM 73</td>
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<tr>
<td></td>
<td>A FAA approved course covering aircraft maintenance in addition to classroom instruction and practice. Additional lab instruction for students needing FAA required hours to complete a training certificate or required remediation of program modules or completion of laboratory assignments. Students who repeat this course will improve skills through further instruction and practice.</td>
<td></td>
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<td>AIRM 93A</td>
<td>Airframe Maintenance Technology 3 Units</td>
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<td>Advisory: AIRM 70A, AIRM 70B, AIRM 71, AIRM 72, AIRM 73</td>
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</tr>
<tr>
<td></td>
<td>A FAA approved course covering aircraft cabin heating and cooling, communication and navigation systems, and ice and rain control systems in small and large aircraft.</td>
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<td>AIRM 93B</td>
<td>Airframe Maintenance Technology 3 Units</td>
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<td>36 hours lecture</td>
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<td>72 hours lab</td>
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<td>Advisory: AIRM 70A, AIRM 70B, AIRM 71, AIRM 72, AIRM 73</td>
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<td></td>
<td>Aircraft fire detection and suppression systems. Aircraft inspection requirements and procedures. Approved by the FAA and required for the Airframe and Aircraft Powerplant Maintenance Technology major.</td>
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<td>AIRM 95A</td>
<td>Aircraft Powerplant Maintenance Technology 3 Units</td>
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<td>Degree Applicable</td>
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<tr>
<td></td>
<td>A FAA approved course covering piston powerplant theory. Includes calculations and construction methods.</td>
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<td>AIRM 95B</td>
<td>Aircraft Powerplant Maintenance Technology 3 Units</td>
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<td>A FAA approved course covering piston engine overhaul, inspection, and troubleshooting procedures.</td>
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<td>A FAA approved course covering instrumented and smoke and fire detection/suppression systems used in small and large aircraft. Includes engine starting systems and electrical power generating devices.</td>
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</table>
ALCOHOL DRUG COUNSELING

■ AD 1 — Alcohol/Drug Dependency  3 Units
54 hours lecture
Degree Applicable, CSU
Presents an overview of alcohol and chemical dependencies and ramifications. Explores the impact these dependencies have upon the individual’s social, psychological, economic, physiological well-being, community and family concerns. Examines the “myths,” images, and stereotypes about substances and substance abusers. Includes familiarization with terms.

■ AD 2 — Physiological Effects of Alcohol/Drugs  3 Units
54 hours lecture
Degree Applicable, CSU
Examines in-depth the physiological effect of alcohol and other drugs on the human body. Includes aspects of tolerance, habituation, cross tolerance and synergistic effect.

■ AD 3 — Chemical Dependency: Intervention, Treatment and Recovery  3 Units
54 hours lecture
Degree Applicable, CSU
Examines and analyzes the tools and techniques necessary in moving the chemically dependent individual into the treatment process; the varying types of treatment programs, and the essentials of effective recovery.

■ AD 4 — Issues in Domestic Violence  3 Units
54 hours lecture
Degree Applicable, CSU
Examines the history, law and psychology of domestic violence; cultural/social aspects; relationship to substance abuse.

■ AD 5 — Chemical Dependency: Prevention and Education  1.5 Units
27 hours lecture
Degree Applicable, CSU
Reviews and examines drug prevention effectiveness, at both the private and public level. Appraises personal attitudes, past and present, and their influence on societal norms. Evaluates current prevention programs and the necessary steps for developing, funding and managing a program.

■ AD 6 — Dual Diagnosis  3 Units
54 hours lecture
Degree Applicable, CSU
Overview of the complex interactions of mental disorders and chemical dependency. Reviews and examines the key areas involving dual diagnosis: definition, diagnosis, treatment and aftercare.

■ AD 8 — Group Process and Leadership  3 Units
54 hours lecture
Degree Applicable, CSU
Examines and analyzes the tools and techniques necessary in moving the chemically dependent individual into the treatment process; the varying types of treatment programs, and the essentials of effective recovery.

■ AD 9 — Family Counseling  3 Units
54 hours lecture
Degree Applicable, CSU
Examines the history, law and psychology of domestic violence; cultural/social aspects; relationship to substance abuse.

■ AD 10 — Client Record and Documentation  1.5 Units
27 hours lecture
Degree Applicable, CSU
Examines and analyzes the tools and techniques necessary in moving the chemically dependent individual into the treatment process; the varying types of treatment programs, and the essentials of effective recovery.

■ AD 11 — Techniques of Intervention and Referral  3 Units
54 hours lecture
Degree Applicable, CSU
Examines and analyzes the tools and techniques necessary in moving the chemically dependent individual into the treatment process; the varying types of treatment programs, and the essentials of effective recovery.

■ AD 13 — Internship/Seminar  4 Units
Degree Applicable, CSU
(May be taken for Pass/No Pass only)
27 hours lecture
126 hours lab
Degree Applicable, CSU
Advisory: AD 1, AD 2, AD 3 taken prior and AD 4, AD 5, AD 6 taken prior or concurrently
The first of a two-semester sequence which places students in Alcohol/Drug Abuse agencies and organizations. This first semester emphasizes growth in self-awareness and professionalism, interviewing skills and group process skills.

■ AD 14 — Advanced Internship/Seminar  4 Units
Degree Applicable, CSU
(May be taken for Pass/No Pass only)
27 hours lecture
126 hours lab
Degree Applicable, CSU
Advisory: AD 10 and AD 13
The second of a two-semester sequence in which the student applies the values, concepts and skills gained from previous courses to the actual process of helping chemically dependent persons.

AMERICAN LANGUAGE

■ AMLA 21S — Accent Reduction  2 Units
36 hours lecture
Degree Applicable, CSU
Advisory: Eligibility for AMLA 41W
Degree Applicable, CSU
Pronunciation and listening for non-native speakers with emphasis on analysis of individual strengths and weaknesses. Focus on improving articulation, stress and intonation patterns, and listening.

■ AMLA 22S — American Language  2 Units
36 hours lecture
Degree Applicable, CSU
Enhances ability of non-native speakers to communicate in personal and academic situations. Emphasis on grammatical accuracy and sophistication as well as confidence in communications.

■ AMLA 23S — American Language Formal Speaking  2 Units
36 hours lecture
Degree Applicable, CSU
Enhances the ability of non-native speakers to listen effectively and speak formally in a variety of situations. Emphasis is on note-taking, outlining, organizing speeches, and verbal articulation of ideas.

■ AMLA 23S — American Language Formal Speaking  2 Units
Not Degree Applicable
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
Degree Applicable, CSU
MARCH 2018
AmLA 24 — Idiomatic English  
2 Units  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
Advisory: Eligibility for AMLA 42W  
Intermediate course in the study of idiomatic language, including common American idioms and proverbs, as used in everyday language situations.

AmLA 31R — American Language Basic Reading  
4 Units  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: Satisfactory score on appropriate Reading Placement Test or successful completion of noncredit ESL Level 4  
Basic reading and vocabulary for non-native speakers.

AmLA 32R — American Language Intermediate Reading  
4 Units  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: Successful completion of AMLA 31R, or satisfactory score on appropriate Reading Placement Test, or successful completion of noncredit ESL levels 5, 6, or VESL  
Intermediate reading and vocabulary for non-native speakers.

AmLA 33R — American Language Advanced Reading  
4 Units  
Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: Successful completion of AMLA 32R or satisfactory score on appropriate Reading Placement Test  
Advanced reading and vocabulary for non-native speakers.

AmLA 41W — American Language Basic Writing  
4 Units  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: Satisfactory score on the English Placement Test or successful completion of noncredit ESL Level 4  
Basic writing and grammar for non-native speakers.

AmLA 42W — American Language Intermediate Writing  
4 Units  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: Satisfactory score on the English Placement Test or successful completion of AMLA 41W or noncredit ESL level 5 or 6 or VESL  
Advisory: AMLA 32R taken prior or concurrently  
Intermediate grammar and writing for non-native speakers.

AmLA 43W — American Language Advanced Writing  
4 Units  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: Satisfactory score on the English Placement Test or successful completion of AMLA 42W  
Advisory: AMLA 33R taken prior or concurrently  
Advanced grammar and writing for non-native speakers.

AmLA 56 — American Language Nouns and Articles  
1 Unit  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Concentrates on count and non-count nouns, article usage and other determiners for non-native learners of English. Writing practice and exercises will emphasize correct usage of these structures in writing and speaking.

AmLA 57 — American Language Verb Review I  
1 Unit  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Concentrates on verb tense, form, and use for non-native learners of English. Practice in present, past, and future verb tense forms, meaning, and use in both spoken and written English, with special emphasis on writing for college courses.

AmLA 58 — American Language Verb Review II  
1 Unit  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Advanced work on modals, passive voice, passive modals, and conditionals for non-native English students. Exercises and writing practice will emphasize improved verb usage in writing.

AmLA 59 — American Language Prepositions  
1 Unit  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Spoken and written practice in prepositions for non-native English students. Exercises and writing practice will emphasize improved verb usage in writing.

AmLA 60 — American Language Verb Review III  
1 Unit  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Advanced work on gerunds, infinitives and participles for non-native English students. Exercises and writing practice will emphasize improved verb usage in writing.

AmLA 61 — American Language Word Forms  
1 Unit  
Not Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Spoken and written practice in noun, verb, adjective, and adverb word forms for non-native English students.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ANAT 40A</td>
<td>Human Prosection</td>
<td>2</td>
<td>Techniques for human prosection. Regional exploration of superficial and deep human muscles at the gross level. Anatomy 40A and 40B must be taken in sequence in order to receive credit for college level prosection.</td>
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<tr>
<td>ANAT 40B</td>
<td>Human Prosection</td>
<td>2</td>
<td>Techniques for human prosection. Regional exploration of the human organ systems at the gross level with emphasis on the organs, blood vessels and nerves of the body cavities.</td>
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<tr>
<td>ANAT 50</td>
<td>Basic Anatomy and Physiology</td>
<td>3</td>
<td>54 hours lecture. Introduction to human anatomy and physiology by systems, with brief descriptions of biochemistry, cell biology, and molecular biology. Upon completion, students will understand normal functions of major human organ systems and be able to recognize pathologies.</td>
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<tr>
<td>ANTH 1L</td>
<td>Biological Anthropology Laboratory</td>
<td>1</td>
<td>54 hours lab. Corequisite: ANTH 1 or ANTH 1H (may have been taken previously). Students will generate and test hypotheses using the techniques and materials of biological anthropology. Includes genetic observations and calculations, osteological techniques and measurements, and primate behavior observations. One field trip to a zoo for primate observation is required.</td>
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<tr>
<td>ANTH 3</td>
<td>Archaeology</td>
<td>3</td>
<td>54 hours lecture. Prerequisite: Eligibility for ENGL 68. Introduction to the aims, methods and ethics of archaeological research and their application to the archaeological record, in contrast to popular depictions of archaeology. Topics include the evolution of culture from the earliest stone toolmakers to the primary civilizations of the Old and New Worlds, with emphasis on the invention and spread of agriculture and the impact of this change on prehistoric cultures.</td>
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<tr>
<td>ANTH 5</td>
<td>Principles of Cultural Anthropology</td>
<td>3</td>
<td>54 hours lecture. Introduction to the aims, methods and ethics of anthropological research and their application to the archaeological record, in contrast to popular depictions of archaeology. Topics include the evolution of culture from the earliest stone toolmakers to the primary civilizations of the Old and New Worlds, with emphasis on the invention and spread of agriculture and the impact of this change on prehistoric cultures.</td>
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<tr>
<td>ANTH 99</td>
<td>Special Projects in Anthropology</td>
<td>2</td>
<td>(May be taken four times for credit). To offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced.</td>
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<tr>
<td>ARAB 1</td>
<td>Elementary Arabic</td>
<td>4</td>
<td>72 hours lecture. Intended for students with little or no previous exposure to Arabic. Begins to develop elementary reading, writing, and speaking skills in Modern Standard Arabic. Focuses on mastery of Arabic script, pronunciation, simple grammatical structures, and basic vocabulary, along with an introduction to Arab culture.</td>
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<tr>
<td>ARCH 10</td>
<td>Design I - Elements of Design</td>
<td>3</td>
<td>36 hours lecture. Fundamentals of two- and three-dimensional design and design process. Elements include visualization, perception, presentation, expression, and site analysis of physical/contextual/cultural aspects of design and/or the urban environment. Portfolio will be produced.</td>
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<tr>
<td>ARCH 11</td>
<td>Architectural Drawing</td>
<td>3</td>
<td>36 hours lecture. Advisory: Eligibility for MATH 51. Architectural drawing techniques, including graphic standards, scales, orthographic, paraline, and perspective projections.</td>
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</table>
| ARCH 12     | Architectural Materials and Specifications      | 4     | Degree Applicable, CSU  
54 hours lecture  
54 hours lab  
Advisory: Eligibility for MATH 51  
Building materials and specifications used in architecture and construction. Includes a lab component of common building material applications. Field trips are required. |
| ARCH 13     | Architectural Illustration                       | 3     | Degree Applicable, CSU, UC  
36 hours lecture  
71 hours lab  
Advisory: ARCH 11  
Architectural and interior illustration including perspective drawing, sketching, shades and shadows, entourage, and color application utilizing various media and development of project portfolio. |
| ARCH 14     | Building and Zoning Codes                       | 3     | Degree Applicable, CSU  
54 hours lecture  
Advisory: ARCH 11  
Building and zoning codes, including code requirements related to architectural design and construction documentation. Process of obtaining design approvals and building permits from proper authorities having jurisdiction. |
| ARCH 15     | Architectural Working Drawings - I              | 3     | Degree Applicable, CSU  
36 hours lecture  
Advisory: ARCH 11, ARCH 12, ARCH 14, and eligibility for MATH 51  
Methods and techniques used in the development of architectural construction documents for light frame structures (Type V construction) including construction theory, practice, and working drawings. Portfolio will be produced. |
| ARCH 16     | Basic CAD and Computer Application              | 4     | Degree Applicable, CSU, UC  
54 hours lecture  
54 hours lab  
Advisory: Eligibility for MATH 51  
Basic CAD (Computer Aided Design and Drafting) and computer application in architecture, engineering and related fields (including basic word processing, spreadsheet, CAD and presentation applications). |
| ARCH 18     | Architectural CAD and BIM                        | 3     | Degree Applicable, CSU  
36 hours lecture  
71 hours lab  
Advisory: ARCH 11 or ARCH 16  
3-D Computer Aided Design and Drafting (CAD) and Building Information Modeling (BIM) for architectural design and design development. Portfolio of 3-D building models and extracted 2-D drawings will be produced. |
| ARCH 21     | Design II - Architectural Design                | 3     | Degree Applicable, CSU, UC  
36 hours lecture  
72 hours lab  
Advisory: ARCH 10, ARCH 11, ARCH 13  
Application of methods and theory used in architectural design projects. Includes graphic technique, design process, site analysis, presentation drawings and construction principles. Portfolio will be produced. |
| ARCH 23     | Architectural Presentations                      | 3     | Degree Applicable, CSU, UC  
36 hours lecture  
72 hours lab  
Advisory: ARCH 10, ARCH 11 taken prior  
Analysis and preparation of architectural presentation projects, including schematic and final design, architectural models, oral presentation techniques, board layouts using hand-drawn and computer-aided techniques, and development of project portfolio. |
| ARCH 26     | Architectural CAD Working Drawings              | 3     | Degree Applicable  
36 hours lecture  
72 hours lab  
Advisory: ARCH 15, ARCH 18 or equivalent experience  
Advanced architectural CAD drawings. Portfolio of working drawing and presentation applications of integrated 2-D and 3-D CAD models will be produced. |
| ARCH 27     | Design III - Environmental Design               | 3     | Degree Applicable, CSU, UC  
36 hours lecture  
72 hours lab  
Advisory: ARCH 21, ARCH 23 or equivalent experience  
Application of theory and principles of environmental design as applied to architecture, landscape architecture, urban design, urban planning and (civil) engineering. Portfolio will be produced. |
| ARCH 28     | Architectural CAD Illustration and Animation    | 3     | Degree Applicable, CSU  
36 hours lecture  
71 hours lab  
Advisory: ARCH 18  
Architectural CAD 3-D illustration, rendering and animation. Virtual walk-through and fly-through videos of interior and exterior 3-D models with photo-realistic materials and lighting will be produced. |
| ARCH 29     | Design IV - Advanced Project                    | 3     | Degree Applicable, CSU, UC  
36 hours lecture  
72 hours lab  
Advisory: ARCH 23, ARCH 27 or equivalent experience  
Advanced design seminars and complex building design projects in architecture, including portfolio development. |
| ARCH 31     | World Architecture I                            | 3     | Degree Applicable, CSU, UC  
54 hours lecture  
Development of architecture including ancient Egypt, Europe through the Middle Ages, and classic civilizations of Asia and the Americas. Influence of geography, religion, and socio-economic movements on architecture. |
| ARCH 32     | World Architecture II                           | 3     | Degree Applicable, CSU, UC  
54 hours lecture  
Development of modern architecture from the Renaissance to the present day. Influence of environment, religion and socio-economic movements on architecture. |
| ARCH 89     | Architectural Work Experience                   | 1 to 2 | Degree Applicable  
(May be taken four times for credit)  
(May be taken for Pass/No Pass only)  
75 to 150 hours lab  
Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog  
This course is designed to provide actual on-the-job experience in architecture at an approved work site which is related to classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. This course is available to students achieving a minimum of 12 units in architecture. Students who repeat this course will improve skills through further instruction and practice. |
ANIM 107 — Figure in Motion 3 Units
36 hours lecture
71 hours lab
Contemporary and traditional approaches to sketching objects and the human figure using drawing techniques for rapid visualization. Emphasizes and develops perceptual and technical skills for capturing basic visual mechanics of motion and gesture.

ANIM 108 — Principles of Animation 3 Units
36 hours lecture
71 hours lab
Principles of drawing for traditional animation concentrating on the mechanics of movement, timing, and emotion for the creation of expressive line drawings.

ANIM 109 — Advanced Principles of Animation 3 Units
36 hours lecture
71 hours lab
Prerequisite: ANIM 108
Advanced principles of animation including mechanics of motion, weighted movement, lip sync and expression applied to story, staging, and character development. Focus will be on the animated film process from script to storyboards, timing sheets, key posing, inbetweening and clean up through the completion of a final animation.

ANIM 110A — Drawing - Gesture and Figure 3 Units
36 hours lecture
71 hours lab
Prerequisite: ANIM 101A (formerly ANIM 101)
Contemporary and traditional approaches to sketching the human figure using drawing techniques for rapid visualization. Emphasizes and develops elements of design for the purposes of visual communication and storytelling.

ANIM 110B — Figure Gesture - Design 3 Units
36 hours lecture
71 hours lab
Prerequisite: ANIM 101A
Contemporary and traditional approaches to sketching the human figure using drawing techniques for rapid visualization. Emphasizes and develops personal interpretation, individual expression, and media exploration.

ANIM 111A — Animal Drawing 1.5 Units
18 hours lecture
36 hours lab
Prerequisite: ARTD 15A or ANIM 104
Draws and develops personal interpretation, individual expression, and background creation for animation. Industry appropriate drawing and painting techniques exploring rendering, modeling, light logic, perspective, color, space and environments are included.

ANIM 111B — Animal Drawing 1.5 Units
18 hours lecture
36 hours lab
Prerequisite: ANIM 101A
Contemporary and traditional approaches to sketching animals using drawing techniques for rapid visualization. Emphasizes and develops elements of design for the purposes of visual communication and storytelling. Requires several off-campus field trips.

ANIM 111C — Figure Gesture - Design 3 Units
36 hours lecture
71 hours lab
Prerequisite: ANIM 101A
Contemporary and traditional approaches to sketching the human figure using drawing techniques for rapid visualization. Emphasizes and develops personal interpretation, individual expression, and media exploration.

ANIM 112 — Script Development for Animation 3 Units
54 hours lecture
Creative and problem solving processes as applied to story and script development. Scripts screenplays, live action and animated film, and the practical application of story adaptation to screenplay.

ANIM 113 — History and Of Animation 3 Units
54 hours lecture
(May be taken for option of letter grade or Pass/No Pass)
History of animated film and its relationship to the disciplines of art, communication, theater, music, literature, film making, philosophy, and world history. Includes early pioneers through current visionaries, social influences that affected the development of animated film and the social impact of the animated product, and the differences between live action film and inanimate, nonliving objects in a variety of forms such as two-dimensional, clay, or computer created.
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<tr>
<td>ANIM 130</td>
<td>Introduction to 3-D Computer Animation</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>71 hours lab</td>
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<tr>
<td></td>
<td>3-D animation covering modeling, lighting, and rendering</td>
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<td>Maya software.</td>
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<td>ANIM 131</td>
<td>Introduction to Gaming</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Prerequisite: GRAP 10 or ARTC 100 or ARTC 70</td>
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<td>The field of game design including the principles, tools,</td>
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<tr>
<td></td>
<td>and strategies for designing various types of games.</td>
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<tr>
<td>ANIM 132</td>
<td>Modeling, Texture Mapping and Lighting</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>71 hours lab</td>
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<td></td>
<td>Prerequisite: ANIM 130</td>
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<tr>
<td></td>
<td>3D polygon modeling and UV polygon texture mapping used in</td>
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<tr>
<td></td>
<td>computer graphic games, TV programs or film. Includes</td>
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<tr>
<td></td>
<td>camera animation with stage and environmental scenes</td>
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<td></td>
<td>featuring fly-through, lighting setup and lighting visual</td>
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<tr>
<td></td>
<td>effects. Software used is Autodesk Maya.</td>
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<tr>
<td>ANIM 136</td>
<td>Animation Environment Layout</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>71 hours lab</td>
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<td></td>
<td>Prerequisite: ANIM 130 and ANIM 132</td>
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<tr>
<td></td>
<td>Create a digital 3D environment. Design, model, texture,</td>
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<tr>
<td></td>
<td>and light a 3D digital environment for a computer graphics</td>
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<tr>
<td></td>
<td>game, TV program or film.</td>
<td></td>
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<tr>
<td>ANIM 137A</td>
<td>Work Experience in New Digital Media</td>
<td>1-3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>(May be taken four times for credit)</td>
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<td></td>
<td>(May be taken for Pass/No Pass only)</td>
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<td></td>
<td>75 to 225 hours lab</td>
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<td></td>
<td>Advisory: Completion of the first and second semester of</td>
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<tr>
<td></td>
<td>the Animation Program</td>
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<td></td>
<td>This course is designed to provide actual on-the-job</td>
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<td></td>
<td>experience in Animation at an approved work site which is</td>
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<td></td>
<td>related to classroom instruction. A minimum of five hours</td>
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<td></td>
<td>per week of supervised work (60 non-paid clock hours or 75</td>
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<tr>
<td></td>
<td>paid clock hours per semester) is required for each one</td>
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<td></td>
<td>unit of credit. Students who repeat this course will</td>
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<td></td>
<td>improve skills through further instruction and practice.</td>
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<tr>
<td>ANIM 135</td>
<td>Advanced 3-D Modeling</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>72 hours lab</td>
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<tr>
<td></td>
<td>Advisory: ANIM 132</td>
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<td></td>
<td>An advanced course in 3-D modeling with a focus on designing,</td>
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<td></td>
<td>modeling, and rigging a character for animation.</td>
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<tr>
<td>ANIM 145</td>
<td>Advanced 3-D Animation</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>72 hours lab</td>
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<td></td>
<td>Advisory: ANIM 132</td>
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<tr>
<td></td>
<td>Animation of a pre-selected 3-D dynamic environment project</td>
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<td></td>
<td>and development of characteristics and personality of 3-D</td>
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<td></td>
<td>characters through animation.</td>
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<td>ANIM 146</td>
<td>Demo-Reel</td>
<td>1.5</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>18 hours lecture</td>
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<td></td>
<td>36 hours lab</td>
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<td></td>
<td>Prerequisite: ANIM 130</td>
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<tr>
<td></td>
<td>Production of a demo-reel representative of student interest,</td>
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<td></td>
<td>strength and skill for entry into animation fields,</td>
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<tr>
<td></td>
<td>professional schools or baccalaureate institutions.</td>
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<tr>
<td>ANIM 147</td>
<td>Visual Development</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<td></td>
<td>71 hours lab</td>
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<tr>
<td></td>
<td>Prerequisite: ARTC 16 or (ANIM 101A AND ARTD 16)</td>
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<tr>
<td></td>
<td>Development of visual concepts and storytelling for</td>
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<td></td>
<td>entertainment illustration through use of value, design,</td>
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<td></td>
<td>color and composition as symbolic tools for</td>
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<td></td>
<td>communication. Students cannot receive credit for both</td>
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<td></td>
<td>ARTC 167 and ANIM 176</td>
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<tr>
<td>ANIM 175</td>
<td>Web Animation With Flash</td>
<td>3</td>
<td>Degree Applicable</td>
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<td></td>
<td>36 hours lecture</td>
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<td></td>
<td>71 hours lab</td>
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<td></td>
<td>Prerequisite: ARTC 70 or ARTC 100</td>
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<tr>
<td></td>
<td>Principles of animation using Adobe Flash for web and</td>
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<td></td>
<td>multimedia.</td>
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<tr>
<td>ANIM 176</td>
<td>Visual Development</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<td></td>
<td>71 hours lab</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td></td>
<td>Fundamentals of visual art forms and the role art plays in</td>
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<td></td>
<td>various historical periods and cultures. Students may not</td>
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<tr>
<td></td>
<td>earn credit for both ARTB 1 and AHIS 1.</td>
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<tr>
<td>ARTB 1</td>
<td>Understanding the Visual Arts</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td>Prerequisite: Eligibility for ENGL 68</td>
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<td>Fundamentals of visual art forms and the role art plays in</td>
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<td>various historical periods and cultures. Students may not</td>
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<td></td>
<td>earn credit for both ARTB 1 and AHIS 1.</td>
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<tr>
<td>ARTB 14</td>
<td>Basic Studio Arts</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>72 hours lab</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td></td>
<td>An entry level course designed for non-art majors</td>
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<td></td>
<td>emphasizing creative expression through the visual arts.</td>
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<td></td>
<td>Painting, drawing, printmaking and sculpture are</td>
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<td></td>
<td>explored to introduce the student</td>
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<td></td>
<td>through various media to the arts.</td>
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<tr>
<td>ARTG 20</td>
<td>Art, Artists and Society</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
<td></td>
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<tr>
<td></td>
<td>71 hours lab</td>
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<tr>
<td></td>
<td>Art and artists studied through class lectures and</td>
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<td></td>
<td>required field trips. Public art display and</td>
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<tr>
<td></td>
<td>exhibition design, with an overview of art</td>
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<tr>
<td></td>
<td>movements, styles, symbols, theories and terms.</td>
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<tr>
<td>ARTG 21A</td>
<td>Introduction to Exhibition Production</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>36 hours lecture</td>
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<tr>
<td></td>
<td>71 hours lab</td>
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<td></td>
<td>Prerequisite: ARTG 20</td>
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<td></td>
<td>Concepts and hands-on applications of curatorial</td>
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<td>processes, management skills, and gallery operations.</td>
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<td>The professional side of the arts with emphasis on</td>
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<td>contemporary art, theories and media will be</td>
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<td></td>
<td>explored. Field trips required.</td>
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</tbody>
</table>
Course Descriptions

ARTG 21B — Intermediate Exhibition Production 3 Units
Degree Applicable, CSU
36 hours lecture
71 hours lab
Prerequisite: ARTG 21A
Exhibition planning, research, operation and management. Art as a profession, with emphasis on historical and contemporary terms, theories, movements and media in the context of an art exhibition production. Field trips required.

ARTG 22A — Exhibition Design and Art Gallery 1 to 3 Units
Operation Work Experience Degree Applicable
(May be taken four times for credit)
75 to 225 hours lab
Prerequisite: ARTG 21B
Provides on-the-job experience in exhibition design and art gallery operation at an approved work site related to the classroom-based learning. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.

ART: GRAPHIC DESIGN AND ILLUSTRATION

ARTC 100 — Graphic Design I 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
71 hours lab
Advisory: ARTD 15A, ARTD 20, or PHOT 4
Contemporary graphic design for the commercial arts industry. Covers technology, creativity, design, and production. Focuses on using Adobe Photoshop to produce effective commercial art. Additional exposure to Adobe Illustrator and other professional production tools.

ARTC 120 — Graphic Design II 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
71 hours lab
Prerequisite: ARTC 70 or ARTC 100
Graphic design concepts, theories, and strategies for the design and layout of printed commercial art. Covers typical printed products including advertisements, flyers, brochures, posters, newsletters, books, and catalogs. Focuses on using Adobe InDesign with additional exposure to Photoshop and Illustrator.

ARTC 140 — Graphic Design III 3 Units
Degree Applicable
36 hours lecture
71 hours lab
Prerequisite: ARTC 100 or ARTC 100
Digital illustration, design, skills, and concepts working primarily with vector art. Focuses on using Adobe Illustrator as the primary development tool.

ARTC 160 — Typography 3 Units
Degree Applicable, CSU
36 hours lecture
71 hours lab
Prerequisite: ARTC 100 or ARTC 70
Design and use of basic letterforms, type families, characteristics, history, and principles of typography in graphic design. Traditional and digital skills for the art of typeface design, typographic layout, expressive typography, and conceptual thinking.

ARTC 163 — Dynamic Sketching 3 Units
Degree Applicable, CSU
36 hours lecture
71 hours lab
Prerequisite: ARTD 15A or ANIM 104
Essential tools to conceptualize, communicate, and express creative ideas dynamically through the art of sketching. Emphasis on problem solving through the sketching process for illustrators, animators, entertainment designers, and fine artists.

ARTC 165 — Illustration 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
71 hours lab
Prerequisite: ARTC 70 or ARTC 100
Corequisite: ARTD 25A or ARTC 165
Advanced graphic design concepts and skills working with Adobe Photoshop and other graphic design applications.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTC 240</td>
<td>Multimedia Design</td>
<td>3</td>
<td>Multimedia design and development using a variety of professional software and tools. Focus is on the web as the primary, although not exclusive, delivery channel for multimedia. Covers technical skills including intermediate web design, basic video editing, basic sound editing, and basic animation. Covers creative and conceptual skills including interface design, clarity of communication, and user experience.</td>
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<tr>
<td>ARTC 280</td>
<td>Commercial Art Studio - Special Projects</td>
<td>4</td>
<td>Collaborative, interdisciplinary, teams will research, design, produce, and deliver commercial art projects. Projects will be &quot;real world&quot; and complex in scope, typically involving clients from the college or community.</td>
</tr>
<tr>
<td>ARTC 290</td>
<td>Portfolio</td>
<td>3</td>
<td>Selection, preparation, and assembly of a portfolio, book, or package of works of art, including digital and multimedia formats, that represent individual interests and strengths of students from the visual arts disciplines for use in entering a four-year institution, professional art school, or professional field of choice. Also includes cover letter and resume preparation.</td>
</tr>
<tr>
<td>ARTC 299</td>
<td>Graphic Design Internship</td>
<td>1-3</td>
<td>Provides students with on-the-job experience in graphic design, web design, media design, advertising design, illustration or other graphic design related field in an approved work site. A minimum of 75 paid clock hours or 80 non-paid clock hours per semester is required for each unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. Students who repeat this course will improve skills through further experience.</td>
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<tr>
<td>ARTZ 50</td>
<td>Specialized Studio-Art Studies</td>
<td>2</td>
<td>Advanced study of ceramics with emphasis on integrating form and surface with content and developing a personal style. Loadin, firing and unloading kilns included. Field trips required.</td>
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<tr>
<td>ARTS 22</td>
<td>Design: Three-Dimensional</td>
<td>3</td>
<td>Develops perception and enhances decision making within the three-dimensional world. Emphasis is placed on concept development and artistic expression utilizing principles and elements of three-dimensional design as well as practical experiments with various media.</td>
</tr>
<tr>
<td>ARTS 30A</td>
<td>Ceramics: Beginning I</td>
<td>3</td>
<td>Provides students with on-the-job experience in ceramic art, including clay, glazes and firing through lecture and projects in hand building and on the wheel. Emphasis on developing skills, vocabulary, analysis of form, function and aesthetics through projects, oral and written criticism. Field trip required.</td>
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<tr>
<td>ARTS 30B</td>
<td>Ceramics: Beginning II</td>
<td>3</td>
<td>Advanced study of ceramics with emphasis on integrating form and surface with content and developing a personal style. Loadin, firing and unloading kilns included. Field trips required.</td>
</tr>
<tr>
<td>ARTS 31</td>
<td>Ceramics: Advanced Studio</td>
<td>2</td>
<td>Advanced study of the ceramic vessel through the integration of technique, form and content. Field trips required.</td>
</tr>
<tr>
<td>ARTS 33</td>
<td>Ceramics: Hand Construction</td>
<td>3</td>
<td>Emphasis on developing skills, vocabulary and analysis of form, function, and craftsmanship through projects, discussion, oral and written criticism. Off-campus assignments may be required.</td>
</tr>
<tr>
<td>ARTS 34</td>
<td>The Sculptural Vessel</td>
<td>3</td>
<td>Provides students with on-the-job experience in ceramic art, including clay, glazes and firing through lecture and projects in hand building and on the wheel. Emphasis on developing skills, vocabulary, analysis of form, function and aesthetics through projects, oral and written criticism. Field trip required.</td>
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<td>Course Code</td>
<td>Course Title</td>
<td>Units</td>
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<tr>
<td>ARTS 40A</td>
<td>Sculpture: Beginning</td>
<td>3</td>
<td>CSU, UC</td>
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<td>ARTS 40C</td>
<td>Sculpture: Carving</td>
<td>3</td>
<td>CSU, UC</td>
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<tr>
<td>ARTS 40B</td>
<td>Sculpture: Beginning</td>
<td>3</td>
<td>CSU, UC</td>
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<tr>
<td>ARTS 41A</td>
<td>Sculpture: Life</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTS 41B</td>
<td>Sculpture: Life</td>
<td>3</td>
<td>CSU, UC</td>
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<tr>
<td>ARTS 42</td>
<td>Sculpture: Mold Making</td>
<td>3</td>
<td>CSU, UC</td>
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<tr>
<td>ARTS 46A</td>
<td>Sculpture: Special Effects Makeup</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTS 46B</td>
<td>Sculpture: Special Effects Makeup</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTS 99</td>
<td>Sculpture Special Studies</td>
<td>2</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTD 15A</td>
<td>Drawing: Beginning</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTD 15B</td>
<td>Drawing: Intermediate</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTD 16</td>
<td>Drawing: Perspective</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTD 17A</td>
<td>Drawing: Life</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTD 17B</td>
<td>Drawing: Life</td>
<td>3</td>
<td>CSU, UC</td>
</tr>
<tr>
<td>ARTD 19A</td>
<td>Figure Painting</td>
<td>3</td>
<td>CSU, UC</td>
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</tbody>
</table>

**Course Descriptions**

- **ARTS 40A — Sculpture: Beginning** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 72 hours lab
  - An overview of traditional and contemporary approaches to sculpture. Emphasizes principles of sculptural design and concept development. Includes exploration of technique and materials as an integral part of creative expression.

- **ARTS 40C — Sculpture: Carving** 3 Units
  - Degree Applicable, CSU, UC
  - (May be taken for option of letter grade or Pass/No Pass)
  - 36 hours lecture
  - 71 hours lab
  - Prerequisite: ARTS 40A
  - Advanced projects in subtractive, additive and manipulative approaches are explored.

- **ARTS 40B — Sculpture: Beginning** 3 Units
  - Degree Applicable, CSU, UC
  - (May be taken for option of letter grade or Pass/No Pass)
  - 36 hours lecture
  - 71 hours lab
  - Prerequisite: ARTS 40A
  - Advanced projects in stone or wood carving offering the opportunity to further explore carving using hand, power and pneumatic tools. Emphasis is on individual interpretation.

- **ARTS 41A — Sculpture: Life** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 72 hours lab
  - Modeling from the human figure with emphasis on composition, gesture, motion and human anatomy as it informs sculptural form. Development of perceptual and technical skills in clay modeling from the human figure.

- **ARTS 41B — Sculpture: Life** 3 Units
  - Degree Applicable, CSU, UC
  - (May be taken for option of letter grade or Pass/No Pass)
  - 36 hours lecture
  - 72 hours lab
  - Prerequisite: ARTS 41A
  - Sculptural study of the human figure with emphasis on composition and human anatomy. Advanced projects using materials and techniques suitable for the human form. Students who repeat this course will further develop perceptual skills in clay modeling from the human figure.

- **ARTS 42 — Sculpture: Mold Making** 3 Units
  - Degree Applicable
  - (May be taken for option of letter grade or Pass/No Pass)
  - 36 hours lecture
  - 71 hours lab
  - Construction and use of flexible and plaster molds.

- **ARTS 46A — Sculpture: Special Effects Makeup** 3 Units
  - Degree Applicable
  - (May be taken for option of letter grade or Pass/No Pass)
  - 36 hours lecture
  - 71 hours lab
  - Advisory: ARTS 42
  - Modeling, molding, casting of makeup appliances and masks to the human figure.

- **ARTS 46B — Sculpture: Special Effects Makeup** 3 Units
  - Degree Applicable
  - (May be taken for option of letter grade or Pass/No Pass)
  - 36 hours lecture
  - 71 hours lab
  - Prerequisite: ARTS 46A
  - Sculpture special effects modeling, molding and casting techniques and materials applied to create appliances for the full human head, torso or mouth.

- **ARTS 99 — Sculpture Special Studies** 2 Units
  - Degree Applicable
  - (May be taken for option of letter grade or Pass/No Pass)
  - 107 hours lab
  - Prerequisites: ARTS 22 or ARTS 40A or ARTS 41A
  - Extended sculpture experiences supplementary to those available in sculpture courses. Allows the student to pursue more advanced and complex sculpture projects with emphasis on the development of an individual creative direction. Content of each course and the methods of study vary from semester to semester. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced.

- **ARTD 15A — Drawing: Beginning** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 71 hours lab
  - Prerequisite: ARTS 15A
  - An entry level course emphasizing creative expression through the use of drawing media. Emphasis is placed on basic drawing methods and skills, composition and exploration of drawing media.

- **ARTD 15B — Drawing: Intermediate** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 71 hours lab
  - Prerequisite: ARTS 15A or ANIM 104
  - Drawing course emphasizing perceptual and technical skills to compose in dry and fluid media. Uses the formal elements and principles in black and white and color in representational and expressionistic styles.

- **ARTD 16 — Drawing: Perspective** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 72 hours lab
  - Prerequisite: ARTS 15A or ANIM 104
  - Drawing using the elements and principles of linear perspective with lights and shadows to represent natural and fabricated forms. Emphasizes methods and techniques directly related to the artist’s needs.

- **ARTD 17A — Drawing: Life** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 72 hours lab
  - Prerequisite: ARTS 17A
  - More emphasis is placed on personal interpretation, individual expression, and media exploration.

- **ARTD 17B — Drawing: Life** 3 Units
  - Degree Applicable, CSU, UC
  - 36 hours lecture
  - 72 hours lab
  - Prerequisite: ARTD 17A
  - Extends and expands the principles and techniques introduced in ARTD 17A. More emphasis is placed on personal interpretation, individual expression, and media exploration.

- **ARTD 19A — Figure Painting** 3 Units
  - Degree Applicable
  - 36 hours lecture
  - 71 hours lab
  - Prerequisite: ARTD 17A
  - Painting the draped and nude figure with emphasis on observation and accurate representation. Through poses of various lengths, students will learn to depict the human figure using light logic, color palettes, compositional devices, and painting techniques.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Credits</th>
<th>Course Attributes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTD 20</td>
<td>Design: Two-Dimensional</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 21</td>
<td>Design: Color and Composition</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 23A</td>
<td>Drawing: Head and Hands</td>
<td>1.5</td>
<td>18</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 23B</td>
<td>Drawing: Advanced Heads and Hands</td>
<td>1.5</td>
<td>18</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 23C</td>
<td>Drawing: Expressive Heads and Hands</td>
<td>1.5</td>
<td>18</td>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td>ARTD 24A</td>
<td>Painting: Watercolor</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 25A</td>
<td>Beginning Painting I</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 25B</td>
<td>Beginning Painting II</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 26A</td>
<td>Intermediate Painting I</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 26B</td>
<td>Intermediate Painting II</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 27</td>
<td>Painting: Watercolor</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 43A</td>
<td>Introduction to Printmaking</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 43B</td>
<td>Intermediate Printmaking in Intaglio/Relief</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 44A</td>
<td>Printmaking: Introduction to Lithography I</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 44B</td>
<td>Printmaking: Intermediate Lithography</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>ARTD 45A</td>
<td>Printmaking: Introduction to Screenprinting</td>
<td>3</td>
<td>36</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
</tbody>
</table>

**Degree Applicable, CSU, UC**

**Prerequisites and Notes:**
- **ARTD 20:** Eligibility for ENGL 68
- **ARTD 21:** ARTD 20
- **ARTD 23:** Contemporary and traditional approaches to constructing images of the human head and hands. Emphasis is placed on personal interpretation, individual expression, and media exploration.
- **ARTD 24:** Basic watercolor techniques as they relate to compositional and technical problems in painting. Emphasis is placed upon painting skills as related to transparent watercolor methods as well as exploration into opaque and mixed-media approaches.
- **ARTD 25:** Development of basic paint applications in various styles and subjects focusing on the formal elements of composition, light logic, and color.
- **ARTD 26:** Creation of large paintings through various styles including mixed media. Includes conceptualization and communication of ideas and solving compositional and technical painting problems with a variety of materials.
- **ARTD 27:** Single and multi-color composition in lithographic printing. Focus is on techniques in stone lithography, color registration, and composition issues. Field trips may be required.
<table>
<thead>
<tr>
<th>ARTD 45B — Printmaking: Intermediate Screenprinting</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>(May be taken for option of letter grade or Pass/No Pass)</td>
<td></td>
</tr>
<tr>
<td>36 hours lecture</td>
<td></td>
</tr>
<tr>
<td>71 hours lab</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: ARTD 45A</td>
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<tr>
<td>Complex multi-color registration in screenprinting. Emphasis on registration of colors, exploration of printing on a variety of substrates, and integration of social and political issues in print design. Field trips may be required.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ARTD 46A — Introduction to Painterly Printmaking</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>36 hours lecture</td>
<td></td>
</tr>
<tr>
<td>71 hours lab</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: ARTD 46A</td>
<td></td>
</tr>
<tr>
<td>Painterly printmaking techniques such as viscosity etchings and the complexities of simultaneous relief and intaglio printing inherent in collography. Emphasis on achieving personal artistic expression. Field trips may be required.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ARTD 46B — Intermediate Painterly Printmaking</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>36 hours lecture</td>
<td></td>
</tr>
<tr>
<td>71 hours lab</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: ARTD 46A</td>
<td></td>
</tr>
<tr>
<td>Non-toxic printmaking processes that use a variety of light sensitive polymer plates for intaglio and relief, preparation of imagery with digital means, and combining these techniques with traditional processes. Vocabulary and critical understanding of aesthetics, contemporary context, and craftsmanship are developed through projects, discussion, and oral and written criticism. Field trips may be required.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ARTD 47A — Printing: Alternative Methods Relief and Intaglio</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>38 hours lecture</td>
<td></td>
</tr>
<tr>
<td>71 hours lab</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: ARTD 46A</td>
<td></td>
</tr>
<tr>
<td>Non-toxic printmaking processes that use a variety of light sensitive polymer plates for intaglio and relief, preparation of imagery with digital means, and combining these techniques with traditional processes. Vocabulary and critical understanding of aesthetics, contemporary context, and craftsmanship are developed through projects, discussion, and oral and written criticism. Field trips may be required.</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ARTD 99 — Figure Drawing Special Studies</th>
<th>2 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>(May be taken four times for credit)</td>
<td></td>
</tr>
<tr>
<td>108 hours lab</td>
<td></td>
</tr>
<tr>
<td>Prerequisite: ARTD 17A, ANIM 101A, or ARTD 23A</td>
<td></td>
</tr>
<tr>
<td>Specialized studies exploring advanced and complex figure drawing projects with emphasis on the development of an individual creative direction. Content of each course and the methods of study vary from semester to semester.</td>
<td></td>
</tr>
</tbody>
</table>

| ART HISTORY |
|-----------------------------------------------|---------|
| **AHIS 1 — Understanding the Visual Arts** | 3 Units |
| 54 hours lecture |
| Prerequisite: Eligibility for ENGL 68 |
| Fundamentals of visual art forms and the role art plays in various historical periods and cultures. Students may not earn credit for both AHIS 1 and ARTB 1. |

| **AHIS 1H — Understanding the Visual Arts - Honors** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Fundamentals of visual art forms and the role art plays in various historical periods and cultures. An honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 1H and AHIS 1. |

| **AHIS 3 — History of Women and Gender in Art** | 3 Units |
| 54 hours lecture |
| Advisory: Eligibility for ENGL 1A |
| Survey of the roles of women and gender in cultural creation and production with a focus on the visual arts. A historical and global survey, covering the role of women artists in the history of art and the representation of gender in a variety of cultures and time periods. |

| **AHIS 3H — History of Women and Gender in Art - Honors** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Survey of the roles of women and gender in cultural creation and production with a focus on the visual arts. A historical and global survey, covering the role of women artists in the history of art and the representation of gender in a variety of cultures and time periods. An honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 3H and AHIS 3. |

| **AHIS 4 — History of Western Art: Prehistoric Through Gothic** | 3 Units |
| 54 hours lecture |
| Prerequisite: Eligibility for ENGL 68 |
| An examination of Western art from the Prehistoric through Gothic periods, demonstrating the relationship of various visual art forms to each other and to the cultural context in which they were produced. |

| **AHIS 4H — History of Western Art: Prehistoric Through Gothic - Honors** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Western art from the Prehistoric through Gothic periods demonstrating the relationship of various visual art forms to each other and to the cultural context in which they were produced. This is an honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 4H and AHIS 4. |

| **AHIS 5 — History of Western Art: Renaissance Through Modern** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Western art from the Renaissance through Modern periods, demonstrating the relationship of various visual art forms to each other and to the cultural context in which they were produced. An honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 5 and AHIS 5H. |

| **AHIS 5H — History of Western Art: Renaissance Through Modern - Honors** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Western art from the Renaissance through Modern periods demonstrating the relationship of various visual art forms to each other and to the cultural context in which they were produced. An honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 5H and AHIS 5. |

| **AHIS 6 — History of Modern Art** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Examines the artistic movements, influences, and individuals who have formed the Modern tradition. Emphasis is on the 20th century; the international and multicultural character of Modern art will be explored. |

| **AHIS 6H — History of Modern Art - Honors** | 3 Units |
| 54 hours lecture |
| Prerequisite: Acceptance into the Honors Program |
| Examines the artistic movements, influences, and individuals who have formed the Modern tradition. Emphasis is on the 20th century; the international and multicultural character of Modern art will be explored. An honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 6H and AHIS 6. |
Course Descriptions

**AHIS 8 — History of Medieval Art and Architecture** 3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisite: Eligibility for English 68  
Medieval art and architecture in Europe and the Mediterranean. Jewish, Christian, and Islamic arts will be studied in their cultural contexts.

**AHIS 9 — History of Asian Art and Architecture** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
Asian artistic traditions. Major monuments of painting, sculpture, architecture and other visual art forms are studied within their religious and cultural contexts.

**AHIS 10 — A History of Greek and Roman Art** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Advisory: Eligibility for ENGL 68  
A critical history of Greek and Roman art before 500 CE. Works of art and architecture will be examined in their cultural contexts. Historical perceptions of Classical art and culture and their impact on Europe and America will be studied.

**AHIS 11 — History of African, Oceanic, and Native American Art** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Advisory: Eligibility for ENGL 1A  
Examination of the traditional arts of African tribes and kingdoms, Oceania and Australia, and Native America. Visual arts including painting, sculpture, architecture, body decoration, and ritual objects will be studied in their cultural contexts.

**AHIS 12 — History of Pre-Columbian Art** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Advisory: Eligibility for ENGL 68  
The arts of Pre-Columbian Mesoamerica and Andean South America. Major monuments of sculpture, painting, architecture, ceramics and textiles from civilizations including the Maya, Aztecs, and Incas will be studied in their cultural contexts.

**AHIS 12H — History of Precolumbian Art - Honors** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Acceptance into the Honors Program  
The arts of Pre-Columbian Mesoamerica and Andean South America. Major monuments of sculpture, painting, architecture, ceramics and textiles from civilizations including the Maya, Aztecs, and Incas will be examined in their cultural contexts. An honors course designed to provide an enriched experience. Students may not receive credit for both AHIS 12 (formerly ARTA 12) and AHIS 12H.

**AHIS 14 — Rome: The Ancient City** 3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
The art and culture of the ancient city of Rome. Major works of art and architecture will be studied in cultural and historical context. The importance of Rome and the Romans to later cultures will be explored.

**AHIS 15 — Culture and Art of Pompeii** 3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
Art, architecture, and culture of Pompeii and neighboring cities destroyed in the volcanic eruption of 79 CE. Major monuments and archeological remains will be studied in cultural and historical context.

**AHIS 99 — Special Projects in Art History** 2 Units  
Degree Applicable, CSU  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lab  
Advisory: AHIS 1  
A study of the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced.

**ASTR 5 — Introduction to Astronomy** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 1A  
A non-technical survey of the Universe. Fundamental concepts and facts of astronomy. Topics include the origin and evolution of planets, stars, and galaxies; results of space exploration and modern cosmology. Enroll in ASTR 5L to receive laboratory science credit. Field trips may be required.

**ASTR 5H — Introduction to Astronomy - Honors** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 1A; acceptance into Honors Program  
An honors course designed to provide an enriched experience. A non-technical survey of the Universe. Fundamental concepts and facts of astronomy. Topics include the origin and evolution of planets, stars, and galaxies; results of space exploration and modern cosmology. Enroll in ASTR 5L to receive laboratory science credit. Field trips may be required. Students may not receive credit for both ASTR 5H and ASTR 5.

**ASTR 5L — Astronomical Observing Laboratory** 1 Unit  
Degree Applicable, CSU, UC  
54 hours lab  
Corequisite: ASTR 5 or ASTR 5H or ASTR 7 or ASTR 8 (may have been taken previously)  
Provides practical experience in astronomy including use of telescopes and demonstrations in the college planetarium. Occasional evening observing sessions with the telescopes and other field trips are required.

**ASTR 7 — Geology of the Solar System** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
A study of the Earth-like planets, satellites, and meteorites, from a geological point of view. Surveys geological methods and their application to the study of cratering, tectonic and volcanic activity, weathering, rock formation, landsliding, erosion, faulting, etc. Emphasis on solar system bodies other than Earth. Field trips may be required.

**ASTR 8 — Introduction to Stars, Galaxies, and the Universe** 3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Survey of current astronomical models, structure and evolution of stars, galaxies, and the universe. Field trip(s) required. Enroll in ASTR 5L to receive lab science credit.

**ASTR 99 — Special Projects in Astronomy** 2 Units  
Degree Applicable, CSU  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
In order to offer students recognition for their academic interests and ability, and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer special projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration.Student must have instructor’s authorization before enrolling in this class. Students who repeat this course will improve skills through further instruction and practice.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable, CSU, UC</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1</td>
<td>General Biology</td>
<td>4</td>
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<tr>
<td></td>
<td>Degree Applicable, CSU, UC</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>54 hours lab</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<tr>
<td></td>
<td>Advisory: READ 90</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Major principles and concepts, including cellular biology, energy relationships, biological systems, heredity, evolution and ecology for non-science majors.</td>
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<tr>
<td>BIOL 2</td>
<td>Plant and Animal Biology</td>
<td>4</td>
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<tr>
<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>54 hours lab</td>
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<tr>
<td></td>
<td>Prerequisite: BIOL 1 or BIOL 4; and Math 71</td>
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<tr>
<td></td>
<td>Basic structures and functions of plants and animals including concepts in systemsatics, evolution, physiology, ecology, and biotic relationships.</td>
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<tr>
<td>BIOL 3</td>
<td>Ecology and Field Biology</td>
<td>4</td>
<td></td>
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<tr>
<td></td>
<td>Degree Applicable, CSU, UC</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
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<tr>
<td></td>
<td>54 hours lab</td>
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<td></td>
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<tr>
<td></td>
<td>Identification and ecological relationships of common local plants and animals. Emphasizes evolutionary relationships; ecology including animal behavior, communities, ecosystems, wilderness and wildlife preservation, and population dynamics. Techniques of collecting and preserving. Many laboratory meetings conducted off-campus; most trips require walking/hiking. Includes one weekend or all day field trip.</td>
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<tr>
<td>BIOL 4</td>
<td>Biology for Majors</td>
<td>4</td>
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<tr>
<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>71 hours lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prerequisite: (CHEM 10 or CHEM 40) AND MATH 71</td>
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<td></td>
<td>Advisory: Eligibility for ENG 1A</td>
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<tr>
<td></td>
<td>Principles of biology required for advanced study including cellular and molecular biology, bioenergetics, genetics, reproduction, evolution, biodiversity and ecology. General Biology for science majors. One hour discussion group per week. Field trips with extensive hiking required.</td>
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<tr>
<td>BIOL 5</td>
<td>Contemporary Health Issues</td>
<td>3</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<tr>
<td></td>
<td>Provides an overview of contemporary health issues known to affect the quality and longevity of life. Topics include: sexuality and reproduction, stress management, fitness and nutrition, substance use and abuse, and environmental quality. Emphasis is on prevention of illness and injuries. May satisfy the Health Education requirement for a California State Teaching Credential.</td>
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<tr>
<td>BIOL 6</td>
<td>Humans and the Environment</td>
<td>3</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td></td>
<td>Ecological concepts to aid understanding our environmental crisis and determining courses of action to correct the problem. Emphasis will be placed on specific problems of population, pollution, preservation of wildlife and wilderness, and open space. A historical appraisal of human attitudes toward the land and of the necessity of developing a new land ethic.</td>
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<tr>
<td>BIOL 6L</td>
<td>Humans and the Environment Laboratory</td>
<td>2</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td></td>
<td>108 hours lab</td>
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<td></td>
<td>Prerequisite: BIOL 6 may have been taken previously</td>
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<td></td>
<td>Corequisite: BIOL 6 (may have been taken previously)</td>
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<td>Investigates major principles and problems of humans and the environment in the field and in the biological science laboratory. Most laboratory meetings will be conducted at off-campus locations. Some trips will require significant amounts of walking. Course includes one weekend field trip. Taking BIOL 6 prior to BIOL 6L is highly recommended.</td>
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<tr>
<td>BIOL 8</td>
<td>Cell and Molecular Biology</td>
<td>4</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<tr>
<td></td>
<td>54 hours lab</td>
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<tr>
<td></td>
<td>Prerequisite: BIOL 4 or BIOL 4H, and CHEM 50</td>
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<tr>
<td></td>
<td>Introduction to cell and molecular biology including eukaryotic cells, eukaryotic organelles, protein structure and functions; DNA and RNA structure and functions; protein synthesis; genome organization in viruses, prokaryotes and eukaryotes; gene cloning; protein and DNA technology and applications of genetic engineering.</td>
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<tr>
<td>BIOL 13</td>
<td>Human Reproduction, Development and Aging</td>
<td>3</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td>Prerequisite: Eligibility for ENGL 68</td>
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<td>Provides a basic understanding of human development, from conception to death. Conception, growth, maturation and aging are studied as a natural continuum, influenced by our bio-physical and psycho-social environment. Several off-campus sites, related to course content, will be visited.</td>
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<tr>
<td>BIOL 15</td>
<td>Human Sexuality</td>
<td>3</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td></td>
<td>Surveys biological, behavioral, cultural and ethical aspects of human sexuality. Contains mature and sexually explicit content.</td>
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<tr>
<td>BIOL 15H</td>
<td>Human Sexuality - Honors</td>
<td>3</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td>Prerequisite: Acceptance into the Honors Program</td>
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<td>An integrated analysis of the biological, ecological and evolutionary bases of behavior (ethology.) Historical and evolutionary contexts are emphasized through a detailed consideration of the psychobiological, ecological, ontological and sociobiological determinants of animal behavior. Field trips may be required.</td>
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<tr>
<td>BIOL 20</td>
<td>Marine Biology</td>
<td>3</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>An introduction to the marine environment including the principles of marine science, biology of marine invertebrates and vertebrates, structure and function of marine ecosystems, and human impact on the ocean. Field trip required.</td>
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<tr>
<td>BIOL 21</td>
<td>Marine Biology Laboratory</td>
<td>1</td>
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<td></td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lab</td>
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<td></td>
<td>Corequisite: BIOL 20 may have been taken previously</td>
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<tr>
<td></td>
<td>An introduction to the field and laboratory aspects of the marine environment. Emphasizes the structure and functional biology of marine invertebrates and vertebrates, ecology of intertidal organisms and ecology of estuaries. Field trips required.</td>
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</tbody>
</table>
Course Descriptions

**Course Descriptions**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
<th>Prerequisites/Advisory Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BIOl 34L</strong></td>
<td>Fundamentals of Genetics Lab</td>
<td>1</td>
<td>Provides an introduction to the field of genetics, focusing on molecular genetics, including the use of PCR and electrophoresis, gene expression, linkage and chromosome mapping, mutations and evolution, population genetics, and ethical and moral implications of DNA technology.</td>
<td>Corequisite: BIOL 34 (May have been taken previously)</td>
</tr>
<tr>
<td><strong>BIOl 4 — Fundamentals of Genetics</strong></td>
<td>3 Units</td>
<td>Degree Applicable, CSU, UC</td>
<td>Explores theory and applications of genetics. Major topics include Mendelian and molecular genetics, mechanisms of inheritance, gene expression, linkage and chromosome mapping, mutations and evolution, population genetics, and ethical and moral implications of DNA technology.</td>
<td>Prerequisite: Eligibility for ENGL 68</td>
</tr>
<tr>
<td><strong>BIOl 34L — Fundamentals of Genetics Lab</strong></td>
<td>1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Includes comparative morphology and phylogenetic relationships of organisms from bacteria to angiosperms with an emphasis on ethnomedicine, evolution, classification, ecology and conservation. Several laboratory meetings are mandatory field trips, conducted off-campus, and students provide their own transportation.</td>
<td>Advisory: BIOL 1 or BIOL 4 and eligibility for ENGL 1A</td>
</tr>
<tr>
<td><strong>BIOl 50 — Biology Basic Skills</strong></td>
<td>5 Hours</td>
<td>Not Degree Applicable</td>
<td>Provides an introduction to the field of genetics, focusing on molecular genetics, including the use of PCR and electrophoresis, gene expression, linkage and chromosome mapping, mutations and evolution, population genetics, and ethical and moral implications of DNA technology.</td>
<td>(May be taken for Pass/No Pass only)</td>
</tr>
<tr>
<td><strong>BIOl 99A — Special Projects in Biology</strong></td>
<td>1 to 2 Units</td>
<td>Degree Applicable, CSU</td>
<td>Provides an introduction to the field of genetics, focusing on molecular genetics, including the use of PCR and electrophoresis, gene expression, linkage and chromosome mapping, mutations and evolution, population genetics, and ethical and moral implications of DNA technology.</td>
<td>(May be taken four times for credit)</td>
</tr>
<tr>
<td><strong>BUSa 8 — Principles of Accounting - Managerial</strong></td>
<td>5 Units</td>
<td>Degree Applicable, CSU, UC</td>
<td>Managerial accounting concepts and principles. Includes the role of managerial accounting, cost management concepts, cost behavior and relevant costs, job order and process costing, cost-volume-profit analysis, absorption and variable costing, profit planning and budgeting, standard costing and flexible budgeting, responsibility accounting and segment reporting, capital budgeting decisions, activity based costing, and cost management for just in time environments. Excel spreadsheet software is used to solve accounting problems or decision making in business.</td>
<td>Prerequisite: BUSA 7</td>
</tr>
<tr>
<td><strong>BUSa 11 — Fundamentals of Accounting</strong></td>
<td>3 Units</td>
<td>Degree Applicable</td>
<td>Accounting vocabulary and theory, equations to solve word problems, percentages, simple and compound interest, payroll, business taxes, present value, investments, inventory, depreciation, financial statement analysis and ratios.</td>
<td>Prerequisite: BUSA 68 or eligibility for MATH 50</td>
</tr>
<tr>
<td><strong>BUSa 21 — Cost Accounting</strong></td>
<td>4 Units</td>
<td>Degree Applicable</td>
<td>Practical and theoretical concepts of cost accounting. Includes variable and fixed costs, cost-volume-profit analysis, job order and process costing, activity-based costing, general and flexible budgeting, standard costs, product costing/pricing methods, cost allocation, inventory management, capital budgeting, and transfer pricing.</td>
<td>Prerequisite: BUSA 8</td>
</tr>
<tr>
<td><strong>BUSa 53 — Ten-Key Calculations</strong></td>
<td>2 Units</td>
<td>Degree Applicable</td>
<td>Operation of electronic calculators by the touch method to solve business and accounting problems. Focuses on the application of calculator features to specific business concepts including banking records, payroll, invoicing and pricing.</td>
<td>Prerequisite: BUSA 68 or eligibility for MATH 50</td>
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<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Units</td>
<td>Degree Applicable</td>
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<tr>
<td>BUSA 58</td>
<td>Federal Income Tax Law</td>
<td>3</td>
<td>Degree Applicable</td>
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<td></td>
<td>54 hours lecture</td>
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<td>Prerequisite: BUSA 7 or BUSA 72</td>
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<td>Federal income tax law as related to individuals, with comparison to partnerships, corporations and state. Emphasis is placed on individual income taxes and related problems including research through the use of a federal tax reporting service.</td>
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<tr>
<td>BUSA 68</td>
<td>Business Mathematics</td>
<td>3</td>
<td>Not Degree Applicable</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Reviews addition, subtraction, multiplication, division, decimals, percentages, fractions, sign numbers, equations and problem solving.</td>
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<tr>
<td>BUSA 70</td>
<td>Payroll and Tax Accounting</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for BUSA 11</td>
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<td>Examines all areas of on-the-job payroll accounting. Surveys the various tax procedures required by the employer and employee in filing the correct forms for Social Security, federal, and state income taxes and their reconciliation. Laws related to Worker’s Compensation, State Disability Benefit Laws and Fair Employment Practices are discussed.</td>
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<tr>
<td>BUSA 71</td>
<td>Personal Financial Planning</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
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<td></td>
<td>54 hours lecture</td>
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<td>Personal and family financial planning for those who wish to understand their own finances across the lifespan and assist others in money management. Topics include financial goal setting, budgeting, consumer credit, debt management, banking functions, income taxes, home ownership, insurance, investing, and retirement planning. Students may not earn credit for both BUSA 71 and FCS 80.</td>
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<tr>
<td>BUSA 72</td>
<td>Bookkeeping - Accounting</td>
<td>5</td>
<td>Degree Applicable</td>
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<td></td>
<td>90 hours lecture</td>
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<td></td>
<td>Prerequisite: BUSA 68 or eligibility for MATH 50</td>
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<td></td>
<td>Fundamental bookkeeping and accounting principles including the accounting cycle for service and merchandising companies, cash management, payroll and special journals. Computerized simulations and completion of a practice set.</td>
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<tr>
<td>BUSA 75</td>
<td>Using Microcomputers in Financial Accounting</td>
<td>1</td>
<td>Degree Applicable</td>
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<td></td>
<td>18 hours lecture</td>
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<td></td>
<td>Prerequisite: BUSA 7 or BUSA 72</td>
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<td></td>
<td>Application of basic accounting concepts utilizing a computerized ledger software program. Hands-on use of a microcomputer to process accounting transactions, prepare statements and reports, and complete accounting cycle tasks. Completion of a computerized accounting practice set will be required.</td>
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<tr>
<td>BUSA 76</td>
<td>Using Microcomputers in Managerial Accounting</td>
<td>1</td>
<td>Degree Applicable</td>
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<td></td>
<td>18 hours lecture</td>
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<td>Prerequisite: BUSA 7 or BUSA 72</td>
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<td>Analysis of financial data and preparation of managerial accounting reports using Excel software. Development of what-if formulas to be used as an aid in decision-making. Includes manufacturing and consolidation worksheets, financial statement analysis, and statement of cash flows.</td>
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<tr>
<td>BUSA 81</td>
<td>Work Experience in Accounting</td>
<td>1 to 4</td>
<td>Degree Applicable</td>
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<td>(May be taken four times for credit)</td>
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<td>(May be taken for Pass/No Pass only)</td>
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<td></td>
<td>75 to 300 hours lab</td>
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<td></td>
<td>Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog</td>
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<td>Advisory: BUSA 7 or BUSA 72</td>
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<td>Provides accounting students with actual on-the-job experience in an approved work site which is related to classroom-based learning. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each one unit of credit. Work experience placement is not guaranteed but assistance is provided. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>BUSO 25</td>
<td>Business Communications</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: ENGL 1A</td>
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<td>Written communications including letters and memos meeting a variety of situations in the business environment. Includes writing of good news, bad news, sales, claims, and persuasive correspondence; letters and resumes appropriate to job seeking and application; and practicing oral skills as applied to job interviews and business reports.</td>
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<tr>
<td>BUSO 26</td>
<td>Oral Communications for Business</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Oral communication used in business situations such as training sessions, presentations, professional discussions, and telephone interactions.</td>
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<tr>
<td>BUSO 5</td>
<td>Business English</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td></td>
<td>Thorough training in the skills and techniques of English, as applied to business situations, with emphasis on effective paragraphs and memos.</td>
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<tr>
<td>BUSO 7</td>
<td>Business Mathematics</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 88</td>
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<td></td>
<td>Principles of aggregate economic analysis; economic cycles including recession, unemployment, inflation and economic growth; national income accounts; money and financial institutions; monetary and fiscal policy; alternative economic viewpoint; budget deficits and public debts; international trade and finance.</td>
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<tr>
<td>BUSO 96A</td>
<td>Business Vocabulary</td>
<td>1.5</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>27 hours lecture</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td></td>
<td>Develops a broad word command of new and specialized business vocabulary for use in various businesses. Improves vocabulary to enhance written and oral communication</td>
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<tr>
<td>BUSO 96</td>
<td>Business Vocabulary</td>
<td>1.5</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td>72 hours lecture</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<tr>
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<td>Develops a broad word command of new and specialized business vocabulary for use in various businesses. Improves vocabulary to enhance written and oral communication</td>
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<tr>
<td>BUSO 25</td>
<td>Business Communications</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
<td></td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: ENGL 1A</td>
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<td></td>
<td>Written communications including letters and memos meeting a variety of situations in the business environment. Includes writing of good news, bad news, sales, claims, and persuasive correspondence; letters and resumes appropriate to job seeking and application; and practicing oral skills as applied to job interviews and business reports.</td>
<td></td>
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<tr>
<td>BUSO 26</td>
<td>Oral Communications for Business</td>
<td>3</td>
<td>Degree Applicable</td>
<td></td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Oral communication used in business situations such as training sessions, presentations, professional discussions, and telephone interactions.</td>
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<tr>
<td>BUSO 5</td>
<td>Business English</td>
<td>3</td>
<td>Degree Applicable</td>
<td></td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
<td></td>
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<tr>
<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
<td></td>
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<tr>
<td></td>
<td>Thorough training in the skills and techniques of English, as applied to business situations, with emphasis on effective paragraphs and memos.</td>
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<tr>
<td>BUSO 7</td>
<td>Business Mathematics</td>
<td>3</td>
<td>Degree Applicable</td>
<td></td>
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<tr>
<td></td>
<td>54 hours lecture</td>
<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Prerequisite: Eligibility for ENGL 88</td>
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<td>Principles of aggregate economic analysis; economic cycles including recession, unemployment, inflation and economic growth; national income accounts; money and financial institutions; monetary and fiscal policy; alternative economic viewpoint; budget deficits and public debts; international trade and finance.</td>
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</tr>
<tr>
<td>BUSO 96</td>
<td>Business Vocabulary</td>
<td>1.5</td>
<td>Degree Applicable</td>
<td></td>
</tr>
<tr>
<td></td>
<td>72 hours lecture</td>
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<tr>
<td></td>
<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<tr>
<td></td>
<td>Develops a broad word command of new and specialized business vocabulary for use in various businesses. Improves vocabulary to enhance written and oral communication</td>
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</tbody>
</table>

**BUSINESS: BUSINESS COMMUNICATIONS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSO 5</td>
<td>Business English</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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</tr>
<tr>
<td></td>
<td>Thorough training in the skills and techniques of English, as applied to business situations, with emphasis on effective paragraphs and memos.</td>
<td></td>
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</tr>
<tr>
<td>BUSO 1H</td>
<td>Principles of Economics - Macroeconomics - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
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<tr>
<td></td>
<td>Prerequisite: Acceptance into the Honors Program and MATH 71, or MATH 71B, or MATH 71X</td>
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</tr>
<tr>
<td></td>
<td>Principles of aggregate economic analysis; economic cycles including recession, unemployment, inflation and economic growth; national income accounts; money and financial institutions; monetary and fiscal policy; alternative economic viewpoint; budget deficits and public debts; international trade and finance. An honors course designed to provide an enriched experience. Students may not receive credit for both BUSC 1A and BUSC 1AH,</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**BUSL 18 — Business Law** 3 Units
- Degree Applicable, CSU, UC
- 54 hours lecture
- **Prerequisite:** Eligibility for ENGL 68

Principles of business law emphasizing legal setting of business, nature of the law and court procedure, principles of contract law, sales of goods under the Uniform Commercial Code, personal property, bailments, and secured transactions.

**BUSL 18H — Business Law - Honors** 3 Units
- Degree Applicable, CSU, UC
- 54 hours lecture
- **Prerequisite:** Acceptance into the Honors Program

Principles of business law emphasizing commercial paper, agency, partnerships, corporations, bankruptcy, regulation of trade and real property.

**BUSL 19 — Advanced Business Law** 3 Units
- Degree Applicable, CSU, UC
- 54 hours lecture
- **Advisory:** BUSL 18

Principles of business law emphasizing commercial paper, agency, partnerships, corporations, bankruptcy, regulation of trade and real property.

**BUSL 20 — International Business Law** 3 Units
- Degree Applicable
- 54 hours lecture
- **Advisory:** Eligibility for ENGL 68

A comparative approach to the study of the international legal environment for business. Cultural, political, economic and ethical issues are emphasized as well as traditional business law subjects such as sales, commercial paper, corporate law, agency, licensing, employment, crimes, trade regulation and technology transfers.

**BUSM 50 — World Culture: A Business Perspective** 3 Units
- Degree Applicable, CSU
- 54 hours lecture

An overview of the effects of culture on business communication and interaction. Cultural roles and components are described and related to the business environment and the student’s own culture.

**BUSM 51 — Principles of International Business** 3 Units
- Degree Applicable, CSU
- 54 hours lecture
- **Advisory:** Eligibility for ENGL 68 or BUSO 5

An overview of the rapidly changing international business environment, designed to provide a global perspective. Introduces global viewpoints across the full spectrum of business functions, including, but not limited to: accounting, finance, human resources, management, operations, production, purchasing, and strategic planning.

**BUSM 52 — Principles of Exporting and Importing** 3 Units
- Degree Applicable, CSU
- 54 hours lecture
- **Advisory:** Eligibility for ENGL 68 or BUSO 5

Acquaints the student with the vocabulary, acronyms and the basic information needed for an understanding of and participating in the exporting and importing of goods and services.

**BUSM 60 — Human Relations in Business** 3 Units
- Degree Applicable, CSU
- 54 hours lecture

Behavior, personality, self-management, self-development, and elementary business psychology as an aid to furthering the student’s business advancement and learning skills. Class discussions focus on the student’s understanding of interpersonal and interdepartmental effectiveness with emphasis on communications, motivation, leadership and related areas.

**BUSM 61 — Business Organization and Management** 3 Units
- Degree Applicable, CSU
- 54 hours lecture
- **Advisory:** BUSM 20

Functions of management, techniques of decision making and problem solving, and methods used by the manager to achieve organizational goals. Various theories of management, lines of authority, functions of departments, and the importance of policies, procedures, and controls are discussed.

**BUSM 62 — Human Resource Management** 3 Units
- Degree Applicable
- 54 hours lecture

Direction of people including guidance, control supervisory problems, training, job analysis interviewing, testing, rating, and other functions involving human resources. Designed to improve the overall understanding of the relationship between the individual and the business organization.
### BUSINESS: PARALEGAL

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM 66</td>
<td>Small Business Management</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Practical problems encountered in organizing and operating a small business enterprise: initiating the business, financial and administrative control, legal and government relationships and other related considerations.</td>
</tr>
<tr>
<td>BUSM 81</td>
<td>Work Experience in Business</td>
<td>1 to 4 Units</td>
<td>Degree Applicable (May be taken four times for credit) (May be taken for Pass/No Pass only) 75 to 300 hours lab Corequisite: BUSM 20 (may have been taken previously) Provides business students with actual on-the-job experience in an approved worksite which is related to classroom-based learning. A minimum of 75 paid clock hours or 60 non-paid clock hours per semester is required for each one unit of credit. Work experience placement is not guaranteed but assistance is provided. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>BUSM 85</td>
<td>Special Issues in Business</td>
<td>2 Units</td>
<td>Degree Applicable (May be taken two times for credit) (May be taken for option of letter grade or Pass/No Pass) 36 hours lecture Provide business majors with a forum to gain knowledge, develop techniques, problem solve and implement an actual business plan. Special emphasis will be placed on the particular project of the actual business used as the class project. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>PLGL 30</td>
<td>Introduction to Paralegal/Legal</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Prerequisite: ENGL 68 Federal and state legal systems, the relationship of paralegals to attorneys, legal writing and research, investigation of claims, and legal ethics for paralegals.</td>
</tr>
<tr>
<td>PLGL 31A</td>
<td>Legal Analysis and Writing</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Corequisite: PLGL 30 (May have been taken previously) Use of a law library for legal research and references, reading and analyzing codes and statutes, and preparation of case briefs and research reports.</td>
</tr>
<tr>
<td>PLGL 31B</td>
<td>Advanced Legal Analysis and Writing</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Prerequisite: PLGL 30 and PLGL 31A Preparation of research memoranda, trial briefs, appellate briefs and other paralegal documents.</td>
</tr>
<tr>
<td>PLGL 33A</td>
<td>Civil Procedure Pretrial</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Corequisite: PLGL 30 (may have been taken previously) Analysis of the pretrial procedural steps to litigating a cause of action. Examines the concepts of jurisdiction, venue, parties to the action, summons, default judgments, and pleadings.</td>
</tr>
<tr>
<td>PLGL 33B</td>
<td>Civil Procedure-Trial and Post-Trial</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Prerequisite: PLGL 33A Preparing for litigation. Includes discovery, preparation of law and motion documents, remedies, summary judgments, motions to dismiss, settlements, and arbitration.</td>
</tr>
<tr>
<td>PLGL 35A</td>
<td>Law Office Procedures</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Advisory: PLGL 30 Examines procedures utilized by a paralegal in a law office. Includes knowledge of court systems, preparation and filing of legal papers and court documents, and drafting specialized documents in such areas as estate planning, real estate, divorce, unlawful detainer, adoption, corporations, conservatorships and guardianships.</td>
</tr>
<tr>
<td>PLGL 35B</td>
<td>Automated Law Office Procedures</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Prerequisite: PLGL 30 and PLGL 35A Advisory: CISB 15 Use of the personal computer for special purposes in the law office; includes the drafting of pleadings, document control, preparation of billing, law office and case load management, and tax reports.</td>
</tr>
<tr>
<td>PLGL 36</td>
<td>Paralegal Internship</td>
<td>1 Unit</td>
<td>Degree Applicable (May be taken four times for credit) (May be taken for Pass/No Pass only) 75 hours lab Prerequisite: PLGL 31A, PLGL 33A, and PLGL 35A Corequisite: PLGL 31B, PLGL 33B, PLGL 35B, PLGL 37, PLGL 39 (may have been taken previously) Designed to provide the student with actual on-the-job experience in the paralegal profession which relates to student's classroom based learning. Placement is not guaranteed but assistance is provided by the paralegal faculty. A minimum of five hours per week of supervised work (minimum 75 paid clock hours or 60 non-paid clock hours per semester) is required. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>PLGL 37</td>
<td>Tort Law</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Analysis of the law of torts including intentional torts such as assault, battery, false imprisonment, defamation, privacy, trespass and nuisance; negligence; and strict liability. Examination of insurance defense issues.</td>
</tr>
<tr>
<td>PLGL 38</td>
<td>Employment and Ethical Issues in Paralegalism</td>
<td>2 Units</td>
<td>Degree Applicable, CSU 36 hours lecture Prerequisite: PLGL 31A, PLGL 33A, and PLGL 35A Corequisite: PLGL 31B, PLGL 33B, PLGL 35B, PLGL 37, PLGL 39 (may have been taken previously) Job search skills including preparation of professional resumes and cover letters, interviewing techniques, networking, application of these skills in beginning the search for paralegal employment, and paralegal and attorney ethics.</td>
</tr>
<tr>
<td>PLGL 39</td>
<td>Contract Law</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Laws relating to the formation of contracts. Includes study of the statute of frauds, third-party rights, liability for breach of contract, remedies, discharge, and the Uniform Commercial Code.</td>
</tr>
<tr>
<td>PLGL 40</td>
<td>Landlord-Tenant Law</td>
<td>3 Units</td>
<td>Degree Applicable, CSU 54 hours lecture Landlord-tenant law and creation of legal documentation to represent the landlord-tenant relationship. Examination of the rights and liabilities of the landlord and the tenant.</td>
</tr>
</tbody>
</table>
PLGL 41 — Property Law 3 Units
Degree Applicable, CSU
54 hours lecture
Examination of the law relating to real and personal property. Analysis of the various forms of ownership of real property; easements, covenants, conditions, and licenses; constitutional questions; types of real estate deeds; and land use controls.

PLGL 42 — Family Law 3 Units
Degree Applicable, CSU
54 hours lecture
Laws relating to marriage, dissolution, nullity, and legal separation. Includes topics of community property, child custody, child support, spousal support, and prenuptial/antenuptial agreements.

PLGL 43 — Wills and Trusts 3 Units
Degree Applicable, CSU
54 hours lecture
Legal principles of the laws of wills and trusts, organization and jurisdiction of the California Probate Courts, estate planning and taxation.

PLGL 44 — Bankruptcy Law 3 Units
Degree Applicable, CSU
54 hours lecture
Creation, scope, and administrative functions of federal bankruptcy proceedings and arrangements. Includes wage earner plans and insolvency proceedings.

PLGL 45 — Creditors’ Rights 3 Units
Degree Applicable, CSU
54 hours lecture
Creation, perfection, and enforcement of security interests in property. Unsecured creditors and their methods of enforcing rights and obtaining judgments.

PLGL 47A — Litigation Procedures 3 Units
Degree Applicable, CSU
54 hours lecture
Overview of litigation procedures. Description of a trial and trial presentations are emphasized. Preparation of opening statements, direct and cross examinations, and closing statements. Elements of oral argument are examined. Methods of responding to questioning are analyzed.

PLGL 47B — Litigation Practice 1.5 Units
Degree Applicable, CSU
27 hours lecture
Students will present a case and evaluate the effectiveness of their presentation. Continuous revision of opening arguments, closing arguments, direct examinations, and cross-examinations.

PLGL 45 — Criminal Law and Procedures 3 Units
Degree Applicable, CSU
54 hours lecture
General principles of criminal law and procedure, elements of crimes against person and property, parties to a crime, defenses to crimes. Analysis of procedural law relating to arrest, search and seizure, rights to counsel and a jury, evidentiary issues, sentencing and appeal.

PLGL 49 — Evidence Law 3 Units
Degree Applicable, CSU
54 hours lecture
Overview of evidence law in civil and criminal cases: principles of relevance and competence of evidence; hearsay and character evidence rules; evidentiary privileges; use and authentication of writings. Use of evidence at trial, burdens of proof and presumptions, constitutional issues.

PLGL 50 — Comparative Law 3 Units
Degree Applicable
54 hours lecture
Advisory: Eligibility for ENGL 1A
A comparison of the traditions and legal systems of various nations. Specific legal concepts and principles relating to areas of business, substantive law, and procedural law are compared to illustrate and distinguish those systems from the U.S. system. Ethics, language, and management issues are considered with regard to doing business abroad.

BUSR 50 — Real Estate Principles 3 Units
Degree Applicable
54 hours lecture
Introductory real estate law, public control, property valuation, finance and real estate practice. Meets some of the California Real Estate Salesperson and Broker License requirements and meets 30 hours toward Basic Appraisal Procedures 2006 Appraiser Qualifications Board (AWB) requirements for certified-residential/certified-general appraiser license. Also provides 30 hours toward office of real estate Appraisers (OREA) requirements for state licensing.

BUSR 51 — Legal Aspects of Real Estate 3 Units
Degree Applicable
54 hours lecture
Prerequisite: BUSR 50
Real estate contracts, leases, deeds, foreclosures, homesteads, agency, and disclosures. Can be used to meet the additional educational requirements for the salesperson or broker license.
### BUSR 59 — Real Estate Property Management 3 Units
Degree Applicable
54 hours lecture
Prerequisite: BUSR 50
Property management for owners and managers of residential and commercial income properties. Meets California real estate license requirements for salesperson and broker.

### BUSR 60 — Real Estate Investment Planning 3 Units
Degree Applicable
54 hours lecture
Prerequisite: BUSR 50
A comprehensive analysis of various investment strategies, techniques, systems, and theories involving all forms of real estate with particular emphasis on research methods needed for successful investing.

### BUSR 62 — Mortgage Loan Brokering and Lending 3 Units
Degree Applicable
54 hours lecture
Prerequisite: BUSR 50
Overview of the technical knowledge of the State and Federal laws that govern the practice of mortgage loan brokerage and lending in the State of California as well as mortgage lending history and process. May be used as an elective for the salesperson or broker license.

### BUSR 76 — Escrow Procedures I 3 Units
Degree Applicable
54 hours lecture
A case study method of escrow procedures including processing of sale escrows with and without new trust deed financing; learning and using the vocabulary of escrow; drawing of documents; and other processing details pertinent to handling escrows from inception to closing. May be used as an elective for the salesperson or broker license.

### BUSR 77 — Escrow Procedures II 3 Units
Degree Applicable
54 hours lecture
Prerequisite: BUSR 76
Advanced escrow procedures covering the more unusual and difficult types of escrows and evaluating the possible solutions. Emphasis on practical processing of real estate sale and loan transactions with some personal property sales. Designed to assist those either directly or indirectly connected with the escrow industry.

### BUSR 81 — Appraisal: Principles and Procedures 3.5 Units
Degree Applicable
63 hours lecture
Principles and procedures of appraising real property with emphasis on residential properties. Required by Office of Real Estate Appraisers (OREA) for all appraisal licenses and by the Department of Real Estate (DRE) for real estate broker license. Provides 60 hours toward OREA requirements for state licensing. Includes all topics listed in Appraisal Qualifications Board (AQB) Basic Appraisal Principles and Basic Appraisal Procedures modules. May be used as the elective course for the salesperson license.

### BUSR 82 — Uniform Standards of Professional Appraisal Practice (USPAP) 1 Unit
Degree Applicable
18 hours lecture
Emphasizes appraisal standards and professional ethics. Meets the national 15-hour Uniform Standards of Professional Appraisal Practice (USPAP) requirement for initial licensing by the Office of Real Estate Appraisers (OREA).

### BUSR 83 — Residential Appraisal 3.5 Units
Degree Applicable
63 hours lecture
Includes all topics listed in Appraisal Qualifications Board (AQB) Modules: Residential Market Analysis and Highest and Best Use, Residential Appraiser Site Valuation and Cost Approach, and Residential Sales Comparison and Income Approaches. Required by Office of Real Estate Appraisers (OREA) for all appraisal licenses and provides 60 hours toward OREA requirements for appraisal licensing. May be used as the elective course for the salesperson license or the required appraisal course for broker license.

### BUSR 84 — Residential Appraisal: Case Studies 2.5 Units
Degree Applicable
45 hours lecture

### BUSR 85 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 86 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 87 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 88 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 89 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 90 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 91 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 92 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 93 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 94 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 95 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture

### BUSR 96 — Residential Appraiser Site Valuation and Cost Approach 3 Units
Degree Applicable
54 hours lecture
Course Descriptions

**BUSS 85 — Special Issues in Marketing**  
2 Units  
Degree Applicable  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
Prerequisite: BUSS 33 or BUSS 35 or BUSS 36 or BUSS 50  
Provides marketing majors with a forum to gain knowledge, develop techniques, problem solve, and implement an actual business marketing plan. Special emphasis will be placed on the particular project of the actual business used as the class project. Students who repeat this course will improve skills through further instruction and practice.

**CHMT 1 — Introduction to Chemical Laboratory Technology**  
3 Units  
Degree Applicable  
36 hours lecture  
54 hours lab  
Prerequisite: CHEM 10  
A survey of chemical laboratory professional and ethical responsibilities, aspects of environmental health and safety, safe handling of chemicals, data collection, data presentation, and strategies for quality improvement. Group projects and case studies will be used to illustrate specific aspects of the course. May include field trips.

**CHMT 8 — Work Experience in Chemical Technology**  
1 to 2 Units  
Degree Applicable  
(May be taken four times for credit)  
(May be taken for Pass/No Pass only)  
75 to 150 hours lab  
Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog  
Provides Chemistry Technology students with actual on-the-job experience in an approved work setting which is related to classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.

**CHEMISTRY**

**CHEM 10 — Chemistry for Allied Health Majors**  
4 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
72 hours lab  
Prerequisite: Eligibility for MATH 71  
Principles of inorganic chemistry including measurements, structure, nomenclature, reactions, radioactivity, energy, properties of matter, acids/bases and solutions. For Allied Health majors such as nursing, dental hygiene, radiation technology. Completion does not give eligibility for CHEM 50.

**CHEM 20 — Introductory Organic and Biochemistry**  
5 Units  
72 hours lab  
Prerequisite: CHEM 10 or CHEM 40  
Nomenclature, structure, function and reactions of major classes of organic compounds and of biomolecules, including amino acids, lipids, carbohydrates, nucleic acids and proteins. Structure and function of vitamins, coenzymes and enzymes. Metabolic pathways and biochemical energy.

**CHEM 40 — Introduction to General Chemistry**  
4 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
72 hours lab  
Prerequisite: Eligibility for MATH 71  
Advisory: Eligibility for ENGL 1A  
Introduction to measurements, structure and properties of matter, writing/balancing equations, stoichiometry, properties and behavior of gases, and properties of solutions. For science/engineering majors preparing for admission into General Chemistry (CHEM 50).

**CHEM 50 — General Chemistry I**  
5 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
108 hours lab  
Prerequisite: (CHEM 40 or satisfactory score on Chemistry Placement Examination) and (MATH 71, 71B or 71X or equivalent)  
Topics in general chemistry such as scientific method, measurements, nomenclature, formulas and equations, reaction patterns, stoichiometry, thermodynamic processes, periodic trends, atomic structure, molecular bonding and geometry, properties of gases, liquids, solids and solutions. Emphasis is on critical thinking and mathematical problem-solving using dimensional analysis. Hands-on laboratory experiments use computer and calculator-based technologies in data acquisition and analysis. Introduces techniques of scientific writing.

**CHEM 50H — General Chemistry I - Honors**  
5 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
108 hours lab  
Prerequisite: Acceptance into the Honors Program. Also (CHEM 40 or satisfactory score on the Chemistry Placement Exam) and (MATH 71, 71B or 71X or equivalent)  
Topics in general chemistry such as scientific method, measurements, nomenclature, formulas and equations, reaction patterns, stoichiometry, thermodynamic processes, periodic trends, atomic structure, molecular bonding and geometry, properties of gases, liquids, solids and solutions. Emphasis is on critical thinking and mathematical problem-solving using dimensional analysis. Hands-on laboratory experiments use computer and calculator-based technologies in data acquisition and analysis. Introduces techniques of scientific writing.  
An honors course designed to provide an enriched experience. Students may not receive credit for both CHEM 50 and CHEM 50H.

**CHEM 51 — General Chemistry II**  
5 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
108 hours lab  
Prerequisite: CHEM 50 or CHEM 50H  
The application of the laws, theories and principles presented in CHEM 50 to a variety of chemical systems. Topics include kinetics, equilibrium, thermodynamics, acid-base and oxidation-reduction reactions, transition metals, electrochemistry and nuclear chemistry. Emphasis is on critical thinking and mathematical problem-solving. Laboratory experiments use computer and calculator-based technologies in data acquisition and analysis.

**CHEM 60 — Quantitative Chemical Analysis**  
5 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
108 hours lab  
Prerequisite: CHEM 51  
Techniques of gravimetric, volumetric and instrumental analysis. Precision in measurements, computations, accurate record keeping and report writing. General procedures, skills, methods, practices, philosophies, terminologies and ethics found in industrial, governmental and academic laboratories.

**CHEM 80 — Organic Chemistry**  
5 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
108 hours lab  
Prerequisite: CHEM 51  
Designed for chemistry, biochemistry, chemical engineering and biology majors; also for those in pre-professional programs such as medicine, veterinary medicine, dentistry, optometry and pharmacy. Structure/reactivity relationships, energetics, reactions, reaction mechanisms, synthesis, separation, characterization and spectroscopic methods for organic compounds. To assure that all content material is covered, it is recommended that students complete the entire one-year sequence at one campus prior to transfer.
### CHEM 81 — Organic Chemistry  
5 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
108 hours lab  
Prerequisite: CHEM 80  
Continuation of CHEM 80. Designed for chemistry, biochemistry, chemical engineering and biology majors; also for those in pre-professional programs such as medicine, veterinary medicine, dentistry, optometry and pharmacy. Structure/reactivity relationships, energetics, reactions, reaction mechanisms, synthesis, separation, characterization and spectroscopic methods. Structure, synthesis and representative reactions of carbohydrates, lipids and proteins.

### CHEM 99 — Special Projects in Chemistry  
2 Units  
Degree Applicable, CSU  
(May be taken four times for credit)  
36 hours lecture  
Prerequisite: CHEM 50  
In order to offer students the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester, and depend on the particular project under consideration. Students must have the instructor's authority before enrolling in this class.

### CHLD 1 — Child, Family, School and Community  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
Child development is presented as the interaction and collaboration between children, parents, family, school and community. Studies of family systems in contemporary society as they impact children and their individual heritage, diverse culture, ability and language. Emphasis on the value of communication, the development of child advocacy skills and the ability to use community resources to empower families and children.

### CHLD 5 — Principles and Practices in Child Development Programs  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Overview of early childhood development programs: their histories, philosophies and emphasis; methods of guidance and discipline, licensing and regulations for state, federal and private programs. Reviews philosophies of educating young children and learning, while examining developmentally appropriate practices, including the influence of culture and inclusive environments on the developing child. Explores career paths, professional growth, and ethics. Student assignments involve ten hours outside of class time observation and participation in children's programs.

### CHLD 6 — Survey of Child Development Curriculum  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: CHLD 5 or CHLD 10  
Curriculum designs and environments for children's programs. Explores materials and resources used when planning and implementing developmentally appropriate curriculum for young children. Examines the teacher's role in observation and assessment to support development, play, and learning. TB test and observations required.

### CHLD 10 — Child Growth and Development  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Developmental approach to the study of the child identifying forces affecting growth processes from conception through adulthood. Meets requirements for Title 22 and Title V Regulations pertaining to Child Development Permit. Out-of-class observations and interviews required. TB test required.

### CHLD 50 — Teaching in a Diverse Society  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisites: Acceptance into the Honors Program  
Developmental approach to the study of the child identifying forces affecting growth processes from conception through adulthood. Meets requirements for Title 22 and Title V Regulations pertaining to Child Development Permit. Out-of-class observations and interviews required. An honors course designed to provide an enriched experience for accelerated students. Students may not receive credit for both CHLD 10 and CHLD 10H. TB test required.

### CHLD 61 — Language Arts and Art Media for Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: Eligibility for ENGL 68  
Examines the relationship between a child’s health status, safe learning environments, and proper nutrition. Emphasizes the role of creative art in the curriculum and how to foster the child’s development and creativity. Emphasizes ways to develop and implement a complete language arts program that supports children’s listening, speaking, reading and writing skills to enhance literacy development.

### CHLD 62 — Music and Motor Development for Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Explores the role of music and movement in a young child's sensory motor development. Emphasizes student development in practical activities including making music, movement, singing and musical instruments. Out of class observation at a child development center required. TB test required.

### CHLD 63 — Creative Sciencing and Math for Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: Eligibility for ENGL 68  
Exploration of children's thinking processes and problem-solving abilities as they become aware of the physical world. Includes planning and creating science and math experiences that emphasize the creative aspects of math and science.

### CHLD 64 — Health, Safety and Nutrition of Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: CHLD 1  
Development of social identities in diverse societies of young children in classroom settings. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias approaches teaching all children in becoming competent members of a diverse society. Course utilizes teaching strategies that include self-examination, reflection and opportunity to address issues related to social identity, stereotypes and bias, social and educational access, media and schooling. Out-of-class observations required. TB test required.

### CHLD 65 — Early Literacy in Child Development  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: CHLD 61  
Examines the developmental continuum of literacy from birth through early childhood. Considerations of cultural and linguistic diversity applied to the study of how children become competent in all areas of language. An appreciation of the importance of interaction and cooperation between home and school underlies the exploration of language and literacy acquisition. Issues of early literacy in public policy are reviewed. TB test/observations required.

### CHLD 66 — Language Arts and Art Media for Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Explores the value of communication, the development of child advocacy skills and the ability to use community resources to empower families and children.

### CHLD 67 — Music and Motor Development for Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Explores the role of music and movement in a young child's sensory motor development. Emphasizes student development in practical activities including making music, movement, singing and musical instruments. Out of class observation at a child development center required. TB test required.

### CHLD 68 — Creative Sciencing and Math for Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: Eligibility for ENGL 68  
Exploration of children's thinking processes and problem-solving abilities as they become aware of the physical world. Includes planning and creating science and math experiences that emphasize the creative aspects of math and science.

### CHLD 69 — Health, Safety and Nutrition of Young Children  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Advisory: CHLD 1  
Development of social identities in diverse societies of young children in classroom settings. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias approaches teaching all children in becoming competent members of a diverse society. Course utilizes teaching strategies that include self-examination, reflection and opportunity to address issues related to social identity, stereotypes and bias, social and educational access, media and schooling. Out-of-class observations required. TB test required.
<table>
<thead>
<tr>
<th>Course Description</th>
<th>Units</th>
<th>Type</th>
<th>Prerequisites/Advisory</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHLD 66 — Early Childhood Development Observation</td>
<td>2</td>
<td>Degree Applicable, CSU</td>
<td>Prerequisite: CHLD 5 and CHLD 10 or CHLD 10H&lt;br&gt;Corequisite: CHLD 66L (may have been taken previously)&lt;br&gt;Emphasizes the importance of observation of children's behavior and its significance in understanding child development principles. Focus will be on the interaction of the preschool child with the environment and with significant people.</td>
</tr>
<tr>
<td>CHLD 66L — Early Childhood Development Observation Laboratory</td>
<td>1</td>
<td>Degree Applicable, CSU</td>
<td>Corequisite: CHLD 66&lt;br&gt;Provides the student with an understanding of child development through observations in the laboratory school. The holistic approach to child study is emphasized. Students synthesize information which they have recorded and relate it to different areas of the preschool child’s growth and development.</td>
</tr>
<tr>
<td>CHLD 67 — Early Childhood Development Participation</td>
<td>2</td>
<td>Degree Applicable, CSU</td>
<td>Prerequisite: CHLD 6 and CHLD 6&lt;br&gt;Corequisite: CHLD 67L&lt;br&gt;Application of knowledge of child development principles in the preschool children's classroom setting and recognition of skills necessary for the teacher of young children. Evaluation of participation experiences.</td>
</tr>
<tr>
<td>CHLD 67L — Early Childhood Development Participation Laboratory</td>
<td>1</td>
<td>Degree Applicable, CSU</td>
<td>Corequisite: CHLD 67&lt;br&gt;Teaching experiences in the preschool children's classroom related to creating environment, managing program, preparing materials, planning and carrying out activities for individual children and groups of children.</td>
</tr>
<tr>
<td>CHLD 68 — Children With Special Needs</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
<td>Prerequisite: CHLD 10 or CHLD 10H&lt;br&gt;Characteristics of the needs of typically and atypically developing children in areas of cognitive, physical, neurological, emotional and social development. Identifies legal requirements, current issues, community resources and the IEP/IFSP process. Emphasizes modifications, adaptations, accommodations and teaching techniques involved in the inclusive classroom. Required observations in community agencies.</td>
</tr>
<tr>
<td>CHLD 69 — Early Childhood Development Field Work Seminar</td>
<td>2</td>
<td>Degree Applicable, CSU</td>
<td>Prerequisite: CHLD 67, CHLD 67L&lt;br&gt;Corequisite: CHLD 81&lt;br&gt;Selected topics pertinent to problems of students placed in community sites. Topics include philosophical orientation, curriculum, parent involvement, staff relations, professionalism and professional growth, and will involve study, discussion and research.</td>
</tr>
<tr>
<td>CHLD 71A — Administration of Child Development Programs</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
<td>Advisory: CHLD 1, CHLD 5, CHLD 6, CHLD 10 or CHLD 10H&lt;br&gt;Administration of children’s programs including laws governing children’s programs in California, site development and supervision, administrator’s duties, program budget and management, personnel selection and standards, records and reports, health and safety supervision and staff policies.</td>
</tr>
<tr>
<td>CHLD 71B — Management/Marketing/Personnel for ECD Programs</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
<td>Prerequisite: CHLD 67, CHLD 67L&lt;br&gt;Strategic planning for childhood programs, including financial administration, marketing strategies and staff development. Personnel management practices designed to facilitate administrator and staff relationships, skill building in leadership, and team work.</td>
</tr>
<tr>
<td>CHLD 72 — Teacher, Parent, and Child Relationships</td>
<td>3</td>
<td>Degree Applicable</td>
<td>Prerequisite: CHLD 71A&lt;br&gt;Comprehensive examination of child/parent/teacher relationships to better understand family dynamics and to recognize influences in the child development setting. Theories of sequential changes in parent/child/school relations within the large social context. Strategies dealing with issues that emerge when working with children and their families in the school setting.</td>
</tr>
<tr>
<td>CHLD 73 — Infant/Toddler Care and Development</td>
<td>3</td>
<td>Degree Applicable</td>
<td>Advisory: CHLD 10 or CHLD 10H&lt;br&gt;Develops activity planning techniques involved in the inclusive classroom. Required observations in community agencies.</td>
</tr>
<tr>
<td>CHLD 74 — Program Planning for the School Age Child</td>
<td>3</td>
<td>Degree Applicable</td>
<td>Prerequisite: CHLD 10 or CHLD 10H&lt;br&gt;Integrates principles of child development related to working with the school-age child. Program planning and legal requirements for school-age programs are emphasized. Explores age-appropriate discipline and conflict resolution. Develops activity planning consistent with school-age content standards. Student assignments will include observations of school-age programs.</td>
</tr>
<tr>
<td>CHLD 75 — Supervising Adults in Early Childhood Settings</td>
<td>2</td>
<td>Degree Applicable</td>
<td>Prerequisite: CHLD 71, CHLD 72&lt;br&gt;Methods and principles of working with and supervising adults in the early childhood setting. Emphasis is on the role of the experienced children’s teacher who functions as a model and mentor to new teachers as s/he addresses the needs of children, parents and staff.</td>
</tr>
<tr>
<td>CHLD 81 — Current Curriculum Models in Child Development</td>
<td>1</td>
<td>Degree Applicable</td>
<td>(May be taken two times for credit)&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;18 hours lecture&lt;br&gt;Prerequisite: CHLD 71, CHLD 72&lt;br&gt;Curriculum model will change with course offering.</td>
</tr>
<tr>
<td>CHLD 82 — Advocacy in Child Development</td>
<td>1</td>
<td>Degree Applicable</td>
<td>(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;18 hours lecture&lt;br&gt;Prerequisite: CHLD 71, CHLD 72&lt;br&gt;Provides students with working knowledge of specific curriculum models appropriate for child development programs. Origins, classroom practices, pros, cons, and evaluation methods discussed.</td>
</tr>
<tr>
<td>CHLD 83 — Current Issues in Child Development</td>
<td>1</td>
<td>Degree Applicable</td>
<td>(May be taken four times for credit)&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;18 hours lecture&lt;br&gt;Prerequisite: CHLD 71, CHLD 72&lt;br&gt;Investigates current issues in Child Development; explores process of advocacy on behalf of children.</td>
</tr>
</tbody>
</table>
### CHILDE 84 — Guidance and Discipline in Child Development Settings
1 Unit
18 hours lecture
Advisory: CHLD 5
Problem solving approach to guidance and discipline of children in child development settings. Investigation of appropriate developmental and attitudinal aspects of producing a respectful environment between children, caregivers and parents.

### CHILDE 85 — Infants At Risk
3 Units
54 hours lecture
Prerequisite: CHILDE 10
Advisory: CHILDE 73
Principles and methods of working with infants who are disabled or at-risk. Emphasis on prenatal prevention, postnatal intervention, and support programs. Course will prepare caregivers of infants at risk for appropriate program planning. TB test and out-of-class observations required.

### CHILDE 91 — Early Childhood Development Field Work
1 Unit
(May be taken for Pass/No Pass only)
75 hours lab
Prerequisite: CHILDE 67 and CHILDE 67L Carequisite: CHILDE 69
A teacher-supervised work experience course which permits students to apply early childhood development principles in community preschools. CHILDE 69 Seminar will supplement student’s progress. A minimum of 75 paid or 80 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. TB test is required.

### CHILDE 92 — Family Child Care
3 Units
54 hours lecture
Advisory: CHILDE 1, 5, 6 and 10
An overall view of home-based early education programs which includes standards of quality for the field of family child care in relationships, environments, activities, developmental learning goals, safety/health, professional and business practices.

### CHINESE

#### CHIN 1 — Elementary Chinese
4 Units
72 hours lecture
Degree Applicable, CSU, UC
Intended for students without previous exposure to Chinese. Begins to develop the ability to converse, read, and write in Mandarin Chinese. Includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to Chinese culture.

#### CHIN 2 — Continuing Elementary Chinese
4 Units
72 hours lecture
Degree Applicable, CSU, UC
Prerequisite: CHIN 1 or equivalent
Further develops conversational, reading, and writing skills in Mandarin Chinese with special emphasis on verbs, grammar, and extension of vocabulary.

#### CHIN 3 — Intermediate Chinese
4 Units
72 hours lecture
Degree Applicable, CSU, UC
Prerequisite: CHIN 2 or equivalent
Further development of Mandarin Chinese language skills and their use as tools in exploring Chinese civilization. Further study and review of grammar, exercises in word building, derivation, and the extension of the active and recognition vocabularies.

#### CHIN 4 — Continuing Intermediate Chinese
4 Units
72 hours lecture
Degree Applicable, CSU, UC
Prerequisite: CHIN 3 or equivalent
Enables students to use Mandarin in traveling, telling stories, describing experiences and discussing Chinese literary works, festivals and food. Students learn advanced grammar such as the directional and potential complements, repetition of adjectives, the focus construction, the ba and bei structures.

#### COMPUTER GRAPHICS

#### GRAP 8 — Fundamentals of Digital Media
3 Units
36 hours lecture
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
54 hours lab
Degree Applicable
Adobe Photoshop software skills, techniques and digital workflow practices from digital image editing and retouching to the composited imagery commonly created for use in photography, commercial design, printing and publishing, the internet and multimedia authoring production.

#### GRAP 9 — Digital Color Management
3 Units
36 hours lecture
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
54 hours lab
Degree Applicable
Digital color management software and hardware skills, techniques and digital workflow practices commonly used with system color device calibration and Apple Aperture, iLife, and Adobe Creative Suite software.

#### GRAP 10 — Photoshop Imagery
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Adobe Photoshop software skills, techniques and digital workflow practices from digital image editing and retouching to the composited imagery commonly created for use in photography, commercial design, printing and publishing, the internet and multimedia authoring production.

#### GRAP 11 — Illustrator Graphics
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Adobe Illustrator software skills, techniques and digital workflow practices commonly created for use in visualization, interactive design, non-graphic design, and the extension of the active and recognition vocabularies.

#### GRAP 12 — Illustrator Graphics Extended
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Adobe Illustrator software skills, techniques and digital workflow practices commonly created for use in commercial design, printing and publishing, the internet and multimedia authoring production.

#### GRAP 13 — Photoshop Imagery Extended
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Adobe Photoshop software skills, techniques and digital workflow practices from digital image editing and retouching to the composited imagery commonly created for use in photography, commercial design, printing and publishing, the internet and multimedia authoring production.

#### GRAP 14 — Digital Color Management Extended
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Digital color management software and hardware skills, techniques and digital workflow practices commonly used with system color device calibration and Apple Aperture, iLife, and Adobe Creative Suite software.

#### GRAP 15 — InDesign Graphics
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Adobe InDesign software skills, techniques and digital workflow practices commonly created for use in essential computer graphics production processes for commercial design, printing and publishing, the Internet and multimedia authoring production.

#### GRAP 16 — Illustrator Graphics
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
Adobe Illustrator software skills, techniques and digital workflow practices commonly created for use in commercial design, printing and publishing, the internet and multimedia authoring production.

#### GRAP 17 — 3D Graphics Imagery
3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Degree Applicable
3D graphics imaging software skills and production techniques from 2D orthographic drawing to the creatively conceived 3D imagery and animated environments commonly created for use in self-expression, entertainment, commercial design, printing and publishing, the internet, and multimedia authoring production.
## Course Descriptions

### GRAP 20 — Multimedia Graphics 3 Units
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Multimedia graphics software skills and production techniques for combining text, image, audio, video, animation and scripting media to author multimedia projects commonly created for self-expression, entertainment, commercial design, the internet, and multimedia production.

### GRAP 28 — Digital Portfolio 3 Units
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Prerequisite: GRAP 12 and GRAP 20
Preparation of a personal computer graphics portfolio containing key samples of work for presentation or career evaluation. The portfolio displays the learner’s skills mastery, knowledge, and capacities for communicating, synthesis, and problem solving.

### GRAP 30 — Digital Productions 3 Units
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Computer graphics production techniques and practices used in media creation and authoring professional projects commonly created for use in photography, commercial design, printing and publishing, the Internet and multimedia authoring production.

### GRAP 40 — Computer Graphics Special Topics 2 Units
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
18 hours lecture
54 hours lab
Special topics expanding the essential knowledge, skills, production techniques and proficiency of Computer Graphics commonly created for self-expression, entertainment, commercial design, the Internet, and multimedia production.

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## COMPUTER INFORMATION SYSTEMS: AUXILIARY

### CISX 94 — Laboratory Studies in Computer Information Systems 1 to 3 Units
(May be taken four times for credit)
54 hours lecture
54 hours lab
Prerequisite: Laboratory course in the same subject field and program specialization and depending on space availability
This course provides extended laboratory experiences supplementary to those available in the regular program and allows the student to pursue more advanced and complex laboratory projects and experiments. Students who repeat this course will increase skill proficiencies in Computer Information Systems.

### CISB 13 — Microsoft Word 3 Units
Degree Applicable, CSU
54 hours lecture
27 hours lab
Overview of computer information systems including computer hardware, software, networking, programming, databases, Internet, security, systems analysis, ethics, and problem solving using business applications.

### CISB 21 — Microsoft Excel 4 Units
Degree Applicable
54 hours lecture
54 hours lab
Spreadsheet concepts using Microsoft Excel including formatting, formulas and functions, charts, linked worksheets, pivot tables, macros, and Visual Basic for Applications (VBA) code.

### CISB 31 — Microsoft Word 3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Advisory: CISB 13 and (ability to type 25 words a minute or CISI 11)
Word processing with Microsoft Word and its editing, formatting, and language tools to create, edit and format business and publication documents. Includes creating flyers, newsletters, and other publication documents using advanced formatting techniques and tools.

### CISB 51 — Microsoft PowerPoint 3 Units
Degree Applicable, CSU
54 hours lecture
Formerly COMP 50.
Using PowerPoint to plan, design, and produce effective presentations. Includes creating charts, diagrams, and storyboards; developing appropriate text content; adding sound, animation, and movies.

### CISB 61 — Desktop Publishing Software 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Formerly COMP 60.
Using desktop publishing software to integrate text and various graphic objects, design, edit, and produce a variety of high-quality business publications.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Course Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISD 11</td>
<td>Database Management - Microsoft Access</td>
<td>4</td>
<td>Design, creation, and management of relational databases using Microsoft Access or similar Database Management Software (DBMS). Basic database design, creation of tables, queries, forms, reports, data access pages, and macros. Creation of custom graphical user interface using Switchboard Manager and Visual Basic (VB) code. Extensive hands-on experience on a Windows-based PC.</td>
</tr>
<tr>
<td>CISD 14</td>
<td>Advanced Database Management - Microsoft Access</td>
<td>4</td>
<td>Advanced Microsoft Access programming techniques using Visual Basic for Applications (VBA) language; event-driven programming; Access Object Model, Data Access Objects (DAO) model, ActiveX Data Objects (ADO) model; VBA structures, arrays, error handling, multi-user applications, transaction processing, client-server; security issues. Extensive hands-on experience on a Windows-based PC.</td>
</tr>
<tr>
<td>CISD 21</td>
<td>Database Management - Microsoft SQL Server</td>
<td>4</td>
<td>Structured query language (SQL) and transact-SQL for Microsoft SQL Server users. Topics include creating database objects, retrieving and updating data, writing scripts, developing stored procedures/functions, and creating cursors.</td>
</tr>
<tr>
<td>CISD 31</td>
<td>Database Management - Oracle</td>
<td>4</td>
<td>Oracle database management system (DBMS) functions, concepts, and terms. PL/SQL is used to code, test, and implement stored procedures, functions, triggers, and packages. Relational database projects will be built using PL/SQL.</td>
</tr>
<tr>
<td>CISM 11</td>
<td>Systems Analysis and Design</td>
<td>3.5</td>
<td>Develops basic understanding of information systems, general system solutions and the discipline of systems analysis in relation to the information system life cycle. Develops skills in applying the tools, techniques, and concepts of systems analysis to information systems development.</td>
</tr>
<tr>
<td>CISN 11</td>
<td>Telecommunications Networking</td>
<td>4</td>
<td>Computer Network Administration and Security Management (CNASM) core. Cisco Certified Network Associate (CCNA) 1st year certification. Concepts and designs in telecommunications and networking. Network standards, TCP/IP v4 and v6, Open Systems Interconnection (OSI), network protocols, transmission media, hardware architecture, local area network, wide area network, remote connectivity, network operating system (Microsoft Windows and Linux), troubleshooting, maintaining, upgrading network, network and wireless security, vulnerability, and network sniffing.</td>
</tr>
<tr>
<td>CISN 21</td>
<td>Windows Operating System</td>
<td>4</td>
<td>Microsoft Certified Systems Administrator (MCSE) topics, Active Directory security and policy management, Hyper-V virtual server installation, Dynamic Host Configuration Protocol (DHCP), Domain Name Service (DNS), file system security, login script, network printing, web and terminal server, Network Address Translation (NAT), IPsec and secure Virtual Private Network (VPN).</td>
</tr>
<tr>
<td>CISN 24</td>
<td>Window Server Network and Security Administration</td>
<td>4</td>
<td>Computer Network Administration and Security Management (CNASM) core. Microsoft Certified Systems Administrator (MCSE) topics, Active Directory security and policy management, Hyper-V virtual server installation, Dynamic Host Configuration Protocol (DHCP), Domain Name Service (DNS), file system security, login script, network printing, web and terminal server, Network Address Translation (NAT), IPsec and secure Virtual Private Network (VPN).</td>
</tr>
<tr>
<td>CISN 31</td>
<td>Linux Operating System</td>
<td>4</td>
<td>Concepts and skills in planning and installing Linux Operating System and its graphical interface; using Linux Shells and system administration commands; managing user accounts; installing hardware and software; creating scripts to automate system administration; and maintaining file systems and system resources.</td>
</tr>
</tbody>
</table>
## Course Descriptions

### CISN 34 — Linux Networking and Security  4 Units
Degree Applicable, CSU

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISN 31*

Network installation and management using Linux operating system and its security components. In-depth study of concepts TCP/IP, IP addressing, network protocols and servers, gateways, routers, bridges and applications. Creating Linux intranets and connecting to Internet.

### CISN 51 — Cisco CCNA Networking and Routing  4 Units
Degree Applicable, CSU

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISN 11*

Computer Network Administration and Security Management (CNASM) core. Preparation for Cisco Certified Network Associate (CCNA) certification. Design and configuration of local area networks (LANs), wide area networks (WANs), advanced Internet protocol (IP) subnet, TCP/IP, Internet routing protocols (IP, ICMP, IGMP), exterior gateway protocol (EGP), and network design. Configuration of Cisco Internetwork operating system (IOS), router, switch, virtual LAN (VLAN), access control lists (ACLs), wireless, Internet protoocol version 6 (IPv6), point-to-point protocol (PPP), high-level data link (HDLC), and routing protocols including static route, routing information protocol (RIP), interior gateway routing protocol (IGRP), enhanced interior gateway routing protocol (EIGRP), and open shortest path first (OSPF).

### CISN 61 — Virtualization Technology  3 Units
Degree Applicable

- **54 hours lecture**
  *Advisory: CISB 11 or CISN 21 or CISN 31*

Plan, configure, secure, install, and maintain latest virtual systems from VMware, Microsoft, and other companies.

### COMPUTER INFORMATION SYSTEMS: PROGRAMMING

#### CISP 10 — Principles of Object-Oriented Design  2 Units
Degree Applicable, CSU

- **27 hours lecture**
- **27 hours lab**
  *Advisory corequisite: CISP 11 or CISP 21 or CISP 31 or CISP41*

Object-oriented design, patterns, and use of UML in different programming languages that will enable students to build large packages and business applications.

#### CISP 11 — Programming in Visual Basic  4 Units
Degree Applicable, CSU, UC

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISP 11 or CISP 15 or computer work experience*

Programming using Visual Basic. Planning and writing object-oriented applications using Windows Forms and Web Forms; user interface design classes, objects, properties, methods and events; control structures; lists and arrays; printing and Print Previews; accessing a database.

#### CISP 14 — Advanced Visual Basic Programming  4 Units
Degree Applicable, CSU, UC

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISP 11*

Advanced computer programming concepts using Visual Basic. NET as the programming language. Designing, coding, testing, and implementing object-oriented multiple tier programs; program design using Unified Modeling Language; using data adapters, object linking and embedding (OLE) objects and dynamic link libraries (DLLs); incorporating XML, Web forms, and Web services; creating and updating sequential and random files; validating input data; trapping errors; designing, displaying, searching, and updating database tables; creating record sets using SQL and database reports using Crystal Reports, producing business graphics; using distributing applications; creating components, collections, and help files.

#### CISP 21 — Programming in Java  4 Units
Degree Applicable, CSU, UC

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISP 11 or CISP 15*

Programming using Java as the programming language. Design and develop object-oriented programs and Web-based applets; documentation and debugging techniques; user-interface, objects, properties, methods, and events; elementary control structures, lists, arrays, streams and serialization. Provides students with hands-on experience.

#### CISP 24 — Advanced Java Programming  4 Units
Degree Applicable, CSU, UC

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISP 21*

Advanced object-oriented programming concepts and techniques in Java. Course is designed to teach serialization, multithreading, advanced Swing components, networking, server-side technology (servlets, remote method invocation (RMI), Java server pages), Java Database Connectivity (JDBC), Java Beans, public key infrastructure (PKI) security.

#### CISP 31 — Programming in C++  4 Units
Degree Applicable, CSU, UC

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISP 11 or CISP 21*

Object-oriented programming using C++ as the programming language. Object oriented design, documentation, and debugging techniques. Elementary control structures, classes, overload operators and functions, single and multiple inheritance.

#### CISP 34 — Advanced C++ Programming  4 Units
Degree Applicable, CSU, UC

- **54 hours lecture**
- **54 hours lab**
  *Advisory: CISP 31*


#### CISP 41 — Programming in C#  4 Units
Degree Applicable, CSU

- **54 hours lecture**
  *May be taken for option of letter grade or Pass/No Pass*
- **54 hours lab**
  *Advisory: CISP 11 or CISP 15*

Plan, develop and debug C# applications using Windows Forms and Web Forms. Course covers loops, if statements, switch blocks, database connections, multiple forms, object-oriented programming concepts. Course taught in hands-on environment and requires projects implementing each concept.

#### CISP 44 — Advanced Programming in C#  4 Units
Degree Applicable

- **54 hours lecture**
  *May be taken for option of letter grade or Pass/No Pass*
- **54 hours lab**
  *Prerequisite: CISP 41 or industry experience in C#*

Advanced programming concepts using C#. Designing, coding, testing and implementing object-oriented multi-tier applications; displaying, searching, and updating SQL client databases with both Windows Forms and Web Forms; creating user controls, Web Services, and container classes; creating help files, deploying applications, and developing mobile applications.
<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Notes</th>
</tr>
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<tbody>
<tr>
<td>CISS 11</td>
<td>Practical Computer Security</td>
<td>2</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>CISS 13</td>
<td>Principles of Information Systems Security</td>
<td>4</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>CISS 15</td>
<td>Operating Systems Security</td>
<td>4</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>CISS 21</td>
<td>Network Vulnerabilities and Countermeasures</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
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<tr>
<td>CISS 23</td>
<td>Network Security and Firewalls</td>
<td>4</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>CISS 24</td>
<td>Defending Computer Systems</td>
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<td>(May be taken four times for credit)</td>
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<tr>
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<td>Network Analysis, Intrusion Detection/Prevention Systems</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>CISS 26</td>
<td>Defending Computer Systems</td>
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<td>(May be taken four times for credit)</td>
</tr>
<tr>
<td>CISS 27</td>
<td>Secure Web Programming with ASP.NET</td>
<td>4</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>CISP 52</td>
<td>Mobile Device Programming</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>CISP 52L</td>
<td>Mobile Device Programming Laboratory</td>
<td>0.5</td>
<td>Degree Applicable</td>
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<tr>
<td>CISS 10</td>
<td>Internet Technologies</td>
<td>3</td>
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<td>4</td>
<td>Degree Applicable</td>
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</tbody>
</table>

### COMPUTER INFORMATION SYSTEMS: SECURITY

**CISS 11 — Practical Computer Security**

- 2 units
- Degree Applicable

**CISS 13 — Principles of Information Systems Security**

- 4 units
- Degree Applicable

**CISS 15 — Operating Systems Security**

- 4 units
- Degree Applicable

**CISS 21 — Network Vulnerabilities and Countermeasures**

- 4 units
- Degree Applicable, CSU

**CISS 22 — Network Analysis, Intrusion Detection/Prevention Systems**

- 4 units
- Degree Applicable, CSU

**CISS 23 — Network Security and Firewalls**

- 4 units
- Degree Applicable, CSU

**CISS 24 — Defending Computer Systems**

- 1 unit
- (May be taken four times for credit)

**CISS 25 — Network Analysis, Intrusion Detection/Prevention Systems**

- 4 units
- Degree Applicable, CSU

**CISS 26 — Defending Computer Systems**

- 1 unit
- (May be taken four times for credit)

**CISS 27 — Secure Web Programming with ASP.NET**

- 4 units
- Degree Applicable, CSU

**CISS 29 — CNASM Service Learning**

- 1 unit
- Degree Applicable, CSU

**CISP 52 — Mobile Device Programming**

- 3 units
- Degree Applicable

**CISP 52L — Mobile Device Programming Laboratory**

- 0.5 unit
- Degree Applicable
COURSE DESCRIPTIONS

CISC 110 — Fundamentals of Computer Science 3.5 Units
Degree Applicable, CSU, UC
54 hours lecture
27 hours lab
Prerequisite: MATH 71 or MATH 71B or equivalent
Advisory: Eligibility for ENGL 1A
Basic concepts of computer hardware and software. General computer organization and information representation. Binary and hexadecimal number systems. Algorithm design and problem-solving techniques. Introduction to programming using a high level language (C, C++ or Java.)

CSCI 110 — C++ Language and Object Development 4 Units
Degree Applicable, CSU, UC
54 hours lecture
54 hours lab
Prerequisite: CSCI 110 or equivalent programming experience
For computer science, mathematics, engineering and other science students. Introduction to C++ programming and object-oriented paradigm. Control structures, functions, arrays, pointers and strings, classes and data abstraction, C++ object programming, operator overloading, inheritance, virtual functions and polymorphism, stream input and output, templates, exception handling, file processing. Introduction to data structures in C++: string processing and recursion.

CSCI 115 — Assembly Language/Machine Architecture 3 Units
Degree Applicable, CSU, UC
54 hours lecture
54 hours lab
Prerequisite: CSCI 110
Corequisite: CSCI 150L
Organization and operation of real computer systems at the assembly language level using the Intel 80x86 family of processors; mapping statements and constructs in a high-level language onto sequences of machine instructions; internal representations of simple data types and structures; numerical computation, noting various data representation errors and potential procedural errors; investigation of basic principles of operating systems; and programming language translation process.

CSCI 140 — C++ Language and Object Development 4 Units
Degree Applicable, CSU, UC
54 hours lecture
54 hours lab
Prerequisite: CSCI 110 or equivalent programming experience
For computer science, mathematics, engineering and other science students. Introduction to C++ programming and object-oriented paradigm. Control structures, functions, arrays, pointers and strings, classes and data abstraction, C++ object programming, operator overloading, inheritance, virtual functions and polymorphism, stream input and output, templates, exception handling, file processing. Introduction to data structures in C++, string processing and recursion.

CSCI 145 — Java Language and Object Oriented Programming 4 Units
Degree Applicable, CSU, UC
54 hours lecture
54 hours lab
Prerequisite: CSCI 110
Introduction to Java language and object oriented programming with Java as well as general concepts and techniques of computer programming. Topics include: Java expressions, flow control, methods and program structure, Java classes, overloading, object references, inheritance, Java library packages, exceptions, file I/O, applets, GUI, and event handling. A course for computer science, engineering, mathematics, and other science students.

CSCI 150 — Assembly Language/Machine Architecture 3 Units
Degree Applicable, CSU, UC
54 hours lecture
54 hours lab
Prerequisite: CSCI 110
Corequisite: CSCI 150L
Organization and operation of real computer systems at the assembly language level using the Intel 80x86 family of processors; mapping statements and constructs in a high-level language onto sequences of machine instructions; internal representations of simple data types and structures; numerical computation, noting various data representation errors and potential procedural errors; investigation of basic principles of operating systems; and programming language translation process.

CSCI 150L — Assembly Language Laboratory 1 Unit
Degree Applicable, CSU, UC
(May be taken for Pass/No Pass only)
54 hours lab
Corequisite: CSCI 150
Advisory: CSCI 140; language experience programming general and scientific algorithms and data structures in C++ or Java strongly recommended
Complements the lecture material in CSCI 150. Development/debugging of assembly language programs.

CSCI 170 — Introduction to Unix Operating System 3.5 Units
Degree Applicable, CSU, UC
54 hours lecture
27 hours lab
Prerequisite: Completion of CSCI 110
Introduction to the UNIX operating system, system administration and networking. Topics include: process synchronization and communication mechanisms, process management, scheduling and protection, memory organization and management, virtual memory, I/O devices management, file systems, networking, system administration for UNIX.

CSCI 190 — Discrete Mathematics Applied to Computer Science 4 Units
Degree Applicable, CSU, UC
72 hours lecture
Prerequisite: MATH 71 or equivalent
Provides students with the mathematical background necessary in Computer Science: set theory, logic, modular arithmetic, combinatorics, finite probability and graphs. Topics include propositional and predicate calculus, recursion, binary search trees and counting techniques.

CSCI 210 — Applied Logic for Computers 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: CSCI 110
Basic concepts of digital systems, introduction to Boolean algebra, truth tables, Karnaugh maps, combinational elements and networks, state diagrams, state tables, sequential elements and networks.

CSCI 220 — Data Structures I 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: CSCI 140 or CSCI 145
Corequisite: CSCI 220L
Abstract data types and running time analysis tools. Linear data structures including sets, stacks, queues, and linked lists. Trees, binary search trees, heaps, and priority queues. Many procedures are discussed using an algorithmic language and selected problems are programmed in a higher level language.

CSCI 220L — Data Structures I Laboratory 1 Unit
Degree Applicable, CSU, UC
(May be taken for Pass/No Pass only)
54 hours lab
Corequisite: CSCI 220
An independent study program designed to complement the lecture material presented in CSCI 220, Data Structures. Hands-on computer work will include problem solving in linear data structures, strings, and trees.
### COMPUTER AND NETWORKING TECHNOLOGY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Advisory/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCI 230</td>
<td>Data Structures II</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
<td>54 hours lecture</td>
<td>Prerequisite: CSCI 220 Corequisite: CSCI 230L Basic searching/sorting algorithms, hashing, graphs, memory/disk management, B-trees, advanced tree structures and analysis.</td>
</tr>
<tr>
<td>CNET 52</td>
<td>PC Operating Systems</td>
<td>4</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>54 hours lab Advisory: CNET 50 taken prior Current operating systems required for A+ and Network+ Certification and general computer servicing. Topics include: identification of major components, installation, configuration, upgrading and troubleshooting.</td>
</tr>
<tr>
<td>CNET 54</td>
<td>PC Troubleshooting</td>
<td>4</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>54 hours lab Advisory: CNET 50 taken prior Advanced microcomputer servicing. Includes: isolating, identifying, and repairing specific problems in the computer environment at the hardware level. Prepares students for the A+ Certification Exam.</td>
</tr>
<tr>
<td>CNET 56</td>
<td>Computer Networks</td>
<td>4</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>54 hours lab Advisory: CNET 54 taken prior Standards, terminology, design, implementation and troubleshooting techniques as they relate to both Local and Wide Area Networks. Emphasis on hardware and software components, network architecture and data transmission methods. Of special interest to computer and network technicians and those seeking certification in A+, Network+, or other MSCE certifications.</td>
</tr>
<tr>
<td>CNET 58</td>
<td>Server Systems</td>
<td>3</td>
<td>Degree Applicable</td>
<td>36 hours lecture</td>
<td>54 hours lab Advisory: CNET 56 Server installation, configuration, and management. Includes hardware and software components, virtual server configurations, troubleshooting techniques using flow charts and diagnostic tools, and disaster recovery concepts. Emphasis on hardware components. Covers the core material needed for the Server+ Certification.</td>
</tr>
<tr>
<td>CNET 60</td>
<td>A+ Certification Preparation</td>
<td>2</td>
<td>Degree Applicable</td>
<td>36 hours lecture</td>
<td>Advisory: CNET 54 Prepares the student and qualified computer technician for the A+ certification examination. All aspects of the A+ Essentials and A+ Practical Application test modules will be stressed through both lecture review and test simulation software.</td>
</tr>
<tr>
<td>CNET 62</td>
<td>Network+ Certification Preparation</td>
<td>2</td>
<td>Degree Applicable</td>
<td>36 hours lecture</td>
<td>Advisory: CNET 56 Prepares the student and/or A+ certified technician for the Network+ Certification Examination. Individuals preparing for a job in the computer networking industry or who wish to become Network+ certified will find this course invaluable.</td>
</tr>
<tr>
<td>CNET 64</td>
<td>Server + Certification Preparation</td>
<td>2</td>
<td>Degree Applicable</td>
<td>36 hours lecture</td>
<td>Advisory: CNET 58 Prepares the computer/network service technician for the CompTIA Server+ certification examination.</td>
</tr>
<tr>
<td>CNET 66</td>
<td>Security + Certification Preparation</td>
<td>2</td>
<td>Degree Applicable</td>
<td>36 hours lecture</td>
<td>Advisory: CNET 54 and CNET 56 taken prior Prepares the computer/network service technician for the CompTIA sponsored Security+ Certification examination. Security information is covered only as it pertains to enabling the service technician to troubleshoot a computer system that may have a security problem.</td>
</tr>
<tr>
<td>CORS 10</td>
<td>Introduction to Correctional Sciences</td>
<td>3</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>Overview of the field of corrections: county jail, probation, the California Youth Authority and the Department of Corrections as a member of the Criminal Justice System. Includes philosophy, past and present practices and the criminal justice and correctional processes.</td>
</tr>
<tr>
<td>CORS 15</td>
<td>Control and Supervision of the Offender</td>
<td>3</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>Examine methods of controlling and supervising inmates. Emphasizes California’s methods in rapidly-expanding institutions.</td>
</tr>
<tr>
<td>CORS 20</td>
<td>Correctional Law</td>
<td>3</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>Legal and due process rights for inmates. Inmate rights vs. needs of society. State, federal, and appellate court decisions.</td>
</tr>
<tr>
<td>CORS 25</td>
<td>Probation and Parole</td>
<td>3</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>Historical development of probation and parole with emphasis on current California programs. Defines the roles of courts, parole boards and the duties and responsibilities of the staff of probation and parole agencies.</td>
</tr>
<tr>
<td>CORS 30</td>
<td>Ethnic Relations in Corrections</td>
<td>3</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>Historical development of probation and parole with emphasis on current California programs. Defines the roles of courts, parole boards and the duties and responsibilities of the staff of probation and parole agencies.</td>
</tr>
<tr>
<td>CORS 35</td>
<td>Interviewing and Counseling in Corrections</td>
<td>3</td>
<td>Degree Applicable</td>
<td>54 hours lecture</td>
<td>Techniques of interviewing and counseling in the field of corrections with emphasis on practical application. Needs of the client and agency will be stressed.</td>
</tr>
</tbody>
</table>
Course Descriptions

- **CORS 40 — Crime and Delinquency** 3 Units
  54 hours lecture
  Criminal behavior and types of crime and effects on society and victims. Stresses property crime, property offender, motivation, and methods of control used by society.

- **CORS 45 — The Violent Offender** 3 Units
  54 hours lecture
  Violent crimes of felony assault, robbery, rape, the various types of homicide, and the characteristics of both the offender and the victim.

COUNSELING

- **COUN 1 — Introduction to College** 1 Unit
  (May be taken for Pass/No Pass only)
  18 hours lecture
  Higher education and the college experience including orientation to college life and higher education resources. Explores graduation, transfer, career options, factors in educational decision making, and educational planning.

- **COUN 2 — College Success Strategies** 3 Units
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Assists students in evaluating their readiness for a successful college experience. Explores strategies and techniques to be an effective college student, including time management, study skills, college resources, career exploration and educational planning. Develops skills necessary to reach educational and career goals.

- **COUN 5 — Career/Life Planning** 3 Units
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Prerequisite: Eligibility for ENGL 68
  A systematic approach to self-exploration and career/life planning which includes identification of values, interests, skills and self-management style. Develop decision-making and goal-setting skills and identify barriers to success. Explores careers and job search techniques.

- **COUN 7 — Introduction to the Transfer Process** 2 Units
  (May be taken for option of letter grade or Pass/No Pass)
  38 hours lecture
  Advisory: Eligibility for ENGL 1A
  Introduction and orientation to the transfer process to a four-year institution. Includes an in-depth exploration of transfer requirements, admission procedures and requirements for majors. Also explores academic and support services, financial aid and other transitional issues to enable students to make informed choices on majors and four-year institutions and in academic planning. Field trips are required.

- **COUN 20 — Peer Counselor Training** 2 Units
  (May be taken for Pass/No Pass only)
  36 hours lecture
  Prerequisite: Eligibility for ENGL 68
  Designed for group experiences with interpersonal communication and discussion of approaches to peer counseling and advising at Mt. SAC. Provides opportunities for students to develop skills with a variety of communication styles that include open expression, active listening, and feedback. Upon completion of this course, opportunities may be available for students to become employed as peer counselors.

- **COUN 51 — Career Planning** 1 Unit
  (May be taken for Pass/No Pass only)
  18 hours lecture
  Designed for students who want assistance in making career decisions. A variety of assessments, inventories, and computer generated information will be used in analyzing the student's potential in the world of work.

- **COUN 54 — Single Parent Academy** 3 Units
  54 hours lecture
  Develop personal, educational, and career/life planning skills for single parents.

- **COUN 99A — Special Projects in Counseling** .5 to 2 Units
  (May be taken for option of letter grade or Pass/No Pass)
  47 to 119 hours lab
  In order to offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, various departments from time to time offer Special Projects courses. This course will focus on establishing career and educational goals for students. Students must have an instructor’s authorization before enrolling in this course. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced. A field trip may be required.

DANCE: ACTIVITY

- **DNCE 1 — Ballet Fundamentals** .5 to 2 Units
  Degree Applicable, CSU, UC
  (May be taken four times for credit)
  (May be taken for option of letter grade or Pass/No Pass)
  36 to 108 hours lab
  Introduces fundamental vocabulary, technique, and movement combinations for ballet. Includes barre work, center floor work, floor progressions, and musicality and phrasing. Students who repeat this course will improve proficiency through continued instruction and practice.

- **DNCE 2A — Ballet I** .5 to 1 Unit
  Degree Applicable, CSU, UC
  (May be taken four times for credit)
  (May be taken for option of letter grade or Pass/No Pass)
  36 to 54 hours lab
  Beginning vocabulary, technique, and movement combinations for ballet. Includes barre work, center floor work, floor progressions, preparation for turning, and musicality and phrasing. Students who repeat this course will improve proficiency through continued instruction and practice.

- **DNCE 2B — Ballet II** .5 to 1 Unit
  Degree Applicable, CSU, UC
  (May be taken four times for credit)
  (May be taken for option of letter grade or Pass/No Pass)
  36 to 54 hours lab
  Intermediate technique, vocabulary and movement combinations for ballet. Includes intermediate barre work, demi-pointe work, use of epaulement and increasingly difficult center floor combinations. Students who repeat this course will improve proficiency through continued instruction and practice.

- **DNCE 3 — Ballet Performance** .5 to 1 Unit
  Degree Applicable, CSU, UC
  (May be taken four times for credit)
  (May be taken for option of letter grade or Pass/No Pass)
  36 to 54 hours lab
  Introduces the experienced dance student to the performance aspect of ballet. Includes advanced barre work, center work, floor progressions and performance of classical ballet variations. Students who repeat this course will improve proficiency through continued instruction and practice.
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| DNCE 4      | Choreography                 | .5 to 2 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 108 hours lab  
Prerequisite: DNCE 12A or DNCE 12B or DNCE 13  
Designed for the experienced dancer to learn the techniques of choreography. Presents basic choreographic forms and compositional design. Students who repeat this course will improve technical and compositional skills through further practice and instruction. |
| DNCE 11A    | Social Dance Forms I         | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Fundamentals of music, dance positions, dance formations and choreography to be used in the study of, but not limited to Swing, Salsa, Waltz, Foxtrot and Tango. Students who repeat this course will improve skills through further instruction and practice. Off-campus assignment may be required. |
| DNCE 11B    | Social Dance Forms II        | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Advanced social dance techniques. Improve fundamentals of music, dance positions, dance formations and choreography to be used in the study of, but not limited to Swing, Salsa, Waltz, Foxtrot and Tango. Students who repeat this course will improve proficiency through continued instruction and practice. Off-campus assignment may be required. |
| DNCE 12A    | Modern I                     | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Basic vocabulary, technique, and movement combinations for modern dance. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 12B    | Modern II                    | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Intermediate technique and movement combinations for modern dance. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 13     | Modern Performance           | .5 to 2 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 108 hours lab  
The experienced dance student studies the performance aspects of modern dance including advanced technique, choreographic elements and performance. Students who repeat this course will improve proficiency through continued instruction and practice. |
| DNCE 14A    | Jazz I                       | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Beginning vocabulary, technique, and movement combinations for jazz dance. Includes warm-up, progressions and center floor routines. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 14B    | Jazz II                      | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Intermediate vocabulary, technique, and movement combinations for jazz dance. Includes warm-up, progressions and center floor routines. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 15     | Jazz Performance             | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Introduces the experienced dancer to the performance aspect of jazz dance by providing advanced techniques leading to the performance of compositions. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 16     | Jazz Fundamentals            | .5 to 2 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 108 hours lab  
Introduces fundamental vocabulary, technique, and movement combinations for jazz dance. Includes floor work, center work, floor progressions, routines and musicality and phrasing. Students who repeat this course will improve proficiency through continued instruction and practice. |
| DNCE 18A    | Tap I                        | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Beginning level technique, rhythms and routines for tap dance. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 18B    | Tap II                       | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Intermediate technique, rhythm and routines for tap dance. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 19     | Tap Performance              | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Introduces the experienced dancer to the performance aspects of tap by providing advanced techniques leading to the performance of compositions. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 22     | Dance Rehearsal              | .5 to 1 | Degree Applicable, CSU, UC  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours lab  
Designed for the experienced dancer to work in a rehearsal environment and to be a participant in the beginning elements of concert production. Students who repeat this course will improve skills through further instruction and practice. |
| DNCE 24     | Dance Production             | 1 to 2 | Degree Applicable, CSU, UC  
(May be taken for option of letter grade or Pass/No Pass)  
54 to 108 hours lab  
Designed for the experienced dancer to apply previously learned choreographic skill, to conduct stage rehearsals and learn costume techniques. Students who repeat this course will improve skills through further instruction and practice. |
### Course Descriptions

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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>DNCE 28 — Theater Dance I</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Provides an opportunity to learn simple dance excerpts from various theater musicals and/or movies. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 29 — Theater Dance II</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Provides an opportunity to learn complex dance excerpts from various theater musicals and/or movies. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 30 — Contemporary Dance</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Opportunity for the beginning to advanced dancer to experience different techniques of leading contemporary dancers and choreographers. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 31 — Classical Dance</td>
<td>.5 to 2 Units</td>
<td>Degree Applicable, CSU, UC</td>
<td>Provides the proficient ballet student the opportunity to experience the different schools of ballet technique. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 32 — Commercial Dance</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Provides the intermediate to advanced jazz dancer the opportunity to experience the different techniques of leading commercial dancers, teachers and choreographers. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 33 — Improvisation</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Improvisation in dance and choreography. For all levels of dance. Students who repeat this course will improve proficiency through continued instruction and practice.</td>
</tr>
<tr>
<td>DNCE 34 — Dance Directives</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Provides the intermediate or advanced student the practical experience to assist an instructor in the creation and instruction of a dance class. Students who repeat this course will improve proficiency through continued instruction and practice.</td>
</tr>
<tr>
<td>DNCE 35 — Repertory</td>
<td>2 Units</td>
<td>Degree Applicable, CSU, UC</td>
<td>Focuses on strength, flexibility and range of motion. Designed for the dancer and non-dancer. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 39A — Alignment and Correctives I</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Pilates method of conditioning. Includes basic, intermediate and advanced levels focusing on developing improved body alignment, strength, flexibility and control. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 39B — Alignment and Correctives II</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Pilates method of conditioning. Intermediate mat-work, Reformer and basic Wunda Chair repertoire focusing on developing improved body alignment, strength, flexibility and control. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DNCE 40 — Conditioning Through Dance</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>Improves fitness through the coordination of dance exercises. Focuses on strength, flexibility and range of motion. Designed for the dancer and non-dancer. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
</tbody>
</table>

### DANCE: THEORY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DN-T 18 — Introduction to Dance</td>
<td>3 Units</td>
<td>Degree Applicable, CSU, UC</td>
<td>A survey of the profession of dance and its various art forms through lecture, discussion, demonstration, and participation. Includes multi-cultural dance interpretations.</td>
</tr>
<tr>
<td>DN-T 20 — History and Appreciation of Dance</td>
<td>3 Units</td>
<td>Degree Applicable, CSU, UC</td>
<td>Survey of dance in western civilization. History of dance in chronological sequence emphasizing the cultural background and historical development of various forms and styles of dance to include discussion of the influence of dance on other art forms.</td>
</tr>
<tr>
<td>DN-T 27 — Theory and Principles of Pilates</td>
<td>3 Units</td>
<td>Degree Applicable</td>
<td>Teaching skills for the pilates method of physical and mental conditioning. Concepts and principles as applied to the mat and apparatus repertoire.</td>
</tr>
<tr>
<td>DN-T 28 — Functional Anatomy for Pilates</td>
<td>2 Units</td>
<td>Degree Applicable</td>
<td>Functional human anatomy as applied to the Pilates method of conditioning.</td>
</tr>
<tr>
<td>DN-T 29 — Teaching Pilates Mat</td>
<td>1.5 Units</td>
<td>Degree Applicable</td>
<td>Learning to teach the Pilates mat exercises and principles. Includes basic, intermediate and advanced levels focusing on pedagogy and the development of correct neuromuscular patterning.</td>
</tr>
</tbody>
</table>
DN-T 30 — Teaching Pilates Reformer Repertoire 1.5 Units

18 hours lecture
36 hours lab
Prerequisite: DN-T 29
Learning to teach the Pilates Reformer exercises and principles. All levels are covered with a focus on the development of correct neuromuscular patterning.

DN-T 31 — Pilates Teaching-Mat and Reformer 3 Units

18 hours lecture
108 hours lab
Prerequisite: DN-T 28 and DN-T 30
Prepares students to teach Pilates in a variety of settings and situations. Teaching reinforces knowledge and understanding of the Pilates exercises. Includes lecture, observation, self-integration, assistant teaching, and on-one teaching. Off-campus observations may be required.

DN-T 32 — Teaching Pilates Cadillac and Wunda Chair Repertoire 1.5 Units

18 hours lecture
36 hours lab
Prerequisite: DN-T 27 and DN-T 29 and DN-T 30
Learning to teach the Pilates repertoire of exercises on the Cadillac and Wunda Chair. All levels are covered with a focus on the development of correct neuromuscular patterning.

DN-T 33 — Teaching Pilates Ped-a-Pul, Barrels and Auxiliary Equipment Repertoire 1.5 Units

18 hours lecture
36 hours lab
Prerequisite: DN-T 30 and DN-T 32
Learning to teach Pilates exercises on the following apparatus: Ped-a-Pul, Ladder Barrel, Step Barrel, Arc Barrel, Magic Circle, C-cushion and props. All levels are covered with a focus on the development of correct neuromuscular patterning.

DN-T 34 — Pilates Teaching—Cadillac, Wunda Chair 3 Units

18 hours lecture
108 hours lab
Prerequisite: DN-T 33
Prepares students to teach Pilates in a variety of settings and situations. Teaching reinforces knowledge and understanding of the Pilates exercises and concepts. Includes lecture, observation, self-integration, assistant teaching and one-on-one teaching. Off-campus observations may be required.

DN-T 38 — Dance Teaching Methods 3 Units

36 hours lecture
54 hours lab
Corequisite: DNCE 2B or DNCE 12B or DNCE 14B
Prerequisite: DN-T 29
The application of pedagogical methods in Dance. Explores teaching strategies, imagery, motivational techniques, music for class instruction, and injury prevention. Focus is on the genres of Ballet, Jazz and Modern Dance. Course will involve on- and off-campus dance teaching observations.

DISABLED STUDENTS

DSPS 10 — College Success Strategies for Students with Disabilities 3 Units

(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Advisory: Eligibility for READ 80
(Not Degree Applicable)
Skills for academic success in relationship to disabilities. Students who repeat this course will improve skills through further instruction and practice.

DSPS 12 — Career Exploration and Planning for Students with Disabilities 3 Units

(May be taken for Pass/No Pass only)
54 hours lecture
Advisory: Eligibility for ENGL 67 and READ 80
(Not Degree Applicable)
Assists students with a systematic approach to self-exploration, occupational research and career decision-making. Students will identify interests, personality style, and skills. Educational and functional limitations, as well as reasonable accommodations will be explored. Designed for students with disabilities.

DSPS 15 — Personalized Career Exploration for Students with Disabilities 1 Unit

(May be taken for Pass/No Pass only)
18 hours lecture
Advisory: Eligibility for READ 80
(Not Degree Applicable)
Secondary emphasis will be on strategies that facilitate disability-sensitive career and educational planning. Barriers to employment and other disability issues are addressed. Students who repeat this course will improve skills through further instruction and practice.

DSPS 30 — Academic Success Strategies for Students with Disabilities 1 Unit

(May be taken for Pass/No Pass only)
54 hours lecture
Advisory: Concurrent enrollment in ENGL 67 or above, or MATH 50 to MATH 130
(Not Degree Applicable)
Strategies for academic success in relationship to disabilities. Primary emphasis will be on the effects of and strategies for auditory processing, language expression, memory, fluid reasoning, and performance speed. Secondary emphasis will be on strategies to improve subject-specific performance. Students who repeat this course will improve skills through further instruction and practice.

DSPS 31 — Memory Strategies for Students with Disabilities 3 Units

(May be taken for Pass/No Pass only)
54 hours lecture
Advisory: Eligibility for READ 80. Student should have at least one other academic class for application of strategies.
(Not Degree Applicable)
Principles of the memory process as it applies to academic coursework. Focus on understanding the memory process, improving specific memory components, identifying key concepts to memorize, and the independent application of memory strategies to students’ other academic courses. Students who repeat this course will improve skills through further instruction and practice.
## Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DSPS 32</td>
<td>Technology for Students with Learning Disabilities</td>
<td>3</td>
<td>Not Degree Applicable</td>
<td>(May be taken four times for credit) (May be taken for Pass/No Pass only) 54 hours lecture Advisory: Eligibility for ENGL 67 or AMLA 42W and READ 80 or AMLA 32R. Concurrent enrollment in an academic class that requires reading and writing. Students with Learning Disabilities can improve their reading comprehension and written expression as applied to assignments in academic classes through the use of technology. A variety of strategies using technology will be introduced to students that will aid them in understanding and learning reading assignments and in expressing their ideas in written assignments. They will select several strategies for more in-depth use and will apply them functionally in academic classes. Concurrent enrollment in an academic class that requires reading and writing is advised.</td>
</tr>
<tr>
<td>DSPS 33</td>
<td>Strategies for Success in Math for Students with Disabilities</td>
<td>3</td>
<td>Not Degree Applicable</td>
<td>(May be taken four times for credit) (May be taken for Pass/No Pass only) 54 hours lecture Advisory: Concurrent enrollment in MATH 50 to MATH 130 Strategies for success in math courses for academic success in relationship to disabilities. Emphasis on effects of and strategies for processing, language expression, memory, reasoning, and processing speed as they relate to math. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>DSPS 34</td>
<td>Writing Strategies for Students with Disabilities</td>
<td>3</td>
<td>Not Degree Applicable</td>
<td>(May be taken for Pass/No Pass only) 54 hours lecture Strategies for success in writing for students with disabilities concurrently enrolled in ENGL 67, 68, 1A, 1B, and 1C classes. These strategies are applied to their English writing assignments by supporting the student’s strengths and compensating for their weaknesses in writing.</td>
</tr>
<tr>
<td>EDUC 10</td>
<td>Introduction to Education</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
<td>54 hours lecture Introduction to the field of education for students interested in teaching at the elementary or secondary level. Principles and issues are explored including history, philosophy, politics of education, needs of learners, and educational specialization. Course includes guidance in the selection of a future area of specialization. K-12 classroom observations required.</td>
</tr>
<tr>
<td>EDUC 16</td>
<td>Aspects and Issues in Teaching Service Learning</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
<td>54 hours lecture Advisory: Eligibility for ENGL 68 Survey of the teaching profession, providing students opportunities to explore aspects of the career, including teaching and learning styles, state content standards and testing, recent California and national legislation, social issues, school funding and teacher rights and responsibilities.</td>
</tr>
<tr>
<td>ELEC 10</td>
<td>Introduction to Mechatronics</td>
<td>2</td>
<td>Not Degree Applicable</td>
<td>18 hours lecture 54 hours lab An introduction to the field of mechatronics, a combination of conventional electronic technology with mechanical and computer technology. Special emphasis is on robotics. Hands-on activities include the building of a robot.</td>
</tr>
<tr>
<td>ELEC 11</td>
<td>Technical Applications in Microcomputers</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
<td>36 hours lecture 54 hours lab Use of the personal computer (PC) in electronics for technically related applications. Includes word processing, spreadsheets, database, computer presentation methods, e-mail, and job searches.</td>
</tr>
<tr>
<td>ELEC 12</td>
<td>Computer Simulation and Troubleshooting</td>
<td>2</td>
<td>Degree Applicable</td>
<td>18 hours lecture 54 hours lab Advisory: ELEC 51, ELEC 56 taken prior Use of the personal computer for simulation and troubleshooting of both analog and digital electronic circuits. Circuit analysis, value substitution, and fault diagnostics will be done with the emphasis on “Electronics Workbench/Multisim” software.</td>
</tr>
<tr>
<td>ELEC 50A</td>
<td>Electronic Circuits (DC)</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
<td>54 hours lecture 54 hours lab Advisory: ELEC 51 taken prior Use of the personal computer for simulation and troubleshooting of both analog and digital electronic circuits. Circuit analysis, value substitution, and fault diagnostics will be done with the emphasis on “Electronics Workbench/Multisim” software.</td>
</tr>
<tr>
<td>ELEC 50B</td>
<td>Electronic Circuits (AC)</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
<td>54 hours lecture 54 hours lab Advisory: ELEC 50A taken prior Alternating Current (AC) electrical circuits and their applications. Covers AC sources, analysis (using complex numbers), test equipment, measurements, and troubleshooting of basic circuits with capacitors, inductors, and resistors. Includes impedance, resonance, filters, and decibels.</td>
</tr>
<tr>
<td>ELEC 51</td>
<td>Electronic Devices</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
<td>54 hours lecture 54 hours lab Advisory: ELEC 50B taken prior Solid-state devices and circuits, including BJT and FET transistors, rectifier diodes, op-amps, voltage regulators, thyristors, oscillators, timers, and their applications. Emphasizes configurations, classes, load lines, characteristics curves, gain, troubleshooting, measurements, and frequency response.</td>
</tr>
<tr>
<td>ELEC 53</td>
<td>Communications Circuits</td>
<td>4</td>
<td>Degree Applicable</td>
<td>54 hours lecture 54 hours lab Advisory: ELEC 51 taken prior Analog and digital communications circuits. Emphasizes analog and digital modulation principles, fiber optics, multiplexing, and telecommunications circuits.</td>
</tr>
<tr>
<td>ELEC 54A</td>
<td>Industrial Electronics</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
<td>54 hours lecture 54 hours lab Advisory: ELEC 51 taken prior Industrial electronic components and basic control circuits. Includes time delay controls, thyristor controls, relays, opto devices, DC and AC motor control, transducers, silicon controlled rectifier (SCR), and unijunction transistor (UJT) devices.</td>
</tr>
<tr>
<td>ELEC 54B</td>
<td>Industrial Electronic Systems</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
<td>36 hours lecture 54 hours lab Advisory: ELEC 54A taken prior Expands on circuit theory and demonstrates systems application of industrial electronics including robotics, industrial production and processes, automation, and programmable and motor controllers. Emphasis is on programmable logic controllers (PLCs).</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Units</td>
<td>Type</td>
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<tr>
<td>ELEC 55</td>
<td>Microwave Communications</td>
<td>4</td>
<td>Degree Applicable</td>
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<td></td>
<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td>Advisory: ELEC 53 taken prior</td>
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<td>Microwave components and circuits and their applications with emphasis on satellite technology, including radar, GPS, and others. Stresses Gunn diode oscillators, transmission lines, waveguides, Smith Charts, components, amplification, frequency analysis, and measurement techniques.</td>
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<tr>
<td>ELEC 56</td>
<td>Digital Electronics</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
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<td></td>
<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td>Combinational and sequential logic circuits emphasizing number systems, binary math, basic gates, Boolean algebra, Karnaugh maps, flip-flops, counters, and registers. Stresses design and troubleshooting techniques.</td>
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<tr>
<td>ELEC 56A</td>
<td>Advanced Surface Mount Assembly and Rework</td>
<td>2</td>
<td>Degree Applicable</td>
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<td></td>
<td></td>
<td>36 hours lecture</td>
<td>54 hours lab</td>
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<td></td>
<td>Advisory: ELEC 50A and ELEC 50B</td>
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<td></td>
<td>Assembly and fabrication techniques in basic soldering, de-soldering, and surface mount technology (SMT). Construction of coaxial, twisted pair (Ethernet) cabling and connectors. Includes printed circuit board (PCB) layout and design.</td>
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<tr>
<td>ELEC 61</td>
<td>Electronic Assembly and Fabrication</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
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<td></td>
<td></td>
<td>36 hours lecture</td>
<td>54 hours lab</td>
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<td></td>
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<td>Advisory: ELEC 61</td>
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<td>Advanced course in assembly and repair (soldering) on surface mount assemblies. Prepares for the IPC surface mount assembly and rework certifications.</td>
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<tr>
<td>ELEC 63</td>
<td>Electronic Assemblies Recertification</td>
<td>1</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td></td>
<td>9 hours lecture</td>
<td>27 hours lab</td>
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<td>Prerequisite: ELEC 62</td>
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<td></td>
<td>Prepares the technician as an Application Specialist for the IPC-7711/IPC-7721 Rework and Repair of Electronic Assemblies certification. (Note: Industry requires recertification every two years.)</td>
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<tr>
<td>ELEC 64</td>
<td>Electrical Code-Residential</td>
<td>3</td>
<td>Not Degree Applicable</td>
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<td></td>
<td></td>
<td>54 hours lecture</td>
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<td>Advisory: ELEC 54B taken prior</td>
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<td>Introduction to the National Electrical Code requirements for residential wiring. Includes interpretation and review of electrical wiring diagrams, material use, installation methods, and calculation of electrical load to size feeders and conductors. Prepares for part of the California State Contractors C-10 Electrician license exam.</td>
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<tr>
<td>ELEC 65</td>
<td>Microcontroller Systems</td>
<td>4</td>
<td>Degree Applicable, CSU</td>
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<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td>Advisory: ELEC 56 taken prior</td>
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<td>Microcontroller systems and programming methods; programmable logic devices (PLDs); serial communications; conversion of signals from analog to digital formats and the converse. Industry applications, interfacing, and troubleshooting.</td>
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<tr>
<td>ELEC 66</td>
<td>Radio Telephone Communications</td>
<td>3</td>
<td>Not Degree Applicable</td>
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<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td></td>
<td>Prepares qualified electronic technicians for the FCC and/or NARTE commercial licenses for technicians and engineers in the communications field.</td>
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<tr>
<td>ELEC 67</td>
<td>Laboratory Studies in Electronics Technology</td>
<td>1 to 2</td>
<td>Degree Applicable</td>
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<td></td>
<td></td>
<td>(May be taken four times for credit)</td>
<td>54 to 108 hours lab</td>
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<td>Advisory: ELEC 50B taken prior or concurrently</td>
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<td>Extended laboratory experience supplementary to that available in the regular program. Allows the student to pursue more advanced and complex laboratory projects and experiments.</td>
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<tr>
<td>ELEC 68</td>
<td>Work Experience in Electronics</td>
<td>1 to 4</td>
<td>Degree Applicable</td>
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<td></td>
<td>(May be taken four times for credit)</td>
<td>(May be taken for Pass/No Pass only)</td>
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<td>75 to 300 hours lab</td>
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<td>Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog</td>
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<td>Advisory: ELEC 56</td>
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<td></td>
<td>Prepares the technician as a Technology Specialist for the IPC-7711/IPC-7721 Rework and Repair of Electronic Assemblies certification. (Note: Industry requires recertification every two years.)</td>
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<tr>
<td>EST 50</td>
<td>Electrical Fundamentals for Cable Installations</td>
<td>4</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td>Electrical fundamentals for cable and wire installations, and other low voltage systems. Includes DC/AC, solid-state devices, digital and microprocessor devices and their application to cable installations. Prepares students for the California State Contractors C-10 low voltage systems license.</td>
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<tr>
<td>EST 51</td>
<td>Fabrication Techniques for Cable Installation</td>
<td>4</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td>Fabrication techniques used in the installation of home theater, computer networks, home automation, and other low voltage system applications. Emphasis on hand and power tools, construction methods and materials as they apply to cable and wire installations. Prepares students for the California State Contractors C-11 low voltage systems license.</td>
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<tr>
<td>EST 54</td>
<td>Cabling and Wiring Standards</td>
<td>4</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<tr>
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<td>Cable and wire standards of video, voice, and data wiring for home theater, computer networks, home automation, telecommunication, and other low voltage system installations. Emphasis on copper wire, coax, fiber optic, and structured cables. Prepares students for the California State Contractors C-7 low voltage systems license.</td>
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<tr>
<td>EST 55</td>
<td>Home Theater, Home Integration and Home Security Systems</td>
<td>4</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
<td></td>
<td>54 hours lecture</td>
<td>54 hours lab</td>
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<td>Home theater, home integration, and other home management systems. Emphasis on home theater, home management PLCs, security hardware and programming, and the installation and servicing of such systems. Prepares students for the California State Contractors C-7 low voltage systems license.</td>
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</tbody>
</table>
Course Descriptions

[EST 62 — Electronic Troubleshooting-I] 4 Units
Degree Applicable
54 hours lecture
54 hours lab
Advisory: EST 56
Troubleshooting basic electronic circuits and systems to component level. Circuits include: power supplies, amplifiers, audio circuits, home theater audio (Dolby 5.1), and video circuits (analog TV).

[EST 64 — Electronic Troubleshooting - II] 4 Units
Degree Applicable
54 hours lecture
54 hours lab
Advisory: EST 62
Troubleshooting advanced electronic video circuits and systems to component level. Includes digital TV and HDTV (plasma, LCD, DLP).

[EST 70 — C-7 Low Voltage Systems License Preparation] 2 Units
Degree Applicable
36 hours lecture
Advisory: EST 56 or ECWT 56 taken prior
Prepares for the California State Contractors C-7 Low Voltage Systems license examination. Students who repeat this course will improve skills through further instruction and practice.

Emergency Medical Service

[EMS 1 — Paramedic Fundamentals and Selection] 4 Units
Degree Applicable
72 hours lecture
Prerequisite: Completed Paramedic Program application, current California EMT I (Basic) certificate, and 1200 hours employment as an EMT I, Eligibility for ENGL 68, Eligibility for READ 90, and Eligibility for MATH 51
Assessment and review of required Emergency Medical Technician (EMT) competencies as part of the selection process for the Emergency Medical Technician – Paramedic (EMT-P) program. Includes current practices, medical terminology, mathematical skills for drug calculations, and applied physiology and anatomy of human body systems.

[EMS 2 — Preparation for Paramedic Program] 1 Unit
Not Degree Applicable
(May be taken four times for credit)
(May be taken for Pass/No Pass only)
54 hours lecture
Prerequisite: Acceptance into the paramedic program, EMS 1
Emergency Medical Technician (EMT)-Basic Skills development and practice for patient assessment and treatment decision-making in preparation for the paramedic program. Focuses on life support, trauma response, and immobilization techniques for healthcare providers. Includes the American Heart Association Healthcare Provider (AHA HCP) Basic Life Support (BLS) skills, Basic Trauma Life Support (BTLS) and the Los Angeles County Emergency Medical Services (EMS) standards and resuscitation policies. Ride-alongs with 911 call response teams are highly recommended.

[EMS 10 — Anatomy and Physiology for Paramedics] 2 Units
Degree Applicable
36 hours lecture
Prerequisite: Admission to Paramedic Program, EMS 1 and EMS 2
Corequisite: EMS 20, EMS 30, EMS 40, EMS 50, and EMS 60
Gross anatomy and physiology of the human body, with applications to paramedic practices.

[EMS 20 — Emergency Cardiac Care for Paramedics] 1 Unit
Degree Applicable
20 hours lecture
6 hours lab
Prerequisite: Admission to the Paramedic Program
Corequisite: EMS 10, EMS 30, EMS 40, EMS 50, and EMS 60
Certifies paramedics in Basic Life Support (BLS-CPR), Pediatric Advanced Life Support (PALS), and Advanced Cardiac Life Support (ACLS).

[EMS 30 — Pharmacology for Paramedics] 2.5 Units
Degree Applicable
36 hours lecture
18 hours lab
Prerequisite: Admission to the Paramedic Program
Corequisite: EMS 10, EMS 20, EMS 40, EMS 50, and EMS 60
Paramedic drugs with emphasis on dosages supplied and ordered, routes of administration, expected therapeutic outcomes and possible adverse reactions.

[EMS 40 — Cardiology for Paramedics] 5 Units
Degree Applicable
90 hours lecture
Prerequisite: Admission to the Paramedic Program
Corequisite: EMS 10, EMS 20, EMS 30, EMS 50, and EMS 60
Familiarizes the paramedic with the normal, abnormal, and diseased heart, assessment and assessment tools, interpretation of dysrhythmias, and paramedic interventions.

[EMS 50 — Paramedic Skills Competency] 5 Units
Degree Applicable
54 hours lecture
108 hours lab
Prerequisite: Admission to the Paramedic Program
Corequisite: EMS 10, EMS 20, EMS 30, EMS 40, EMS 60
Course builds proficiency in the paramedic skills required for field operation as a paramedic and for licensing in competency-based exams.

[EMS 60 — EMS Theory for Paramedics] 8.5 Units
Degree Applicable
153 hours lecture
Prerequisite: Admission to the Paramedic Program
Corequisite: EMS 10, EMS 20, EMS 30, EMS 40, and EMS 50
Paramedic theories, principles, and practices including assessment skills, care of the sick and injured at a paramedic level, with applications to anatomy and physiology, pathologic processes, and mechanism of injury.

[EMS 70 — Paramedic Clinical Internship] 4 Units
Degree Applicable
(May be taken for Pass/No Pass only)
215 hours lab
Prerequisite: EMS 1
Corequisite: EMS 60 (May have been taken previously)
Clinical experience and application of paramedic theory and practice with an emphasis on patient assessment and utilization of paramedic skills in a hospital setting.

[EMS 80 — Paramedic Field Externship] 9.5 Units
Degree Applicable
(May be taken for Pass/No Pass only)
479 hours lab
Prerequisite: EMS 1 and successful completion of Los Angeles County accreditation exam
Corequisite: EMS 70 (may have been taken previously)
Application of concepts of paramedic theory and practices, with emphasis on patient assessment and utilization of paramedic skills in a field setting on an operational paramedic unit.
EMERGENCY MEDICAL TECHNICIAN

**EMT 90 — Emergency Medical Technician I**  
10.5 Units  
Degree Applicable

135 hours lecture  
135 hours lab  
Prerequisite: High school graduation or equivalent and minimum of 18 years of age  
Approved by the L.A. County and State Departments of Health.  
Emphasizes the development of skill in recognition of symptoms of illnesses and injuries, and proper procedures of pre-hospital emergency care. Awarded an EMT-I Course Completion Certificate, necessary for many jobs in emergency care and is a prerequisite for entry into a Paramedic program and most fire department jobs.

**EMT 91 — Emergency Medical Technician I Refresher**  
2 Units  
Degree Applicable

40 hours lecture  
Prerequisite: Completion of a State or County Department of Health (or out-of-state) approved course and possession of a currently valid EMT-I certificate or one which has expired for no more than 20 months  
Approved by the L.A. County and State Departments of Health.  
Required of all Emergency Medical Technician - I personnel every two years in order to maintain eligibility for employment in an emergency response agency and to keep certification valid.  
Course covers all required material and current changes/updates in pre-hospital emergency care at the EMT-I level

ENGINEERING

**ENGR 1 — Introduction to Engineering**  
1 Unit  
Degree Applicable, CSU, UC

(May be taken for option of letter grade or Pass/No Pass)  
18 hours lecture  
Introduction to the engineering profession; academic requirements; articulation agreements with four-year institutions; engineering ethics; professional engineering licensure; engineering study as a preparation for other careers; academic success strategies.

**ENGR 8 — Properties of Materials**  
4 Units  
Degree Applicable, CSU, UC

(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: CHEM 40 or 50 and PHYS 4A or 2AG  
Mechanical, electrical, magnetic, optical and thermal properties of engineering materials and their relation to the materials’ internal structure. Atomic structure and bonding; crystalline structures; phase and phase diagrams; metals; polymers; ceramics; composites; mechanical deformation and fracture; structural control and influence of properties; materials naming and designating systems; corrosion process; lasers; semiconductors; electronic packaging materials.

**ENGR 18 — Introduction to Engineering Graphics**  
3 Units  
Degree Applicable, CSU, UC

(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
54 hours lab  
Fundamental engineering graphics and problem solving techniques. Skills in freehand and instrument drawing are developed and applied to the solution of problems. Orthographic, isometric and oblique drawings.

**ENGR 24 — Engineering Graphics**  
4 Units  
Degree Applicable, CSU, UC

36 hours lecture  
108 hours lab  
Prerequisite: ENGR 18 and eligibility for MATH 51  
Advisory: CISB 15  
Graphical expression throughComputer Assisted Drafting (CAD). Includes freehand sketching and instrument drawing, orthographic, isometric and oblique drawing with dimensioning and tolerancing. Fasteners, cams, gears, and pipe drawings. Descriptive geometry; points, lines, and planes. Intersections and developments of solids, sheet metal, electrical and civil engineering, and surveying drawings.

**ENGR 40 — Statics**  
3 Units  
Degree Applicable, CSU, UC

54 hours lecture  
Prerequisite: PHYS 4A  

**ENGR 41 — Dynamics**  
3 Units  
Degree Applicable, CSU, UC

54 hours lecture  
Prerequisite: ENGR 40  

**ENGR 42 — Mechanics of Materials**  
4 Units  
Degree Applicable, CSU, UC

72 hours lecture  
Prerequisite: ENGR 40  
Mechanics of deformable bodies subjected to axial, torsional, shearing, and bending loads. Includes combined stresses, statically indeterminate structures, deflection and stress analysis of beams, stability of columns, strain energy methods, and design of pressure vessels and structures.

**ENGR 44 — Electrical Engineering**  
4 Units  
Degree Applicable, CSU, UC

54 hours lecture  
54 hours lab  
Prerequisite: PHYS 4B  
Introduction to electrical circuit analysis; systems of units; applications of Kirchoff’s Laws and Thevenin’s Theorems to D-C and A-C circuits. Mesh and nodal analysis; RL and RC transients; phasors and steady-state sinusoidal analysis; response as a function of frequency; current, voltage, and power relationships; polyphase circuits; periodic forcing functions; Norton’s Theorem; three-phase circuits.

**ENGR 99 — Special Projects in Engineering**  
1 to 2 Units  
Not Degree Applicable

(May be taken four times for credit)  
54 to 108 hours lab  
Prerequisite: PHYS 4 or PHYS 2AG or PHYS 4A (May have been taken previously)  
In order to offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer special projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Student must have instructor’s authorization before enrolling in this class. Students who repeat this course will meet with the instructor and make individual contracts of a more advanced nature to ensure that proficiencies are enhanced.

ENGINEERING DESIGN TECHNOLOGY

**EDT 11 — Technical Engineering Drawing I**  
3 Units  
Degree Applicable, CSU

36 hours lecture  
72 hours lab  
Advisory: Eligibility for MATH 51  
Basic skills for a solid foundation in the Engineering Drawing or Computer-Aided Design fields. Involves application, basic sketch, theories and design processes used in engineering and industrial drawings. Completion of a portfolio is a requirement of this course.

**EDT 12 — Technical Engineering Drawing II**  
3 Units  
Degree Applicable, CSU

36 hours lecture  
72 hours lab  
Advisory: EDT 11  
Advanced applications, automated techniques, dimensioning, tolerancing, fasteners, piping, circuit board design, theory used in engineering and industrial drawings. Students will complete a set of working drawings in either manual or CAD for inclusion in a portfolio.


**Course Descriptions**

- **EDT 14 — Mechanical Design - Geometric Dimensioning and Tolerancing**
  3 Units
  Degree Applicable, CSU
  36 hours lecture
  72 hours lab
  Advisory: EDT 11, EDT 12
  Use of symbols for tolerance of form and tolerance of position and drawing requirements with respect to actual function and relationship of part features. Studies of related terminology, power transmission, bearing and mechanical devices, related exercises including design layout, details and assembly drawings. Completion of a portfolio is a requirement of this course.

- **EDT 16 — Basic CAD and Computer Applications**
  4 Units
  Degree Applicable, CSU
  54 hours lecture
  54 hours lab
  Advisory: Eligibility for MATH 51
  Basic CAD (Computer Aided Design and Drafting) and computer application in architecture, engineering and related fields (including basic word processing, spreadsheet, CAD and presentation applications).

- **EDT 18 — Engineering CAD Applications**
  4 Units
  Degree Applicable, CSU
  54 hours lecture
  54 hours lab
  Advisory: EDT 11, EDT 16
  Intermediate CAD for engineering, explores the 2-D and 3-D environments, 3-D parametric solid modeling, file manipulation related to Windows platforms.

- **EDT 20 — Technical Descriptive Geometry**
  3 Units
  Degree Applicable, CSU
  36 hours lecture
  72 hours lab
  Advisory: EDT 11
  Advanced course for solving visual and spatial problems graphically. Applies the principles of orthographic projection and 3-D visualization to solve problems that involve lines, planes, intersections, auxiliary views, and developments. A time saving skill necessary for prospective engineers and technology students.

- **EDT 24 — Engineering CAD 3-D Solids and Surfaces**
  3 Units
  Degree Applicable, CSU
  36 hours lecture
  72 hours lab
  Advisory: EDT 18
  Advanced engineering CAD for developing detailed working drawings in 3-D environments, incorporating 3-D parametric solid modeling, bill of materials, and surface development.

- **EDT 26 — Civil Engineering Technology and CAD**
  3 Units
  Degree Applicable, CSU
  36 hours lecture
  72 hours lab
  Advisory: EDT 11, EDT 16
  Theory of civil engineering projects with hands-on instruction in civil drawings and Computer Aided Drafting and Design (CAD) applications. Layout, topography maps, grading plans, sections, street improvements, and interpretation of surveyor’s data are covered. Set of CAD drawings produced for a final portfolio.

- **EDT 28 — Engineering CAD 3D Illustration/Animation**
  3 Units
  Degree Applicable, CSU
  36 hours lecture
  72 hours lab
  Advisory: EDT 18
  Advanced CAD course in three-dimensional illustration using complex entities, shading, and animation techniques. A completed video portfolio will be developed. (SolidWorks, 3DS Max, Adobe PS).

- **EDT 89 — Engineering Design Technology**
  1 to 2 Units
  Work Experience
  Degree Applicable
  48 to 72 hours lab
  Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog
  Provides on-the-job experience in Engineering Design Technology at an approved work site using skills and knowledge from classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. This course is available to students achieving advanced standing (minimum 12 units in major or equivalent experience.) Students who repeat this course will improve skills through further instruction and practice.

- **ENGL 1A — Freshman Composition**
  4 Units
  Degree Applicable, CSU
  72 hours lecture
  Prerequisite: ENGL 68 or satisfactory score on the English Placement Test
  Develops effective expository writing skills and investigates the principles and methods of composition as applied to the writing of essays and the research paper. Emphasizes critical reading of academic material.

- **ENGL 1AH — Freshman Composition - Honors**
  4 Units
  Degree Applicable, CSU, UC
  72 hours lecture
  Prerequisite: Acceptance into the Honors Program
  Develops effective expository writing skills and investigates the principles and methods of composition as applied to the writing of essays and the research paper. Emphasizes critical reading of academic material. An honors course designed to provide an enriched experience. Students may not receive credit for both ENGL 1A and ENGL 1AH.

- **ENGL 1B — English - Introduction to Literary Types**
  3 Units
  Degree Applicable, CSU
  54 hours lecture
  Prerequisite: ENGL 1A or ENGL 1AH
  Critical, oral, and written evaluation, analysis, and interpretation of short and long fiction, poetry, and drama. Develops a foundation for personal, cultural, and intellectual growth.

- **ENGL 1BH — English - Introduction to Literary Types - Honors**
  3 Units
  Degree Applicable, CSU
  54 hours lecture
  Prerequisite: ENGL 1A or ENGL 1AH
  Critical, oral, and written evaluation, analysis, and interpretation of short and long fiction, poetry, and drama. Develops a foundation for personal, cultural, and intellectual growth. An honors course designed to provide an enriched experience. May not receive credit for both ENGL 1B and ENGL 1BH.

- **ENGL 1C — Critical Thinking and Writing**
  4 Units
  Degree Applicable, CSU
  72 hours lecture
  Prerequisite: ENGL 1A or ENGL 1AH
  Develops critical thinking, reading, and writing skills. Focuses on logical analysis and argumentative writing.

- **ENGL 1CH — Critical Thinking and Writing - Honors**
  4 Units
  Degree Applicable, CSU
  72 hours lecture
  Prerequisite: ENGL 1A or ENGL 1AH
  Develops critical thinking, reading, and writing skills. Focuses on logical analysis and argumentative writing. An honors course designed to provide an enriched experience. Students may not receive credit for both ENGL 1C and ENGL 1CH.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 8A</td>
<td>Creative Writing - Fiction</td>
<td>3</td>
<td>Degree Applicable</td>
<td>CSU, UC</td>
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<tr>
<td></td>
<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lecture</td>
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<td></td>
<td><strong>Prerequisite:</strong> ENGL 1A or ENGL 1AH</td>
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<td></td>
<td>Elements, processes, and techniques of fiction writing. Includes genre, setting, point of view, character development, plot development, description, and dialogue with an emphasis on student development as a writer of fiction through practice and discussion.</td>
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<td>ENGL 8B</td>
<td>Creative Writing - Poetry</td>
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<td>CSU, UC</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 1A or ENGL 1AH</td>
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<td>Emphasizes the student’s development as a poet.</td>
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<td>ENGL 8C</td>
<td>Creative Writing - Novel</td>
<td>3</td>
<td>Degree Applicable</td>
<td>CSU, UC</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 8A</td>
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<td>Elements, processes, and techniques of novel writing. Includes genre, setting, point of view, character development, plot development, description, and dialogue with an emphasis on student development as a writer of novels through practice and discussion.</td>
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<tr>
<td>ENGL 8D</td>
<td>Creative Writing - Poetry Collection</td>
<td>3</td>
<td>Degree Applicable</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 8B</td>
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<td></td>
<td>Elements, processes, and techniques for creating and writing poetry collections. Includes theme, imagery, line breaks, diction, and prosody, with an emphasis on student development as a creator of poetry collections through practice, writing, and discussion.</td>
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<tr>
<td>ENGL 8E</td>
<td>Creative Writing - Memoir</td>
<td>3</td>
<td>Degree Applicable</td>
<td>CSU</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> English 1A</td>
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<td>Analysis and writing of memoirs including stylistic and syntactic forms and composition strategies used when writing memoir.</td>
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<tr>
<td>ENGL 8F</td>
<td>Creative Writing - Nonfiction</td>
<td>3</td>
<td>Degree Applicable</td>
<td>CSU, UC</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 1A</td>
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<td></td>
<td>Analysis and writing of creative nonfiction including stylistic and syntactic forms and composition strategies used when writing creative nonfiction.</td>
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<tr>
<td>ENGL 8G</td>
<td>Creative Writing - Memoir Collection</td>
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<td>Degree Applicable</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 8E</td>
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<td>Development of memoir writing with emphasis on developing a memoir collection. Includes setting, character development, dialogue, theme, voice, laws and ethics, and publication with an emphasis of student development as a writer of a complete book length memoir collection through reading, practice and discussion.</td>
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<tr>
<td>ENGL 8H</td>
<td>Creative Writing - Nonfiction Collections</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 8F</td>
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<td>Elements, processes, and techniques for creating and writing creative nonfiction collections. Includes forms, theme, voice, style, with an emphasis on student development as a creator of creative nonfiction collections through reading, practice, writing, and discussion.</td>
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<tr>
<td>ENGL 8I</td>
<td>Creative Writing - Nonfiction Collections</td>
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<td><strong>Prerequisite:</strong> ENGL 8F</td>
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<td>Development of memoir writing with emphasis on developing a memoir collection. Includes setting, character development, dialogue, theme, voice, laws and ethics, and publication with an emphasis of student development as a writer of a complete book length memoir collection through reading, practice and discussion.</td>
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<tr>
<td>ENGL 8J</td>
<td>Writing the Personal Journal</td>
<td>3</td>
<td>Degree Applicable</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> Eligibility for ENGL 1A</td>
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<td>Personal exploration, development of creativity, increased comfort with the writing process, and expanded awareness of others’ experiences through journal writing. Journal methods will be patterned after Dr. Ira Progoff’s concept of creativity and growth as well as other approaches to journal writing.</td>
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<td>ENGL 8K</td>
<td>Expanding the Personal Journal</td>
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<td>Degree Applicable</td>
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<td>54 hours lecture</td>
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<td><strong>Prerequisite:</strong> ENGL 9</td>
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<td>Emphasizes advanced techniques for journal writing. Students will develop techniques that allow them to turn private work into public pieces. Processes and techniques will be improved through practice and discussion.</td>
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<tr>
<td>ENGL 8L</td>
<td>Writing Effective Sentences</td>
<td>1</td>
<td>Not Degree Applicable</td>
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<td></td>
<td>(May be taken for option of letter grade or Pass/No Pass)</td>
<td></td>
<td>18 hours lecture</td>
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<td><strong>Prerequisite:</strong> Eligibility for ENGL 67</td>
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<td>Improve sentence writing skills through the analysis and application of sentence elements. Includes the identification and correction of common sentence problems, such as comma splice, fragment, and run-on.</td>
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<tr>
<td>ENGL 65</td>
<td>Grammar Review</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>18 hours lecture</td>
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<td>Review fundamentals of English for the student who needs a practical course focusing on usage and grammar: case, agreement, verbs, verbals, fragments, shifts in construction, dangling modifiers, diction, parallelism, comma-splice, and punctuation.</td>
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<tr>
<td>ENGL 66</td>
<td>Paragraph Writing</td>
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<td>Not Degree Applicable</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>18 hours lecture</td>
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<td>Analysis and writing of paragraphs. Through the process of writing, the student learns to state and support an idea about a focused topic.</td>
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<tr>
<td>ENGL 67</td>
<td>Writing Fundamentals</td>
<td>4</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>72 hours lecture</td>
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<td></td>
<td><strong>Prerequisite:</strong> Satisfactory score on the English Placement Test or completion of AMLA 42W or completion of LERN 81</td>
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<td></td>
<td>Using an integrated approach, develops effective writing based on reading; emphasizing the sentence, the outline, the summary, the paragraph and an introduction to the essay. Gives attention to grammar, punctuation and vocabulary. Develops critical thinking through reading comprehension in conjunction with related writing.</td>
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<tr>
<td>ENGL 68</td>
<td>Preparation for College Writing</td>
<td>4</td>
<td>Not Degree Applicable</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>72 hours lecture</td>
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<td></td>
<td><strong>Prerequisite:</strong> ENGL 67 or AMLA 43W or satisfactory score on the English Placement Test</td>
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<td></td>
<td>Development of the academic essay based on critical reading of texts. Reviews paragraph structure and introduces principles of documentation. Continues to develop critical thinking through reading and writing about increasingly complex texts.</td>
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</tbody>
</table>
**Course Descriptions**

**ENGL 75 — Vocabulary Building** 3 Units
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Expands students’ reading, writing and speaking vocabularies through study of the principles of word formation, emphasizing prefixes, roots, suffixes and the effective use of content clues as well as dictionaries and other reference works.

**ENGL 81 — Language Acquisition** 3 Units
Degree Applicable, CSU
54 hours lecture
Prerequisite: ENGL 1A
Language structure, linguistics, language development. Explores first and second-language acquisition as it pertains to K-12 learners. Meets the Commission on Teaching Credentialing standards for Language Acquisition requirement for elementary school teaching credential.

**ENGL 99 — Special Projects in English** 2 Units
Degree Applicable, CSU
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
To offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced.

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**ENGLISH: LITERATURE**

**LIT 1 — Early American Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
American literature of the Seventeenth, Eighteenth, and Nineteenth Centuries. Emphasizes writers who created an American literary identity and shaped America’s cultural mythology.

**LIT 2 — Modern American Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Emphasizes characteristic late 19th, 20th, and 21st century concerns as they relate to American literary form and content.

**LIT 3 — Multicultural American Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisites: English 68 or passing score on current placement test
Analyzes the representative contributions of three or four diverse groups to American literature and culture. Covering a wide spectrum of historical periods and literary genres, the course will focus on issues of ethnic identity, assimilation, acculturation, cultural pluralism, and family and gender roles in order to heighten awareness of diversity in America. Representative literature groups may include African American, Hispanic American, Native American, Asian American, Gay and Lesbian American, disability groups and religious groups.

**LIT 6A — Survey of English Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
A chronological study of major works from Beowulf and the Anglo-Saxon period to the mid-18th century.

**LIT 6B — Survey of English Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Major works from the Romantic Era through the Victorian and Modern periods to contemporary texts.

**LIT 10 — Survey of Shakespeare** 3 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Prerequisite: ENGL 1A
Surveys Shakespeare’s histories, tragedies, comedies, and selected sonnets with their historical and literary context, emphasizing their relevance to contemporary culture and values.

**LIT 11A — World Literature to 1650** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Surveys works of classical Greece through the Renaissance. Emphasizes the interrelationship of literature, art, society, politics, philosophies and general culture.

**LIT 11B — World Literature from 1650** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Works and ideas from 1650 through the 21st century emphasizing those works which not only reflect qualities of universal greatness but also the thought and spirit of the ages in which they were written. Emphasizes how art, society, politics, philosophies and general culture are interrelated and reflected in the literature of these different eras.

**LIT 14 — Introduction to Modern Poetry** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Examines the significant poetry of England and America in the 20th and 21st centuries, with the major emphasis on contemporary poems.

**LIT 15 — Introduction to Cinema** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Explores the broad range of human experience inherent in the study of film as art. Using a number of films drawn from various genres, examines film from historical, social, technological and aesthetic perspectives.

**LIT 20 — African American Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Surveys Eighteenth through Twenty-first Century writings of African Americans. Emphasizes the oral tradition, development of protest literature and major modern and contemporary writers such as Wright, Ellison, Baldwin, Walker, and Morrison.

**LIT 25 — Contemporary Mexican American Literature** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Contemporary Mexican-American literature, drama, and film. Includes discussion of the roles played by gender, religion, language, education, family, ethnic identity, and class. Also addresses application of literary tools such as symbolism, language, and theme.

**LIT 36 — Introduction to Mythology** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Major myths, including creation, fertility, and hero myths. Theories and approaches to these archetypal stories and the ways that they reflect and shape culture. Emphasis is on Classical myths, but myths from around the world may be included.
FAMILY AND CONSUMER SCIENCES

**FCS 41 — Life Management** 3 Units
Degree Applicable, CSU

54 hours lecture
Life Management provides individuals with skills for understanding and using resources for effective functioning now and in the future. Explores theories of management including Maslow's Hierarchy of Needs and systems thinking, and how they apply to the day-to-day use of one's resources including time, energy, abilities, and money. Major topics include steps in value clarification, goal setting, decision making, problem solving, time management, money management, education and career planning, communication skills, handling change and stress, and conflict management. In addition, the course explores the effect of cultural forces and future trends on goals, values, standards, and time management.

**FCS 51 — Consumer Skills, Issues, and Strategies** 3 Units
Degree Applicable, CSU

54 hours lecture
Consumer skills with an emphasis on practical applications in the marketplace. Topics include history of the consumer movement, consumer rights and responsibilities, financial wellness, consumer debt, behavior, fraud, and redress. Explores the relationship between consumer skills, careers, and job skills.

**FCS 80 — Personal Financial Planning** 3 Units
Degree Applicable, CSU

54 hours lecture
Personal and family financial planning for those who wish to understand their own finances across the lifespan and assist others in money management. Topics include financial goal setting, budgeting, consumer credit, debt management, banking functions, income taxes, home ownership, insurance, investing, and retirement planning. Students may not earn credit for both BUSA 71 and FCS 80.

**FCS 91 — Work Experience in Family and Consumer Sciences** 1 to 3 Units
Degree Applicable

(May be taken four times for credit)
(May be taken for Pass/No Pass only)
75 to 225 hours lab
Prerequisite: Compliance with work experience regulations as designated in the College Catalog.

Provides Family and Consumer Science majors with actual on-the-job experience in an approved work site related to classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. Work experience placement is not guaranteed but assistance is provided by the Family and Consumer Sciences faculty. Students who repeat this course will improve skills through further instruction and practice.

**FASH 8 — Introduction to Fashion** 3 Units
Degree Applicable, CSU

54 hours lecture
Fashion industry from concept to consumer, industry background, and technology. Includes design, manufacturing, distribution, sales, and promotion with emphasis on career opportunities and qualifications.

**FASH 9 — History of Costume and Fashion** 3 Units
Degree Applicable, CSU

54 hours lecture
Survey of Western costume and fashion from antiquity to contemporary times. Emphasis is placed on style development as it relates to social, economic and political forces, and the relationship of historic styles to current fashion.

**FASH 10 — Clothing Construction I** 3 Units
Degree Applicable, CSU

36 hours lecture
54 hours lab
Development of a basic understanding of industry standard apparel construction techniques using a variety of machines and equipment. Included are marker preparation, commercial patterns, basic block fusing, and garment construction of slim skirt/pants, dress/shirt, and knit "T" shirt.

**FASH 12 — Clothing Construction II** 3 Units
Degree Applicable, CSU

36 hours lecture
54 hours lab
Prerequisite: FASH 10
Industry-quick alternatives to traditional construction and tailoring techniques using overlap and single needle machines. Hands-on experience using woven fabrics for tailored clothing and novelty knits.

**FASH 15 — Fashion and Identity** 3 Units
Degree Applicable, CSU

54 hours lecture
Sociological, psychological, cultural, and fashion industry influences on clothing design and selection. The elements and principles of design and their impact on apparel selection will be explored.

**FASH 17 — Textiles** 3 Units
Degree Applicable, CSU, UC

54 hours lecture
Manufacturing of textiles and fabrics and the factors that determine the suitability for end use. Topics include natural and synthetic fibers, yarns, fabric construction, dyes, finishes, legislation, and care. Emphasis is on selection criteria for textile product design and recent developments in the textile field.

**FASH 20 — Illustration for Fashion and Costume Design** 3 Units
Degree Applicable, CSU

36 hours lecture
54 hours lab
Drawing techniques for fashion and theatrical costume design. Application of the basic techniques used in drawing a well-proportioned male and female figure and in rendering garment flats using texture, fabric, and design detail. Students will explore a variety of mediums.

**FASH 21 — Patternmaking I** 3 Units
Degree Applicable, CSU

36 hours lecture
54 hours lab
Prerequisite: FASH 10
Theory and application of basic flat patternmaking techniques to create garment designs using industry standards. By means of dart and seam manipulation, slopers will be created, constructed and fitted.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>FASH 22</td>
<td>Fashion Design by Draping</td>
<td>3</td>
<td>Three dimensional dress design through draping fabrics directly to a dress form to create original designs or to interpret fashion illustrations.</td>
</tr>
<tr>
<td>FASH 23</td>
<td>Patternmaking II</td>
<td>3</td>
<td>Intermediate pattern drafting and flat patternmaking, with an introduction to the sizing and grading of patterns. Development of patternmaking skills to include two-way stretch knits, swimwear, and complex construction. Students apply commercial manufacturing standards in producing size ranges for misses and women’s wear, to include skirts, pants, bodices, sleeves and collars.</td>
</tr>
<tr>
<td>FASH 26</td>
<td>Fashion Computer Assisted Design</td>
<td>2</td>
<td>Use an advanced, industry-specific CAD system to produce high-level graphic presentations. Create color palettes, textiles, and surface designs; explore texture mapping and how it is used to create a natural drape on the fashion figure; and use the computer as a layout design tool for swatches and vector flat drawings.</td>
</tr>
<tr>
<td>FASH 30</td>
<td>Fashion Design and Product Development I</td>
<td>3</td>
<td>Overview of the global environment for product development for fashion. Applies the concepts and methods by which retailers create special store-branded merchandise for targeted customer segments. Students will develop financial and design goals, create product concept and line-boards, and evaluate the aesthetic and commercial results.</td>
</tr>
<tr>
<td>FASH 35</td>
<td>Special Topics in Fashion Design</td>
<td>2</td>
<td>Provides exploratory design experience to enhance basic fashion design curriculum. Students will explore advanced garment design and/or construction techniques. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>FASH 36</td>
<td>Retail Store Management and Merchandising</td>
<td>3</td>
<td>Principles and practices used in the management and merchandising of retail stores. Includes critical buying function, merchandising, promotional techniques, site selection, layout, staffing, market positioning and customer service. Students may not receive credit for both FASH 62 and BUSS 50.</td>
</tr>
<tr>
<td>FASH 63</td>
<td>Advertising and Promotion</td>
<td>3</td>
<td>Characteristics and role of advertising and promotion in business. Emphasis is placed on promotional mix, trend and forecast research, and developing a comprehensive multimedia promotion plan including advertising layout and copy. Students may not receive credit for both FASH 63 and BUSS 33.</td>
</tr>
<tr>
<td>FASH 66</td>
<td>Visual Merchandising Display</td>
<td>3</td>
<td>Analysis of visual merchandising applied to interior and exterior displays and floor merchandising within the fashion industry. Includes psychology of store layout, current methods of visual merchandising, and use of mannequins, pinning, and flying.</td>
</tr>
<tr>
<td>FASH 81</td>
<td>Work Experience in Fashion</td>
<td>1-3</td>
<td>Provides fashion students with actual on-the-job experience in an approved work site which is related to classroom-based learning. A minimum of 75 paid clock hours or 80 non-paid clock hours per semester is required for each one unit of credit. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>FASH 90</td>
<td>Field Studies with Special Topic</td>
<td>1</td>
<td>Fashion industry travel study to fashion capitols with daily scheduled lectures and field studies of the diverse fashion industries to include major designers, fashion trend services, retailers, manufacturers, costume/textile exhibits and archives, and museums. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>FASH 91</td>
<td>Field Studies - New York</td>
<td>2</td>
<td>Fashion industry travel study in New York City with daily scheduled lectures and field studies of the diverse international industry to include designers, fashion trend services, retailers, manufacturers, costume/textile exhibits and archives, and museums. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>FASH 92</td>
<td>Field Studies - Fashion Capitals</td>
<td>3</td>
<td>Fashion industry travel study to fashion capitals with daily scheduled lectures and field studies of the diverse international industry to include designers, fashion trend services, retailers, manufacturers, textile mills, costume textile exhibits and archives, and museums. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Units</td>
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<tr>
<td>FIRE 1</td>
<td>Fire Protection Organization</td>
<td>3</td>
<td>54 hours lecture Careers in fire protection and related fields, history of fire protection, fire loss analysis, and public, quasi-public, and private fire protection services. Also includes specific fire protection functions and fire behavior, suppression, and extinguishment.</td>
</tr>
<tr>
<td>FIRE 2</td>
<td>Fire Prevention Technology</td>
<td>3</td>
<td>54 hours lecture Introduction and history of fire prevention, including codes, ID and correction of hazards, investigation, and safety education.</td>
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<tr>
<td>FIRE 3</td>
<td>Fire Protection Equipment and Systems</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 Includes the study of portable fire extinguishing equipment, sprinkler systems, protection systems for special hazards, fire alarm and detection systems, design and operation of sprinkler systems, water supply and fire extinguishers.</td>
</tr>
<tr>
<td>FIRE 4</td>
<td>Building Construction for Fire Protection</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 Building construction and fire code safety effects on preplanning, engineering, inspections, fire ground operations, fire and building codes relationships.</td>
</tr>
<tr>
<td>FIRE 5</td>
<td>Fire Behavior and Combustion</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 Theory of how and why fires start, spread and are controlled; in depth study of fire chemistry and physics, fire characteristics of materials, extinguishing of materials, extinguishing agents and fire control techniques.</td>
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<tr>
<td>FIRE 6</td>
<td>Hazardous Materials/ICS</td>
<td>3</td>
<td>54 hours lecture Hazardous chemicals, their physical properties, use in industry, characteristics when involved in spills, fire and accidents. Information regarding emergency procedures, legal requirements, compliance to regulations, health effects and treatment, fire department protocols and responsibilities that meet OSHA requirements.</td>
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<tr>
<td>FIRE 7</td>
<td>Fire Fighting Tactics and Strategy</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 or equivalent taken prior Principles of fire control through utilization of manpower, equipment and extinguishing agents, fire command and control procedures, utilization on types of building construction in fire control, review of fire chemistry, pre-fire planning, organized approach to decision making on the fire scene, basic fire fighting tactics and strategy.</td>
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<tr>
<td>FIRE 8</td>
<td>Fire Company Organization and Management</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 Fire department company organization, management, leadership, company officer responsibilities, personnel issues, administration, communication, firefighter safety and wellness, firefighting capability, records, and reports.</td>
</tr>
<tr>
<td>FIRE 9</td>
<td>Fire Hydraulics</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 or equivalent taken prior Review of basic mathematics, hydraulic laws and formulas as applied to fire service, application of formulas and mental calculation to hydraulic problems, water supply problems, underwriter requirements for pumps.</td>
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<tr>
<td>FIRE 10</td>
<td>Arson and Fire Investigation</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 or equivalent taken prior Introduction to cause, origin, arson, incendiarism, related laws and types of incendiary fires. Methods of determining fire cause, recognizing and preserving evidence, interviewing and detaining witnesses, procedures for handling juveniles, court procedure and testimony.</td>
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<tr>
<td>FIRE 11</td>
<td>Fire Apparatus and Equipment</td>
<td>3</td>
<td>54 hours lecture Advisory: FIRE 1 or equivalent taken prior Mechanized equipment operated by the fire service personnel and regulations pertaining to their use. Includes driving laws, driving techniques, construction and operation of pumping engines, ladder trucks, aerial platforms, specialized equipment, and apparatus maintenance.</td>
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<tr>
<td>FIRE 12</td>
<td>Wildland Fire Control</td>
<td>4.5</td>
<td>79 hours lecture Advisory: Eligibility for ENGL 68 Addresses wildland fire behavior, safety considerations, strategy, tactics, and operational differences within the wildland urban interface.</td>
</tr>
<tr>
<td>FIRE 86</td>
<td>Basic Fire Academy</td>
<td>14.5</td>
<td>135 hours lecture 383 hours lab Prerequisite: FIRE 1 through FIRE 6 or equivalent, KIN 50 or equivalent, EMT certified, and either KINF 50 or KINF 51 or KINF 52 (or equivalent) Corequisite: KINF 53 Instruction in the proper use of standard fire department apparatus and equipment, salvage covers and fire extinguishment techniques, etc., in accordance with the State Board of Fire Services. Prepares students to meet manipulative skills standards established by the local fire agencies, associations and unions.</td>
</tr>
<tr>
<td>FIRE 91</td>
<td>Fire Academy Ladders</td>
<td>1</td>
<td>Not Degree Applicable 8 hours lecture 32 hours lab Intensive training in ladder manipulation to prepare students for Fire Academy and physical fitness tests given by the fire departments.</td>
</tr>
<tr>
<td>FIRE 96</td>
<td>Work Experience Fire Science</td>
<td>1 to 4</td>
<td>(May be taken for Pass/No Pass only) (May be taken four times for credit) 75 to 300 hours lab Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog Work experience in fire service at an approved work site which is related to classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. This course is available to students achieving a minimum of 12 units in fire service. Students who repeat this course will improve skills through further instruction and practice.</td>
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</table>
FRCH 1 — Elementary French

4 Units
Degree Applicable, CSU, UC
72 hours lecture

Intended for students without previous exposure to French. Begins to develop the ability to converse, read and write in French. Emphasis is on oral proficiency. Includes the study of principles of language learning, pronunciation, basic vocabulary and grammatical structures. Extensive exposure to the cultures of French-speaking countries.

FRCH 2 — Continuing Elementary French

4 Units
Degree Applicable, CSU, UC
72 hours lecture

Prerequisite: FRCH 1 or equivalent

Further development of conversational, reading and writing skills in French, with emphasis on communicative skills, expansion of vocabulary and understanding of structure. Extensive exploration and analysis of the cultures of French-speaking countries.

FRCH 3 — Intermediate French

4 Units
Degree Applicable, CSU, UC
72 hours lecture

Prerequisite: FRCH 2 or equivalent

Expansion of vocabulary and structural components. Further development of communicative proficiency with increasing emphasis on reading and writing. Extensive exposure to culture from France and other French-speaking countries.

FRCH 4 — Continuing Intermediate French

4 Units
Degree Applicable, CSU, UC
72 hours lecture

Prerequisite: FRCH 3 or equivalent

Continued development of competencies with the goal of attaining intermediate high-level proficiency in French. Increasing emphasis on reading and writing. Extensive exposure to cultural elements such as art, music, film, and history from France and other French-speaking countries.

FRCH 5 — Advanced French

4 Units
Degree Applicable, CSU, UC
72 hours lecture

Prerequisite: FRCH 4 or equivalent

Provides further insight into the cultures of France and other French-speaking countries to reach an advanced level of proficiency in the language. Includes analysis of short literary works from diverse cultures, and group discussions about contemporary topics found in films and newspaper articles.

FRCH 6 — Continuing Advanced French

4 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
72 hours lecture

Prerequisite: FRCH 5 or equivalent

Extensive reading and analysis of short literary works from diverse French and French-speaking cultures. Discussion of films, newspaper articles and contemporary topics. Develops fluency in French through group discussions, oral presentations, and writing.

FRCH 53 — Intermediate Conversational French

3 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture

Prerequisite: FRCH 2 or equivalent

Develops intermediate level fluency through expansion of vocabulary and practical use of language.

FRCH 54 — Continuing Intermediate Conversational French

3 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture

Prerequisite: FRCH 3 or FRCH 53 or equivalent

Develops intermediate-high fluency through further expansion of vocabulary and practical use of language.

FRCH 60 — French Culture Through Cinema

3 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture

French culture and history as presented in classic and recent French films. Analysis of characters and political, social and artistic movements in France and other Francophone countries as reflected in the works of French-speaking film directors and writers. Lectures and class discussions conducted in English. All films with English subtitles.

GEOG 1 — Elements of Physical Geography

3 Units
Degree Applicable, CSU, UC
54 hours lecture

Prerequisite: Eligibility for ENGL 68

Study of the natural processes creating the earth’s physical environments with emphasis on the inter-relationships of natural processes and systems; general atmospheric circulation, earth-sun relationships, oceanic circulation, water and energy budgets, plate tectonics, and the shaping of the physical landscape.

GEOG 1H — Elements of Physical Geography - Honors

3 Units
Degree Applicable, CSU, UC
54 hours lecture

Prerequisite: Acceptance into the Honors Program

Study of the natural processes creating the earth’s physical environments with emphasis on the inter-relationships of natural processes and systems; general atmospheric circulation, earth-sun relationships, oceanic circulation, water and energy budgets, plate tectonics, and the shaping of the physical landscape. An honors course designed to provide an enriched experience. Students may not receive credit for both GEOG 1 and GEOG 1H.

GEOG 1L — Physical Geography Laboratory

1 Unit
Degree Applicable, CSU, UC
54 hours lab

Corequisite: GEOG 1 or GEOG 1H (may have been taken previously)

Geographical observations, experiments, and demonstrations in a laboratory setting to explore natural earth processes and systems.

GEOG 1LH — Physical Geography Laboratory - Honors

1 Unit
Degree Applicable, CSU, UC
54 hours lab

Corequisite: GEOG 1 or GEOG 1H (may have been taken previously)

Geographical observations, experiments, and demonstrations in a laboratory setting to explore natural earth processes and systems. An honors course designed to provide an enriched experience. Students may not receive credit for both GEOG 1L and GEOG 1LH.

GEOG 2 — Human Geography

3 Units
Degree Applicable, CSU, UC
54 hours lecture

Prerequisite: Eligibility for ENGL 68

Human geography with emphasis on critical areas of inquiry and research. Focus on the interconnections of place and process in several sites around the globe; comprehension of important terms and concepts; and literacy in the geography of place names and in world regional understanding.

GEOG 2H — Human Geography - Honors

3 Units
Degree Applicable, CSU, UC
54 hours lecture

Prerequisite: Acceptance into the Honors Program

Human geography with emphasis on critical areas of inquiry and research. Focus on the interconnections of place and process in several sites around the globe; comprehension of important terms and concepts; and literacy in the geography of place names and in world regional understanding. An honors course designed to provide an enriched experience. Students may not receive credit for both GEOG 2 and GEOG 2H.
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>GEOG 5 — World Regional Geography</td>
<td>3</td>
<td>Developmental study of the world’s regions, addressing the major countries in terms of population, resources, economic development, physical environment, and geographic problems.</td>
</tr>
<tr>
<td>GEOG 8 — The Urban World</td>
<td>3</td>
<td>The geographical analysis of past and current patterns of world urbanization. Emphasis will be placed on city origins, growth, development, and current problems.</td>
</tr>
<tr>
<td>GEOG 10 — Introduction to Geographic Information Systems</td>
<td>3</td>
<td>Hands-on training in the principles, theory and operations of geographic information systems (GIS), including geospatial data models, analytical functions, data quality, map design and visual communication, and social and environmental applications of GIS.</td>
</tr>
<tr>
<td>GEOG 11 — Intermediate Geographic Information Systems (GIS)</td>
<td>3</td>
<td>Geographic Information Systems (GIS) concepts such as spatial analysis, editing, and raster data sets. Includes hands-on experience using hardware and software and emphasizes vector-based and raster-based data models using ArcGIS software and the software extensions.</td>
</tr>
<tr>
<td>GEOG 30 — Geography of California</td>
<td>3</td>
<td>Thematic approach to issues, processes and topics relevant to the study of California. Includes an examination of the physical processes that shape the landscapes of California, the interaction of humans with these physical processes (particularly the importance of water), and the cultural and social landscapes that have evolved as a result of this human-environment interface.</td>
</tr>
<tr>
<td>GEOG 30H — Geography of California - Honors</td>
<td>3</td>
<td>Prerequisite: Acceptance into the Honors Program. Thematic approach to issues, processes, and topics relevant to the study of California geography. Includes an examination of the physical processes that shape the landscapes of California, the interaction of humans with these physical processes (particularly the importance of water), and the cultural and social landscapes that have evolved as a result of this human-environment interface. An honors course designed to provide an enriched experience. Students may not receive credit for both GEOG 30 and GEOG 30H. Field trip required.</td>
</tr>
<tr>
<td>GEOG 91 — Service Learning for Geography</td>
<td>1</td>
<td>Prerequisite: Acceptance into the Honors Program. Service Learning for Geography. Students will perform work needed for restoring significant habitats damaged by pollution, fire, erosion, or invasive species and learn the importance of being good stewards of the environment. Field trips required.</td>
</tr>
<tr>
<td>GEOG 91L — Geography Service Learning Laboratory</td>
<td>.5 to 2</td>
<td>Corequisite: GEOG 91 (May have been previously taken). Examines and addresses environmental needs of the community through service learning projects. Students will perform work include planting trees, building trails, or collecting litter. Field trips required.</td>
</tr>
<tr>
<td>GEOG 99 — Special Projects in Geography</td>
<td>2</td>
<td>Prerequisite: Acceptance into the Honors Program. Offers selected students recognition for their academic interest and ability and the opportunity to explore their disciplines in depth. Various departments sometimes offer Special Projects courses. The content of each and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure enhanced proficiencies.</td>
</tr>
<tr>
<td>GEOG 1 — Physical Geology</td>
<td>4</td>
<td>An introduction to geological thinking and Earth processes. Essentials of minerals, rocks, earthquakes, volcanoes, and landscapes are presented within a framework of plate tectonics operating in concert with atmosphere and ocean processes. A required course for students entering the geosciences major. May be taken by the non-major as a transferable lab science. Required field trips may involve overnight camping.</td>
</tr>
<tr>
<td>GEOG 2 — Historical Geography</td>
<td>4</td>
<td>GeoL 1 — Physical Geology. Introductory geology course highlighting the natural provinces of California, namely their mineral, rock, and petroleum resources, volcanoes and earthquakes, landscapes, and geologic history as influenced by plate tectonic and surface processes. Field trips are required and may involve overnight camping.</td>
</tr>
<tr>
<td>GEOG 7 — Geology of California</td>
<td>3</td>
<td>An introduction to geological thinking and Earth processes. Essentials of minerals, rocks, earthquakes, volcanoes, and landscapes are presented within a framework of plate tectonics operating in concert with atmosphere and ocean processes. A required course for students entering the geosciences major. May be taken by the non-major as a transferable lab science. Required field trips may involve overnight camping.</td>
</tr>
<tr>
<td>GEOG 8 — Earth Science</td>
<td>3</td>
<td>A survey course that introduces fundamentals of geology, oceanography, meteorology, and astronomy. The companion Earth Science laboratory (GEOL 8L) is recommended for students needing a lab to transfer to a 4-year college/university. Field trips are required.</td>
</tr>
<tr>
<td>GEOG 8H — Earth Science - Honors</td>
<td>3</td>
<td>An honors course designed to provide an enriched experience. Introduces fundamentals of geology, oceanography, meteorology, and astronomy. The companion Earth Science laboratory (GEOL 8L) is recommended for students needing a lab to transfer to a 4-year college/university. Field trips are required. Students may not receive credit for both GEOG 8 and GEOG 8H.</td>
</tr>
</tbody>
</table>
**GEOL 8L — Earth Science Laboratory**  1 Unit  
54 hours lab  
Corequisite: GEOL 8 or GEOL 8H (may have been taken previously)  
Laboratory applications and problem-solving in geology, oceanography, meteorology, and astronomy. Recommended for students needing a lab to transfer to a 4-year college/university.

**GEOL 9 — Environmental Geology**  3 Units  
54 hours lecture  
For non-science majors. Relevant aspects of the geological environment and the problems caused by modern humans as they use the earth and its resources. Geologic hazards, including earthquakes, volcanoes, landslides, floods, subsidence. Emphasis on geological viewpoints concerning waste disposal, pollution, geothermal energy, fossil fuels, and mining. Geologic practices related to sound land management, conservation of resources, and protection of the environment. Field trips included.

**GEOL 10 — Natural Disasters**  3 Units  
54 hours lecture  
Surveys the hazards faced by humans from the natural environment. Analyzes a variety of hazards from a geological perspective. Studies the impact humans have on influencing or exacerbating natural disasters. Includes the role of government in responding to natural disasters. Field trips included.

**GEOL 24 — Geologic Field Studies: Central California**  4 Units  
54 hours lecture  
Field studies of selected central California geological provinces and surrounding areas. Overnight field trips required. Trips require significant hiking.

**GEOL 25 — Geologic Field Studies: Southern California**  4 Units  
54 hours lecture  
Field studies of selected southern California geological provinces and surrounding areas. Overnight field trips required. Trips require significant hiking.

**GEOL 29 — Special Topics in Field Geology**  3 Units  
(May be taken four times for credit)  
18 hours lecture  
108 hours lab  
Advisory: GEOL 1 or GEOL 8  
Field studies of designated geologic provinces and regions. Emphasis on rock identification and interpretation of geologic histories of field areas. Extended overnight field trips, camping, and strenuous hiking required.

**GEOL 99 — Special Projects in Geology**  2 Units  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
In order to offer students the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester, and depend on the particular project under consideration. Students must have an instructor’s authorization before enrolling in this course. Students repeating this course will make individual contracts of a more advanced nature to ensure that proficiencies are enhanced.

**GERMAN**

**GERM 1 — Elementary German**  4 Units  
72 hours lecture  
For students with no previous German. Develops the ability to converse, read, and write in German. Emphasis on oral proficiency. Includes essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to Germanic culture.

**GERM 2 — Continuing Elementary German**  4 Units  
72 hours lecture  
Prerequisite: GERM 1 or equivalent  
Further development of conversational reading and writing skills in German with emphasis on communication skills, expansion of vocabulary, and understanding of structure. Further study of Germanic culture.

**GERM 3 — Intermediate German**  4 Units  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lecture  
Prerequisite: GERM 2 or three years of high school German or equivalent  
Further development of communicative proficiency in German and expansion of vocabulary. Increasing emphasis on reading and writing in German.

**HISTORY**

**HIST 1 — History of the United States**  3 Units  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
History of the United States from Native American and colonial times to the present. Designed for transfer students who need a one-semester course in United States history to meet general education requirements. History and social science majors should take History 7 and 8. Satisfies the requirement for a course in American history, including the study of American institutions and ideals as required by Title 5 of the California Administrative Code.

**HIST 3 — World History: Prehistoric to Early Modern**  3 Units  
54 hours lecture  
Prerequisite: Eligibility for ENGL 1A  
Human societies from their origins to the Early Modern period from a global and comparative perspective including social, political, economic, and cultural institutions and changes.

**HIST 3H — World History: Prehistoric to Early Modern - Honors**  3 Units  
54 hours lecture  
Prerequisite: Acceptance into the Honors Program  
Human societies from their origins to the Early Modern period from a global and comparative perspective including social, political, economic, and cultural institutions and changes. An honors course designed to provide an enriched experience. Students may not receive credit for both HIST 3 and HIST 3H.

**HIST 4 — World History: Early Modern to the Present**  3 Units  
54 hours lecture  
Prerequisite: Eligibility for ENGL 1A  
Social, political, economic, and cultural changes during the modern period from a global and comparative perspective.

**HIST 4H — World History: Early Modern to the Present - Honors**  3 Units  
54 hours lecture  
Prerequisite: Acceptance into the Honors Program  
Social, political, economic, and cultural change during the modern period from a global and comparative perspective. Includes extensive reading and writing assignments. Students may not receive credit for both HIST 4 and HIST 4H.
HIST 7 — History of the United States to 1877  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 1A  
Survey of American history from Native American origins through post-Civil War Reconstruction with an encompassing approach to the United States and its major ethnic and social groups. Explores the influence of the geography and environment of North America and the ethnic, social, and religious complexity of the population. Also examines political, philosophical, and intellectual influences on the founding fathers, American political institutions, and the citizens of the country. Satisfies the requirement for a course in American history, including the study of American institutions and ideas and the Constitution of the United States as required by Title 5 of the California Administrative Code.

HIST 7H — History of the United States to 1877  
3 Units - Honors  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Acceptance into the Honors Program  
Survey of American history from Native American origins through post-Civil War Reconstruction with an encompassing approach to the United States and its major ethnic and social groups. Explores the influence of the geography and environment of North America and the ethnic, social, and religious complexity of the population. Also examines political, philosophical, and intellectual influences on the founding fathers, American political institutions, and the citizens of the country. Satisfies the requirement for a course in American history, including the study of American institutions and ideas and the Constitution of the United States as required by Title 5 of the California Administrative Code. An honors course designed to provide an enriched experience. Students may not receive credit for both HIST 7 and HIST 7H.

HIST 8 — History of the United States from 1865  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 1A  
United States history from 1865 to the present. Examines social, economic, political, intellectual, and military themes and patterns of United States development. Designed for history, social science, or humanities majors, or for transfer students who need a year course in United States history to meet general education requirements. Satisfies the requirement for a course in American history, including the study of American institutions and ideas and the principles of State and local government as required by Title 5 of the California Administrative Code.

HIST 8H — History of the United States from 1865 - Honors  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Acceptance into the Honors Program  
United States history from 1865 to the present. Examines social, economic, political, intellectual, and military themes and patterns of United States development. Designed for history, social science, or humanities majors, or for transfer students who need a year course in United States history to meet general education requirements. Satisfies the requirement for a course in American history, including the study of American institutions and ideas and the principles of State and local government as required by Title 5 of the California Administrative Code. An honors course designed to provide an enriched experience. Students may not receive credit for both HIST 8 and HIST 8H.

HIST 9 — History of Mexico  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
The cultural and social history of the Mexican people from pre-Colombian civilization to modern Mexico.

HIST 10 — History of Premodern Asia  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
History of East, South, and Southeast Asia from the prehistoric age to the early modern period. Emphasizes social, political, economic, and cultural changes in Asia from a regional and comparative perspective.

HIST 11 — History of Modern Asia  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
History of East, South, and Southeast Asia from the early modern period to the present. Emphasizes social, political, economic, and cultural changes in Asia during the modern period from a regional and comparative perspective.

HIST 16 — The Wild West - A History, 1800-1890  
3 Units  
Degree Applicable, CSU, UC  
(May be taken for option of letter grade or Pass/No Pass)  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
Surveys the history of the Trans-Mississippi West to acquaint students with the historical significance, events and personalities which make up 19th Century American history.

HIST 19 — History of Mexico  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
The cultural and social history of the Mexican people from pre-Colombian civilization to modern Mexico.

HIST 30 — History of the African American  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
In the general framework of the U.S. historical process, surveys the history of African Americans from the African genesis to 1865, including historical processes and their impact on modern U.S. society. A critical analysis will be made of the contributions of African Americans to the historical development of the United States, and the transformations that have occurred as a result. Satisfies the requirement for a course in American institutions and ideas and the Constitution of the United States as required by Title 5 of the California Administrative Code.

HIST 31 — History of the African American  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
In the general framework of the U.S. historical process, surveys the history of African Americans from the Reconstruction period to the present, including historical processes and their impact on modern U.S. society. A critical analysis will be made of the contributions of African Americans to the historical development of the United States, and the transformations that have occurred as a result. Satisfies the requirement for a course in American institutions and ideas and the Constitution of the United States as required by Title 5 of the California Administrative Code.

HIST 35 — History of Africa  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
History of Africa from prehistoric times to the present with a focus on cultural, social, political, and economic changes. Topics include ancient African societies, European colonialism, and the reemergence of independent African states in recent decades.

HIST 36 — Women in American History  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Prerequisite: Eligibility for ENGL 68  
Women’s experience placed within the context of major themes of United States history, addressing issues and debates related to gender construction and identity from Colonial times to the present. Political, economic, and social currents within in the context of race, ethnicity, sexual orientation, and class are examined and analyzed. This course satisfies the requirement for a course in American history including the study of American institutions and ideas, as required by Title 5 of the California Administrative Code.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 39</td>
<td>California History</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>HIST 40</td>
<td>History of the Mexican American</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>HIST 44</td>
<td>History of Native Americans</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>HIST 99</td>
<td>Special Projects in History</td>
<td>2</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>HT 2</td>
<td>Scientific Basics for Histologic Technicians</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 10</td>
<td>Histology</td>
<td>3</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 12</td>
<td>Beginning Histotechniques</td>
<td>5</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 14</td>
<td>Advanced Histotechniques</td>
<td>5</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 16</td>
<td>Histochemistry/Immunohistochemistry</td>
<td>4</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 17</td>
<td>Work Experience in Histotechnology</td>
<td>1-4</td>
<td>Degree Applicable</td>
</tr>
</tbody>
</table>

### HISTOTECNOLOGY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 1</td>
<td>Introduction to Histotechnology</td>
<td>1</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 12</td>
<td>Practical applications of special stains</td>
<td>5</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td>HT 16</td>
<td>Histochemistry/Immunohistochemistry</td>
<td>4</td>
<td>Degree Applicable</td>
</tr>
</tbody>
</table>

### HOSPITALITY AND RESTAURANT MANAGEMENT

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM 51</td>
<td>Introduction to Hospitality</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>HRM 52</td>
<td>Food Safety and Sanitation</td>
<td>1.5</td>
<td>Degree Applicable, CSU</td>
</tr>
<tr>
<td>HRM 53</td>
<td>Dining Room Service Management</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
</tr>
</tbody>
</table>

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166 2012-13 Mt. San Antonio College Catalog
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
</table>
| HRM 54     | Basic Cooking Techniques                                                   | 3     | 36 hours lecture  
54 hours lab  
Advisory: HRM 52  
Basic principles of preparing foods for commercial operations; the use and identification of commercial tools and equipment; extending recipes; and choosing the proper food grade; evaluation of food products, and equipment usage. |
| HRM 56     | Management of Hospitality Personnel and Operations                         | 3     | 54 hours lecture  
Management skills course for students pursuing a career in supervision within the restaurant/hospitality industry. Application of basic management concepts and techniques necessary to achieve objectives in the management of operations and human resources in restaurant and hospitality businesses including analysis of hospitality workplace; the manager’s responsibilities in training, coaching, and performance appraisal of employees; decision making, leadership, and planning. |
| HRM 57     | Restaurant Cost Control                                                    | 3     | 54 hours lecture  
Corequisite: HRM 51 (May have been taken previously)  
Methods for controlling resources within the hospitality operation to maximize profits without compromising products. Discusses controls in front of the house, back of the house, purchasing and receiving. |
| HRM 60     | Hospitality Purchasing                                                    | 3     | 54 hours lecture  
Corequisite: HRM 51 (May have been taken previously)  
Basic principles of purchasing for the hospitality industry. Ordering, receiving, storage, characteristics of products and grade selection for different situations are emphasized. Choosing the best supplier, negotiating the best terms and writing product specifications are covered. |
| HRM 61     | Menu Planning                                                              | 3     | 54 hours lecture  
Advisory: HRM 51  
Menu development for all facets of the food service industry including retail and contract operations; emphasis on the economics of the menu and the demographics of the area. Analysis of menus with regard to limitations of the facility and staff, pricing and menu design relative to the economy and culture of the target area. Specialty menus such as ethnic, fast food, catering and various contract situations are included. |
| HRM 62     | Catering                                                                  | 3     | 54 hours lecture  
Corequisite: HRM 52 (May have been taken previously)  
Comprehensive exploration of the catering business with in-depth study of organizing and catering both on-premise and off-premise events. Marketing and working with clients to combine menu with price. Contracting outside vendors, problem solving and avoiding common problems before they occur. |
| HRM 64     | Hospitality Financial Accounting I                                        | 3     | 54 hours lecture  
Prerequisite: BUSA 11 or MATH 51  
Introduction to financial accounting specifically for the hospitality business. Emphasis is on tailoring the Uniform System of Accounting to hotels, restaurants, clubs and other food service operations. |
| HRM 66     | Hospitality Law                                                           | 3     | 54 hours lecture  
Advisory: HRM 51  
Basic principles of contracts, liability and labor as they apply specifically to the hospitality industry. Students will discuss previous cases and decide the fates of fictional litigations as a preventive approach to problems that can occur. |
| HRM 67     | Introduction to Lodging                                                    | 3     | 54 hours lecture  
Advisory: HRM 91  
Introduction to basics of the lodging industry. Acquaints students with front office operations, accounting, guest service, housekeeping and food service. Includes human resource management and property management. Enrollment in Work Experience in Restaurant/Food Service (RSTR 91, 92, 93 or 94) is needed for articulation to California Polytechnic State University. |
| HRM 70     | Garde Manger                                                              | 3     | 36 hours lecture  
Preparation of international cuisines from Asia, Europe, the Mediterranean, and Latin America. Emphasis will be placed on regional dishes from: China, Japan, India, Thailand, Spain, Italy, France, Greece, Lebanon, and Mexico. |
| HRM 81     | Caterer                                                                    | 3     | 36 hours lecture  
Preparation and presentation of cold kitchen foods including: sauces, soups, salads, sandwiches, appetizers, hors d’oeuvres, and buffets. |
| HRM 82     | Baking and Pastry                                                          | 3     | 54 hours lab  
Corequisite: HRM 52 (May have been taken previously)  
Preparation of baked goods and pastries including: breads, cakes, icing, laminated pastries, cookies, pies, tarts, and plated desserts. |
| HRM 83     | International Cuisines                                                    | 3     | 54 hours lecture  
Corequisite: HRM 52 (May have been taken previously)  
Preparation of international cuisines from Asia, Europe, the Mediterranean, and Latin America. Emphasis will be placed on regional dishes from: China, Japan, India, Thailand, Spain, Italy, France, Greece, Lebanon, and Mexico. |
Course Descriptions

IDE 120 — Introduction to CAD 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Corequisite: IDE 110 and IDE 130
Computer Aided Design (CAD) applications and design processes used in industrial design and manufacturing. A portfolio-based course that requires students to generate industry standard CAD drawings used for manufacturing.

IDE 130 — Shop Processes 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Corequisite: IDE 110 and IDE 120
Methods and tools used for creating production prototypes, breadboards, and mock-ups used for fabrication and manufacturing industries. Focus is on tool and process selection, safety, and mastery of machine operation skills and techniques.

IDE 150 — Design Foundations 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: IDE 110 and IDE 120 and IDE 130
Corequisite: IDE 160 and IDE 170
Digital graphic media for industrial design used to convey complex design and manufacturing criteria. Focuses on design processes for conceptual and structural problems with an emphasis on drawing techniques, rapid visualization, color theory, and Computer Assisted Design (CAD) techniques required for effective visual communication.

IDE 160 — Intermediate CAD 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: IDE 110 and IDE 120 and IDE 130
Corequisite: IDE 150 and IDE 170
Applications, methods, theories, and industrial design processes used in engineering and industrial design fields. A portfolio-based course that develops skills in sketching, communicating, constructing mock-ups and displays, prototyping, and 2D and 3D Computer Assisted Design (CAD) parametric solid modeling.

IDE 170 — Introduction to Prototyping 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: IDE 110 and IDE 120 and IDE 130
Corequisite: IDE 150 and IDE 160
Processes and materials typically employed when creating breadboards, proofs of concept models, form studies and production-intent prototypes. Provides hands-on experience with fabrication techniques including related tools and machinery. Emphasis is placed on how the design process is influenced by material and manufacturing limitations.

IDE 210 — Advanced Media 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: IDE 150 and IDE 160 and IDE 170
Corequisite: IDE 220 and IDE 230
Digital media used for designing, redesigning, and inventing industrial products. Develops illustration and conceptualization skills using media and technology such as digital project photography, 2D scanners, sketch tablets, and presentation and illustration software. Emphasis is placed on refining and completing a comprehensive portfolio.

IDE 220 — Advanced CAD 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: IDE 150 and IDE 160 and IDE 170
Corequisite: IDE 210 and IDE 230
Complex surface modeling in hybrid surface and solid environments using rapid modeling methods. Integrates manufacturing technologies, materials, and machine design with an emphasis on translating concepts from visualization manufacturing projects generated using computer aided manufacturing (CAM) and rapid prototyping technologies.

IDE 230 — Introduction to Mechanical Principles 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: IDE 150 and IDE 160 and IDE 170
Corequisite: IDE 210 and IDE 220
Mechanical devices, concepts and principles common to manufactured products and manufacturing processes. Analysis, discussion, and problem solving related to mechanical design scenarios and supported by computer aided design (CAD). Exploration of inherent strengths and weaknesses of specific devices and various design approaches. Emphasis on the way mechanical principles affect design strategies.

IDE 250 — Product Design and Viability 6 Units
Degree Applicable, CSU
54 hours lecture
162 hours lab
Prerequisite: IDE 210 and IDE 220 and IDE 230
Corequisite: IDE 270
Product life cycle from design through manufacturing and distribution. Portfolio-based course that includes fabrication of a viable product and incorporates every stage of project management including research, graphic presentation, parts sourcing, material choices and fabrication of prototype.

IDE 270 — Manufacturing Processes and Materials 3 Units
Degree Applicable, CSU
9 hours lecture
135 hours lab
Prerequisite: IDE 210 and IDE 220 and IDE 230
Corequisite: IDE 250
Relationships between common manufacturing processes and associated materials including advantages, limitations, and their impact on the design process. Reverse engineering and computer aided design (CAD) model construction assists with understanding common design approaches and real-world manufacturing problems and solutions.

INSPECTION AND ESTIMATING, BUILDING

INSP 17 — Legal Aspects of Construction 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Advisory: INSP 70 taken prior or concurrently or equivalent experience
Fundamentals of the legal aspects of the construction industry involving homeowner, contractor and builder/developer. Includes codes, licensing, bonds, and lien laws.

INSP 67 — Reading Construction Drawings 3 Units
Degree Applicable, CSU
54 hours lecture
Fundamentals of reading construction drawings as related to architecture, construction, interior design, and related fields.

INSP 70 — Elements of Construction 3 Units
Degree Applicable, CSU
54 hours lecture
Fundamentals of construction processes, terminology and procedures. Provides an overview of the construction industry to those who may have an interest in the construction industry and related fields.
<table>
<thead>
<tr>
<th>Course Code</th>
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</tr>
</thead>
</table>
| ID 10      | Introduction to Interior Design                | 3     | 36 hours lecture  
Formerly ID 100. Practice of interior design and the planning of total interior environments that meet individual, functional and environmental needs. Field trips may be required. |
| ID 12      | Materials and Products for Interior Design     | 3     | 36 hours lecture  
54 hours lab  
Formerly ID 100. Analysis, application, and evaluation of products and materials used in interior design. Field trips required. |
| ID 14      | History of Furniture and Decorative Arts       | 3     | 54 hours lecture  
Formerly ID 180 and ID 190. Historic development of structure, interior spaces, furniture and decorative arts throughout the world. Interior architecture is illustrated in this overview of design heritage from antiquity to present. Emphasis is placed on style development as it relates to social, economic and political influences as well as the use of materials and technology. Field trips may be required. |
| ID 20      | Color and Design Theory I                      | 3     | 36 hours lecture  
54 hours lab  
Formerly ID 130. Elements and principles of design and the creative process of identifying and solving interior design problems. Formal visual properties of line, shape, form, pattern, texture, and color are studied in their relationship to the organizational systems and unifying principles that create balanced designs. Portfolio pieces will be produced. Field trips may be required. |
| ID 21      | Color and Design Theory II                     | 3     | 36 hours lecture  
54 hours lab  
Advisory: ID 20. Elements and principles of design and the creative process of identifying and solving interior design problems. Formal visual properties of line, shape, form, pattern, texture, and color are studied in their relationship to the organizational systems and unifying principles that create balanced designs. Portfolio pieces will be produced. Field trips may be required. |
| ID 22      | Design Drawing for Interior Design             | 3     | 36 hours lecture  
54 hours lab  
Communication elements required to convey design ideas to building trades via the written language of design and construction documents. Graphic and drawing techniques, including interior design graphics standards, building construction fundamentals, methods of drawings, and the basics of compiling construction documentation sets. Field trips may be required. |
| ID 23      | Computer Aided Drawing for Interior Design I   | 3     | 36 hours lecture  
54 hours lab  
Advisory: ID 22 or ARCH 11. Computer Aided Drawing (CAD) as a communication element required to convey interior design ideas to building trades. Includes graphic and drawing techniques, interior design graphics, building construction fundamentals, methods of drawings, and construction documentation sets. Portfolio pieces will be produced. Field trips may be required. |
| ID 24      | Interior Design Studio II                      | 3     | 36 hours lecture  
54 hours lab  
Prerequisite: ID 26 or ARCH 11. Prerequisite: ID 26.  
Advisories: ID 12, ID 21, ID 27. Formerly ID 105. Analysis and application of design concepts to interior environments. Focuses on the creative process of identifying, evaluating and solving design problems while incorporating universal and sustainable design in a studio environment. Includes research and analysis of end-user needs, space requirements, existing architectural elements, and site conditions. Portfolio pieces will be produced. Field trips may be required. |
## Cours Descriptions

### ID 31 — Building Systems for Interior Design 3 Units  
Degree Applicable, CSU  
36 hours lecture  
54 hours lab  
Prerequisite: ID 22 or ARCH 11  
Residential and commercial construction systems and materials, including typical building systems used in construction that affect interior design and elements that make up the foundation, floors, walls, and roof. Field trips may be required.

### ID 32 — Lighting Design and Theory for Interior Design 3 Units  
Degree Applicable, CSU  
36 hours lecture  
54 hours lab  
Prerequisite: ID 22 or ARCH 11  
Formerly ID 210.  
Principles and theory of interior lighting design, lighting technology, terminology, development of lighting design concepts and selection and placement of luminaries to achieve the desired result. Portfolio pieces will be produced. Field trips may be required.

### ID 34 — Computer Aided Drawing for Interior Design II 3 Units  
Degree Applicable, CSU  
36 hours lecture  
54 hours lab  
Prerequisite: ID 23  
Three-dimensional computer modeling, rendering, lighting, and fly-throughs as used in interior design. Portfolio pieces will be produced. Field trips may be required.

### ID 36 — Professional Practices for Interior Design 3 Units  
Degree Applicable, CSU  
36 hours lecture  
54 hours lab  
Advisory: ID 29  
Development of individual professional identities through self-branding as a marketing strategy. Emphasis is on personal, educational, and professional qualifications required for entry into interior design and related professions. Surveys the interior design profession, industry, and related occupations. Portfolio pieces will be produced. Field trips may be required.

### ID 37 — Business Practices for Interior Design 3 Units  
Degree Applicable, CSU  
54 hours lecture  
Formerly ID 230.  
Principles, procedures, and systems necessary for interior design professionals to start a business. Emphasis will be placed on contracts, legal issues, budgets, revenue generation, purchasing, billing, compensation and collection, interactions with clients, designers, installers, and suppliers. Field trips may be required.

### ID 38 — Internship in Interior Design 1 to 3 Units  
Degree Applicable  
(May be taken four times for credit)  
(May be taken for Pass/No Pass only)  
75 to 225 hours lab  
Prerequisite: Compliance with Work Experience/Internship regulations as designated in the College Catalog.  
Formerly ID 240A and 240B.  
Designed to provide the student with actual on-the-job experience in the interior design profession, which relates to classroom based learning. Placement is not guaranteed but assistance is provided by the interior design faculty. A minimum 75 paid clock hours or 60 non-paid clock hours per semester is required. Students who repeat this course will improve skills through further instruction and practice.

### ID 39 — Interior Design Studio II 3 Units  
Degree Applicable, CSU  
36 hours lecture  
54 hours lab  
Prerequisite: ID 22 or ARCH 11  
Formerly ID 215.  
Analysis and application of design concepts to interior environments. Focuses on the creative process of identifying and solving design problems incorporating universal and sustainable design. Includes research and analysis of client requirements for complex programs and their solutions in order to satisfy end-user needs, functional space requirements, public image, existing architectural elements, and site conditions. Portfolio pieces will be produced. Field trips may be required.

### ID 40 — Kitchen and Bath Studio I 3 Units  
Degree Applicable  
(May be taken four times for credit)  
(May be taken for Pass/No Pass only)  
75 to 225 hours lab  
Prerequisite: Compliance with Work Experience/Internship regulations as designated in the College Catalog.  
Corequisite: ID 40 (May have been taken previously.)  
Formerly ID 240C.  
Designed to provide the student with actual on-the-job experience in the interior design profession at a National Kitchen and Bath (NKBA) member work site, which relates to student’s classroom based learning. Placement is not guaranteed but assistance is provided by the interior design faculty. A minimum 75 paid clock hours or 60 non-paid clock hours per semester is required. Students who repeat this course will improve skills through further instruction and practice.

### ID 41 — Kitchen and Bath Studio II 3 Units  
Degree Applicable  
(May be taken four times for credit)  
(May be taken for Pass/No Pass only)  
75 to 225 hours lab  
Prerequisite: Compliance with Work Experience/Internship regulations as designated in the College Catalog.  
Formerly ID 240B.  
Designed to provide the student with actual on-the-job experience in the interior design profession at a National Kitchen and Bath (NKBA) member work site, which relates to student’s classroom based learning. Placement is not guaranteed but assistance is provided by the interior design faculty. A minimum 75 paid clock hours or 60 non-paid clock hours per semester is required. Students who repeat this course will improve skills through further instruction and practice.

### ID 42 — Independent Studies in Interior Design 1 to 3 Units  
Degree Applicable  
(May be taken four times for credit)  
26 hours lecture  
54 hours lab  
Prerequisite: ID 26  
Exploratory design experience to enhance interior design curriculum. The content of each course and the methods of study vary each semester and depends on the particular project under consideration. Students will explore advanced interior design concepts and presentation techniques. Students who repeat this course will improve their own skills through further instruction and practice.

### ID 43 — Kitchen and Bath Studio III 3 Units  
Degree Applicable  
(May be taken four times for credit)  
26 hours lecture  
54 hours lab  
Prerequisite: ID 22 or ARCH 11  
Formerly ID 216.  
Designed to provide the student with actual on-the-job experience in the interior design profession at a National Kitchen and Bath (NKBA) member work site, which relates to student’s classroom based learning. Placement is not guaranteed but assistance is provided by the interior design faculty. A minimum 75 paid clock hours or 60 non-paid clock hours per semester is required. Students who repeat this course will improve skills through further instruction and practice.

### ID 44 — Interior Design Specialized Studio 3 Units  
Degree Applicable  
(May be taken four times for credit)  
26 hours lecture  
54 hours lab  
Prerequisite: ID 26  
Extended laboratory experiences supplementary to those available in the regular program and allows the student to pursue more advanced and complex laboratory projects and experiments. Students who repeat this course will increase skill proficiency in Interior Design. Portfolio pieces will be produced.

### ID 45 — Kitchen and Bath Studio IV 3 Units  
Degree Applicable  
(May be taken four times for credit)  
26 hours lecture  
54 hours lab  
Prerequisite: ID 22 or ARCH 11  
Formerly ID 217.  
Designed to provide the student with actual on-the-job experience in the interior design profession at a National Kitchen and Bath (NKBA) member work site, which relates to student’s classroom based learning. Placement is not guaranteed but assistance is provided by the interior design faculty. A minimum 75 paid clock hours or 60 non-paid clock hours per semester is required. Students who repeat this course will improve skills through further instruction and practice.

### ID 46 — Independent Studies in Interior Design 3 Units  
Degree Applicable  
(May be taken four times for credit)  
26 hours lecture  
54 hours lab  
Prerequisite: ID 26  
Extended laboratory experiences supplementary to those available in the regular program and allows the student to pursue more advanced and complex laboratory projects and experiments. Students who repeat this course will increase skill proficiency in Interior Design. Portfolio pieces will be produced.
### ITALIAN

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITAL 1</td>
<td>Elementary Italian</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Intended for students without previous exposure to Italian.&lt;br&gt;Includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures along with an introduction to Italian culture. Begins to develop the ability to converse, read, and write in Italian.</td>
</tr>
<tr>
<td>ITAL 2</td>
<td>Continuing Elementary Italian</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Prerequisite: ITAL 1 or equivalent&lt;br&gt;Further development of conversational, reading and writing skills in Italian with special emphasis on verbs, grammar and extension of vocabulary. Further study of Italian culture.</td>
</tr>
<tr>
<td>ITAL 3</td>
<td>Intermediate Italian</td>
<td>4 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;72 hours lecture&lt;br&gt;Prerequisite: ITAL 2 or equivalent&lt;br&gt;Development of intermediate Italian language skills and their use as tools in exploring Italian civilization. Further study and review of grammar, exercises in word building, derivation and the extension of the active and recognition vocabularies. Extensive exposure to Italian culture, such as film, music and history.</td>
</tr>
<tr>
<td>ITAL 4</td>
<td>Continuing Intermediate Italian</td>
<td>4 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;72 hours lecture&lt;br&gt;Prerequisite: ITAL 3 or equivalent&lt;br&gt;Further practice in speaking and writing of intermediate Italian. Collateral reading in Italian. Extensive exposure to cultural elements from Italy such as art, music, film and history.</td>
</tr>
<tr>
<td>ITAL 5</td>
<td>Advanced Italian</td>
<td>4 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;72 hours lecture&lt;br&gt;Prerequisite: ITAL 4 or equivalent&lt;br&gt;Emphasis is placed on increased facility to read and write advanced Italian. Cultural insights are developed through the study of various Italian literary types.</td>
</tr>
<tr>
<td>ITAL 6</td>
<td>Continuing Advanced Italian</td>
<td>4 Units</td>
<td>(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;72 hours lecture&lt;br&gt;Prerequisite: ITAL 5 or equivalent&lt;br&gt;Extensive advanced reading, writing, and speaking in Italian that further develop cultural insight through the study of various Italian literary types.</td>
</tr>
<tr>
<td>ITAL 52</td>
<td>Conversational Italian</td>
<td>3 Units</td>
<td>Degree Applicable&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: ITAL 1 or equivalent&lt;br&gt;Development of elementary Italian conversational skills. Emphasis on collaborative activities and practical use of the language. Extensive exposure to Italian culture. Grammar is presented in context.</td>
</tr>
<tr>
<td>ITAL 53</td>
<td>Continuing Conversational Italian</td>
<td>3 Units</td>
<td>Degree Applicable&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: ITAL 2 or ITAL 52 or equivalent&lt;br&gt;Development of intermediate Italian conversational skills. Emphasis on collaborative activities and practical use of the language. Extensive exposure to Italian culture. Grammar is presented in context.</td>
</tr>
<tr>
<td>ITAL 54</td>
<td>Advanced Conversational Italian</td>
<td>3 Units</td>
<td>Degree Applicable&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: ITAL 3 or ITAL 53 or equivalent&lt;br&gt;Development of advanced Italian conversational skills. Emphasis on collaborative activities and practical use of the language. Extensive exposure to Italian culture. Grammar is presented in context. Students who repeat this course will improve their skills through further instruction and practice.</td>
</tr>
<tr>
<td>ITAL 60</td>
<td>Italian Culture Through Cinema</td>
<td>3 Units</td>
<td>Degree Applicable&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;54 hours lecture&lt;br&gt;Italian culture through cinema from 1900 through analysis of the aesthetic, literary, artistic and philosophical movements in Italy as reflected in the works of the Italian film makers and writers. Lecture and class discussion to be conducted in English; film presentation with English subtitles.</td>
</tr>
</tbody>
</table>

### JAPANESE

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</tr>
</thead>
<tbody>
<tr>
<td>JAPN 1</td>
<td>Elementary Japanese</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Intended for students without previous exposure to Japanese.&lt;br&gt;Begin to develop the ability to converse, read, and write in Japanese. Includes the study of essentials of pronunciation, vocabulary, idioms, and grammatical structures. Introduction to Japanese culture.</td>
</tr>
<tr>
<td>JAPN 2</td>
<td>Continuing Elementary Japanese</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Prerequisite: JAPN 1 or equivalent&lt;br&gt;Further development of conversational, reading and writing skills in Japanese with special emphasis on verbs, grammar, and extension of vocabulary. Includes a discussion of Japanese culture.</td>
</tr>
<tr>
<td>JAPN 3</td>
<td>Intermediate Japanese</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Prerequisite: JAPN 2 or equivalent&lt;br&gt;Continued development of Kanji (50 or more characters) with 60 additional readings. Continued development of writing ability emphasizing development of thought through Kanji, Hiragana and Katakana. Additional development of cultural application of Japanese.</td>
</tr>
<tr>
<td>JAPN 4</td>
<td>Continuing Intermediate Japanese</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Prerequisite: JAPN 3 or equivalent&lt;br&gt;Further practice in listening comprehension, communicative proficiency, writing and reading in Japanese. Advanced study and review of grammar and vocabulary. Readings and discussions of Japanese cultural topics and introduction to Japanese literature.</td>
</tr>
<tr>
<td>JAPN 5</td>
<td>Advanced Japanese</td>
<td>4 Units</td>
<td>72 hours lecture&lt;br&gt;Prerequisite: JAPN 4 or equivalent&lt;br&gt;Advisory: Eligibility for ENGL 68&lt;br&gt;Advanced Japanese communication skills with emphasis on conversational skills for daily and social settings in Japanese culture. Advanced study of grammar, vocabulary, Kanji characters, listening, speaking, reading, and writing. Extensive exposure to cultural elements from Japan such as art, music, film, and history.</td>
</tr>
</tbody>
</table>
JOURNALS

- JOUR 100 — Mass Media and Society  3 Units
  Degree Applicable, CSU, UC
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Prerequisite: ENGL 1A
  Survey of the mass media and the interrelationships of media with society, including history, structure, and trends. Additionally, the following topics will be covered as they pertain to the mass media: economics, technology, law and ethics and such social issues as gender and cultural diversity.

- JOUR 101 — Beginning News Writing  3 Units
  Degree Applicable, CSU, UC
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Prerequisite: ENGL 1A
  An introduction to mass media writing. Emphasizes understanding and reporting all aspects of news. Focuses on writing news, features, and interviews. (May be taken for option of letter grade or Pass/No Pass)

- JOUR 102 — Intermediate News Writing  3 Units
  Degree Applicable, CSU, UC
  Develop expertise in news beat coverage and other specialized writing, including computer-assisted reporting. Also emphasizes public relations writing. (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Prerequisite: JOUR 101

- JOUR 103 — Writing for the Newspaper and Magazine  2 Units
  Degree Applicable
  (May be taken four times for credit)
  (May be taken for option of letter grade or Pass/No Pass)
  108 hours lab
  Prerequisite: JOUR 101
  Practical experience writing for the college student newspaper or magazine. Activities may include reporting, story writing, copy-editing. Students who repeat this class will improve skills through further instruction and practice.

- JOUR 104 — Newspaper and Magazine Production  2 Units
  Degree Applicable, CSU
  (May be taken for option of letter grade or Pass/No Pass)
  108 hours lab
  Provides experience in the production of a college newspaper and magazine. Provides learning through electronic assembly of the newspaper and magazine using computers, layout and design software, image editing software, illustration software, digital cameras, and scanners. Students who repeat this course will improve skills through further instruction and practice.

- JOUR 105 — Editor Training  1 Unit
  Degree Applicable
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lab
  Advisory: JOUR 101
  Stresses leadership skills in a journalistic setting using the student newspaper as a practical laboratory. Designed for students selected to serve as editors or managers of the paper. Students who repeat this course will improve skills through further instruction and practice.

- JOUR 106 — Online Media Laboratory  2 Units
  Degree Applicable, CSU
  (May be taken for option of letter grade or Pass/No Pass)
  108 hours lab
  Provides learning through use of computers and online publishing software, podcasting software, web design software, live and videotape broadcasting software, digital cameras, video cameras, and wireless computer technology. Students who repeat this course will improve skills through further instruction and practice.

- JOUR 107 — Race, Culture, Sex, and Mass Media Images  3 Units
  Degree Applicable, CSU
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Advisory: ENGL 1A
  Studies the role mass media plays in the social, political, and economic integration of minorities, cultures, women, and gays and lesbians into American society. Examines ways that mass media impacts public attitudes and behaviors.

- JOUR 108 — Writing for Public Relations  3 Units
  Degree Applicable, CSU
  (May be taken for option of letter grade or Pass/No Pass)
  54 hours lecture
  Prerequisite: JOUR 101 or JOUR 1A
  An introduction to public relations writing including news releases, fact sheets, feature stories, institutional publications, and newsletters. The relationships between public relations, the mass media, and society will be explored.

- JOUR 109 — Public Relations Internship  3 Units
  Degree Applicable
  (May be taken two times for credit)
  Prerequisite: JOUR 101 or JOUR 8
  (May be taken for option of letter grade or Pass/No Pass)
  225 hours lab
  Advisory: JOUR 108 or JOUR 8
  Field work in public relations. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.

- JOUR 110 — Magazine Writing and Production  3 Units
  Degree Applicable
  (May be taken for option of letter grade or Pass/No Pass)
  108 hours lab
  Prerequisite: JOUR 101 or JOUR 1A
  Production of a student-run magazine in a professional setting. Activities may include fiction and nonfiction writing, editing, ethics, interviewing, photography, art and layout. Overview of the magazine industry and markets explored.
KINESIOLOGY: AQUATIC

KINA 8A — Swimming - Beginning .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Designed to teach basic swimming strokes and aquatic skills to individuals with little or no swimming ability. Students who repeat this course will improve their skills through further instruction and practice.

KINA 8B — Swimming - Intermediate .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Designed to improve competence in swimming ability for individuals who have had instruction in all of the basic strokes and can swim in deep water. Students who repeat this course will improve their skills through further instruction and practice.

KINA 8C — Swimming - Advanced .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Prerequisite: Demonstrate proficiency equivalent to Red Cross Level IV Swimming Test. Designed to offer aquatic techniques of an advanced level and to refine the skill of the competent swimmer. Students who repeat this course will improve their skills through further instruction and practice.

KINA 10 — Wheelchair Sports .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Designed to develop and enhance sports skills and technique for students using a wheelchair. Introduction to basic rules, skills, conditioning and strategies for a variety of sports. Students who repeat this course will improve their skills through further instruction and practice.

KINA 14 — Activity Programs for the Physically Limited .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Designed for students with a disability or limitation who require special assistance or equipment to participate in leisure activities. Course content will vary each semester in order to meet current students’ needs. Students who repeat this course will improve their skills through further instruction and practice.

KINA 18 — Weight Training for the Physically Limited .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Designed to assist students with a disability or limitation develop their muscular strength and endurance through weight training. Students who repeat this course will improve their skills through further instruction and practice.

KINA 20 — Aquatic Fitness .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Student must possess above average diving ability or experience in tumbling or gymnastics. Individualized instruction in the fundamentals and techniques of springboard diving. Students who repeat this course will improve their skills through further instruction and practice.

KINA 25 — Springboard Diving .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Student must possess above average diving ability or experience in tumbling or gymnastics. Individualized instruction in the fundamentals and techniques of springboard diving. Students who repeat this course will improve their skills through further instruction and practice.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
<th>Credit Options</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINA 21</td>
<td>Aqua Aerobics</td>
<td>.5 to 1</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Designed to improve cardiovascular endurance, strength, agility, flexibility and general fitness through the mode of dynamic movement in the water. Appropriate for swimmers and non-swimmers. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINA 24</td>
<td>Aquatic Off-Season Conditioning</td>
<td>.5 to 1</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>A conditioning course for the competitive swimmer to receive individualized training in order to improve performance. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 6</td>
<td>Baseball - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Baseball Team candidates to provide instruction in the components of training and conditioning related to the sport of baseball. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 8</td>
<td>Basketball - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Basketball Team candidates to provide instruction in the components of training and conditioning related to the sport of basketball. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 10</td>
<td>Basketball - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Women’s Intercollegiate Basketball Team candidates to provide instruction in the components of training and conditioning related to the sport of basketball. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 11</td>
<td>Cross Country - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Cross Country Team candidates to provide instruction in the components of training and conditioning related to the sport of cross country. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 12</td>
<td>Cross Country - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Women’s Intercollegiate Cross Country Team candidates to provide instruction in the components of training and conditioning related to the sport of cross country. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 16</td>
<td>Football - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Football Team candidates to provide instruction in the components of training and conditioning related to the sport of football. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 18</td>
<td>Golf - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Golf Team candidates to provide instruction in the components of training and conditioning related to the sport of golf. Classes will be held off campus and require some traveling. Students who repeat this course will improve skills through further instruction and practice. Students must have their own golf clubs.</td>
</tr>
<tr>
<td>KINX 19</td>
<td>Golf - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Women’s Intercollegiate Golf Team candidates to provide instruction in the components of training and conditioning related to the sport of golf. Classes will be held off campus and require some traveling. Students who repeat this course will improve skills through further instruction and practice. Students must have their own golf clubs.</td>
</tr>
<tr>
<td>KINX 21</td>
<td>Golf - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Golf Team candidates to provide instruction in the components of training and conditioning related to the sport of golf. Classes will be held off campus and require some traveling. Students who repeat this course will improve skills through further instruction and practice. Students must have their own golf clubs.</td>
</tr>
<tr>
<td>KINX 24</td>
<td>Soccer - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Soccer Team candidates to provide instruction in the components of training and conditioning related to the sport of soccer. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 25</td>
<td>Soccer - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Women’s Intercollegiate Soccer Team candidates to provide instruction in the components of training and conditioning related to the sport of soccer. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 28</td>
<td>Swimming - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Men’s Intercollegiate Swim Team candidates to provide instruction in the components of training and conditioning related to the sport of swimming. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINX 30</td>
<td>Swimming - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
<td>May be taken four times for credit</td>
<td>Intended for Women’s Intercollegiate Swim Team candidates to provide instruction in the components of training and conditioning related to the sport of swimming. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Units</td>
<td>Remarks</td>
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<tr>
<td>KINET 42</td>
<td>Track and Field - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Intended for Men’s Intercollegiate Track and Field team candidates to provide instruction in the components of training and conditioning related to the sport of track and field. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINET 44</td>
<td>Volleyball - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Intended for Men’s Intercollegiate Volleyball Team candidates to provide instruction in the components of training and conditioning related to the sport of volleyball. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINET 46</td>
<td>Volleyball - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Intended for Women’s Intercollegiate Volleyball Team candidates to provide instruction in the components of training and conditioning related to the sport of volleyball. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINET 48</td>
<td>Water Polo - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Intended for Men’s Intercollegiate Water Polo Team candidates to provide instruction in the components of training and conditioning related to the sport of water polo. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINET 49</td>
<td>Water Polo - Women</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Intended for Women’s Intercollegiate Water Polo Team candidates to provide instruction in the components of training and conditioning related to the sport of water polo. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINET 50</td>
<td>Wrestling - Men</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Intended for Men’s Intercollegiate Wrestling Team candidates to provide instruction in the components and conditioning related to the sport of wrestling. Students who repeat this course will improve through further instruction and practice.</td>
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<tr>
<td>KINET 70</td>
<td>Pep Squad</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 to 180 hours activity</td>
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<td></td>
<td>Provides training and experience for members of pep squads or rally units who are directly supportive of Mt. SAC activities. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINET 88</td>
<td>Pre-Season Athletics</td>
<td>.5 to 3.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 to 180 hours lab</td>
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<td>Pre-season intercollegiate athletics. Enrollment is limited to athletic team candidates and includes, sport specific aerobic and anaerobic conditioning, drill technique, strength conditioning, speed development and game play. Students who repeat this course will improve skills and fitness through further instruction and practice.</td>
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<tr>
<td>KINF 4</td>
<td>Cardiovascular Conditioning</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 to 54 hours activity</td>
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<td></td>
<td>Designed to improve fitness levels through cardiovascular activities. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINF 2A</td>
<td>Body Building - Beginning</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 to 54 hours activity</td>
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<td></td>
<td>Basic fundamentals of strength development and physical conditioning. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINF 2B</td>
<td>Body Building - Advanced</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 to 54 hours activity</td>
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<tr>
<td></td>
<td>Advanced strength development and physical conditioning. Students who repeat this course will improve skills through further instruction and practice.</td>
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<tr>
<td>KINF 4</td>
<td>Cardiovascular Conditioning</td>
<td>.5 to 1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 to 54 hours activity</td>
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<tr>
<td></td>
<td>Designed to improve fitness levels through cardiovascular activities. Students who repeat this course will improve skills through further instruction and practice.</td>
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</tr>
</tbody>
</table>
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Units</th>
<th>Hours Activity</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>KINF 6A — Physical Fitness - Beginning</td>
<td>.5 to 1</td>
<td>36 to 54 hours</td>
<td>Presents beginning components of physical fitness. Students identify individual fitness level, participate in activities designed to improve overall fitness and use cardiovascular equipment to achieve fitness goals. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 6B — Physical Fitness - Intermediate</td>
<td>.5 to 1</td>
<td>36 to 36 hours</td>
<td>Develops intermediate levels of physical fitness. Students analyze individual fitness level and participate in activities designed to improve overall fitness. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 6C — Physical Fitness - Advanced</td>
<td>.5 to 1</td>
<td>36 to 54 hours</td>
<td>Advanced components of physical fitness. Students integrate fitness components into a personal fitness program and participate in activities designed to improve overall fitness. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 9 — Conditioning for Sports</td>
<td>.5 to 1</td>
<td>36 to 54 hours</td>
<td>A conditioning course for students and athletes to develop muscular strength and endurance, flexibility, core training skills, and cardiorespiratory fitness. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 10 — Weight Training</td>
<td>.5 to 1</td>
<td>36 to 54 hours</td>
<td>A muscular conditioning program using machines and free weights. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 11 — Fitness and Body Conditioning</td>
<td>.5 to 1</td>
<td>38 to 54 hours</td>
<td>Circuit training, aerobic activity, and overview of health concepts. Emphasis on nutrition, weight management, stress reduction, and the benefits of exercise on overall health. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 12 — Exercise Dynamics</td>
<td>2</td>
<td>108 hours</td>
<td>Increased fitness and body conditioning with increased frequency and duration of circuit training and aerobic activity; continued overview of health concepts; heightened emphasis on nutrition, weight management, stress reduction and the benefit of exercise on overall health. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 13 — Fitness Walking</td>
<td>5 to 1</td>
<td>36 to 54 hours</td>
<td>Fitness walking, a low-impact aerobic activity, as part of an overall wellness program. The class walks on courses around Mt. San Antonio College and the surrounding community. Includes nutrition, personal skill development, weight management, cardiovascular endurance, stress management, and goal setting. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 14 — Fitness Fundamentals</td>
<td>2</td>
<td>108 hours</td>
<td>Provides the foundations in specific areas of fitness to set-up, maintain and organize a personalized fitness program. Presents in-depth coverage of each area of fitness in managing and promoting an individualized fitness regime. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 15 — Strength Training</td>
<td>2</td>
<td>108 hours</td>
<td>Designed for students concentrating on strength development through various types of exercise. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 16 — Total Fitness</td>
<td>2</td>
<td>108 hours</td>
<td>Fitness training with increased frequency and duration. Includes nutrition, exercise concepts, stress management, cardiovascular conditioning, muscle strength and flexibility training. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 17 — Core Performance and Foundation Movement</td>
<td>2</td>
<td>108 hours</td>
<td>Body core training and foundation movement for students interested in improving their fitness level. Students who repeat this class will improve with continued practice and instruction.</td>
</tr>
<tr>
<td>KINF 18 — Cardiorespiratory Training</td>
<td>.5 to 2</td>
<td>36 to 108 hours</td>
<td>Individualized exercise programs designed to improve cardiorespiratory performance. Students who repeat this course will improve skills through further instruction and practice.</td>
</tr>
<tr>
<td>KINF 19 — Circuit Training</td>
<td>.5 to 2</td>
<td>36 to 108 hours</td>
<td>Muscular strength and endurance exercise on circuit training equipment. Students who repeat this course will improve skills through further instruction and practice.</td>
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</tbody>
</table>
**KINF 38 — Aerobics** 0.5 to 2 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 108 hours activity  
Group aerobic exercise to improve cardiorespiratory efficiency. Students who repeat this course will improve skills through further instruction and practice.

**KINF 50 — Physical Skills Preparation for Administration of Justice and Fire Technology** 2 Units  
Degree Applicable, CSU  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
108 hours activity  
Through supervised and individualized training programs, the student will develop the necessary conditioning levels to pass entrance examinations in Administration of Justice and Fire Technology fields. Students who repeat this course will improve skills through further instruction and practice.

**KINF 51 — Agility Testing Preparation for Administration of Justice and Fire Technology** 1 Unit  
Degree Applicable, CSU  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
71 hours activity  
A training program directed toward physical agility testing approximating the testing process required by various law enforcement and fire agencies. Students who repeat this course will improve skills through further instruction and practice.

**KINF 52 — Fitness and Conditioning for Administration of Justice, Fire Technology, and Forestry** 1 Unit  
Degree Applicable, CSU  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
71 hours activity  
A conditioning program to maintain strength, agility, cardiovascular fitness and flexibility necessary to perform the tasks required of personnel in fields of law enforcement, fire science and forestry. Students who repeat this course will improve skills through further instruction and practice.

**KINF 53 — Physical Training for the Basic Fire Academy** 2.5 Units  
Degree Applicable, CSU  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
133 hours activity  
Prepares the Basic Fire Academy student for the physical demands of the fire service. Through a supervised individualized training program, the student acquires cardiovascular endurance, flexibility and strength. Students who repeat this course will improve skills through further instruction and practice.

**KINF 59 — Firefighter Physical Ability Test** 1 Unit  
Degree Applicable  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
2 hours activity  
Administration of physical ability test examination. Includes nutrition, safety, body mechanics, exercise guidelines and execution of fire-related tasks. Successful completion of this course is required by various fire agencies for employment. Students must obtain test packet from website: firepat.mtsac.edu prior to enrolling. Repeating this course will allow for renewal of certificate and improvement of technique through further instruction and practice.

**KINF 4A — Badminton - Beginning** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Beginning badminton fundamentals and techniques, including singles and doubles play. Students who repeat this course will improve their skills through further instruction and practice.

**KINF 4B — Badminton - Intermediate** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Intermediate badminton techniques, including singles and doubles play. Students who repeat this course will improve skills through further instruction and practice.

**KINF 4C — Badminton - Advanced** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Advanced badminton techniques, including singles and doubles tournament play. Students who repeat this course will improve their skills through further instruction and practice.

**KINF 18A — Golf - Beginning** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Golf fundamentals with an emphasis on technique, strategy, and rules. Students who repeat this course will improve their skills through further instruction and practice.

**KINF 18B — Golf - Intermediate** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Instruction and practice to individuals who have had previous golf experience and have played a regulation eighteen hole course. Classes will be held at sites both on and off the Mt. SAC campus. Golf clubs required. Students who repeat this course will improve skills through further instruction and practice.

**KINF 18C — Golf - Advanced** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Instruction and practice for the proficient golfer (Sub 15 Handicap). Emphasis on golf swing analysis. Golf classes will be held at sites both on and off the Mt. SAC campus. Golf clubs required. Students who repeat this course will improve skills through further instruction and practice.

**KINF 25 — Mixed Martial Arts** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
The sport of submission grappling. An integration of striking and close-combat martial arts. Students who repeat this course will improve their skills through further instruction and practice.

**KINF 27A — Jeet Kune Do - Beginning** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Intermediate principles of Bruce Lee's martial art. Emphasis on footwork, distance, and technique for combat efficiency in self-defense. Students who repeat this course will improve proficiency as a result of continued instruction and practice.

**KINF 27B — Jeet Kune Do - Intermediate** 0.5 to 1 Unit  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
36 to 54 hours activity  
Intermediate principles of Bruce Lee's martial art. Intermediate level footwork, distance, and technique (punching, kicking, and grappling) for combat efficiency. Students who repeat this course will improve proficiency as a result of continued instruction and practice.
## Course Descriptions

### KINI 29 — Self Defense/Martial Arts  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Basic concepts of self-defense and martial arts. Covers technique in three ranges of combat: grappling, kick/punch, and weapons range. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 30A — Filipino Martial Arts - Beginning  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Filipino martial arts of Eskrima and Arnis. Basic weapons training for defense in armed and unarmed scenarios. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 30B — Filipino Martial Arts - Intermediate  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *The Filipino martial arts of Eskrima and Arnis. Intermediate armed, unarmed and edged weapons training. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 31A — Jiujitsu - Beginning  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Fundamentals of Brazilian Jiujitsu. Basic positions, breakfalls, training techniques, strategy, finishing holds, competition, history, and philosophy. Students who repeat this course will improve skills through further instruction and practice. Students are required to provide their own Judo/Jiujitsu gi uniform.*

### KINI 31B — Jiujitsu - Intermediate  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Intermediate Brazilian Jiujitsu. Progressions in positions, breakfalls, training techniques, strategy, finishing holds, competition and philosophy. Students who repeat this course will improve their skills through further instruction and practice. Students are required to provide their own Judo/Jiujitsu gi uniform.*

### KINI 32 — Kickboxing  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Presents the martial sport of kickboxing. Includes techniques for offense and defense, cardiovascular endurance, strategy and training modes. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 33 — Karate  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Fundamentals of traditional karate. Includes form, technique, history and philosophy. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 34 — Women’s Self Defense  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Techniques for personal protection and safety with emphasis on defensive tactics for women. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 35 — Tai Chi Chuan - Beginning  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Fundamentals of tai chi chuan as a martial art exercise for health and fitness. Meditation, relaxation and self defense. Basic therapeutic exercises in the tai chi chuan format will be presented. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 36 — Tai Chi Chuan - Intermediate  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Intermediate tai chi chuan fundamentals and principles. Includes instruction in a traditional long form. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 37A — Tai Chi Chuan - Advanced  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Advanced tai chi chuan as an art form. Emphasis is on advanced techniques and strategies. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 37B — Tennis - Beginning  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Beginning tennis fundamentals and techniques. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 37C — Tennis - Intermediate  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Intermediate tennis techniques and strategies for the individual who has previous experience and instruction in tennis. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 37D — Tennis - Advanced  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Advanced tennis techniques and strategies for the experienced player. Advanced tennis techniques and strategies for the experienced player. Students who repeat this course will improve skills through further instruction and practice.*

### KINI 37E — Track and Field  .5 to 1 Unit
Degree Applicable, CSU, UC
- (May be taken four times for credit)
- (May be taken for option of letter grade or Pass/No Pass)
- 36 to 54 hours activity
  *Basic instruction, conditioning and training for the various track and field events. Students who repeat this course will improve skills through further instruction and practice.*
KINI 48 — Wrestling .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Wrestling skills, fundamentals and match competition. Students who repeat this course will improve skills through further instruction and practice.

KINI 50A — Yoga .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Yoga instruction with emphasis on yoga postures, breathing techniques, relaxation strategies and philosophy. Students who repeat this course will improve their skills through further instruction and practice.

KINI 50B — Iyengar Yoga .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Fundamentals of Iyengar yoga. Basic postures, alignments, strategy, history and philosophy. Students who repeat this course will improve their skills through further instruction and practice.

KINS 19 — Team Sports .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Instruction in the skills, techniques, and strategies of game play in one or more team sports. Students who repeat this course will improve skills through further instruction and practice.

KINS 18 — Indoor Soccer .5 to 1 Unit
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
36 to 54 hours activity
Indoor soccer skills, fundamentals and game play. Students who repeat this course will improve skills through further instruction and practice.

KINS 13A — Advanced First Aid/CPR 3 Units
Degree Applicable, CSU
54 hours lecture
Advisory: Eligibility for ENGL 68
Provides training, including laboratory experience in caring for victims of injuries, sudden illness and other medical emergencies; includes Community CPR. Students who successfully pass all requirements, will earn the appropriate American Red Cross First Aid Certificate and/or CPR Certificate.

KINS 13B — Advanced First Aid/CPR/Emergency Response 3 Units
Degree Applicable, CSU
54 hours lecture
Advisory: Eligibility for ENGL 68
Provides training, including laboratory experience in caring for victims of injuries, sudden illness and other medical emergencies; includes Community CPR. Students who successfully pass all requirements, will earn the appropriate American Red Cross First Aid Certificate and/or CPR Certificate.
### Course Descriptions

**KIN 10 — Fundamentals of Sports**  
2 Units  
Degree Applicable, CSU, UC  
36 hours lecture  
Instruction in the theory and technique of selected sports: basketball, baseball, cross country, football, golf, soccer, softball, swimming, tennis, track and field, volleyball, water polo and/or wrestling.

**KIN 13 — Sports Officiating**  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Introduction to rules, regulations and career opportunities of various team and individual sports.

**KIN 15 — Administration of Fitness Programs**  
2 Units  
Degree Applicable, CSU  
36 hours lecture  
Provides leadership training and administrative skills related to fitness specialists, personal trainers and physical educators. Students will explore curriculum topics and practical skills related to careers in fitness and physical education.

**KIN 17 — Introduction to Physical Education**  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Introduction and orientation to physical education as a profession and academic discipline. Explores sub-disciplines, opportunities in the field, philosophy, scientific basis and analysis.

**KIN 19 — Introduction to Care/Prevention of Activity/Sports-Related Injuries**  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Instruction, including laboratory experience, in the techniques and procedures for prevention and treatment of activity and sports-related injuries. Includes the responsibilities of the athletic trainer, policies and procedures of the athletic training room and the operation of rehabilitative modalities.

**KIN 24 — Kinesiology**  
2 Units  
Degree Applicable, CSU  
36 hours lecture  
The study of movement as it relates to exercise and the interrelationships of body segments involved in human movement activity, actions of joints, nerves and muscle exercise.

**KIN 33 — Fitness Assessment and Healthy Lifestyles**  
.5 Unit  
Degree Applicable  
(May be taken for option of letter grade or Pass/No Pass)  
9 hours lecture  
An integrated approach to healthy lifestyles. Includes pre and post fitness assessments, basic nutrition analysis, lifestyle behaviors and stress management. Interpretation of results includes goal-setting principles and development of basic exercise program.

**KIN 34 — Fitness for Living**  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Theory of basic physiological concepts as they pertain to exercise training and the prescription of individual fitness programs.

**KIN 35 — Techniques of Teaching Cardiovascular Exercise**  
2 Units  
Degree Applicable, CSU  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
Overview of the principles and techniques of teaching cardiovascular exercise. Includes both theory and practical instruction of cardiovascular exercise, special needs considerations, professional responsibilities and liabilities, group exercise design, treadmill, cycling and varieties of cardiovascular exercise.

**KIN 36 — Techniques of Teaching Weight Training**  
2 Units  
Degree Applicable, CSU  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
Overview of the principles and techniques of teaching weight training. Includes muscle structure and function, training sequences, free weight and machine equipment, safety factors, including contraindications for exercise.

**KIN 37 — Techniques of Teaching Cardiovascular Exercise**  
2 Units  
Degree Applicable, CSU  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
Overview of the principles and techniques of teaching cardiovascular exercise. Includes both theory and practical instruction of cardiovascular exercise, special needs considerations, professional responsibilities and liabilities, group exercise design, treadmill, cycling and varieties of cardiovascular exercise.

**KIN 38 — Physiology of Exercise for Fitness**  
3 Units  
Degree Applicable, CSU, UC  
(May be taken for option of letter grade or Pass/No Pass)  
54 hours lecture  
Survey and analysis of the components of fitness and wellness. Effects of fitness on optimal health, well-being, concepts of human movement, fitness program design, stress management, nutrition and weight maintenance.

**KIN 39 — Techniques of Fitness Testing**  
2 Units  
Degree Applicable, CSU  
(May be taken for option of letter grade or Pass/No Pass)  
36 hours lecture  
Theory and technique of fitness testing, assessment, evaluation, exercise program design. Includes related laboratory experience and practical applications.

**KIN 44 — Theory of Coaching**  
3 Units  
Degree Applicable, CSU, UC  
54 hours lecture  
Designed for coaches at varying levels from youth league to high school varsity. Focuses on coaching issues and problems facing the coach today and includes the philosophy, theory, and principles of developing and maintaining an athletic program.

**KIN 48 — Lifeguard Training**  
3 Units  
Degree Applicable, CSU, UC  
(May be taken for option of letter grade or Pass/No Pass)  
54 hours lecture  
Prerequisite: Ability to swim 500 yards without stopping  
American Red Cross requirements for Lifeguard Training. To receive certification, students must pass written exams with a minimum of 80% and pass all practical skills tests. Students who meet all qualifications will be certified by the American Red Cross in Lifeguard Training, First Aid, and CPR for the Professional Rescuer.

**KIN 50 — Mt. Sac Fire Academy Physical Ability Entrance Exam**  
1 Unit  
Degree Applicable  
(May be taken for Pass/No Pass only)  
9 hours lecture  
American Red Cross requirements for Lifeguard Training. To receive certification, students must pass written exams with a minimum of 80% and pass all practical skills tests. Students who meet all qualifications will be certified by the American Red Cross in Lifeguard Training, First Aid, and CPR for the Professional Rescuer.
## Course Descriptions

### LATN 1 — Elementary Latin 4 Units
Degree Applicable, CSU, UC

(May be taken for option of letter grade or Pass/No Pass)

72 hours lecture

Advisory: Eligibility for READ 90 or eligibility for AMLA 33R

This course is designed for students with little or no prior experience in Latin. Emphasizes the ability to read basic Latin as it was written during the early, classical, and post-classical periods. Includes the study of vocabulary, grammar, Roman culture, and the history of the Latin language.

### LATN 2 — Continuing Elementary Latin 4 Units
Degree Applicable, CSU, UC

(May be taken for option of letter grade or Pass/No Pass)

72 hours lecture

Prerequisite: LATN 1

Advisory: Eligibility for READ 90 or eligibility for AMLA 33R

Second semester of coursework for students with prior coursework in Latin. Daily practice in vocabulary, grammar, and reading. Explores Roman history and culture.

### LEAD 55 — Exploring Leadership 3 Units
Degree Applicable, CSU

54 hours lecture

Designed to introduce students to the fundamental elements of leadership. Explores leadership theories and models, values and beliefs. Develops a personal philosophy of leadership that includes an understanding of self, others, and community. Prepares students for leadership roles in college and community settings.

### LERL 48 — Basic Math Skills Review 3 Units
Not Degree Applicable

(May be taken for Pass/No Pass only)

54 hours lecture

Math fundamentals: adding, subtracting, multiplying and dividing whole numbers and fractions. Emphasis on math learning strategies such as organization and managing math anxiety.

### LERL 49 — Math Skills Review 3 Units
Not Degree Applicable

(May be taken for Pass/No Pass only)

54 hours lecture

Prerequisite: LERL 48 or passing score on current placement test

Improves knowledge of basic math. Includes operations and applied problems in whole numbers, fractions, decimals, proportions, percentages, and integers. Covers math study strategies such as learning styles and self-assessment.

### LERL 81 — Improving Writing 3 Units
Not Degree Applicable

(May be taken for Pass/No Pass only)

54 hours lecture

Assist students who wish to improve prewriting, writing, editing, and revising skills. Provide instruction in content and structure of sentences, paragraphs, and essays; emphasize development in writing through the integration of grammar and critical thinking.

### LERN 48 — Basic Math Skills Review 3 Units
Not Degree Applicable

(May be taken for Pass/No Pass only)

54 hours lecture

Prerequisite: LERL 48 or passing score on current placement test

Improves knowledge of basic math. Includes operations and applied problems in whole numbers, fractions, decimals, proportions, percentages, and integers. Covers math study strategies such as learning styles and self-assessment.

### LERN 49 — Math Skills Review 3 Units
Not Degree Applicable

(May be taken for Pass/No Pass only)

54 hours lecture

Prerequisite: LERL 48 or passing score on current placement test

Improves knowledge of basic math. Includes operations and applied problems in whole numbers, fractions, decimals, proportions, percentages, and integers. Covers math study strategies such as learning styles and self-assessment.

### LERN 61 — Skills Development Laboratory 1 Unit
Not Degree Applicable

(May be taken for Pass/No Pass only)

54 hours lab

Offers individualized material in the following subjects: reading comprehension, reading acceleration, vocabulary, spelling, elementary math, algebra review, English grammar, study techniques (note-taking, test-preparation, test-taking).

### LERN 62 — Skills Development Laboratory 2 Units
Not Degree Applicable

(May be taken for Pass/No Pass only)

108 hours lab

Offers individualized material in the following subjects: reading comprehension, reading acceleration, vocabulary, spelling, elementary math, algebra review, English grammar, study techniques (note-taking, test-preparation, test-taking).

### LERN 80 — Learning Communities: Individual Connections 1 Unit
Degree Applicable

18 hours lecture

Explores connections between self, courses, and learning community themes. Develops social networking skills, cognitive strategies, academic behaviors and confidence, and team building as related to success within a learning community. Off-campus participation in a service learning project may be required. Concurrent enrollment in a learning community is required.

### LERN 90 — Learning Communities: Campus Connections 1 Unit
Degree Applicable

18 hours lecture

Explores connections between self, courses, and learning community themes. Develops social networking skills, cognitive strategies, academic behaviors and confidence, and team building as related to success within a learning community. Off-campus participation in a service learning project may be required. Concurrent enrollment in a learning community is required.

### LERN 100 — Learning Communities: Interdisciplinary Connections 1 Unit
Degree Applicable

18 hours lecture

Explores connections between self, courses, and learning community themes. Develops social networking skills, cognitive strategies, academic behaviors and confidence, and team building as related to success within a learning community. Off-campus participation in a service learning project may be required. Concurrent enrollment in a learning community is required.

### LIBR 1 — Information Resources and Research Methods 3 Units
Degree Applicable, CSU, UC

54 hours lecture

Advisory: Eligibility for ENGL 88

Research methods for academic research and critical thinking that support information competency. Includes finding, evaluating, and documenting information using traditional and electronic resources.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Requirements</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LIBR 1A</strong></td>
<td>Introduction to Library Research</td>
<td>1 Unit</td>
<td>Degree Applicable, CSU, UC</td>
<td>18 hours lecture. Advisory: Eligibility for ENGL 88. Research strategies for academic research and critical thinking. Topics include search strategies, citation of sources, and use and evaluation of library resources.</td>
</tr>
<tr>
<td><strong>MATH 50</strong></td>
<td>Pre-Algebra</td>
<td>3 Units</td>
<td>Not Degree Applicable</td>
<td>54 hours lecture. Prerequisite: MATH 51A or qualifying score on current department placement test. Fundamental principles of mathematics designed to ease the transition from arithmetic to algebra. Concepts, computational skills, thinking skills and problem-solving skills are balanced to build proficiency and mastery.</td>
</tr>
<tr>
<td><strong>MATH 61</strong></td>
<td>Plane Geometry</td>
<td>3 Units</td>
<td>Degree Applicable</td>
<td>54 hours lecture. Prerequisite: MATH 51 or MATH 51B or MATH 52 or qualifying score on current department placement test. Points, lines, polygons and circles; their relationships to each other on plane surfaces; congruence, similarity and area. Introduction to inductive, deductive and indirect reasoning. The formal proof is introduced and practiced throughout the course. Stress is placed on accuracy of statement as a background for analytical and scientific reasoning.</td>
</tr>
<tr>
<td><strong>MATH 71</strong></td>
<td>Intermediate Algebra</td>
<td>5 Units</td>
<td>Degree Applicable</td>
<td>90 hours lecture. Prerequisite: MATH 51 or MATH 51B or MATH 52 or qualifying score on current department placement test. Polynomial, rational, radical, exponential and logarithmic expressions are simplified, equations solved and functions graphed and studied; linear and nonlinear systems of equations and inequalities; conic sections; sequence, series and the binomial theorem.</td>
</tr>
<tr>
<td><strong>MFG 10</strong></td>
<td>Mathematics and Blueprint Reading</td>
<td>3 Units for Manufacturing</td>
<td>Degree Applicable</td>
<td>54 hours lecture. Applications of mathematical principles, including fractions, decimals, ratio/proportion, geometry and trigonometry to manufacturing problems and their solutions. Reading and interpreting part drawings, assembly drawings and sketches used in the manufacturing industry.</td>
</tr>
<tr>
<td><strong>MFG 11</strong></td>
<td>Manufacturing Processes I</td>
<td>2 Units</td>
<td>Degree Applicable, CSU</td>
<td>18 hours lecture. 54 hours lab. Manual and computerized manufacturing, tool nomenclature, and lathe and mills operations, computer numerical control (CNC) machinery, applications, and tooling.</td>
</tr>
<tr>
<td><strong>MFG 12</strong></td>
<td>Manufacturing Processes II</td>
<td>2 Units</td>
<td>Degree Applicable, CSU</td>
<td>18 hours lecture. 54 hours lab. Advisory: MFG 11. Machine tool manufacturing process theory and practice in milling operations, tooling set up, indexing, metallurgy, heat treatment, precision grinding, and basic tool design with study and application of manufacturing process to computerized equipment.</td>
</tr>
<tr>
<td><strong>MFG 38</strong></td>
<td>MasterCAM I</td>
<td>2 Units</td>
<td>Degree Applicable, CSU</td>
<td>18 hours lecture. 54 hours lab. Use MasterCAM software to create wire-frame part geometry, add tool paths and create CNC code for CNC mills and CNC lathes.</td>
</tr>
<tr>
<td><strong>MFG 38B</strong></td>
<td>MasterCAM II</td>
<td>2 Units</td>
<td>Degree Applicable, CSU</td>
<td>18 hours lecture. 54 hours lab. Advisory: MFG 38. Use MasterCAM software to create three-dimensional wire-frame and solid part geometry.</td>
</tr>
<tr>
<td><strong>MFG 85</strong></td>
<td>Manual Computerized Numerical Control (CNC) Programming</td>
<td>2 Units</td>
<td>Degree Applicable, CSU</td>
<td>18 hours lecture. 54 hours lab. Theory and practice in manually developing CNC programs. Methods of transmitting data to CNC machines and physical set-up and operation of CNC equipment.</td>
</tr>
<tr>
<td><strong>MFG 99</strong></td>
<td>Special Projects in Machining</td>
<td>.5 to 2 Units</td>
<td>Not Degree Applicable</td>
<td>(May be taken four times for credit). 4.5 to 18 hours lecture. 12 to 48 hours lab. Provides students with the opportunity to develop skills in specific machining areas. Content of each course and the methods of study will depend on the specific machining skills selected.</td>
</tr>
<tr>
<td><strong>MATH 51</strong></td>
<td>Elementary Algebra - First Half</td>
<td>3 Units</td>
<td>Not Degree Applicable</td>
<td>54 hours lecture. Prerequisite: MATH 50 or qualifying score on current department placement test. Contains the first half of elementary algebra. Operations with signed numbers and algebraic expressions; linear equations and inequalities; polynomial operations and factoring; rational expressions and equations; ratios, proportions, formulas, and variation; applications.</td>
</tr>
<tr>
<td><strong>MATH 51B</strong></td>
<td>Elementary Algebra - Second Half</td>
<td>3 Units</td>
<td>Not Degree Applicable</td>
<td>54 hours lecture. Prerequisite: MATH 51A. Contains the second half of Elementary Algebra. Includes: Cartesian Coordinate System, slope/graphing/equations of lines, solving systems of linear equations, algebraic operations with radicals, solving equations with radicals, solving second degree equations using methods of completing the square and the quadratic formula. Students must complete both MATH 51A and MATH 51B to have taken the equivalent of Elementary Algebra (MATH 51).</td>
</tr>
<tr>
<td><strong>MATH 55</strong></td>
<td>Statway I</td>
<td>5 Units</td>
<td>Not Degree Applicable</td>
<td>90 hours lecture. Prerequisite: MATH 50 or qualifying score on current department placement test. The Statway path is a two-semester sequence recommended for majors that require no mathematics beyond freshman-level statistics. Math 55 is the first semester of two in the Statway sequence. Math 55 includes topics from descriptive statistics (experimental design and descriptive statistics), and beginning algebra (linear and quadratic algebraic phenomena), and is a prerequisite for Math 115, the second course in the Statway sequence. Both courses in the sequence, Math 55 and 115, must be taken to receive credit for college level statistics.</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Units</td>
<td>Degree</td>
<td>Prerequisites/Comments</td>
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<tr>
<td>MATH 71A</td>
<td>Intermediate Algebra - First Half</td>
<td>3</td>
<td>Degree</td>
<td>Degree Applicable</td>
</tr>
<tr>
<td></td>
<td>54 hours lecture</td>
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<tr>
<td></td>
<td>Prerequisite: MATH 51 or MATH 51B or qualifying score on current department placement test</td>
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<td></td>
<td>Algebra of functions, polynomials, and rational expressions; functions and their graphs; systems of equations with two or three variables; absolute value and compound inequalities. Covers approximately half of the MATH 71 topics. A student must complete both MATH 71A and 71B to have taken the equivalent of MATH 71, Intermediate Algebra.</td>
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</tbody>
</table>

| MATH 71B    | Intermediate Algebra - Second Half  | 3     | Degree | Degree Applicable      |
|             | 54 hours lecture                    |       |        |                        |
|             | Prerequisite: MATH 71A             |       |        |                        |
|             | Quadratic equations and graphs; exponents, radicals and logarithms; conic sections. Covers remaining MATH 71 topics at a slower pace. A student must complete both MATH 71A AND MATH 71B to have taken the equivalent of MATH 71A, Intermediate Algebra. |

| MATH 71X    | Practical Intermediate Algebra     | 5     | Degree | Degree Applicable      |
|             | 90 hours lecture                   |       |        |                        |
|             | Prerequisite: Math 51 or Math 51B or Math 55 or qualifying score on current department placement test |
|             | Intermediate Algebra for the non-calculus path. Recommended for Humanities, Social Sciences, and Applied Sciences. Recommended prerequisite for Math 100, Math 110, and Math 120. Polynomial, rational, radical, exponential and logarithmic expressions are simplified, equations solved, and real-world phenomena are modeled using least-squares methods, functions graphed and analyzed; linear and nonlinear systems of equations and inequalities; sequences, series, and probabilities; data gathering instruments are used to sample data for curve fitting. |

| MATH 96     | Strategies for Math Success        | 1     | Not Degree | Applicable |
|             | 18 hours lecture                   |       |            |            |
|             | Learning tools, plans and proper perspectives for math learning improvement. Use of natural intelligence strengths to simplify and optimize your mathematical educational experience. Overcome test anxiety and enhance testing abilities. Course is appropriate for all levels of mathematics students. |

| MATH 99     | Special Projects in Mathematics   | 2     | Degree | Applicable, CSU      |
|             | 54 hours lecture                  |       |        |                        |
|             | (May be taken four times for credit) |
|             | 36 hours lecture                  |       |        |                        |
|             | Prerequisite: (MATH 71 or MATH 71X or MATH 71B or qualifying score on current department placement test) and (MATH 61 or passing score on current geometry competency test) |
|             | Introduction to mathematical methods and reasoning. Topics include: set theory, logic, counting methods, probability and statistics, with additional topics selected from numeration and mathematical systems, number theory, geometry, graph theory and mathematical modeling. |

| MATH 100    | Survey of College Mathematics     | 3     | Degree | Applicable, CSU, UC   |
|             | 54 hours lecture                  |       |        |                        |
|             | Prerequisite: MATH 71 or MATH 71X or MATH 71B or qualifying score on current department placement test |
|             | Algebra of functions, polynomials, and rational expressions; functions and their graphs; systems of equations with two or three variables; absolute value and compound inequalities. Covers approximately half of the MATH 71 topics. A student must complete both MATH 71A and 71B to have taken the equivalent of MATH 71, Intermediate Algebra. |

| MATH 105    | College Algebra                  | 4     | Degree | Applicable, CSU, UC   |
|             | 72 hours lecture                 |       |        |                        |
|             | Prerequisite: MATH 130 or MATH 170 or qualifying score on current department placement test |
|             | A college-level course in algebra. A study of real numbers and sets, algebraic functions and relations, radicals and exponents, polynomial, rational, radical, exponential and logarithmic functions, systems of linear and quadratic equations, complex numbers, series, theory of equations, mathematical induction and binomial formula. |

| MATH 110    | Elementary Statistics            | 3     | Degree | Applicable, CSU, UC   |
|             | 54 hours lecture                  |       |        |                        |
|             | Prerequisite: MATH 71 or MATH 71X or MATH 71B or qualifying score on current department placement test |
|             | Intermediate Algebra for the non-calculus path. Recommended for Humanities, Social Sciences, and Applied Sciences. Recommended prerequisite for Math 100, Math 110, and Math 120. Polynomial, rational, radical, exponential and logarithmic expressions are simplified, equations solved, and real-world phenomena are modeled using least-squares methods, functions graphed and analyzed; linear and nonlinear systems of equations and inequalities; sequences, series, and probabilities; data gathering instruments are used to sample data for curve fitting. |

| MATH 110H   | Elementary Statistics - Honors   | 3     | Degree | Applicable, CSU, UC   |
|             | 54 hours lecture                  |       |        |                        |
|             | Prerequisite: (MATH 71 or MATH 71X or MATH 71B or qualifying score on current department placement test) and acceptance into the Honors Program |
|             | Emphasis is placed on the understanding of statistical methods. Descriptive analysis of sample statistics, distribution of discrete and continuous random variables, estimation theory, tests of hypotheses, regression, correlation and analysis of variance. An honors course designed to provide an enriched experience. Students may not receive credit for both MATH 110 and MATH 110H. |

| MATH 115    | Statway II                       | 5     | Degree | Applicable, CSU       |
|             | 90 hours lecture                 |       |        |                        |
|             | Prerequisite: MATH 55            |       |        |                        |
|             | The Statway path is a two-semester sequence recommended for majors that require no mathematics beyond freshman-level statistics. Math 115 is the second semester of the Statway sequence. Math 115 includes topics from intermediate algebra (radical, exponential, and logarithmic algebraic phenomena) and inferential statistics. |

| MATH 120    | Finite Mathematics              | 3     | Degree | Applicable, CSU, UC   |
|             | 54 hours lecture                 |       |        |                        |
|             | Prerequisite: MATH 71 or MATH 71X or MATH 71B or qualifying score on current department placement test |
|             | Mathematics for business, social science and biological science majors. Topics include linear programming, matrix theory, probability, statistics, stochastic processes, Markov chains, and math of finance. |

| MATH 130    | College Algebra                 | 4     | Degree | Applicable, CSU, UC   |
|             | 72 hours lecture                 |       |        |                        |
|             | Prerequisite: MATH 71 or MATH 71B or qualifying score on current department placement test |
|             | A college-level course in algebra. A study of real numbers and sets, algebraic functions and relations, radicals and exponents, linear and quadratic equalities and inequalities, exponential and logarithmic functions, systems of linear and quadratic equations, complex numbers, series, theory of equations, mathematical induction and binomial formula. |

| MATH 140    | Calculus for Business           | 4     | Degree | Applicable, CSU, UC   |
|             | 72 hours lecture                 |       |        |                        |
|             | Prerequisite: MATH 130 or MATH 160 or qualifying score on current department placement test |
|             | Calculus for business, social science, and non-science majors. Algebraic, logarithmic, and exponential functions; limits; differentiation with applications; various techniques of integration with applications; differential equations; multi variable calculus. Credit not given to persons with credit in MATH 180 or equivalent. |

| MATH 150    | Trigonometry                    | 3     | Degree | Applicable, CSU       |
|             | 54 hours lecture                 |       |        |                        |
|             | Prerequisite: MATH 71 or MATH 71B or qualifying score on current department placement test AND Math 61 or passing score on current geometry competency test |
|             | Trigonometry functions and inverse trigonometric functions and the graphical representations of these functions; solutions to right and oblique triangles with laws of sines and cosines; vectors; solutions to trigonometric equations; identities; polar coordinates; complex numbers and DeMoivre’s Theorem. |
## COURSE DESCRIPTIONS

### MATH 160 — Precalculus Mathematics 4 Units
Degree Applicable, CSU, UC
72 hours lecture
Prerequisite: MATH 150, or qualifying score on current department placement test.
Prepares students for the calculus sequence. Real-valued functions, including algebraic, trigonometric, exponential, and logarithmic functions. Also includes proofs, inequalities, introductory analytical geometry, series, sequences, and vectors.

### MATH 180 — Calculus and Analytic Geometry 4 Units
Degree Applicable, CSU, UC
72 hours lecture
Prerequisite: MATH 160 or qualifying score on current department placement test
Functions, curve sketching, limits, the derivative, rules for differentiation of algebraic and trigonometric functions, applications of the derivative. Indefinite and definite integrals, numerical integration, and calculus with exponential, logarithmic, and other transcendental functions.

### MATH 181 — Calculus and Analytic Geometry 5 Units
Degree Applicable, CSU, UC
90 hours lecture
Prerequisite: MATH 180

### MATH 200 — Linear Algebra and Differential Equations 5 Units
Degree Applicable, CSU, UC
90 hours lecture
Prerequisite: MATH 280
First order ordinary differential equations, including separable, linear, homogeneous of degree zero, Bernoulli and exact with applications and numerical methods. Solutions to higher order differential equations using undetermined coefficients, variation of parameters, and power series, with applications. Solutions to linear and non-linear systems of differential equations, including numerical solutions. Matrix algebra, solutions of linear systems of equations, and determinants. Vector spaces, linear independence, basis and dimension, subspace and inner product space, including the Gram-Schmidt procedure. Linear transformations, kernel and range, eigenvalues, eigenvectors, diagonalization and symmetric matrices.

### MATH 210 — Concepts of Elementary Mathematics 3 Units
Degree Applicable, CSU
54 hours lecture
Prerequisite: MATH 100
Structure and theory of the mathematics that constitute the core of K-8 mathematics curriculum. Concepts include the essential elements of a number system; fundamental understanding of operations upon whole numbers, rational numbers and integers; higher-order critical thinking skills and strategies in the area of problem solving.

### MATH 245 — A Transition to Advanced Mathematics 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: MATH 181
A transition to the rigors of upper-division mathematics courses. Basic set theory and logic, relations, functions, mathematical induction, the well-ordering principle, countable and uncountable sets, the Schroder-Bernstein Theorem, the axiom of choice, Zorn’s Lemma, the Heine-Borel Theorem, the Bolzano-Weierstrass Theorem. Special emphasis on how to present and understand mathematical proofs.

### MATH 280 — Calculus and Analytic Geometry 5 Units
Degree Applicable, CSU, UC
90 hours lecture
Prerequisite: MATH 181
Multivariate and vector calculus, which includes vectors in two and three space and surfaces in space. Analysis of vector-valued functions. Partial derivatives, differentials, the chain rule, directional derivatives and the gradient. Extrema of functions of several variables with applications. Multiple integrals in various coordinate systems with applications. Vector fields, line integrals, independence of path. Green’s Theorem, surface integrals, flux, divergence, and curl. Stokes’ Theorem and the Divergence Theorem.

### MATH 285 — Linear Algebra and Differential Equations 5 Units
Degree Applicable, CSU, UC
90 hours lecture
Prerequisite: MATH 280
First order ordinary differential equations, including separable, linear, homogeneous of degree zero, Bernoulli and exact with applications and numerical methods. Solutions to higher order differential equations using undetermined coefficients, variation of parameters, and power series, with applications. Solutions to linear and non-linear systems of differential equations, including numerical solutions. Matrix algebra, solutions of linear systems of equations, and determinants. Vector spaces, linear independence, basis and dimension, subspace and inner product space, including the Gram-Schmidt procedure. Linear transformations, kernel and range, eigenvalues, eigenvectors, diagonalization and symmetric matrices.

### MEDI 90 — Medical Terminology 3 Units
Degree Applicable
54 hours lecture
Prerequisite: MATH 100
Introduction to the use and meaning of the medical terminology used in various allied health fields. Examines physiological modes of rest and exercise, regulation, circulation, ventilation and the sensory system; medical-surgical nursing; care of the dying patient, cardiovascular problems; calculations of drug dosage and administration of oral and topical medications; study of anatomy and physiology of the human body.

### MENT 40 — Introduction to Interviewing and Counseling 3 Units
Degree Applicable
54 hours lecture
Prerequisite: Admission to the Psychiatric Technician Program Corequisite: MENT 56L
Prerequisite: Admission to the Psychiatric Technician Program Corequisite: MENT 56L
Holistic approach to assessment and intervention in the care of the medical-surgical patient. Examines physiological modes of rest and exercise, regulation, circulation, ventilation and the sensory system; medical-surgical nursing; care of the dying patient, cardiovascular problems; calculations of drug dosage and administration of oral and topical medications; study of anatomy and physiology of the human body.

### MENT 56 — Medical-Surgical Nursing for Psychiatric Technicians 9 Units
Degree Applicable
162 hours lecture
Prerequisite: Admission to the Psychiatric Technician Program Corequisite: MENT 56L
Prerequisite: Admission to the Psychiatric Technician Program Corequisite: MENT 56L
Holistic approach to assessment and intervention in the care of the medical-surgical patient. Examines physiological modes of rest and exercise, regulation, circulation, ventilation and the sensory system; medical-surgical nursing; care of the dying patient, cardiovascular problems; calculations of drug dosage and administration of oral and topical medications; study of anatomy and physiology of the human body.

### MENT 56L — Medical-Surgical Clinical Experience 1.5 Units
Degree Applicable
(May be taken for Pass/No Pass only)
216 hours lab
Corequisite: MENT 56
Development of medical-surgical nursing skills. Application and assessment, intervention, evaluation of nursing treatment in the physiological modes of rest and exercise, regulation, nutrition, elimination, application of emergency procedures, circulation, ventilation, fluids, and electrolytes. Psychosocial aspects of care including interdependence, role function, self concept, care of aged, and cultural aspects. Application of nursing skills for those with medical-surgical problems and special needs. Calculation and administration of medications. Roy’s Adaptation Model serves as the conceptual framework.

### MENT 56L — Medical-Surgical Clinical Experience 4 Units
Degree Applicable
(May be taken for Pass/No Pass only)
216 hours lab
Corequisite: MENT 56
Development of medical-surgical nursing skills. Application and assessment, intervention, evaluation of nursing treatment in the physiological modes of rest and exercise, regulation, nutrition, elimination, application of emergency procedures, circulation, ventilation, fluids, and electrolytes. Psychosocial aspects of care including interdependence, role function, self concept, care of aged, and cultural aspects. Application of nursing skills for those with medical-surgical problems and special needs. Calculation and administration of medications. Roy’s Adaptation Model serves as the conceptual framework.

### MENT 58L — Advanced Medical-Surgical Nursing for Psychiatrists Clinical 1.5 Units
Degree Applicable
(May be taken for Pass/No Pass only)
90 hours lab
Prerequisite: MENT 56 and MENT 56L Corequisite: MENT 58D
Application of nursing skills to patients with medical and surgical disorders. Administration of medications.

### MENT 58D — Advanced Medical-Surgical Nursing for Psychiatrists Clinical 4 Units
Degree Applicable
(May be taken for Pass/No Pass only)
216 hours lab
Corequisite: MENT 56
Development of medical-surgical nursing skills. Application and assessment, intervention, evaluation of nursing treatment in the physiological modes of rest and exercise, regulation, nutrition, elimination, application of emergency procedures, circulation, ventilation, fluids, and electrolytes. Psychosocial aspects of care including interdependence, role function, self concept, care of aged, and cultural aspects. Application of nursing skills for those with medical-surgical problems and special needs. Calculation and administration of medications. Roy’s Adaptation Model serves as the conceptual framework.

### MENT 58L — Advanced Medical-Surgical Nursing for Psychiatrists Clinical 1.5 Units
Degree Applicable
(May be taken for Pass/No Pass only)
90 hours lab
Prerequisite: MENT 56 and MENT 56L Corequisite: MENT 58D
Application of nursing skills to patients with medical and surgical disorders. Administration of medications.
**MENT 70 — Introduction to Psychiatric Technology** 1.5 Units
Degree Applicable
27 hours lecture
Prerequisite: Admission to Psychiatric Technician Program
Corequisite: MENT 70L
Role and function of the Psychiatric Technician. Includes mental health theories of personality development, self-concept, role function, and interdependence. Also includes developmental disabilities theories of sensorimotor techniques and behavior modification techniques.

**MENT 70L — Introduction to Psychiatric Technology Clinical Technicians** 2 Units
Degree Applicable
(May be taken for Pass/No Pass only)
108 hours lab
Corequisite: MENT 70
The clinical experience introduces the student to facilities within the community which serve the mental health field including both the mentally disordered and developmentally disabled.

**MENT 72 — Nursing Care of the Developmentally Disabled Person** 7 Units
Degree Applicable
126 hours lecture
Prerequisite: MENT 56, MENT 56L, MENT 70, MENT 70L
Corequisite: MENT 72L
Etiology of developmental disabilities; develops the knowledge, skills, and attitudes necessary to safely teach and train the developmentally disabled person. Techniques of behavior modification and sensorimotor training are used, as well as the teaching of self-help skills. Examines normal development from infancy to the aged.

**MENT 72L — Nursing Care of the Developmentally Disabled Person - Clinical** 5.5 Units
Degree Applicable
(May be taken for Pass/No Pass only)
287 hours lab
Corequisite: MENT 72
Application of skills needed to teach, train, and provide care for the developmentally disabled person. Calculation and administration of medication.

**MENT 73T — Psychiatric Nursing for Psychiatric Technicians** 6 Units
Degree Applicable
108 hours lecture
Prerequisite: MENT 56 and MENT 56L
Corequisite: MENT 72 and PSYC 1A
Advisory: MENT 40
Theoretical instruction in the assessment and treatment of the mentally disabled, use of common medication, therapeutic communication, assertive language and leadership skills appropriate for the practicing Psychiatric Technician.

**MENT 82 — Work Experience in Mental Health** 2 Units
Degree Applicable
(May be taken for Pass/No Pass only)
150 hours lab
Prerequisite: Compliance with Work Experience regulations as designated in the College Catalog, MENT 72, and MENT 73T
Provides students with on-the-job experience in the field of mental health, nursing skills and/or developmental disability, related to classroom instruction, at an approved work site. A minimum of 60 unpaid or 75 paid hours of supervised work is required for each unit of credit. Students who repeat this course will improve skills through further experience.

**METEO 3 — Weather and the Atmospheric Environment** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
An introduction to the atmosphere. Processes that influence weather and climate: seasonality, structure of the atmosphere, atmospheric stability, severe weather (hurricanes, tornadoes, thunderstorms), climate change, and the causes and effects of air pollution. Students will use a variety of weather instruments, and the course may include either field work or field trips.

**METEO 3L — Weather and Atmospheric Environment Laboratory** 1 Unit
Degree Applicable, CSU, UC
54 hours lab
Corequisite: METEO 3 (may have been taken previously)
Laboratory topics paralleling the course content of METEO 3.

**MICR 1 — Principles of Microbiology** 5 Units
Degree Applicable, CSU, UC
54 hours lecture
108 hours lab
Prerequisite: CHEM 10 or CHEM 40
Advisory: BIOL 1, BIOL 4 or BIOL 4H
Fundamental concepts of microbiology including viruses, bacteria, fungi, protozoa and parasitic worms.

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**MUSIC**

**MUS 2 — Music Theory** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Corequisite: MUS 5A
Preparation for the study of harmony and form as it is practiced in Western tonal music. Topics include scales, intervals, chords, cadences, counterpoint and Roman numeral analysis. Ability to read music notation is advised. Required for music majors.

**MUS 3A — Harmony** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: MUS 2, MUS 5A
Corequisite: MUS 5B
An examination of the harmonic style of Western tonal music from the common practice period. Topics include elementary chord syntax, the principles of voice leading, simple figured bass realization, soprano harmonization, basic non-chord tones, seventh chords, basic modulation techniques, period forms and binaries. Students will compose original music in the harmonic and melodic style of Classical models.
MUS 3B — Harmony
3 Units
54 hours lecture
Prerequisite: MUS 3A, MUS 5B
Corequisite: MUS 6A
Further examination of the harmonic style of Western tonal music from the common practice period, with emphasis on the contrapuntal music of the Baroque era. Topics include secondary function chords, advanced figured bass realization, harmonic sequences, modified species, 18th century counterpoint and imitative contrapuntal forms. Students will write analysis papers and compose original music in the harmonic and melodic style of Baroque models.

MUS 6A — Musicianship - Advanced
2 Units
36 hours lecture
18 hours lab
Prerequisite: MUS 3A
Corequisite: MUS 3B
Advanced training in sight singing, aural perception and dictation, including soprano-bass dictation of modulating Bach-style chorales and imitative counterpoint. Students will be aided by the use of a computer lab, and documented lab time outside of class will be required for successful course completion.

MUS 3C — Harmony
3 Units
54 hours lecture
Prerequisite: MUS 3B, MUS 6A
Corequisite: MUS 6B
Further examination of the harmonic style of Western tonal music from the common practice period, with emphasis on 18th and 19th century repertoire. Topics include modal mixture, chromatic harmony, extended tonicization, advanced modulation techniques, lieder, rondo and sonata form. Students will write analysis papers and compose original music in the harmonic and melodic style of Romantic models.

MUS 5A — Musicianship - Ear Training and Sight Singing
1.5 Units
54 hours lecture
18 hours lab
Prerequisite: MUS 2
Corequisite: MUS 2
Training in diatonic sight singing, rhythm reading, aural recognition and the dictation of rhythm and diatonic melody. Ability to read music and match pitch is advised. Required for music majors.

MUS 5B — Musicianship - Ear Training and Sight Singing
1 Unit
54 hours lecture
18 hours lab
Prerequisite: MUS 2, MUS 5A
Corequisite: MUS 3A
Provides further training in sight singing, aural perception and dictation, including soprano-bass dictation of diatonic Bach-style chorales. Students will be aided by the use of a computer lab, and documented lab time outside of class will be required for successful course completion.

MUS 6B — Musicianship - Advanced
2 Units
36 hours lecture
18 hours lab
Prerequisite: MUS 3B, MUS 6A
Corequisite: MUS 6C
Provides further training in sight singing, aural perception and dictation, including soprano-bass dictation of chromatic chord progressions and aural reduction of decorated instrumental textures. Students will be aided by the use of a computer lab, and documented lab time outside of class will be required for successful course completion.

MUS 7 — Fundamentals of Music
3 Units
54 hours lecture
Music notation and the elements of music for non-music majors. Topics include pitch, rhythm, key, intervals and chords.

MUS 9 — Introduction to Music Technology
3 Units
54 hours lecture
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
36 hours lab
Advisory: Eligibility for ENGL 68
A survey of the uses of computers and electronic devices to capture, create, modify and disseminate music. Provides an introduction to the principles of musical acoustics, sound recording, and digital audio. Computer software for MIDI sequencing, sound synthesis, digital sampling, editing, music notation and composition will be demonstrated and practiced in class. Assignments will include the creation of original music.

MUS 10A — Keyboard Skills
1 Unit
54 hours lab
Advisory: Ability to read music notation
Keyboard (piano) skills required for music majors with an emphasis on practical skills applicable to professional positions in music education. Exercises include harmonization of melodies, transposition, sight-reading, and theory. Emphasizes proficiency with scales as well as arpeggios of triads and seventh chords of both major and minor keys, using hands separately and together, up to two octaves.

MUS 10B — Keyboard Skills
1 Unit
54 hours lab
Prerequisite: MUS 10A or admission by audition
Keyboard (piano) skills required for music majors, including harmonization of melodies, transposition, sight-reading, and theory. Emphasizes proficiency with scales as well as arpeggios of triads and seventh chords of both major and minor keys up to two octaves; harmonization of melodies with tonic, subdominant, and dominant triads and seventh chords; transposition of simple melodies by a minor and major second, higher and lower; and realization of diatonic figured bass with first and second inversions.

MUS 11A — Music Literature Survey
3 Units
54 hours lecture
A survey of western music from the Medieval period through the 18th century including examples of music from several non-western cultures. Lectures are augmented by recordings and other support media pertinent to the culture/period being studied. Attending at least one live concert is required.

MUS 11B — Music Literature Survey
3 Units
54 hours lecture
A survey of western music from the 18th to the early 21st century including examples from several non-western cultures that have influenced music of those style periods. Lectures are augmented by recordings and other support media pertinent to the cultures/period being studied. Attending at least one live concert is required.

MUS 12 — History of Jazz
3 Units
54 hours lecture
(May be taken for option of letter grade or Pass/No Pass)
Advisory: Eligibility for ENGL 68
A survey of jazz as a significant American art form from its roots in African and Creole music to the present. Major styles, leading performers, significant compositions and recordings, and the social, economic, and cultural contexts of the music will be stressed.
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<th>Course Title</th>
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<th>Description</th>
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<tr>
<td>MUS 13</td>
<td>Introduction to Music Appreciation</td>
<td>3</td>
<td>An introductory study of music from a variety of cultures including a survey of western music from the</td>
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<td>Medieval period through the 21st century. Lectures are augmented by recordings and other support media</td>
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<td>pertinent to the culture/period being studied. Attending at least one live concert is required.</td>
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MUS 24 — Advanced Guitar 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
48 hours lab
Advisory: MUS 23B
Style, technique, and interpretation of guitar music of the 18th and 19th centuries. Includes sight reading and ensemble playing. Students must furnish their own acoustic guitars.

MUS 25A — Jazz Improvisation 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
48 hours lab
Advisory: MUS 25A
Advanced techniques of jazz improvisation. Includes minor, dominant, and pentatonic scales along with arpeggiating poly chords, altered chords, chord progressions, and 32-bar jazz standards. Students must furnish their instruments and be able to perform individually and with the class. Students who repeat this course will improve skills through further instruction and practice.

MUS 25B — Jazz Improvisation 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
48 hours lab
Advisory: MUS 25A
Advanced techniques of jazz improvisation. Includes minor, dominant, and pentatonic scales along with arpeggiating poly chords, altered chords, chord progressions, and 32-bar jazz standards. Students must furnish their instruments and be able to perform individually and with the class. Students who repeat this course will improve skills through further instruction and practice.

MUS 27 — Chamber Winds 1.5 Units
Degree Applicable, CSU, UC
(May be taken four times for credit)
72 hours lab
Prerequisite: Admission by audition
Select ensemble of wind and percussion instrumentalists specializing in the performance of high quality chamber music from the medieval period to the present. The course may include brass quintets, woodwind quintets, saxophone quartets, and mixed instrumental ensembles of two through twenty performers. Students must have previous instrumental experience and pass an entrance audition. Public performances on campus and in the community are required. Students who repeat this course will improve skills through further instruction and practice.

MUS 29 — Choral Workshop 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
54 hours lab
Choral music of all genres with an emphasis on strengthening choral skills, including sight singing, tone, blend, balance and good vocal technique. Covers choral tone of the Renaissance to correct use of the microphone when singing pop or vocal jazz. Students who repeat this course will improve skills through further instruction and practice. Open to all students without an audition.

MUS 30 — Collegiate Chorale 1 Unit
Degree Applicable, CSU, UC
(May be taken four times for credit)
54 hours lab
A non-auditioned mixed choral ensemble open to all students. A variety of mixed choral repertoire will be studied and performed, from music of the Renaissance to contemporary Pop, Broadway, and Vocal Jazz. Rehearsal time will also be devoted to vocal development and improving music theory skills. Students who repeat this course will improve skills through further instruction and practice.

MUS 31 — Concert Choir 2 Units
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
108 hours lab
Prerequisite: Admission by audition the first week of class
A large mixed choral ensemble in which students perform a variety of major choral works. Classical songs are rehearsed in class and performed for a public audience. Sight singing skills and proper vocal technique are emphasized. Voice placement auditions are held the first week of class. Attendance at all performances including those off-site is required. Students who repeat this course will improve skills through further instruction and practice.

MUS 34 — Women’s Vocal Ensemble 2 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
108 hours lab
Prerequisite: Admission by audition during the first week of class
Women’s vocal ensemble that studies and performs selected classical works, folk songs, spirituals, and popular compositions. Attendance is required at all public performances including off-campus locations. Students who repeat this course will improve skills through further instruction and practice.

MUS 36 — Concert and Community Band 1.5 Units
Degree Applicable, CSU, UC
(May be taken four times for credit)
72 hours lab
Advisory: Previous band experience
A non-auditioned wind and percussion ensemble open to all students with prior instrumental experience. A variety of wind band repertoire will be studied and performed, from music of the medieval period to contemporary compositions. Rehearsal time will also be devoted to instrumental andaural skills development. Opportunities to conduct, arrange and compose music, and perform as a soloist may be provided. Students who repeat this course will improve skills through further instruction and practice. Public performances on campus and in the community are required each semester.

MUS 38 — Ensemble 5 Units
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
36 hours lab
Prerequisite: Ability to read music or admission by audition
The study and performance of music written for small ensembles. On campus performances may be required. Students who repeat this course will improve skills through further instruction and practice.

MUS 39 — Laboratory Band 2 Units
Degree Applicable, CSU
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
108 hours lab
Prerequisite: Admission by audition
Study and performance of jazz and popular music of all types. Provides the necessary training and experience for MUS 47, Jazz Band, or for the improvement of jazz skills and understanding. Students who repeat this course will improve skills through further instruction and practice.

MUS 44 — Vocal Jazz Ensemble 3 Units
Degree Applicable, CSU, UC
(May be taken four times for credit)
(May be taken for option of letter grade or Pass/No Pass)
162 hours lab
Prerequisite: Admission by audition
A vocal ensemble appropriate for beginning and intermediate jazz singers. This group will perform vocal jazz charts accompanied by a rhythm section, as well as a cappella. Basics of singing jazz, vocal improvisation, group singing techniques, and microphone techniques. Ensemble will perform locally and/or at vocal jazz festivals. Attendance at performances and competitions is required. Students who repeat this course will improve skills through further instruction and practice.
**MUS 45 — Chamber Singers**  
3 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
Auditions for this course are held each May. Students who repeat this course will improve skills through further instruction and practice.  

**MUS 46 — Mt. SAC Singers**  
1.5 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
72 hours lab  
Prerequisite: Admission by audition  
The “Mt. SAC Singers” is a select choral ensemble, specializing in choreographed popular and musical theater literature. Includes a wide variety of music performed publicly several times every semester. Emphasizes advanced musical skills, vocal techniques while focusing on the importance of blend, balance, and tone. Auditions for this course are held each May. Students who repeat this course will improve skills through further instruction and practice.  

**MUS 47 — Jazz Ensemble**  
2 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
108 hours lab  
Prerequisite: Admission by audition  
Study and performance of jazz and big band music. Provides an opportunity to learn techniques applicable to the large jazz ensemble. Off-campus public performance required. Students who repeat this course will improve skills through further instruction and practice.  

**MUS 48 — Men’s Vocal Ensemble**  
2 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
108 hours lab  
Prerequisite: Admission by audition the first week of class  
Men’s vocal ensemble that studies and performs selected classical works, folk songs, spirituals, and popular compositions. Attendance is required at all public performances including off-campus locations. Students who repeat this course will improve skills through further instruction and practice.  

**MUS 49 — Wind Ensemble**  
2 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
108 hours lab  
Prerequisite: Admission by audition  
The premier classical wind and percussion ensemble at the College. Students must have previous musical training, a standard band instrument and pass an entrance audition. A variety of wind band repertoire will be studied and performed, from music of the medieval period to contemporary compositions. Public performances on campus in the community are required and a concert tour may be included. Opportunities to conduct, arrange and compose music, and perform as a soloist may be provided to capable students. Students who repeat this course will improve skills through further instruction and practice.  

**MUS 50 — Jazz Improvisation and Performance Choir**  
3 Units  
Degree Applicable, CSU, UC  
(May be taken four times for credit)  
(May be taken for option of letter grade or Pass/No Pass)  
162 hours lab  
An advanced vocal jazz choir. This choir will perform advanced vocal jazz arrangements and students will study the historical, theoretical and technical aspects of both instrumental and vocal jazz. Advanced solo singing techniques and scat singing will be rehearsed and the choir will perform at least one concert each semester at Mt. SAC along with attending and performing at a variety of musical venues. This class will have the opportunity to work with guest artists and make CD recordings. Attendance is required at assigned public performances. Students who repeat this course will improve skills through further instruction and practice.  

**MUS 59 — Special Projects in Music**  
1 to 3 Units  
Degree Applicable, CSU  
(May be taken four times for credit)  
54 to 162 hours lab  
Offered to selected students in recognition of academic interests and abilities to give them the opportunity to explore these interests and abilities in greater depth. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students must have an instructor’s approval before enrolling in this course. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced. Projects must be approved in advance.  

**NURS 1A — The Nursing Process I**  
5 Units  
Degree Applicable, CSU  
45 hours lecture  
135 hours lab  
Prerequisite: Admission to Nursing Program; ANAT 35 or equivalent and ANAT 36 or equivalent, or ANAT 10A or equivalent and ANAT 10B or equivalent, and MICR 22 or equivalent, or MICR 1 or equivalent  
Corequisite: NURS 2  
Principles of nursing as related to culturally diverse populations, adult/adolescent through senescence. Theory and application of the Nursing Process. Including meaning of illness, promoting health patterns, hygiene, safety, asepsis, medication administration, elimination, communication. The Betty Neuman Model serves as the conceptual framework.  

**NURS 1B — The Nursing Process II**  
5 Units  
Degree Applicable, CSU  
45 hours lecture  
135 hours lab  
Prerequisite: NURS 1A or Advanced Placement  
Corequisite: NURS 2  
Principles of nursing as related to culturally diverse populations, adult/adolescent through senescence. Theory and application of the Nursing Process including wound care, legal/ethical aspects, comfort, fluid and electrolytes, spirituality, and nursing trends. The Betty Neuman Model serves as the conceptual framework.  

**NURS 2 — Pharmacology**  
2 Units  
Degree Applicable, CSU  
36 hours lecture  
Prerequisite: Admission to Nursing Program and eligibility for MATH 51  
Corequisite: NURS 1A  
The ethical and legal responsibilities in the administration of medications. Application of mathematical concepts, the Nursing Process, and drug therapy to the administration of fluids and medications.  

**NURS 3 — Medical-Surgical Nursing: Locomotion/Sensation/Integument/Oncology**  
3.5 Units  
Degree Applicable, CSU  
30 hours lecture  
108 hours lab  
Prerequisite: NURS 1B and NURS 2 or Advanced Placement  
Concepts of nursing assessment and intervention with application to clients with integumentary and immunologic disorders as well as dysfunctions of sensation and locomotion. An introduction to oncology nursing is included. The Betty Neuman Model serves as the conceptual framework.
Course Descriptions

- **NURS 4 — Maternity Nursing**  
  3 Units  
  Degree Applicable, CSU  
  27 hours lecture  
  81 hours lab  
  Prerequisite: NURS 3 or Advanced Placement  
  Concepts of nursing assessment and intervention with application to maternity and newborn clients. The Betty Neuman Model serves as the conceptual framework.

- **NURS 5 — Psychiatric Nursing**  
  3 Units  
  Degree Applicable, CSU  
  27 hours lecture  
  81 hours lab  
  Prerequisite: NURS 4 or Advanced Placement and PSYC 1A  
  Concepts of nursing assessment and intervention with application to clients with psychiatric disorders in a mental health setting. The Betty Neuman Model serves as the conceptual framework.

- **NURS 6 — Pediatric Nursing**  
  3 Units  
  Degree Applicable, CSU  
  27 hours lecture  
  81 hours lab  
  Prerequisite: NURS 4 or Advanced Placement and PSYC 1A  
  Concepts of nursing assessment and intervention with application to pediatric clients. The Betty Neuman Model serves as the conceptual framework.

- **NURS 7 — Medical-Surgical Nursing: Nutrition/Elimination/Surgical Asepsis**  
  7.5 Units  
  Degree Applicable, CSU  
  63 hours lecture  
  215 hours lab  
  Prerequisite: NURS 6 or Advanced Placement  
  Concepts of nursing assessment and intervention with application to clients with problems of nutrition, elimination, and the reproductive systems. Clients in pre-, intra-, and post-operative settings are included. The Betty Neuman Model serves as the conceptual framework.

- **NURS 8 — Medical-Surgical Nursing: Circulation and Oxygenation**  
  5.5 Units  
  Degree Applicable, CSU  
  45 hours lecture  
  167 hours lab  
  Prerequisite: NURS 7 or Advanced Placement  
  Corequisite: NURS 9  
  Concepts for nursing assessment and intervention with application to clients with cardiovascular and pulmonary problems. The Betty Neuman Model serves as the conceptual framework.

- **NURS 9 — Leadership in Nursing**  
  1 Unit  
  Degree Applicable, CSU  
  18 hours lecture  
  Prerequisite: NURS 7 or Advanced Placement  
  Corequisite: NURS 8  
  Assists the second year student to develop cognitive and leadership skills for first level management positions. Includes exploration and analysis of current trends and issues in nursing.

- **NURS 10 — Medical-Surgical Nursing: Integration/Regulation**  
  4 Units  
  Degree Applicable, CSU  
  45 hours lecture  
  96 hours lab  
  Prerequisite: NURS 8, NURS 9 or Advanced Placement  
  Concepts of nursing assessment and intervention with application to clients with neurological and endocrine disorders. The Betty Neuman Model serves as the conceptual framework.

- **NURS 11 — Preceptorship in Nursing**  
  2 Units  
  Degree Applicable, CSU  
  112 hours lab  
  Corequisite: NURS 8  
  Prerequisite: NURS 10 or Advanced Placement  
  Students participate as a pre-licensed health team member immediately prior to graduation. Students assume responsibility for a group of clients under direct supervision of a qualified registered nurse.

- **NURS 20 — Nursing Work Experience Program**  
  1 to 4 Units  
  Not Degree Applicable  
  (May be taken for Pass/No Pass only)  
  54 hours lecture  
  54 hours lab  
  Prerequisite: Eligibility for ENGL 68  
  On-the-job experience for nursing students in an approved work setting related to classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. It is recommended that the hours per week be equally distributed throughout the semester. Students who repeat this course will improve skills through further instruction and practice.

- **NURS 70 — Role Transition**  
  3 Units  
  Degree Applicable, CSU  
  (May be taken for Pass/No Pass only)  
  36 hours lecture  
  54 hours lab  
  Prerequisite: Advanced Placement; PT (Psychiatric Technician) or LVN (Licensed Vocational Nurse); ANAT 35 or equivalent and ANAT 36 or equivalent, or ANAT 10A or equivalent and ANAT 10B or equivalent, and MICR 22 or equivalent, or MICR 1 or equivalent, and ENGL 1A or equivalent, and PSYC 1A or equivalent, and CHLD 10 or equivalent or PSYC 14 or equivalent  
  For the LVN (Licensed Vocational Nurse), PT (Psychiatric Technician) or advanced placement student transitioning into the role of the RN (Registered Nurse). Theory and application of concepts of physical assessment, the relationship of homeostatic mechanisms to fluid and electrolyte balance/imbalance utilizing the Betty Neuman Model as the conceptual framework.

NUTRITION AND FOOD

- **NF 10 — Nutrition for Personal Health and Wellness**  
  3 Units  
  Degree Applicable, CSU  
  54 hours lecture  
  Prerequisite: Eligibility for ENGL 68  
  Basic principles of human nutrition and their relationship to optimum health. Emphasizes nutrient needs, food selection and weight control during the various life stages from prenatal to adult. Student food intake is evaluated in several ways including computer diet analysis. This course is intended for non-health science majors.

- **NF 20 — Principles of Foods with Lab**  
  3 Units  
  Degree Applicable, CSU  
  36 hours lecture  
  54 hours lab  
  Prerequisite: Eligibility for ENGL 68  
  Food science principles and food preparation procedures. Emphasis is on ingredient functions and interactions, food preparation techniques and skills, sensory evaluation, food safety and sanitation, preparation equipment and utensils, storage, and nutrient retention.

- **NF 25 — Essentials of Nutrition**  
  3 Units  
  Degree Applicable, CSU, UC  
  54 hours lecture  
  Prerequisite: Eligibility for ENGL 68  
  Scientific concepts of nutrition related to the function of nutrients in basic life processes with emphasis on current health issues; individual needs; functions and sources of nutrients; scientific method for analysis and evaluation of nutrition information; dietary guidelines and current nutrition recommendations; digestion, absorption and metabolism; health, fitness and disease; nutrition in the life span.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable, CSU, UC</th>
</tr>
</thead>
<tbody>
<tr>
<td>NF 25H</td>
<td>Essentials of Nutrition - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Acceptance into the Honors Program</td>
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<td></td>
<td>Scientific concepts of nutrition related to the function of nutrients in basic life processes with emphasis on current health issues; individual needs; functions and sources of nutrients; scientific method for analysis and evaluation of nutrition information; dietary guidelines and current nutrition recommendations; digestion, absorption and metabolism; health, fitness and disease; nutrition in the life span. An honors course designed to provide an enriched experience. Students may not receive credit for both NF 25 and NF 25H.</td>
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<tr>
<td>NF 28</td>
<td>Cultural and Ethnic Foods</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td>Advisory: Eligibility for ENGL 68</td>
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<td></td>
<td>Regional, ethnic, cultural, religious, historical and social influences on food patterns and cuisines. Core components: specialized equipment and utensils related to cultures; traditional foods of selected cultures; geographic factors in food availability; global food issues; sanitation and safety practices.</td>
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<tr>
<td>NF 30</td>
<td>Food Science Technologies</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Advisory: Eligibility for ENGL 68</td>
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<td></td>
<td>Exploration of food chemistry, food processing and technology and how these affects the color, flavor, texture, aroma and quality of foods. Core components: government regulation of processing and labeling, sensory evaluation, scientific research methods, function of water in foods, pH and acidity, food processing technologies, nutritional labeling, packaging; dispersion systems, enzyme reactions, food additives, composition and properties of food.</td>
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<tr>
<td>NF 62</td>
<td>Meal Management</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
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<tr>
<td></td>
<td>36 hours lecture</td>
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<td></td>
<td>54 hours lab</td>
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<td></td>
<td>Prerequisite: NF 20 or equivalent food preparation experience</td>
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<td></td>
<td>Develop management skills related to food preparation, emphasizing planning, preparing, and serving adequate and attractive meals while managing resources including time, money and labor. Includes laboratory experience in planning, preparing and serving meals.</td>
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<tr>
<td>NF 81</td>
<td>Cooking for Your Heart and Health</td>
<td>1</td>
<td>Not Degree Applicable</td>
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<td></td>
<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td></td>
<td>12 hours lecture</td>
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<td></td>
<td>18 hours lab</td>
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<td>Principles and techniques of healthful food preparation emphasizing the reduction of fat, saturated fat, trans fat, cholesterol, and sodium, and the increase of fiber and nutrients in foods. The course includes laboratory experience in preparation of health promoting foods and meals.</td>
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<tr>
<td>NF 82</td>
<td>Vegetarian Cuisine</td>
<td>1</td>
<td>Not Degree Applicable</td>
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<td></td>
<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td></td>
<td>12 hours lecture</td>
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<td></td>
<td>18 hours lab</td>
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<td></td>
<td>Principles and techniques of vegetarian food preparation and investigation of issues related to vegetarian eating practices. Includes laboratory experience in preparation of vegetarian foods and meals.</td>
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<tr>
<td>OCEANOGRAPHY</td>
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<tr>
<td>OCEA 10</td>
<td>Introduction to Oceanography</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td></td>
<td>54 hours lecture</td>
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<td>Prerequisite: Acceptance into the Honors Program</td>
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<td>Laboratory applications and problem-solving in oceanography, including related aspects of geology, meteorology, and marine biology. Recommended for students needing a lab to transfer to a 4-year college/university.</td>
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<tr>
<td>OCEA 10H</td>
<td>Introduction to Oceanography - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td>Prerequisite: Acceptance into the Honors Program</td>
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<td>An honors course designed to provide an enriched experience. Introduces the geological, chemical, physical, and biological aspects of the Earth’s ocean. Topics include plate tectonics, physical processes associated with the ocean basins and continental margins, ocean sediment, atmosphere and ocean circulation, waves and tides, ocean currents, and marine ecology. The companion Oceanography Lab (OCEA 10L) is recommended for students needing a lab to transfer to a 4-year college/university. Field trips are required. Students may not receive credit for both OCEA 10 and OCEA 10H.</td>
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<td>PHIL 3</td>
<td>Logic in Practice</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td>The analysis of language as an instrument of sound thinking in morals, politics and everyday life. Assists students to analyze arguments, avoid faulty conclusions in reasoning, understand levels of meaning and kinds of arguments, avoid verbal pitfalls, understand the steps of scientific methods and identify value assumptions.</td>
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<tr>
<td>PHIL 5</td>
<td>Introduction to Philosophy</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Eligibility for ENGL 68</td>
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<td>An exploration of basic issues in ethics, social philosophy, metaphysics, theories of knowledge and contemporary philosophies of life.</td>
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<tr>
<td>PHIL 5H</td>
<td>Introduction to Philosophy - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>54 hours lecture</td>
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<td></td>
<td>Prerequisite: Acceptance into the Honors Program</td>
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<td></td>
<td>An exploration of basic issues in ethics, social philosophy, metaphysics, theories of knowledge and contemporary philosophies of life. An honors course designed to provide an enriched experience. Students may not receive credit for both PHIL 5 and PHIL 5H.</td>
<td></td>
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</tr>
</tbody>
</table>
PHILO 8 — Critical Thinking 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Effective use of critical thinking in contemporary living, including recognizing faulty arguments, the usefulness of validity and truth, identifying and avoiding common fallacies in thinking.

PHILO 9 — Critical Thinking and Logical Writing 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A
Function and use of formal and informal logic, argument, critical evaluation, and language in written composition.

PHILO 10 — Basic Digital and Film Photography 3 Units
Degree Applicable, CSU, UC
36 hours lecture
54 hours lab
The basic mechanical, optical, and chemical principles of photography, including digital image systems. Laboratory experience involves problems related to camera and image output techniques.

PHILO 11 — Advanced Professional Photography 4 Units
Degree Applicable, CSU, UC
36 hours lecture
108 hours lab
Prerequisite: PHOT 10
Professional photographic techniques. Includes studio and field assignments related to problems encountered while professionally photographing people and products. Topics include medium and large format film and digital cameras, computer basics for professional photographers and studio lighting. Students must furnish a digital single lens reflex (DSLR) camera. Field trips may be required.

PHILO 12 — Photographic Alternatives 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: PHOT 10
Explores the use of continuous tone and alternative black and white techniques and processes. Emphasis will be on solving photographic problems through the use of current techniques such as montage printing, Polaroid and xerographic applications, hand coloring, and emulsion coating (cyanotype, Luminous/Liquid Light) as well as other special techniques.

PHILO 14 — Commercial Lighting 3 Units
Degree Applicable, CSU
36 hours lecture
54 hours lab
Prerequisite: PHOT 10
Use of studio equipment, and studio and location lighting techniques used in all aspects of commercial photographic applications. Students must furnish adjustable Single Lens Reflex camera.
### PHOT 15 — History of Photography 3 Units
Degree Applicable, CSU, UC
54 hours lecture
History of photography from circa 1839 to the present. Invention of photography, technology tools and photographic representation and their impact on society.

### PHOT 16 — Fashion Photography 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: PHOT 11
Illustrative, editorial and advertising fashion photography. Studio and location production in both black and white and color are emphasized. Aspects of business operation and working with clients are explored.

### PHOT 17 — Photocommunication 3 Units
Degree Applicable
36 hours lecture
72 hours lab
Prerequisite: PHOT 10
Explores the application of the photosensitive materials, photochemicals and optics. The emphasis will be on the aesthetic and expressive uses to which these materials lend themselves. The student is expected to supply his/her own adjustable camera.

### PHOT 18 — Portraiture and Wedding Photography 3 Units
Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Techniques and photographic procedures for taking informal, formal, environmental and group portraits. In depth study and practice in professional wedding photography.

### PHOT 20 — Color Photography 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: PHOT 10
Fundamentals of photographic color theory, editing, schemes and presentation of color photographs. Applying color psychology principles and HDR to enhance image messages.

### PHOT 21 — Exploring Color Photography 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: PHOT 20
Use of color principles as they relate to commercial and artistic styles and innovative use of color applications. Includes lighting and unusual techniques, exaggerated and unique color schemes, light-painting, lighting effects, high dynamic range effects, and oversize output.

### PHOT 25 — Digital Capture Workflow 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: PHOT 11
Advanced application of digital capture and workflow using DSLR medium and large format digital camera systems and software to produce high-quality digital files as a photographer or as a digital photographic technician. Field trips may be required.

### PHOT 28 — Photography Portfolio Development 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: Minimum 12 units of photography at Mt. San Antonio College or equivalent preparation
Development of a photography portfolio for job application or gallery exhibition purposes.

### PHOT 29 — Studio Business Practices for Commercial Artists 3 Units
Degree Applicable
72 hours lab
Prerequisite: PHOT 11, PHOT 20
Studio business practices for commercial artists. Small business operations, pricing services based on the licensing business model, copyright basics, branding, presentation and promotion, markets and finding clients, and estimating and invoicing.

### PHOT 30 — Commercial and Illustrative Photography 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: PHOT 11, PHOT 20
Application of photographic principles to commercial and illustrative photography. Practical experience in studio product photography, illustration, fashion, and architectural photography. Areas of promotion and pricing will be covered. Both black-and-white and color media will be used.

### PHOT 98 — Work Experience in Photography 1 to 3 Units
Degree Applicable
(May be taken four times for credit)
60 non-paid clock hours per semester is required for each unit of credit. It is recommended that the hours per week are equally distributed throughout the semester. Students who repeat this course will make individual contracts of a more advanced nature with the instructor to insure that proficiency is enhanced.

### PHYSICAL SCIENCE

### PHSC 3 — Energy Science 4 Units
Degree Applicable, CSU, UC
54 hours lecture
54 hours lab
Advisory: Eligibility for MATH 51 and ENGL 68
Provides a broad technical understanding of the physical principles underlying the various forms of energy production, the role of energy in modern society, and an understanding of the wider environmental and societal impacts of different energy production technology choices. Course topics will include: fossils fuels, nuclear energy, hydro, wind, solar energy, biofuels, and energy distribution and storage. Field trips required.

### PHSC 7 — Physical Science 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Designed for the non-science major. A primarily non-mathematical, conceptual approach to basic principles of physics and chemistry and their practical applications. Critical thinking is stressed in such topics as motion, heat, electricity and magnetism, sound and light, radioactivity, atomic theory and modern physics. May be taken with Physical Sciences Laboratory for those students needing a laboratory science course.

### PHSC 7L — Physical Science Laboratory 1 Unit
Degree Applicable, CSU, UC
54 hours lab
Corequisite: PHSC 7
Laboratory topics will parallel the course content of Physical Science lecture.
Course Descriptions

**PHYSICAL THERAPY AIDE**

- **PH 101 — Fundamentals for Physician Assistant Programs** 8 Units
  - 54 hours lecture
  - 54 hours lab
  - Advisories: ANAT 50 or equivalent
  - Role and skills of physical therapy aide. Procedures commonly performed by aides will be explained, demonstrated, and practiced; includes terminology and interpersonal skills.

**PHYSICIAN ASSISTANT PREPARTORY**

- **PAP 101 — Fundamentals for Physician Assistant Preparatory Program** 8 Units
  - 144 hours lecture
  - Prepares students for entrance into Physician Assistant programs. Provides an overview of physician assistant fundamentals, ethics, financial aid, and interviewing techniques. Overviews physician assistant curriculum in family practice, pediatrics, orthopedics and various other topics presented in physician assistant programs. Analyzes stress coping mechanisms and time management for physician assistant students.

**PHYSICS**

- **PHYS 1 — Physics** 4 Units
  - 54 hours lecture
  - 54 hours lab
  - Prerequisite: Eligibility for MATH 71
  - Discovery of basic concepts of physics by working through guided activities in a workshop style. Topics include light and geometrical optics, electricity and DC circuits (with capacitors), linear and rotational motion, forces, work, energy, oscillations, gravitation, properties of solids, and waves. Includes laboratory experience, with significant use of computers for data acquisition and analysis.

- **PHYS 2AG — General Physics** 4 Units
  - 54 hours lab
  - Prerequisite: PHYS 2AG or equivalent
  - A continuation of Physics 2AG. Includes electricity and magnetism (including DC and AC circuits), geometrical and physical optics, relativity, quantum physics, atomic and nuclear physics. Laboratory includes use of computers to analyze data and simulate electric circuits.

- **PHYS 4A — Engineering Physics** 5 Units
  - 72 hours lecture
  - 54 hours lab
  - Prerequisite: PHYS 2AG
  - Corequisite: MATH 181 (may have been taken previously)
  - Studies linear and rotational motion, forces, work, energy, oscillations, gravitation, properties of solids, and waves. Includes laboratory experience, with significant use of computers for data acquisition and analysis.

- **PHYS 4B — Engineering Physics** 5 Units
  - 72 hours lecture
  - 54 hours lab
  - Prerequisite: PHYS 4A
  - Corequisite: MATH 280 (may have been taken previously)
  - Heat, kinetic theory of gases, thermodynamics, electromagnetism (including DC and AC circuits), and Maxwell’s equations. Laboratory includes significant use of computers for data acquisition, analysis and simulation.

- **PHYS 4C — Engineering Physics** 5 Units
  - 72 hours lecture
  - 54 hours lab
  - Prerequisite: PHYS 4B
  - Fluids, sound, electromagnetic waves, optics, diffraction and interference of waves, relativity, quantum physics, atomic and nuclear structure, nuclear reactions and elementary particles. Laboratory includes significant use of computers for data analysis.

- **PHYS 99 — Special Projects in Physics** 2 Units
  - (May be taken four times for credit)
  - 36 hours lecture
  - Prerequisite: PHYS 1 or PHYS 2AG or PHYS 4A (may have been taken previously)
  - In order to offer selected students recognition for their academic interests and ability, and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Student must have instructor’s authorization before enrolling in this class. Students who repeat this course will improve skills by further instruction and practice.

**POLITICAL SCIENCE**

- **POLI 1 — Political Science** 3 Units
  - 54 hours lecture
  - Prerequisite: Eligibility for ENGL 68
  - Principles and problems of government with particular emphasis on national government in the United States. This course satisfies the requirement for a course in the Constitution of the United States and the principles of State and local government as required by Title 5 of the California Administrative Code.

- **POLI 1H — Political Science - Honors** 3 Units
  - 54 hours lecture
  - Prerequisite: Acceptance into the Honors Program
  - Principles and problems of government with particular emphasis on national government in the United States. This course satisfies the requirement for a course in the Constitution of the United States and the principles of State and local government as required by Title 5 of the California Administrative Code. An honors course designed to provide an enriched experience. Students may not receive credit for both POLI 1 and POLI 1H.

- **POLI 2 — Political Science** 3 Units
  - 54 hours lecture
  - Prerequisite: POLI 1 or POLI 1H
  - Advisory: Eligibility for ENGL 1A
  - Comparative study of constitutional principles, governmental institutions, political processes, and ideologies in selected countries.
<table>
<thead>
<tr>
<th>COURSE DESCRIPTIONS</th>
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<tbody>
<tr>
<td><strong>POLI 5 — Political Theory I - Ancient to Modern</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td>54 hours lecture</td>
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<tr>
<td>Prerequisite: POLI 1 or POLI 1H</td>
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<tr>
<td>Advisory: Eligibility for ENGL 1A</td>
</tr>
<tr>
<td>Anient to modern (mid-19th century) theories of political institutions, social change and social dynamics.</td>
</tr>
<tr>
<td><strong>POLI 7 — Political Theory II - Early Modern to Contemporary</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>Prerequisite: POLI 1</td>
</tr>
<tr>
<td>Advisory: Eligibility for ENGL 1A</td>
</tr>
<tr>
<td>Major political philosophers and theories from the late nineteenth century to the present. Intended to prepare students majoring in political science for further study in the discipline by providing adequate background preparation in political philosophy.</td>
</tr>
<tr>
<td><strong>POLI 9 — Introduction to International Relations</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>Advisory: Eligibility for ENGL 1A</td>
</tr>
<tr>
<td>Acquaints students with the historical and political background of international relations. Attention is given to world politics, international organization and America’s place in world affairs.</td>
</tr>
<tr>
<td><strong>POLI 10 — Environmental Politics</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>Prerequisite: POLI 1 or POLI 1H</td>
</tr>
<tr>
<td>Advisory: Eligibility for ENGL 1A</td>
</tr>
<tr>
<td>Global environmental problems including an analysis of political theories and comparative policies in the emerging field of environmental politics.</td>
</tr>
<tr>
<td><strong>POLI 25 — Politics of the Mexican American</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td>54 hours lecture</td>
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<tr>
<td>Advisory: Eligibility for ENGL 68</td>
</tr>
<tr>
<td>Studies the impact that national, state and local governments have on the nation’s largest ethnic minority (the Latino Community). Examines the national and state constitutions and the impact they have had on the Hispanic Community as a whole (not just Mexican Americans). Studies American institutions as they pertain to the Chicano Community and examines the Chicano Community’s responses to the actions of the dominant political institutions.</td>
</tr>
<tr>
<td><strong>PSYCHOLOGY</strong></td>
</tr>
<tr>
<td><strong>PSYC 1A — Introduction to Psychology</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>Prerequisite: Eligibility for ENGL 88</td>
</tr>
<tr>
<td>Develops an understanding of the basic principles of behavior and mental processes. The subject matter and research methods of scientific psychology are presented. Topics include: history, biopsychology, sensation, perception, states of consciousness, learning, memory, forgetting, language, cognition, life-span development, gender, sexuality, stress, health, motivation, emotions, social psychology, abnormality, treatment and social and diversity issues.</td>
</tr>
<tr>
<td><strong>PSYC 1AH — Introduction to Psychology - Honors</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>Prerequisite: Acceptance into the Honors Program</td>
</tr>
<tr>
<td>Develops an understanding of the basic principles underlying behavior and cognition. The subject matter and methods of scientific psychology are presented. Topics include scientific methodology, history, biopsychology, sensation, perception, states of consciousness, learning, memory, forgetting, language, cognition, intelligence, life-span development, personality, stress, health, motivation, emotions, psychopathology, psychotherapeutic approaches, and social factors. An honors course designed to provide an enriched experience. Students may not receive credit for both PSYC 1A and PSYC 1AH.</td>
</tr>
<tr>
<td><strong>PSYC 1B — Biological Psychology</strong> 3 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
</tr>
<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>Prerequisite: PSYC 1A or PSYC 1AH</td>
</tr>
<tr>
<td>Advisory: Eligibility for ENGL 1A</td>
</tr>
<tr>
<td>Biological mechanisms of behavior; introduction of evolution and genetics with emphasis on neuronal and synaptic transmission. Develops a conceptual framework and awareness of the scientific method. Stress specific methods of investigation for the discipline.</td>
</tr>
<tr>
<td><strong>PSYC 2 — Introduction to Research Methods</strong> 4 Units</td>
</tr>
<tr>
<td>in Psychology</td>
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<tr>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td>54 hours lecture</td>
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<tr>
<td>54 hours lab</td>
</tr>
<tr>
<td>Prerequisite: PSYC 1A or PSYC 1AH and PSYC 10 or MATH 110 or MATH 110H</td>
</tr>
<tr>
<td>Advisory: ENGL 1A</td>
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<tr>
<td>Research methods in psychology. Includes systematic observation, research design, survey development, execution and analysis of experimental and other research methods, and American Psychological Association (APA) publication style writing.</td>
</tr>
<tr>
<td><strong>PSYC 5 — Psychology of Reasoning and Problem Solving</strong> 3 Units</td>
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<tr>
<td>Degree Applicable, CSU</td>
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<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>The nature of critical thinking; models and strategies; common fallacies of reasoning; self-regulation in the thinking process; application of critical thinking to specific areas, such as comparison of cognitive and information-processing models; more specifically; memory, thinking and problem solving, creativity, learning and forgetting, decision making and reasoning.</td>
</tr>
<tr>
<td><strong>PSYC 10 — Statistics for the Behavioral Sciences</strong> 4 Units</td>
</tr>
<tr>
<td>Degree Applicable, CSU, UC</td>
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<tr>
<td>54 hours lecture</td>
</tr>
<tr>
<td>54 hours lab</td>
</tr>
<tr>
<td>Prerequisite: PSYC 1A or SOC 1 and eligibility for MATH 110</td>
</tr>
<tr>
<td>Statistical principles of the behavioral sciences emphasizing research design, scales of measurement, distributions, graphing, descriptive statistics, measures of central tendency, measures of variability, z-test, independent and dependent t-tests, inferential statistics, confidence intervals, linear correlations and regression, and analysis of variance, including multivariate factorial designs and chi square analyses. Statistical analyses through the use of computerized statistical packages are interpreted through lab experience.</td>
</tr>
<tr>
<td>Course Code</td>
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<tr>
<td>Psyc 14</td>
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<tr>
<td>Psyc 15</td>
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<td>Psyc 19</td>
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<tr>
<td>Psyc 25</td>
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<td>Psyc 26</td>
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<td>Psyc 33</td>
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<tr>
<td>R-TV 01</td>
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<tr>
<td>R-TV 02</td>
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<tr>
<td>R-TV 02A</td>
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<tr>
<td>R-TV 04</td>
</tr>
<tr>
<td>R-TV 05</td>
</tr>
</tbody>
</table>
Course Descriptions

R-TV 06 — Broadcast Traffic Reporting 1.5 Units
Degree Applicable
27 hours lecture
Corequisite: R-TV 01 (may have been taken previously)
History and development of techniques involved in radio and television traffic reporting through lecture and hands-on practice. Interpretation and reading of police codes as they relate to traffic, accidents, and emergency situations including broadcast rules and liabilities as they apply to traffic reporting. Emphasis on both production and delivery of anchored and airborne reports.

R-TV 07A — Beginning Commercial Voice-Overs 3 Units
Degree Applicable
54 hours lecture
Advisory: R-TV 01
Development of voices for radio and television commercials, character voices, narrations, and animation. Also covers auditioning, working with agents and agencies, and understanding voice-over contracts.

R-TV 07B — Advanced Commercial Voice-Overs 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: R-TV 07A
Instruction in advanced techniques used in the art of voicing for radio and TV commercials, animation and narration. Further development of auditioning and recording session skills.

R-TV 09 — Broadcast Sales and Promotion 3 Units
Degree Applicable
54 hours lecture
Corequisite: R-TV 01 (May have been taken previously)
Strategies and legalities for creating commercial campaigns for radio and television including demographic targeting, marketing strategies and copywriting. Includes creation of contests and promotional campaigns.

R-TV 10 — Radio Programming and Producer Techniques 3 Units
Degree Applicable
54 hours lecture
Corequisite: R-TV 01 (May have been taken previously)
Programming, management and producing techniques for various radio stations formats such as music, news, talk, and sports.

R-TV 11A — Beginning Radio Production 3 Units
Degree Applicable, CSU
54 hours lecture
Corequisite: R-TV 01 (may have been taken previously)
Operation of standard radio production equipment for both tape-based and digital production utilizing ProTools technology. Production skills concentrate on the use of voice, music and sound effects as applied to a variety of broadcasting elements.

R-TV 11B — Advanced Radio Production 3 Units
Degree Applicable, CSU
54 hours lecture
Prerequisite: R-TV 11A
Techniques in non-linear recording, editing and mixing using ProTools technology as these skills apply to a variety of applications in the broadcasting industry. Develop mastery of the concepts and skills required to work in a professional radio studio environment.

R-TV 12 — Commercial Copywriting 3 Units
Degree Applicable
54 hours lecture
Advisory: R-TV 01
Creation and production of radio and television commercials. Includes using demographic research to target specific audiences, truth in advertising, slogan and campaign development, character creation, commercial formats, and the use of visual and audio appeals.

R-TV 14 — Media Aesthetics 3 Units
Degree Applicable, CSU
54 hours lecture
Prerequisite: Eligibility for ENGL 68
Media aesthetics for television and film presentation. Stresses critical, theoretical and practical analysis. Material is presented from a producer/artist point of view and is intended for those pursuing a career in film, television, and other electronic visual media.

R-TV 15 — Broadcast Business Practices 3 Units
Degree Applicable
54 hours lecture
Corequisite: R-TV 01 (may have been taken previously)
Radio and television industry as a business for profit. Basic techniques in negotiating with station management and agents as well as dealing with contracts, residuals, re-use rights, mergers, protection of intellectual properties, union representation and Federal Communications Commission (FCC) law. Professional ethics and broadcasters’ responsibilities to their audiences are also discussed.

R-TV 17 — Internet Radio and Podcasting 3 Units
Degree Applicable
54 hours lecture
Corequisite: R-TV 01 and R-TV 11A (may have been taken previously)
Covers all aspects of Internet broadcasting and podcasting including programming, announcing, promotions, and legal and copyright issues through the use of an actual Internet radio station.

R-TV 18 — Writing for Television and Film 3 Units
Degree Applicable, CSU
54 hours lecture
Prerequisite: Eligibility for ENGL 1A
Characterization, visualization, structure and form in various types of writing for television and motion picture production.

R-TV 19A — Beginning Video Production 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Prerequisite: R-TV 14
Video production using studio, remote multicamera, and film-style techniques. Includes instruction in lighting, audio recording for motion video, basic directing and producing, editing software, and production of short narratives.

R-TV 19B — Advanced Video Production 3 Units
Degree Applicable, CSU
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Prerequisite: R-TV 18 and R-TV 19A
Video production techniques emphasizing narrative storytelling, film-style aesthetics and production.

R-TV 20 — Television News Production 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: R-TV 05 or R-TV 19A
TV newscast production using writing, announcing, production, equipment, direction, graphics, and editing skills both in and out of the studio.

R-TV 21 — Remote Television Production and Engineering 3 Units
Degree Applicable
36 hours lecture
54 hours lab
Prerequisite: R-TV 19A
Remote video production using both multi-camera and single camera techniques. Topics include video engineering, directing, and remote production truck setup.

R-TV 22 — Editing for Film and Television 3 Units
Degree Applicable
54 hours lecture
Aesthetics and use of non-linear editing software for film and television.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td>R-TV 23</td>
<td>Reality Show Production</td>
<td>3</td>
<td>Degree Applicable</td>
<td>36</td>
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<tr>
<td>R-TV 26</td>
<td>Current Issues in Entertainment Law</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td>R-TV 30</td>
<td>Introduction to Careers in Entertainment</td>
<td>2</td>
<td>Degree Applicable</td>
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<tr>
<td>R-TV 31</td>
<td>History of Radio DJs</td>
<td>3</td>
<td>Degree Applicable</td>
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<td>R-TV 32</td>
<td>Radio - TV Internet Applications</td>
<td>3</td>
<td>Degree Applicable</td>
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<tr>
<td>R-TV 33</td>
<td>Radio Show Producer Techniques and Procedures</td>
<td>3</td>
<td>Degree Applicable</td>
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<td>R-TV 34</td>
<td>On-Camera Performance</td>
<td>1.5</td>
<td>Degree Applicable</td>
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<td>R-TV 96</td>
<td>Campus Radio Station Lab</td>
<td>1-2</td>
<td>Degree Applicable</td>
<td>54-108</td>
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<tr>
<td>R-TV 97A</td>
<td>Radio/Entertainment Industry Seminar</td>
<td>1</td>
<td>Degree Applicable</td>
<td>18</td>
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<tr>
<td>R-TV 97B</td>
<td>Radio/Entertainment Industry Internship</td>
<td>1</td>
<td>Degree Applicable</td>
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<tr>
<td>R-TV 99</td>
<td>Radio/TV Special Projects</td>
<td>2</td>
<td>Degree Applicable</td>
<td>36</td>
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<tr>
<td>R-TV 100</td>
<td>Work Experience in Film and Television</td>
<td>1-3</td>
<td>Degree Applicable</td>
<td>75-225</td>
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<tr>
<td>R-TV 101</td>
<td>Work Experience in Broadcast Entertainment</td>
<td>1-2</td>
<td>Degree Applicable</td>
<td>75-150</td>
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<tr>
<td>RAD 30</td>
<td>Radiographic Pathology</td>
<td>1.5</td>
<td>Degree Applicable</td>
<td>24</td>
</tr>
</tbody>
</table>

**RADIOLOGIC TECHNOLOGY**

- **RAD 30 — Radiographic Pathology**
  - 1.5 Units
  - Degree Applicable
  - 24 hours lecture
  - Advisory: RAD 63

Concepts of disease and pathological processes demonstrated in diagnostic radiography; etiology; diagnosis, and prognosis of systemic disease processes.
**RAD 31 — Fluoroscopy**  
2 Units  
Degree Applicable  
36 hours lecture  
Prerequisite: RAD 55B  
Corequisite: RAD 64 and RAD 56  
Components and characteristics of fluoroscopic systems including regulatory requirements for operation. Includes quality control and quality assurance systems relative to radiology.  

**RAD 32 — Digital Imaging in Radiology**  
2 Units  
Degree Applicable  
36 hours lecture  
Prerequisite: RAD 52A and RAD 61A  
Corequisite: RAD 52B  
Components, principles and operation of digital imaging systems found in diagnostic radiology. Factors that impact image acquisition, display, archiving and retrieval discussed. Guidelines for selecting exposure factors and evaluating images within a digital system assist students to bridge between film-based and digital imaging systems. Principles of digital system quality assurance and maintenance presented.  

**RAD 50 — Radiologic Technology**  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisite: Admission to the Radiologic Technology Program and CHEM 10  
Radiation protection, darkroom technique, general principles of x-ray production and production of the radiograph in the hospital environment. Includes professional ethics and the legal considerations of health care.  

**RAD 52A — Techniques of Radiologic Technology**  
5 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
263 hours lab  
Prerequisite: ANAT 10A  
Corequisite: RAD 61A  
Practical application of radiographic theories and principles in a hospital setting under direct supervision of clinical personnel and college instructors. Emphasis on chest, upper and lower limbs, from digits to shoulder, from toes to knee, abdomen, and kidney, ureters, and bladder (KUB).  

**RAD 52B — Techniques of Radiologic Technology**  
2.5 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
140 hours lab  
Prerequisite: RAD 52A  
Continued application of radiographic theories and principles in a hospital setting under direct supervision of clinical personnel and college instructor. Emphasis on upper and lower limbs.  

**RAD 53 — Techniques of Radiologic Technology**  
5 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
263 hours lab  
Prerequisite: RAD 52B  
Corequisite: RAD 62A  
Practical application of radiographic theories and principles in an affiliated hospital under direct supervision of clinical personnel and college instructors. Emphasis on abdominal and thoracic viscera, spine, common contrast exams, and generalized skull radiography.  

**RAD 54 — Techniques of Radiologic Technology**  
3 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
167 hours lab  
Prerequisite: RAD 62A  
Practical experience in a hospital setting under the supervision of clinical personnel and college instructors. Emphasis on skull, portable radiography, surgical studies and the development of nursing skills as it relates to radiologic technology.  

**RAD 55A — Techniques of Radiologic Technology**  
7.5 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
383 hours lab  
Prerequisite: RAD 63  
Corequisite: RAD 61A and RAD 61B and RAD 61C  
Continued experience in an affiliated hospital under guidance of clinical personnel and college instructors. Emphasis on cisternograms, urograms, foreign body localization, tomography, and venography.  

**RAD 55B — Techniques of Radiologic Technology**  
2.5 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
140 hours lab  
Prerequisite: RAD 55A  
Continued experience in a hospital setting under guidance of clinical personnel and college instructors. Emphasis on E.R.C.P., sialogram, retrograde and other advanced procedures.  

**RAD 56 — Techniques of Radiologic Technology**  
7 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
380 hours lab  
Prerequisite: RAD 64  
Corequisite: RAD 62A  
Practical experience in an affiliated hospital under guidance of clinical personnel and college instructors. Emphasis on basic vascular procedures (angiograms), mammograms, tube placement, myelograms, arthrogram, and hysterosalpingograms.  

**RAD 57 — Techniques of Radiologic Technology**  
4.5 Units  
Degree Applicable, CSU  
(May be taken for Pass/No Pass only)  
239 hours lab  
Prerequisite: RAD 64  
Practical experience as a functioning member of an affiliated hospital under the guidance of clinical personnel and college instructors. Includes exploration of pararadiological imaging modalities and venipuncture instruction.  

**RAD 61A — Theory of Radiologic Technology**  
4 Units  
Degree Applicable, CSU  
72 hours lecture  
Prerequisite: RAD 50, MEDI 90  
Corequisite: RAD 52A, RAD 61B, RAD 61C  
Concepts of radiation, fundamentals of physics, the atom, electromagnetic radiation, electricity and magnetism, electromagnetism, the X-ray machine and fluoroscopic equipment and procedures.  

**RAD 61B — Radiographic Positioning**  
3 Units  
Degree Applicable, CSU  
54 hours lecture  
Prerequisite: RAD 50, RAD 91, ANAT 10A, and MEDI 90  
Corequisite: RAD 61A, RAD 61C, and RAD 52A  
Radiographic positioning of the upper and lower extremities, standard chest and abdomen; to include general radiologic anatomy, terminology, radiation protection, and ethics.  

**RAD 61C — Radiologic Technology Seminar**  
1.5 Units  
Degree Applicable, CSU  
18 hours lecture  
18 hours lab  
Corequisite: RAD 61A and RAD 61B  
Analysis of technical performance when producing radiographs of the chest, upper and lower extremities, and abdomen. Documentation of radiographic exposure techniques.  

**RAD 62A — Theory of Radiologic Technology**  
4 Units  
Degree Applicable, CSU  
72 hours lecture  
Prerequisite: ANAT 10A, RAD 61A  
Corequisite: RAD 53, RAD 62B and RAD 62C  
Areas of X-ray production and interaction with matter, X-ray emissions, beam restricting devices, grids, film processing, screens, radiographic quality and special equipment/accessories and procedures.  

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Course Descriptions

■ RAD 62B — Radiographic Positioning  3 Units
54 hours lecture
Prerequisite: RAD 32 and RAD 52B
Corequisite: RAD 62A and RAD 62C and RAD 53
Radiographic positioning and procedures of the abdomen, digestive and urinary systems, thorax, vertebral column, general cranial, facial and introduction to temporal bone radiography to include radiologic anatomy, terminology, radiation protection, pediatric radiography and ethics.

■ RAD 62C — Radiologic Technology Seminar  1.5 Units
18 hours lecture
18 hours lab
Corequisite: RAD 62A and RAD 62B
Analysis of the technical performance of radiographic examination of the vertebral column, bony thorax, digestive system, urinary system, abdomen and skull radiography.

■ RAD 63 — Theory of Radiologic Technology  4 Units
72 hours lecture
Prerequisite: RAD 54
Corequisite: RAD 55A
Special radiographic studies, contrast media usage and radiographic pathology. Includes principles of radiation protection and radiobiology.

■ RAD 64 — Theory of Radiologic Technology  4 Units
72 hours lecture
Prerequisite: RAD 63
Corequisite: RAD 51A and RAD 56
Analytical review of the radiologic technology core curriculum. Serves as preparation for State Certification and National Registry exams.

■ RAD 91 — Nursing Procedures in Radiologic Technology  1.5 Units
18 hours lecture
47 hours lab
Corequisite: RAD 50
Nursing techniques and procedures; provides students with knowledge of proper patient care and management; includes patient transfer, disinfection and/or sterilization, isolation techniques, monitoring vital signs, common emergency situations and monitoring medical equipment.

■ READ 70 — Improving Reading Comprehension  3 Units
54 hours lecture
(May be taken for Pass/No Pass only)
Prerequisite: Satisfactory score on appropriate placement test
Introduction to reading, comprehension, and vocabulary strategies using narrative text. Introduction to self-awareness of reading capabilities.

■ READ 80 — Developing Reading Comprehension  3 Units
54 hours lecture
(May be taken for Pass/No Pass only)
Prerequisite: READ 70 or satisfactory score on reading placement test
Further development of reading comprehension and vocabulary strategies including self-awareness of reading capabilities.

■ READ 90 — Preparing for College Reading  3 Units
(May be taken for option of letter grade or Pass/No Pass)
Prerequisite: RAD 31 and RAD 56
Prepares students for college textbook reading. Emphasizes understanding vocabulary and college level text analysis and comprehension.

■ READ 100 — Analysis and Critical Reading  3 Units
54 hours lecture
Prerequisite: READ 90 or satisfactory score on reading placement test
Effective use of critical reading in a cross-disciplinary framework. Emphasis on the development of critical reading skills of interpretation, analysis and evaluation of texts to include: academic, business, and technology readings.

READING

■ RESD 50 — Theory and Principles of Respiratory Therapy  2 Units
38 hours lecture
Prerequisite: ANAT 10A, ANAT 10B, CHEM 10, MATH 51, and MEDI 90
Corequisite: RESD 51A and RESD 52
Properties of liquids, gases, kinetic theory of gases, units of measurement, gas laws, lung mechanics, flow of fluids, and pressure measuring devices used in respiratory therapy.

RESPRATORY THERAPY

■ RESD 51A — Respiratory Therapy Science  4 Units
54 hours lecture
54 hours lab
Corequisite: RESD 50 and RESD 52
Principles of respiratory therapy equipment. Emphasis placed on methods of administration of therapy and application of specialized equipment in the clinical setting. Also includes respiratory physiology and oxygen transport.

■ RESD 51B — Respiratory Therapy Science  4 Units
54 hours lecture
54 hours lab
Corequisite: RESD 50 and RESD 51A
Corequisite: RESD 53 and RESD 60
Basic principles of respiratory therapy equipment will be presented. Emphasis is placed on the methods of administration of therapy and the application of specialized equipment in the acute care setting and the application of mechanical ventilation in the clinical setting.

■ RESD 52 — Pulmonary Anatomy and Physiology  3 Units
54 hours lecture
Corequisite: RESD 50 and RESD 51A
Anatomy and physiology of the cardiopulmonary, neurological and renal systems emphasizing clinical application of physiological concepts.

■ RESD 53 — Cardiopulmonary Pathophysiology  3 Units
54 hours lecture
Corequisite: RESD 51B
Anatomic alterations of the lungs, etiology, overview of the cardiopulmonary clinical manifestations, and general management of commonly encountered cardiopulmonary diseases.

■ RESD 55 — Adult Respiratory Intensive Care  3 Units
54 hours lecture
Corequisite: RESD 56B
Provides an in-depth approach to the current modalities and monitoring tools of respiratory care. Emphasis is on the adult patient who is critically ill with primary and/or secondary cardiopulmonary failure.
Degree Applicable, CSU

**RESD 56A — Techniques of Respiratory Therapy  2.5 Units**
Degree Applicable, CSU

(May be taken for Pass/No Pass only)
143 hours lab
Prerequisite: RESD 51B
Corequisite: RESD 57B
Clinical practice in intensive care and mechanical ventilator procedures in the treatment of adult and pediatric patients in a hospital setting. The student is expected to perform basic therapeutic modalities mastered in RESD 51A and RESD 51B and apply concepts learned in the first four semesters of the Respiratory Therapy Program.

**RESD 56B — Techniques of Respiratory Therapy  6 Units**
Degree Applicable, CSU

(May be taken for Pass/No Pass only)
324 hours lab
Prerequisite: RESD 56A
Corequisite: RESD 55 and RESD 58
Clinical practice in the hospital setting. The student is expected to perform basic therapeutic modalities mastered in RESD 51A and RESD 51B and apply concepts learned in the first three semesters of the Respiratory Therapy Program. Instruction in the application of therapeutic modalities and diagnostic procedures performed in the general management and treatment of adult and pediatric patients requiring respiratory care are introduced.

**RESD 56C — Techniques of Respiratory Therapy  2.5 Units**
Degree Applicable, CSU

(May be taken for Pass/No Pass only)
143 hours lab
Prerequisite: RESD 55
Clinical practice in the hospital setting. Continued practice of intensive care and mechanical ventilator procedures in the treatment of adult and pediatric patients.

**RESD 56D — Techniques of Respiratory Therapy  6 Units**
Degree Applicable, CSU

(May be taken for Pass/No Pass only)
325 hours lab
Prerequisite: RESD 56C
Corequisite: RESD 59 and RESD 61
Clinical practice in the hospital setting. Application of therapeutic modalities and diagnostic procedures performed in the management and treatment of adult and pediatric intensive care patients. A six-week rotation is done in the neonatal intensive care unit. The student is expected to perform basic therapeutic modalities mastered in RESD 51A and RESD 51B and apply concepts learned in the first four semesters of the Respiratory Therapy Program.

**RESD 57A — Special Procedures for Respiratory Care  1.5 Units**
Degree Applicable, CSU

27 hours lecture
Prerequisite: RESD 50
Application of and skills development in bronchoscopy, blood drawing and analysis, chest drainage, microbiology for respiratory care, intermittent positive pressure breathing (IPPB), and blood gas data analysis.

**RESD 57B — Special Procedures for Respiratory Care  1.5 Units**
Degree Applicable, CSU

27 hours lecture
Prerequisite: RESD 51B
Corequisite: RESD 56A
Application and skills development in pharmacology, bronchoscopy, mechanical ventilation, and arterial blood gas puncture.

**RESD 58 — Neonatal Intensive Care  3 Units**
Degree Applicable, CSU

54 hours lecture
Corequisite: RESD 56B and RESD 55
Emphasizes neonatal pathophysiology, etiologies, and ramifications. Encompasses the newest techniques in monitoring equipment used in the treatment and maintenance of the premature infant. Designed primarily for respiratory therapists and nurses.

**RESD 59 — Respiratory Therapeutic Modalities  3 Units**
Degree Applicable, CSU

54 hours lecture
Corequisite: RESD 56C
Advanced practitioner review and evaluation of patient data, equipment manipulation, and therapeutic respiratory therapy procedures. Student self assessment and preparation for board examinations, credentialing and employment. Students are required to purchase self-assessment examinations.

**RESD 60 — Comprehensive Pulmonary Assessment  2 Units**
Degree Applicable, CSU

36 hours lecture
Corequisite: RESD 51B and RESD 53
Techniques of pulmonary assessment including history taking, clinical laboratory data, pulmonary function testing data, chest X-rays, physician exam findings, arterial blood gas data, hemodynamic monitoring data, exhaled gas monitoring data, nutrition, and synopsis of findings; extensive practice in collecting and recording this data.

**RESD 61 — Current Issues in Respiratory Care  3 Units**
Degree Applicable, CSU

54 hours lecture
Corequisite: RESD 56D and RESD 59
Explores recently developed health care techniques and strategies for diagnostics, assessment, and therapeutics and their impact on respiratory therapists.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite/Comment</th>
<th>Lecture/Lab Hours</th>
<th>Degree Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIGN 105</td>
<td>American Sign Language 5</td>
<td>4</td>
<td>Prerequisite: SIGN 82B or SIGN 104</td>
<td>72</td>
<td>Degree Applicable, CSU</td>
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<tr>
<td></td>
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<td></td>
<td>Advanced American Sign Language communication skills with emphasis on signing descriptive narratives and strengthening conversational skills. Target language practice includes holding discussions and making decisions. Further exposure to Deaf cultural components.</td>
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<tr>
<td>SIGN 108</td>
<td>Fingerspelling</td>
<td>2</td>
<td>Prerequisite: SIGN 81 or SIGN 102</td>
<td>36</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
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<td></td>
<td>Skill development in receptive and expressive fingerspelling.</td>
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<tr>
<td>SIGN 201</td>
<td>Deaf Perspectives</td>
<td>3</td>
<td></td>
<td>54</td>
<td>Degree Applicable, CSU</td>
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<tr>
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<td>Comprehensive study of Deaf people throughout their lives, including points of view from a variety of Deaf and hard-of-hearing people and from their relatives, educators, and other professionals in the field.</td>
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<tr>
<td>SIGN 202</td>
<td>American Deaf Culture</td>
<td>3</td>
<td></td>
<td>54</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
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<td></td>
<td>American Deaf cultural norms, values, mores and institutions.</td>
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<tr>
<td>SIGN 210</td>
<td>American Sign Language Structure</td>
<td>3</td>
<td>Prerequisite: SIGN 103</td>
<td>54</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>Linguistic structure of American Sign Language, including phonology, morphology and syntax. Sociolinguistic issues will also be discussed.</td>
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<tr>
<td>SIGN 220</td>
<td>Translation: American Sign Language/English</td>
<td>3</td>
<td>Prerequisite: SIGN 104</td>
<td>54</td>
<td>Degree Applicable, CSU</td>
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<td></td>
<td>Corequisite: SIGN 210 (May have been taken previously.)</td>
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<td>American Sign Language and English translation by comparing texts in both languages.</td>
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<tr>
<td>SIGN 222</td>
<td>Principles of Interpreting</td>
<td>3</td>
<td>Prerequisite: SIGN 103 and Eligibility for ENGL 1A</td>
<td>54</td>
<td>Degree Applicable, CSU</td>
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<td>Aspects of interpreting theory and process including the history of sign language interpreting. Examines the interpreter’s role and ethical standards.</td>
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<tr>
<td>SIGN 223</td>
<td>Ethics Decision Making for Interpreters</td>
<td>2</td>
<td>Prerequisite: SIGN 222 and SIGN 231</td>
<td>38</td>
<td>Degree Applicable</td>
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<td>Development of ethical decision-making skills through the analytical construct of the Demand/Control Schema (DC-S) for interpreting work. Includes professional work effectiveness and professional wellness.</td>
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<tr>
<td>SIGN 227</td>
<td>Cognitive Processing for Interpreters</td>
<td>4</td>
<td>Prerequisite: SIGN 104 and ENGL 1A</td>
<td>54</td>
<td>Degree Applicable</td>
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<td>Corequisite: SIGN 223 (May have been taken previously)</td>
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<td>Development of cognitive processing skills necessary for interpreting between American Sign Language (ASL) and English. Constructing and deconstructing meaning, memory, listening and attending will be covered. Includes memory building, restating, cloze, and listening exercises.</td>
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<tr>
<td>SIGN 231</td>
<td>Interpreting</td>
<td>4</td>
<td>Prerequisite: SIGN 223 and SIGN 227</td>
<td>54</td>
<td>Degree Applicable</td>
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<td></td>
<td>Corequisite: SPCH 1A and SIGN 227</td>
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<td>Skill development in consecutive interpreting from American Sign Language (ASL) to English and English to ASL. Processing skills and task management will be emphasized.</td>
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<tr>
<td>SIGN 232</td>
<td>Advanced Interpreting</td>
<td>4</td>
<td>Prerequisite: SIGN 231</td>
<td>54</td>
<td>Degree Applicable</td>
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<td>Corequisite: SIGN 231</td>
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<td>Reﬁnes basic interpreting skills with emphasis on simultaneous interpreting. Intensive skill development in interpreting from English to American Sign Language (ASL) and ASL to English.</td>
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<tr>
<td>SIGN 239</td>
<td>Practicum</td>
<td>1</td>
<td>Prerequisite: SIGN 88B or SIGN 232</td>
<td>54</td>
<td>Degree Applicable</td>
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<tr>
<td></td>
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<td>Develops and hones interpreting skills in supervised interpreting situations.</td>
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<tr>
<td>SIGN 240</td>
<td>Vocabulary Building for Interpreters</td>
<td>2</td>
<td>(May be taken for Pass/No Pass only)</td>
<td>36</td>
<td>Degree Applicable, CSU</td>
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<td>Prerequisite: SIGN 104</td>
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<td>Vocabulary expansion in both ASL and English with the goal of improving interpretations between these two languages. The course will focus on context, semantics, and parts of speech in determining culturally appropriate vocabulary choices. Interpreting students will learn to apply their growing vocabularies to ASL-English interpretations.</td>
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<tr>
<td>SIGN 250</td>
<td>Interpreting with Classifiers</td>
<td>1.5</td>
<td>Prerequisite: SIGN 104</td>
<td>36</td>
<td>Degree Applicable</td>
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<td>(May be taken for Pass/No Pass only)</td>
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<tr>
<td>SIGN 259</td>
<td>Practice</td>
<td>1</td>
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<td>Includes video relay interpreting (VRS), video remote interpreting (VRI), technical components used in video interpreting, and ethical consideration of the video interpreter. Lab portion of the course will focus on skill development in video interpreting.</td>
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<tr>
<td>SIGN 260</td>
<td>Video Interpreting</td>
<td>1.5</td>
<td>(May be taken for Pass/No Pass only)</td>
<td>18</td>
<td>Degree Applicable</td>
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<td>Prerequisite: SIGN 231</td>
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<td></td>
<td>Video interpreting and skill development as a video interpreter. Includes video relay interpreting (VRS), video remote interpreting (VRI), technical components used in video interpreting, and ethical consideration of the video interpreter. Lab portion of the course will focus on skill development in video interpreting.</td>
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<tr>
<td>SOC 1</td>
<td>Sociology</td>
<td>3</td>
<td></td>
<td>54</td>
<td>Degree Applicable, CSU, UC</td>
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<td>Prerequisite: Eligibility for ENGL 68</td>
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<td>A systematic study of human relations and social structures that emphasizes the interaction between personality, culture and society. Special consideration is given to an understanding of group behavior, personality formation, social organization, and social change.</td>
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<td>Course Code</td>
<td>Course Title</td>
<td>Units</td>
<td>Description</td>
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<tr>
<td>SOC 1H</td>
<td>Sociology - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: Acceptance into the Honors Program&lt;br&gt;A systematic study of human relations and social structures which emphasizes the interaction between personality, culture and society. Special consideration is given to an understanding of group behavior, personality formation, social organization, and social change. An honors course designed to provide an enriched experience. Students may not receive credit for both SOC 1 and SOC 1H.</td>
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<tr>
<td>SOC 2</td>
<td>Sociology</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Advisory: Eligibility for ENGL 68&lt;br&gt;The application of basic sociological principles and concepts to the study and understanding of social problems. Special emphasis on the analysis of social values, social organization, role, status and stress, and also on the study of controversial public issues that arise in contemporary American society. Students will be encouraged to evaluate and discuss both the theoretical and practical approaches to social problems. Individual student projects will be undertaken.</td>
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<tr>
<td>SOC 2H</td>
<td>Sociology - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: Acceptance into the Honors Program&lt;br&gt;The application of basic sociological principles and concepts to the study and understanding of social problems. Special emphasis on the analysis of social values, social organization, role, status and stress, and also on the study of controversial public issues that arise in contemporary American society. Students will be encouraged to evaluate and discuss both the theoretical and practical approaches to social problems. Individual student projects will be undertaken. An honors course designed to provide an enriched experience. Students may not receive credit for both SOC 2 and SOC 2H.</td>
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<tr>
<td>SOC 4</td>
<td>Introduction to Gerontology</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Characteristics, contributions, and problems of older persons. Emphasizes theoretical perspectives on the process of aging. Topics include gender, race, ethnicity, religion, stratification, and health care. Attention is given to gerontology as an academic discipline and a field of practice.</td>
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<tr>
<td>SOC 5</td>
<td>Introduction to Criminology</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;A scientific analysis of the nature, extent, and causes of violations of societal rules of behavior that are formally defined as crime and delinquency. Includes an analysis of the theoretical perspectives of the sociology of deviance on the criminal justice system and the impact of crime on society.</td>
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<tr>
<td>SOC 5H</td>
<td>Introduction to Criminology - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: Acceptance into the Honors Program&lt;br&gt;A scientific analysis of the nature, extent, and causes of violations of societal rules of behavior that are formally defined as crime and delinquency. Includes an analysis of the theoretical perspectives of the sociology of deviance on the criminal justice system and the impact of crime on society. An honors course designed to provide an enriched experience. Students may not receive credit for both SOC 5 and SOC 5H.</td>
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<tr>
<td>SOC 7</td>
<td>Sociology of Religion</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;An analysis of religion as a social institution. Attention will focus on the influence that religion has on American society, religious movements, norms, symbols and the social manifestations of religious observable facts.</td>
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<tr>
<td>SOC 14</td>
<td>Marriage and the Family</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: Eligibility for ENGL 68&lt;br&gt;Sociological functions of dating, engagement, weddings, marriage, and the family. Focuses on influences and theories of mate selection, love, and interpersonal attraction. Covers trends and changes in marriage, the family, and gender roles. Explores different types of families and family patterns.</td>
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<tr>
<td>SOC 14H</td>
<td>Marriage and the Family - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: Acceptance into the Honors Program&lt;br&gt;Sociological functions of dating, engagement, weddings, marriage, and the family. Focuses on influences and theories of mate selection, love, and interpersonal attraction. Covers trends and changes in marriage, the family, and gender roles. Explores different types of families and family patterns. An honors course designed to provide an enriched experience. Students may not receive credit for both SOC 14 and SOC 14H.</td>
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<tr>
<td>SOC 20</td>
<td>Sociology of Ethnic Relations</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Provides insight to the culture diversity that exists in the United States. An extensive study of four major ethnic groups (Blacks, Asians, Native Americans, and Latinos) is provided with emphasis placed on historical experiences, contemporary circumstances and future trends. Origins and theories of stereotypes, prejudices and discrimination are explored along with an analysis of racial stratification.</td>
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<tr>
<td>SOC 20H</td>
<td>Sociology of Ethnic Relations - Honors</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;Prerequisite: Acceptance into the Honors Program&lt;br&gt;Provides insight to the culture diversity that exists in the United States. An extensive study of four major ethnic groups (Blacks, Asians, Native Americans, and Latinos) is provided with emphasis placed on historical experiences, contemporary circumstances and future trends. Origins and theories of stereotypes, prejudices and discrimination are explored along with an analysis of racial stratification. An honors course designed to provide an enriched experience. Students may not receive credit for both SOC 20 and SOC 20H.</td>
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<tr>
<td>SOC 26</td>
<td>Asian American Communities</td>
<td>3</td>
<td>Degree Applicable, CSU, UC&lt;br&gt;54 hours lecture&lt;br&gt;A socio-cultural study of Asian Americans that includes race, class and gender. Explores the contemporary experiences of peoples originating in the Pacific Islands, Southeast Asia, South Asia, and East Asia; emphasizes social structure, social change, and offers a theoretical framework for analysis.</td>
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<tr>
<td>SOC 36</td>
<td>Service Learning for Sociology</td>
<td>1</td>
<td>Degree Applicable, CSU&lt;br&gt;(May be taken for option of letter grade or Pass/No Pass)&lt;br&gt;18 hours lecture&lt;br&gt;Prerequisite: Eligibility for ENGL 68&lt;br&gt;Increases awareness and appreciation for civic responsibility through service learning. Students will examine the sociological dynamics of community service and assess specific needs for community service and fundraising. Field trips required.</td>
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## SPANISH

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
<th>Notes</th>
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<tbody>
<tr>
<td>SPAN 1</td>
<td>Elementary Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>72 hours lecture. Conversing, reading, and writing in Spanish at the elementary level. Includes essentials of pronunciation, vocabulary, idioms and grammatical structures along with an introduction to Hispanic culture.</td>
</tr>
<tr>
<td>SPAN 2</td>
<td>Continuing Elementary Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>72 hours lecture. Prerequisite: SPAN 1 or equivalent. Further development of conversational, reading and writing skills in Spanish with special emphasis on verbs, grammar and expansion of vocabulary. Further study of Hispanic culture.</td>
</tr>
<tr>
<td>SPAN 3</td>
<td>Intermediate Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>(May be taken for option of letter grade or Pass/No Pass). 72 hours lecture. Prerequisite: SPAN 2 or equivalent. Further development of communicative proficiency in Spanish. Further study and review of grammar. Increasing emphasis on reading and writing as tools in exploring Hispanic civilization.</td>
</tr>
<tr>
<td>SPAN 4</td>
<td>Continuing Intermediate Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>(May be taken for option of letter grade or Pass/No Pass). 72 hours lecture. Prerequisite: SPAN 3 or equivalent. Emphasis on increased proficiency in speaking, reading and writing Spanish. Review of grammar, increased vocabulary building. Readings and discussions on Hispanic cultural topics. Introduction to Hispanic literature.</td>
</tr>
<tr>
<td>SPAN 5</td>
<td>Advanced Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>(May be taken for option of letter grade or Pass/No Pass). 72 hours lecture. Prerequisite: SPAN 4 or equivalent. Emphasis is placed on increased proficiency in speaking, reading and writing Spanish. Cultural insights are developed through videos, movies and readings in Hispanic culture through different literary genres.</td>
</tr>
<tr>
<td>SPAN 6</td>
<td>Continuing Advanced Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>(May be taken for option of letter grade or Pass/No Pass). 72 hours lecture. Prerequisite: SPAN 5 or equivalent. Provides Spanish-speaking students opportunity to improve skills in standard Spanish grammar and vocabulary and to broaden their understanding of Hispanic cultures. Focuses on developing vocabulary, improving orthography and the use of grammatical structures, both oral and written. Class instruction conducted in Spanish.</td>
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<tr>
<td>SPAN 7</td>
<td>Spanish for the Spanish Speaking</td>
<td>4</td>
<td>Degree Applicable</td>
<td>72 hours lecture. Prerequisite: SPAN 1 or equivalent. Provides Spanish-speaking students opportunity to improve skills in standard Spanish grammar and vocabulary and to broaden their understanding of Hispanic cultures. Focuses on developing vocabulary, improving orthography and the use of grammatical structures, both oral and written. Class instruction conducted in Spanish.</td>
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<tr>
<td>SPAN 8</td>
<td>Advanced Spanish</td>
<td>4</td>
<td>Degree Applicable</td>
<td>72 hours lecture. Prerequisite: SPAN 7 or equivalent. Provides Spanish-speaking students opportunity to improve skills in standard Spanish grammar and vocabulary and to broaden their understanding of Hispanic cultures. Focuses on developing vocabulary, improving orthography and the use of grammatical structures, both oral and written. Class instruction conducted in Spanish.</td>
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## SPEECH

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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Degree Applicable</th>
<th>Notes</th>
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<tbody>
<tr>
<td>SPCH 1A</td>
<td>Public Speaking</td>
<td>4</td>
<td>Degree Applicable</td>
<td>72 hours lecture. Prerequisite: Eligibility for ENGL 68. Study and apply rhetorical principles to research and analyze topics, write basic and advanced speech outlines, and deliver effective public speeches. Perform speaking and listening assignments that utilize effective verbal, vocal and physical communicative strategies, and critical/analytical techniques. Students may not receive credit for both SPCH 1A and SPCH 1AH.</td>
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<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Units</td>
<td>Description</td>
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<tr>
<td>SPCH 1A</td>
<td>Public Speaking - Honors</td>
<td>4</td>
<td>Study and apply rhetorical principles to research and analyze topics, write basic and advanced speech outlines, and deliver effective public speeches. Perform speaking and listening assignments that utilize effective verbal, vocal, and physical communicative strategies and critical/analytical techniques. An honors course designed to provide an enriched experience. Students may not receive credit for both SPCH 1A and SPCH 1AH.</td>
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<tr>
<td>SPCH 1B</td>
<td>Intermediate Public Speaking</td>
<td>3</td>
<td>Extemporaneous, impromptu, manuscript and memorized speaking focusing on organization, research and delivery skills. Includes skills to analyze, synthesize, criticize, and advocate ideas using inductive and deductive reasoning, distinguishing fact from opinion and avoiding argumentative fallacies.</td>
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<tr>
<td>SPCH 2</td>
<td>Fundamentals of Communication</td>
<td>4</td>
<td>Fundamental theories and competencies in interpersonal, small group, public, and intercultural communication. Oral presentations are required.</td>
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<tr>
<td>SPCH 3</td>
<td>Voice and Diction</td>
<td>3</td>
<td>Improvement of the speaking voice and oral communication style, including proper use for control and projection of the voice, vocal expressiveness, articulation and pronunciation. Develops accuracy of sound production for standard American speech through use of the International Phonetic Alphabet. Emphasizes individual diagnosis and extensive oral practice.</td>
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<tr>
<td>SPCH 4</td>
<td>Performance of Literature</td>
<td>3</td>
<td>Theory, principles, and techniques of the performance of literature in solo and duo formats. Texts will include prose, poetry, drama, nonfiction and other forms. Appreciation of various genres literature through textual analysis, oral reading, and evaluation. Practical training is given in critical reading, editing, and performance of poetry, prose, drama, essay, and experimental forms of performance text drawn from a diverse range of cultural viewpoints and voices.</td>
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<tr>
<td>SPCH 6</td>
<td>Group Communication</td>
<td>3</td>
<td>Theory, principles, application and evaluation of group communication processes, including problem-solving, conflict management, decision making, and leadership.</td>
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<tr>
<td>SPCH 7</td>
<td>Intercultural Communication</td>
<td>3</td>
<td>Theoretical dynamics of culture within communication contexts, and a practical exploration into improving intercultural communication competence for more effective interactions with others in a diverse society. Students may not receive credit for both SPCH 7 and SPCH 7H.</td>
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</tr>
<tr>
<td>SPCH 8</td>
<td>Professional and Organizational Speaking</td>
<td>4</td>
<td>Speech communication principles as employed in organizations, including decision making, leadership, conflict resolution and communication networks as well as substantial skills development in preparing and delivering oral presentations within professional contexts and in the workplace. Oral presentations are required.</td>
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</tr>
<tr>
<td>SPCH 9</td>
<td>Honors</td>
<td></td>
<td>Prerequisite: Acceptance into the Honors Program</td>
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<tr>
<td>SPCH 10</td>
<td>Speech Enhancement</td>
<td>1</td>
<td>Provides hands-on research, outlining, and anxiety reduction activities designed to enhance student success as a linked course with the basic public speaking course.</td>
<td></td>
</tr>
<tr>
<td>SPCH 11</td>
<td>Forensics: Fundamentals of Contest</td>
<td>2</td>
<td>Participation in intercollegiate speech tournaments through Mt. SAC Forensics Team. Instructions in preparatory procedures for these tournaments, including techniques in persuasive oratory, extempro, interpretation, expository, impromptu, discussion, speech analysis, debate. Students have option to choose area of interest and also an opportunity to participate in public community programs. Attendance required at one competition. Students who repeat this course will improve skills through further instruction and practice.</td>
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</tr>
<tr>
<td>SPCH 12</td>
<td>Forensics: Individual Event Team</td>
<td>3</td>
<td>Speech and debate participation skills and participation in multiple intercollegiate speaking competitions, festivals, and/or public events as members of the Mt. SAC Forensics Team. Emphasis is on individual speaking events, including public address and oral interpretation of literature along with receiving critiques from judges and utilizing directed self-study. Student who repeat this course will improve skills through further instruction and practice. Off-campus public or tournament performance required.</td>
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<tr>
<td>SPCH 13</td>
<td>Forensics: Debate Team</td>
<td>3</td>
<td>Speech performance skills and participation in multiple intercollegiate speaking competitions, festivals, and/or public events as members of the Mt. SAC Forensics Team. Emphasis is on parliamentary debate and limited preparation speaking. Students who repeat this course will improve skills through further instruction and practice. Off-campus public or tournament performance required.</td>
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</tbody>
</table>
Course Descriptions

**SPCH 26H — Interpersonal Communication - Honors** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: Acceptance into the Honors Program
Principles of verbal and nonverbal transactions that occur in everyday face-to-face communication. Study of theory and research findings and their application to communication in professional and personal relationships. An honors course designed to provide an enriched experience. Students may not receive credit for both SPCH 26 and SPCH 26H.

**SPCH 30 — Gateway to Communication Studies** 3 Units
Degree Applicable, CSU, UC
54 hours lecture
Prerequisite: ENGL 1A or ENGL 1AH (May have been taken previously)
Advisory: READ 100
Survey of prominent issues in communication theory, introduction to the professional field of communication, and practice of multiple research methods. Particularly useful for students preparing for upper division study in communication or related disciplines.

**SPCH 99 — Special Projects in Speech** 2 Units
Degree Applicable, CSU, UC
(May be taken four times for credit)
36 hours lecture
Offers selected students recognition for their academic interests and ability and the opportunity to explore their disciplines to greater depth, the various departments from time to time offer special projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts of a more advanced nature with the instructor to ensure that proficiencies are enhanced.

**STUDY TECHNIQUES**

**STDY 80 — Studying and Learning: Foundations for Success** 3 Units
Not Degree Applicable
(May be taken for option of letter grade or Pass/No Pass)
54 hours lecture
Prerequisite: Eligibility for ENGL 67 or READ 80
Provides a foundation for life-long learning that promotes greater self-awareness and success. Academic success strategies include text management, time management, listening, note-taking, oral and written communication, test-taking, memorization, use of campus resources, and research methods.

**STDY 85A — Test-Taking and Stress Management** 1 Unit
Not Degree Applicable
18 hours lecture
Prerequisite: Eligibility for ENGL 67
A single purpose course designed to support learning in either an academic field or in a vocation. Provides support in understanding how the brain functions and applying that knowledge to test-taking and stress management strategies.

**STDY 85B — Notetaking and Listening** 1 Unit
Not Degree Applicable
18 hours lecture
Prerequisite: Eligibility for ENGL 67
A single purpose course designed to support learning in either an academic field or in a vocation. Provides awareness of how the brain functions and applications of that knowledge to notetaking and effective listening strategies.

**STDY 85C — Study Techniques and Skills for Online Learning** 1 Unit
Not Degree Applicable
18 hours lecture
Advisory: Eligibility for ENGL 67
A single purpose course designed to support learning in either an academic field or in a vocation. Focuses on skills for successful online learning and prepares students to take online classes and learn about effective online communication tools.

**STDY 85D — Goal Setting and Time Management** 1 Unit
Not Degree Applicable
18 hours lecture
Advisory: Eligibility for ENGL 67
A single purpose course designed to support learning in either an academic field or in a vocation. Provides support in understanding how the brain functions and applying that knowledge to goal setting and time management strategies.

**STDY 85E — Memory and Concentration** 1 Unit
Not Degree Applicable
18 hours lecture
Advisory: Eligibility for ENGL 67
A single purpose course designed to support learning in either an academic field or in a vocation. Provides support in understanding how the brain functions and applying that knowledge to memory and concentration strategies.

**STDY 100 — Student Achievement and Fundamentals of Learning** 3 Units
Degree Applicable, CSU
54 hours lecture
Prerequisite: Eligibility for ENGL 68 or READ 100
Designed to increase student success in transfer college level courses. Provides a systematic approach to advanced study techniques for academic success in higher education. Develops the steps leading to successful transfer/transition to four-year institutions or careers.

**SURVEYING**

**SURV 1A — Surveying** 3 Units
Degree Applicable, CSU, UC
(May be taken for option of letter grade or Pass/No Pass)
36 hours lecture
54 hours lab
Prerequisite: MATH 150
Surveying fundamentals; use and care of surveying instruments including steel tape, engineer’s level, theodolite and total station; horizontal and vertical measurements; layout, traverse, area computations; analysis and adjustments of systematic and random errors; stadia surveying; mapping.
### Technology-Related Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>SURV 1B</td>
<td>Surveying</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td>36 hours lecture</td>
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<td></td>
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<td></td>
<td>54 hours lab</td>
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<td>Prerequisite: SURV 1A</td>
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</table>

Land surveying including coordinate geometry, measuring data, construction surveying, volumes, property surveying, control surveying, California Coordinate System, and horizontal and vertical curves. Introduces photogrammetric methods, 3-D laser scanning, Global Positioning System (GPS), Geographic Information System (GIS), mapping project, method of least squares, and land survey descriptions. Field trips are required.

### Theatrical Arts

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 9</td>
<td>Introduction to Theatre Arts</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td>54 hours lecture</td>
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Aesthetic, artistic, technical, and business aspects of theater.

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<th>Description</th>
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<tbody>
<tr>
<td>THTR 10</td>
<td>History of Theatre Arts</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td>54 hours lecture</td>
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<td>Prerequisite: Eligibility for ENGL 1A</td>
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</table>

Dramatic literature and the development of dramatic art. Representative plays and the history and development of the living stage will be stressed.

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<th>Units</th>
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</thead>
<tbody>
<tr>
<td>THTR 11</td>
<td>Principles of Acting I</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td>54 hours lecture</td>
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</table>

Introduction to the basic principles and techniques of acting as an artistic discipline. Analysis of the plot, characterization and language of the drama. Performances of laboratory scenes, readings and exercises.

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<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 12</td>
<td>Principles of Acting II</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td>54 hours lecture</td>
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<td>Prerequisite: THTR 11</td>
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Advanced study of principles presented in DRMA 11. An investigation of acting techniques through the study and presentation of varied dramatic scenes.

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<th>Units</th>
<th>Description</th>
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<tbody>
<tr>
<td>THTR 14</td>
<td>Stagecraft</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td></td>
<td>36 hours lecture</td>
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<td>54 hours lab</td>
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</table>

Theory and practice of stage design and lighting. Practical work in scene design and construction and lighting layouts, with the opportunity to perform these tasks in actual theatre situations. By virtue of the wide range of productions staged by the department, students who repeat this course will increase their skills and proficiency.

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>THTR 15</td>
<td>Play Rehearsal and Performance</td>
<td>2</td>
<td>Degree Applicable, CSU, UC</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>108 hours lab</td>
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</table>

Planning, preparation, and presentation of college-sponsored dramatic presentations. Emphasis on acting with some technical theater assignments. Students who repeat this course will improve skills through further instruction and practice. Attendance at performances is required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 16</td>
<td>Theatrical Make-Up</td>
<td>2.5</td>
<td>Degree Applicable, CSU, UC</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>36 hours lecture</td>
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<td>36 hours lab</td>
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</table>

An introduction to the theory and practice of makeup for the stage. Emphasis will be on the design and application of straight, stylized, character, and other makeup techniques.

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<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 17</td>
<td>Acting for the Camera</td>
<td>3</td>
<td>Degree Applicable, CSU, UC</td>
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<td>54 hours lecture</td>
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<td>Prerequisite: THTR 11</td>
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</table>

Study in performance for TV and films. Background, methodology and techniques of acting for the camera. Includes TV equipment and how to make it work for the TV actor; study of image, type, and character, evaluation and use of scripts and monologues with practical exercises and on-camera scenes in various styles such as TV drama, sit-coms, commercials. Assists students prepare for an occupation in the performing areas of television and film.

<table>
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<tr>
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<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 25</td>
<td>Theatrical Playwriting</td>
<td>3</td>
<td>Degree Applicable, CSU</td>
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<td>54 hours lecture</td>
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</table>

Playwriting for the stage. Students will create and critique their own plays, as well as study and critique plays from established authors and productions. Includes basics of linear, episodic, ‘A’- ‘B’ and ritual structures.

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<tr>
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<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 60</td>
<td>Children’s Theater</td>
<td>2</td>
<td>Degree Applicable, CSU</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td></td>
<td>108 hours lab</td>
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</tbody>
</table>

Practice of children’s theater through the creation and performance of new work for young audiences. Includes experience in story development, design, directing and performance culminating in the practical application of a series of public presentations. Students who repeat this course will improve skills through further instruction and practice. Field trips are required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>THTR 62</td>
<td>Advanced Acting Scenework</td>
<td>1</td>
<td>Degree Applicable, CSU</td>
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<td>(May be taken for option of letter grade or Pass/No Pass)</td>
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<td>54 hours lab</td>
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<td>Prerequisite: THTR 11</td>
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</tbody>
</table>

Advanced acting workshop that focuses on the development and refinement of two-person acting scenes.
### Course Descriptions

- **THTR 99 — Special Projects in Theatre**  
  2 Units  
  Degree Applicable, CSU  
  (May be taken four times for credit)  
  18 hours lecture  
  54 hours lab  
  To offer selected students recognition for their academic interests and ability and the opportunity to explore their disciplines in greater depth, the various departments from time to time offer Special Projects courses. The content of each course and the methods of study vary from semester to semester and depend on the particular project under consideration. Students repeating this course will make individual contracts with a more advanced nature with the instructor to ensure that proficiencies are enhanced.

- **TRAN 17 — Air Transportation**  
  3 Units  
  Degree Applicable, CSU  
  54 hours lecture  
  Advisory: AERO 23  
  A survey course of the air transportation industry. Topics include a historical perspective, regulators and associations, general aviation industry, airline industry, economic characteristics of the airlines, airline management, air cargo, airline labor relations, international aviation, and aviation career planning.

- **TRAN 19 — Air Law and Regulation**  
  2 Units  
  Degree Applicable  
  36 hours lecture  
  Develops a basic understanding of the legal environment surrounding aviation, the fundamentals of the U.S. legal system, and the impact of the U.S. constitution on aviation activities. Topics include criminal law for aviators and air carriers, tort liability and air commerce, government regulations, contract and commercial law in aviation related businesses, property law for aircraft owners and airport operators, labor and employment law in aviation industries, international law and treaties that affect aviation.

### Tutoring in the English Language

- **TUTR 10A — Introduction to Tutoring**  
  1 Unit  
  Not Degree Applicable  
  (May be taken for option of letter grade or Pass/No Pass)  
  18 hours lecture  
  Introduction to tutoring, with an emphasis on tutoring strategies, problem solving, and working with a diverse student population.

- **TUTR 10B — Tutoring in the English Language**  
  1 Unit  
  Not Degree Applicable  
  (May be taken for option of letter grade or Pass/No Pass)  
  18 hours lecture  
  Prerequisite: Eligibility for ENGL 1A  
  Tutoring in the English language with an emphasis on approaches to working with students on written drafts and addressing the needs of non-native speakers.

- **TUTR 10C — Tutoring as a Supplemental Instructor**  
  1 Unit  
  Degree Applicable  
  (May be taken for option of letter grade or Pass/No Pass)  
  18 hours lecture  
  Tutoring as a Supplemental Instructor with an emphasis on tutoring in the classroom and in small groups under the supervision of a designated instructor.

- **TUTR 10D — Tutoring in Mathematics**  
  1 Unit  
  Not Degree Applicable  
  (May be taken for option of letter grade or Pass/No Pass)  
  18 hours lecture  
  Prerequisite: MATH 71 or higher  
  Tutoring in mathematics with an emphasis on strategies to overcome specific obstacles in developmental algebra.

- **TUTR 10R — Tutoring in Reading**  
  1 Unit  
  Not Degree Applicable  
  (May be taken for option of letter grade or Pass/No Pass)  
  18 hours lecture  
  Advisory: Eligibility for READ 100  
  Introduction to tutoring reading. Includes methods of assessment, management of sessions, and application of strategic reading processes. This course prepares students to become reading tutors for all READ students.

### Transportation Technology

- **WATR 60 — Introduction to Water Systems**  
  3 Units  
  Degree Applicable  
  54 hours lecture  
  Water sources, hydrological cycle, pre-treatment, water mathematics, basic water chemistry, treatment plant processes, safety, disinfection, corrosion, bacteriology and the public health aspects of potable water. Distribution systems, wells, valves and pumps. Prepares the student for Grade I and II State Water Treatment Operator Certification.

- **WATR 61 — Water Treatment**  
  3 Units  
  Degree Applicable  
  54 hours lecture  
  Advisory: WATR 60 taken prior  
  Emphasizes public health aspects of potable water supply, wells, process control procedures, chlorination systems, water softening, safety, review laboratory procedures, laboratory techniques and equipment, advanced water mathematics and State Health Department Title 22, Water Quality Standards. Prepares students for the Grade II and I State Water Treatment Operator Certification.

- **WATR 62 — Water Distribution**  
  3 Units  
  Degree Applicable  
  54 hours lecture  
  Advisory: WATR 60 taken prior  
  Water distribution systems operation, administration, safety, maintenance, introduction to Cross-connection Control Title 17. Prepares student for Grade II and III AWWA Distribution Operator Certification.

- **WATR 63 — Cross Connection Control - Certified Tester**  
  3 Units  
  Degree Applicable  
  54 hours lecture  
  Advisory: WATR 60 taken prior or concurrently  
  Offers knowledge necessary to understand the operation of and testing procedures for backflow prevention assemblies. Analyzes Title 17 of the California Administrative Code and Chapter 6 of the Uniform Plumbing Code as they relate to cross-connection control. Prepares students for County Health Department and AWWA certification as Backflow Prevention Device Testers.

- **WATR 64 — Cross Connection Control - Certified Specialist**  
  3 Units  
  Degree Applicable  
  54 hours lecture  
  Advisory: WATR 60 taken prior  
  Offers knowledge necessary to apply the principles of backflow prevention, as outlined in Title 17 of the California Administrative Code, to the administration of a cross-connection control program. Also teaches a student about the use of recycled water as outlined in Title 22 of the California Administrative Code. Prepares students who are otherwise qualified to take the AWWA Cross-Connection Specialist Certification Exam.

- **WATR 65 — Water Hydraulics and Instrumentation**  
  3 Units  
  Degree Applicable  
  54 hours lecture  
  Advisory: WATR 60 taken prior  
  Practical water supply hydraulics and instrumentation, with emphasis on distribution system capacity, hydraulic analysis, pumping analysis, customer service lines and meters, automation, instrumentation and control, system maintenance and records.

### Welding

- **WELD 30 — Metal Sculpture**  
  2 Units  
  Degree Applicable, CSU  
  (May be taken for option of letter grade or Pass/No Pass)  
  18 hours lecture  
  54 hours lab  
  Welding processes used in the metal sculpting industry to create three-dimensional art forms. Covers design, pre-construction analysis, and cost estimates for projects. Includes use of equipment for oxyfuel welding, gas metal arc welding (GMAW), gas tungsten arc welding (GTAW), shielded metal arc welding (SMAW), and flux-cored arc welding (FCAW). Includes demonstrations and exercises in welding as it relates to the art industry.
Course Descriptions

WELD 40 — Introduction to Welding  2 Units
18 hours lecture
54 hours lab

Degree Applicable, CSU

Fundamentals of welding processes related to the areas of fabrication, construction, machine tool, aerospace and the transportation industries.

WELD 50 — Oxyacetylene Welding  2 Units
18 hours lecture
54 hours lab

Degree Applicable

Oxyacetylene fusion welding, non-fusion welding and cutting. Develops understanding of and fundamental skills in modern welding practices.

WELD 51 — Basic Electric Arc Welding  2 Units
18 hours lecture
54 hours lab

Degree Applicable

Advisory: WELD 50

Basic electric arc welding, weld symbols, standard electrode and alloy electrode selection, American Welding Society (AWS) procedure for certification.

WELD 53A — Welding Metallurgy  3 Units
54 hours lecture

Degree Applicable, CSU

Designed for students seeking a career in welding and welding inspection. Covers structure of matter, chemical, physical, and mechanical properties of metals, principles of alloying, solid state diffusion, plastic deformation, and heat treatment.

WELD 60 — Print Reading and Computations for Welders  3 Units
54 hours lecture

Degree Applicable

Reading prints and performing computations for welding fabrication operations. Interpreting and visualizing prints, title blocks, welding symbols, specifications, notes, and bills of materials. Computations necessary to calculate materials, costs, sizes, and fractional, decimal and metric conversions.

WELD 70A — Beginning Arc Welding  3 Units
18 hours lecture
108 hours lab

Degree Applicable

Develops manipulative skills and techniques for the beginning student welder on the shield metal arc (SMAW) and the flux cored arc (FCAW) welding processes in the flat and horizontal positions using AC and DC welding currents on carbon steel.

WELD 70B — Intermediate Arc Welding  3 Units
18 hours lecture
108 hours lab

Degree Applicable

Advisory: WELD 70A taken prior

A continuation of Beginning Arc Welding (WELD 70A). Emphasis is on welding high alloy steel with both SMAW and FCAW processes in the vertical and overhead positions. Designed to refine previously acquired welding skills.

WELD 70C — Certification for Welders  3 Units
18 hours lecture
108 hours lab

Degree Applicable

Advisory: WELD 70A taken prior

Study of building construction for the advanced arc welding student. Special emphasis will be placed on welding symbols and the American Welding Society's (AWS) D1.1 and D1.3.

WELD 80 — Construction Fabrication and Welding  3 Units
18 hours lecture
108 hours lab

Degree Applicable

Advisory: WELD 40, WELD 51, WELD 70A

Theory and practical applications of welding used in industry and construction. Designed to adapt and upgrade skills to industry standards. Includes project models such as ornamental iron gates and fences and material storage components.

WELD 81 — Pipe and Tube Welding  3 Units
18 hours lecture
108 hours lab

Degree Applicable

Advisory: WELD 70B, WELD 70C

Welding in all positions as applied to the pipe industry. Welding processes include shielded metal arc welding (SMAW), gas tungsten arc welding (GTAW), gas metal arc welding (GMAW), flux cored arc welding (FCAW) using a variety of materials and configurations on subcritical and critical piping and tubing.

WELD 90A — Gas Tungsten Arc Welding  3 Units
18 hours lecture
108 hours lab

Degree Applicable, CSU

Advisory: WELD 70B taken prior

Advanced level class in Gas Tungsten Arc Welding (GTAW, also known as TIG) of steel, aluminum, CRES and exotic metals. All position welds with many surfaces and transitions.

WELD 90B — Semiautomatic Arc Welding Process  3 Units
18 hours lecture
108 hours lab

Degree Applicable, CSU

Advisory: WELD 70B taken prior

An integrated review of Semiautomatic Welding Processes including Gas Metal Arc Welding (GMAW), Flux Cored Arc Welding (FCAW), Submerged Arc Welding (SAW) with solid and tubular wires with and without gas shielding. All position welds with many varying thickness will be covered.

WELD 91 — Automotive Welding, Cutting and Modification  1 Unit
18 hours lecture

Degree Applicable

Corequisite: WELD 91L

Welding and cutting metals used in the automotive industry. Gas Metal Arc (GMAW/MIG), Gas Tungsten Arc (GTAW/TIG), Plasma Arc Cutting (PAC), and Oxy-fuel Cutting (OFC) welding will be covered.

WELD 91L — Automotive Welding, Cutting and Modification Lab  2 Units
18 hours lecture

Degree Applicable

Corerequisite: WELD 91 (may have been taken previously)

Advisory: WELD 70B

Practical lab applications for sheet metal forming, metal inert gas (MIG), tungsten inert gas (TIG), resistance spot (RSW), and Oxy-fuel welding, plasma arc cutting (PAC) and Oxy-fuel cutting. Includes design, fabrication and assembly of automotive suspension and chassis components.

WELD 96 — Work Experience in Welding  1 to 4 Units
75 to 300 hours lab

Degree Applicable

Prerequisite: Compliance with work experience regulations as designated in the college catalog.

Advisory: WELD 70B

Provides actual on-the-job experience in welding at an approved work site which is related to classroom instruction. A minimum of 75 paid or 60 non-paid clock hours per semester of supervised work is required for each unit of credit. Students who repeat this course will improve skills through further instruction and practice.
SECTION ELEVEN

Continuing Education

Committed to Student Success
CONTINUING EDUCATION (ADULT EDUCATION) COURSES

Noncredit courses are designed to meet the special needs and capabilities of those students who do not desire or need to obtain college unit credit. These courses provide developmental, occupational and other general education opportunities. Courses and programs are further defined categorically under the California Education Code, Section 84711, whereby state funding is authorized for nine specific categories as follows: Parenting, Adult Basic Education (including tutoring), English as a Second Language, Citizenship, Programs for the Handicapped, Vocational Courses, Programs for the Older Adult, Home Economics, Health and Safety and additional courses qualified for adult education curricula.

Student Services

Admissions and Registration

For Continuing Education (noncredit) and Community Services (fee-based) offerings, admission and registration is completed using a registration card. However, enrollment in ESL and/or Adult Basic Education courses requires assessment and orientation prior to registration (see explanations, following). Students may register for most courses at any time during the semester, on a space available basis. Noncredit and fee-based offerings are available to community members regardless of residency status.

Assessment

Adult Basic Education students are assessed prior to enrolling in courses. Additional assessments are available for specific needs. Adult Basic Education assessment services include testing for academic skill levels, learning strengths, career paths and learning disabilities. For more information, contact (909) 274-4845.

ESL students must be assessed prior to enrollment. Placement testing is offered every Thursday, year-round. Multilingual assistance is available. For more information, contact (909) 274-5235.

Orientation

Adult Basic Education and ESL students must attend an orientation session prior to registration. Orientation sessions are generally offered immediately after assessment.

Counseling and Advisement

Educational advisement services are available in the Continuing Education Division office, Building 40, room 104, during the first week of registration and at the beginning of each semester for career and educational planning. These educational advisement services are also ongoing throughout the semester through the Adult Basic Education Center. To schedule an individual appointment, students should call the Continuing Education Center, (909) 274-4845.

The Adult Basic Education and ESL departments provide counselors and educational advisors to serve their students. Assistance to all noncredit students includes development of Educational and Career Plans, identification of personal, academic and career goals, career skill practice and resources, transitioning to credit programs, and assessment of special needs.

Fees and Expenses

There is no tuition for noncredit courses. However, some courses include a fee for materials provided to students. In addition, students who park on the Mt. San Antonio College campus must have a valid, current parking permit. Permits may be purchased in the Bursar’s Office in Building 9A. Books and supplies needed for a class are the responsibility of the student unless specifically noted as provided by a material fee.

Credit/Noncredit Combined Courses

The Division offers many credit classes to Continuing Education students for noncredit. Students may enroll in these classes in accordance with procedures outlined in the Continuing Education class schedule. Students will not receive college credit. However, students enrolled in these classes who wish to receive a certificate of completion are expected to complete all assignments including tests, quizzes, projects and examinations. (A list of Noncredit Certificate Programs is provided beginning on page 213 of this catalog.)

Students wishing to complete a noncredit certificate program in one of the occupational areas of study must apply to the Continuing Education Division office, Building 40, room 104 to initiate the issuance of a certificate.

Adult Basic Education and Special Programs

The Adult Basic Education and Special Programs department works with local K-12 districts, county and state agencies to provide programs to students with special and/or basic skills needs. Courses and services include:

- Basic Skills Remediation
- GED Preparation and Testing
- Adult High School Diploma Program
- High School Referral Program (high school make-up credit)
- Summer High School Program
- Athlete Tutoring and Student Support (WIN Program)
- Parent Education Courses
- Armed Services Vocational Aptitude Battery (ASVAB) Preparation
- Support Services to Careers in Childcare Program Students
- High School and Career Counseling; Educational Advising
- Computer Literacy and Keyboarding Classes
- Typing Test Certification

For more information on Adult Basic Education and Special Programs, contact (909) 274-4845.

English as a Second Language

ESL classes are provided for English language learners at all levels of proficiency, from low literacy to advanced, transitioning to credit. Classes and services include:

- Assessment for level placement (Pre-Level 1 - Level 6)
- Core level classes focusing on integrated skills (grammar, listening, speaking, reading and writing)
- Skill-focused classes (Speaking A-C, Writing A-C)
- Specialized courses (TOEFL preparation, Citizenship preparation)
- Vocational ESL (Career Paths)
- Contract ESL customized for the workplace
- Career guidance and counseling

For more information on ESL programs located in the Language Center, Building 66, contact (909) 274-5235.

Language Learning Center

Mt. San Antonio College’s Language Learning Center (LLC) provides a laboratory in which students may practice ESL and a variety of foreign languages, including Chinese, English, French, German, Italian, Japanese, Spanish and Sign Language. Located in the Learning Technology Center, building 6, room 264, the LLC is available on a noncredit and credit basis. Users of the LLC may register year-round. Offerings include:

- Interactive language software in all supported languages
- DVD’s, videos, audio recordings
- Pronunciation software
- Computer Aided Testing for Federal Aviation Administration and Chiropractic tests

For more information on the LLC, contact (909) 274-4580.

Exercise Science and Wellness Center

The Exercise Science and Wellness Center provides an exercise facility which includes cardio and strengthening equipment, a variety of exercise classes led by certified instructors and specialized fitness testing. It welcomes community members as well as Mt. San Antonio College students and employees. Individuals can register in the Continuing Education Registration office in Building 40, room 104, or in the Wellness Center. For more information, contact (909) 274-4625.
## Community Health Programs and CPR
The College offers courses such as First Aid, Heartsaver, AED and more.  
- Records rosters and information updates per American Heart Association (AHA) requirements  
- Provides videos, texts and manikins per AHA requirements  
For more information, contact (909) 274-4838.

## Health Careers Resource Center (HCRC)
The Center provides the resources to increase student knowledge base, to learn new skills and to reinforce previously learned skills. Resources are provided to Mt. SAC credit and noncredit health career students.  
The HCRC provides a state-of-the-art learning lab environment to:  
- develop new health related skills/knowledge  
- update prior or current knowledge  
- participate in simulated clinical activities which will promote success in the health care industry.  
Registration is limited to students enrolled in Mt. SAC credit and non-credit health occupations programs.  
Some of the campus programs/departments actively utilizing the center include:

### Technology and Health Division
- Medical Services – EMT, Paramedic, PA Prep  
- Mental Health Technology  
- Nursing  
- Radiologic Technology  
- Respiratory Therapy  

### Continuing Education Division
- Long-Term and Acute Certified Nursing Assistant (C.N. A.)  
- IV Therapy, CPR  
- International Health Worker  
- Physical Therapy Aide

## Health Careers Resource Center Available Services
- RN assistance in clinical skills practice and performance evaluation  
- Medical and hospital equipment/supplies/manikins/training aids for hands on demonstrations and application of basic, intermediate and advanced skills  
- Health Skills Performance Update/ Evaluation  
- Clinical simulations for Med-Surg, Psych, OB, Peds, Perioperative etc.  
- Self-Paced, Multisensory Learning Aides  
  - Expansive Technology Library on all health subjects  
  - Medical/Nursing resource books, journals  
  - ADAM programs for anatomy and physiology review  
  - Mock computer adaptive testing programs for NCLEX- RN and PN State Board Exam preparation  
  - Computer adaptive instruction for gaining or remediating math, pharmacology, dosage calculation skills or medication administration skills  
  - Internet access for searching full-text article databases and access lists of pre-evaluated web sites on all lab computers  
  - Computerized virtual clinical simulation programs  
  - Medical terminology and bilingual media for International learners  

## Older Adult Program*
Courses designed for older adults (age 55+ years) provide the full continuum of education from vocational classes to the pursuit of long-standing educational goals. Classes are offered in the arts, personal growth, physical and mental fitness and vocational areas, and are conducted both on campus and at various senior and community centers and residential facilities throughout the Mt. San Antonio College District.

## Mountie Volunteer Program (MVP)
The MVP Program coordinates and provides volunteer opportunities on campus while providing training and support services for MVP participants. Partnering with the Retired Senior Volunteer Program (RSVP) of the greater Pomona Valley, the program provides for the recruiting and screening of potential volunteers.

## Generations Program
The Generations Program provides educational activities which foster intergenerational relationships that link generations for the good of society, such as student athletes providing volunteer hours for the Older Adult Program.  
For more information on Older Adult Programs, please call (909) 274-4192.

## Other Continuing Services and Programs
- Fee-based programs related to career development and personal enrichment for community members  
- College 4 Kids and Youth Programs  
- CPR and First Aid  
- Vehicle Safety Programs (Motorcycle, Traffic School, Driver's Training)  
- Farm Tours  
- Wildlife Sanctuary Tours  
- Planetarium Shows  
- Study Skills Laboratory for Disabled Students Programs and Services  
- San Gabriel Valley Training Center (serving developmentally disabled adults)  
For more information regarding Continuing Education Services and Programs, contact (909) 274-4220.

*Note: Although courses are designed for the older adult, anyone 18 years of age and older may enroll.
## NONCREDIT LIST OF CERTIFICATES

### Certificates of Competency

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Career Readiness</td>
<td>214</td>
</tr>
<tr>
<td>Basic Skills</td>
<td>214</td>
</tr>
<tr>
<td>Career Development</td>
<td>214</td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>214</td>
</tr>
<tr>
<td>ESL, Beginning Level</td>
<td>214</td>
</tr>
<tr>
<td>ESL, Intermediate Level</td>
<td>215</td>
</tr>
<tr>
<td>ESL, Advanced Level</td>
<td>215</td>
</tr>
<tr>
<td>GED Preparation</td>
<td>215</td>
</tr>
<tr>
<td>Secondary Education</td>
<td>215</td>
</tr>
</tbody>
</table>

### Certificates in Occupational Training

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>216</td>
</tr>
<tr>
<td>Bookkeeping</td>
<td>216</td>
</tr>
<tr>
<td>Computerized</td>
<td>216</td>
</tr>
<tr>
<td>Payroll</td>
<td>216</td>
</tr>
<tr>
<td>Agricultural Science</td>
<td>216</td>
</tr>
<tr>
<td>Floral Design</td>
<td>216</td>
</tr>
<tr>
<td>Horse Ranch Management</td>
<td>217</td>
</tr>
<tr>
<td>Interior Landscaping</td>
<td>217</td>
</tr>
<tr>
<td>Landscape and Park Maintenance</td>
<td>217</td>
</tr>
<tr>
<td>Landscape Design and Construction</td>
<td>217</td>
</tr>
<tr>
<td>Landscape Equipment Technology</td>
<td>217</td>
</tr>
<tr>
<td>Landscape Irrigation</td>
<td>217</td>
</tr>
<tr>
<td>Livestock Management</td>
<td>217</td>
</tr>
<tr>
<td>Nursery Management</td>
<td>217</td>
</tr>
<tr>
<td>Park Management</td>
<td>218</td>
</tr>
<tr>
<td>Pet Science</td>
<td>218</td>
</tr>
<tr>
<td>Sports Turf Management</td>
<td>218</td>
</tr>
<tr>
<td>Tree Care and Maintenance</td>
<td>218</td>
</tr>
<tr>
<td>Business Management</td>
<td>218</td>
</tr>
<tr>
<td>Business Management – Level 1</td>
<td>218</td>
</tr>
<tr>
<td>Business Management – Level 2</td>
<td>218</td>
</tr>
<tr>
<td>Business Management – Level 3</td>
<td>218</td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>218</td>
</tr>
<tr>
<td>International Business – Level 1</td>
<td>219</td>
</tr>
<tr>
<td>International Business – Level 2</td>
<td>219</td>
</tr>
<tr>
<td>Retail Management – Level 1</td>
<td>219</td>
</tr>
<tr>
<td>Retail Management – Level 2</td>
<td>219</td>
</tr>
<tr>
<td>Retail Management – Level 3</td>
<td>219</td>
</tr>
<tr>
<td>Small Business Management – Level 1</td>
<td>219</td>
</tr>
<tr>
<td>Small Business Management – Level 2</td>
<td>219</td>
</tr>
<tr>
<td>Small Business Management – Level 3</td>
<td>219</td>
</tr>
<tr>
<td>ESL, Beginning Level</td>
<td>214</td>
</tr>
<tr>
<td>ESL, Intermediate Level</td>
<td>215</td>
</tr>
<tr>
<td>ESL, Advanced Level</td>
<td>215</td>
</tr>
<tr>
<td>GED Preparation</td>
<td>215</td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>214</td>
</tr>
<tr>
<td>International Business – Level 1</td>
<td>219</td>
</tr>
<tr>
<td>International Business – Level 2</td>
<td>219</td>
</tr>
<tr>
<td>Retail Management – Level 1</td>
<td>219</td>
</tr>
<tr>
<td>Retail Management – Level 2</td>
<td>219</td>
</tr>
<tr>
<td>Retail Management – Level 3</td>
<td>219</td>
</tr>
<tr>
<td>Small Business Management – Level 1</td>
<td>219</td>
</tr>
<tr>
<td>Small Business Management – Level 2</td>
<td>219</td>
</tr>
<tr>
<td>Small Business Management – Level 3</td>
<td>219</td>
</tr>
<tr>
<td>Electronics</td>
<td>220</td>
</tr>
<tr>
<td>Computer and Networking Technology – Level 1</td>
<td>220</td>
</tr>
<tr>
<td>Computer Systems Technology</td>
<td>220</td>
</tr>
<tr>
<td>Electronic Assembly and Fabrication</td>
<td>220</td>
</tr>
<tr>
<td>Electronic Systems Technology – Level 1</td>
<td>220</td>
</tr>
<tr>
<td>Electronic Systems Technology – Level 2</td>
<td>220</td>
</tr>
<tr>
<td>Electronic Technology</td>
<td>220</td>
</tr>
<tr>
<td>Electronics and Computer-Engineering Technology</td>
<td>220</td>
</tr>
<tr>
<td>Electronics Communications</td>
<td>221</td>
</tr>
<tr>
<td>Industrial Electronics</td>
<td>221</td>
</tr>
<tr>
<td>Health Careers</td>
<td>221</td>
</tr>
<tr>
<td>Certified Nursing Assistant</td>
<td>221</td>
</tr>
<tr>
<td>Business Management</td>
<td>218</td>
</tr>
<tr>
<td>Interior Design</td>
<td>221</td>
</tr>
<tr>
<td>Interior Design – Level 1</td>
<td>221</td>
</tr>
<tr>
<td>Manufacturing Technology</td>
<td>221</td>
</tr>
<tr>
<td>MasterCAM</td>
<td>221</td>
</tr>
<tr>
<td>Office Technology</td>
<td>221</td>
</tr>
<tr>
<td>Administrative Assistant – Level 1</td>
<td>221</td>
</tr>
<tr>
<td>Administrative Assistant – Level 2</td>
<td>221</td>
</tr>
<tr>
<td>Data Entry</td>
<td>221</td>
</tr>
<tr>
<td>Office Computer Applications</td>
<td>221</td>
</tr>
<tr>
<td>Photography</td>
<td>222</td>
</tr>
<tr>
<td>Tutor Training</td>
<td>222</td>
</tr>
<tr>
<td>Welding Technologies</td>
<td>222</td>
</tr>
<tr>
<td>Welding</td>
<td>222</td>
</tr>
<tr>
<td>Licensed Welder</td>
<td>222</td>
</tr>
<tr>
<td>Welder with Concentration in Automotive Welding, Cutting and Modification</td>
<td>223</td>
</tr>
<tr>
<td>Welder with Concentration in Gas Tungsten ARC Welding</td>
<td>223</td>
</tr>
<tr>
<td>Welder with Concentration in Semiautomatic ARC Welding</td>
<td>223</td>
</tr>
<tr>
<td>Fee Based Certificate Program</td>
<td>223</td>
</tr>
<tr>
<td>Bookkeeping Program</td>
<td>223</td>
</tr>
<tr>
<td>Makeup Artistry</td>
<td>223</td>
</tr>
<tr>
<td>Medical Insurance Billing Specialist</td>
<td>223</td>
</tr>
<tr>
<td>Phlebotomy Technician I</td>
<td>223</td>
</tr>
<tr>
<td>RN/LVN Re-Entry Into Practice</td>
<td>223</td>
</tr>
</tbody>
</table>
CONTINUING EDUCATION

CERTIFICATES OF COMPETENCY

Noncredit Certificates of Competency represent sequences of courses in Basic Skills, Career Development, English as a Second Language or Secondary Education, which allow the student to develop individual competencies based on their personal educational goals and objectives. Each certificate is unique, but all provide the student an opportunity to gain skills necessary to advance in their careers, transition into a new career, or prepare for future advanced academic studies and training.

Students are encouraged to gain more information by calling the College telephone number listed in each of the four specific Certificates of Competency that follow.

CERTIFICATES OF COMPETENCY

Basic Career Readiness
Basic Skills
Career Development
English as a Second Language
ESL – Beginning Level
ESL – Intermediate Level
ESL – Advanced Level
GED Preparation
Secondary Education

Basic Career Readiness #30805
This certificate provides courses that will improve the entry level basic skills needed for employment. Courses will also offer career development skills including personal career assessment, basic interview skills, and job search techniques that students can apply to current and future employment. Students will increase basic skills in reading comprehension, writing, math and basic computer literacy. Elective courses will provide students with an orientation to college enrollment procedures and assessment of placement tests. Note: Students are required to take all 3 core courses. Elective courses are optional to further prepare the student for career success. For more information, please call (909) 274-4845.

Certificate Requirements:
Course ID | Course Title
--- | ---
BS ABE01 | Career Information and Guidance
BS ABE02 | Adult Basic Education
BS LRN06 | Personal Computer Applications

Career Development #24060
Career development provides students with information and guidance on college opportunities, careers and life planning. Students can apply skills gained to their current employment and personal lives and will improve their opportunities to advance in their careers or transition into a new career. This sequence of courses is offered days and evenings to accommodate adults with alternating schedules. For more information, please call (909) 274-4845.

Certificate Requirements:
Course ID | Course Title
--- | ---
BS ABE01 | Career Information and Guidance
BS ABE02 | Adult Basic Education
BS ABE03 | Adult Basic Education – Leadership Development
BS ABE04 | Guidance and Orientation to Special Programs
BS ABE05 | Career Development
BS ABE06 | Basic Skills Foundation
BS ABE07 | Re-Entry Work Skills Needed for Today’s Workforce
BS CNSL5 | Career/Life Planning

English as a Second Language #24054
ESL students are placed within the following sequence of courses according to their English abilities. Students progress through this sequence based on individual need transitioning into intermediate courses or employment. Supplemental courses in speaking, writing and vocational language will assist their progress through the sequence and may be taken along with level classes as needed. Courses are offered all year long, including winter and summer intersessions. Classes are offered days, evenings and weekends. For more information, please call (909) 275-5235.

Certificate Requirements:
Course ID | Course Title
--- | ---
ESL PLVL1 | ESL – Pre-Level 1

ESL – Beginning Level #30375
ESL students are placed within the following sequence of beginning courses according to their English abilities. Students progress through this sequence based on individual need transitioning into intermediate courses or employment. Supplemental courses in speaking, writing and vocational language will assist their progress through the sequence and may be taken along with level classes as needed. Courses are offered all year long, including winter and summer intersessions. Classes are offered days, evenings and weekends. For more information, please call (909) 275-5235.

Certificate Requirements:
Course ID | Course Title
--- | ---
ESL PLVL1 | ESL – Pre-Level 1
ESL LVL1 | ESL – Level 1
ESL LVL2 | ESL – Level 2
ESL LVL3 | ESL – Level 3
ESL LVL4 | ESL – Level 4
ESL LVL5 | ESL – Level 5
ESL LVL6 | ESL – Level 6

Certificate Electives:
- ESL SPKA | ESL – Speaking A
- ESL SPKB | ESL – Speaking B
- ESL SPKC | ESL – Speaking C
- ESL TOEFL | TOEFL Preparation
- ESL WRTA | ESL Writing A
- ESL WRTB | ESL Writing B
- ESL WRTC | ESL Writing C
- ESL LANG1 | Language Skills Laboratory
- ESL VHLTH | English as a Second Language for Health Professionals

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS ABE01</td>
<td>Career Information and Guidance</td>
</tr>
<tr>
<td>BS ABE02</td>
<td>Adult Basic Education</td>
</tr>
<tr>
<td>BS LRN06</td>
<td>Personal Computer Applications</td>
</tr>
<tr>
<td>BS ABE04</td>
<td>Guidance and Orientation to Special Programs</td>
</tr>
<tr>
<td>BS CNSL5</td>
<td>Career/Life Planning</td>
</tr>
<tr>
<td>BS ABE05</td>
<td>Career Development</td>
</tr>
<tr>
<td>BS ABE06</td>
<td>Basic Skills Foundation</td>
</tr>
<tr>
<td>BS ABE07</td>
<td>Re-Entry Work Skills Needed for Today’s Workforce</td>
</tr>
<tr>
<td>BS WRT2</td>
<td>Basic Writing Skills Development</td>
</tr>
<tr>
<td>ESL PLVL1</td>
<td>ESL – Pre-Level 1</td>
</tr>
<tr>
<td>ESL LVL1</td>
<td>ESL – Level 1</td>
</tr>
<tr>
<td>ESL LVL2</td>
<td>ESL – Level 2</td>
</tr>
<tr>
<td>ESL LVL3</td>
<td>ESL – Level 3</td>
</tr>
<tr>
<td>ESL LVL4</td>
<td>ESL – Level 4</td>
</tr>
<tr>
<td>ESL LVL5</td>
<td>ESL – Level 5</td>
</tr>
<tr>
<td>ESL LVL6</td>
<td>ESL – Level 6</td>
</tr>
<tr>
<td>ESL SPKA</td>
<td>ESL – Speaking A</td>
</tr>
<tr>
<td>ESL SPKB</td>
<td>ESL – Speaking B</td>
</tr>
<tr>
<td>ESL SPKC</td>
<td>ESL – Speaking C</td>
</tr>
<tr>
<td>ESL TOEFL</td>
<td>TOEFL Preparation</td>
</tr>
<tr>
<td>ESL WRTA</td>
<td>ESL Writing A</td>
</tr>
<tr>
<td>ESL WRTB</td>
<td>ESL Writing B</td>
</tr>
<tr>
<td>ESL WRTC</td>
<td>ESL Writing C</td>
</tr>
<tr>
<td>ESL LANG1</td>
<td>Language Skills Laboratory</td>
</tr>
<tr>
<td>ESL VHLTH</td>
<td>English as a Second Language for Health Professionals</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS ABE01</td>
<td>Career Information and Guidance</td>
</tr>
<tr>
<td>BS ABE02</td>
<td>Adult Basic Education</td>
</tr>
<tr>
<td>BS LRN06</td>
<td>Personal Computer Applications</td>
</tr>
<tr>
<td>BS LRN01</td>
<td>Short-Term Review</td>
</tr>
<tr>
<td>BS LRN03</td>
<td>Math Skills Review</td>
</tr>
<tr>
<td>BS LRN72</td>
<td>Reading Acceleration</td>
</tr>
<tr>
<td>BS LRN76</td>
<td>Improving Reading Comprehension</td>
</tr>
<tr>
<td>BS LRN81</td>
<td>Improving Writing</td>
</tr>
<tr>
<td>BS MTH01</td>
<td>Developmental Mathematics Concepts and Applications</td>
</tr>
<tr>
<td>BS WRT2</td>
<td>Basic Writing Skills Development</td>
</tr>
<tr>
<td>ESL PLVL1</td>
<td>ESL – Pre-Level 1</td>
</tr>
</tbody>
</table>

Catalog Cover | Contents | Bookmarks
ESL – Intermediate Level
#30374
ESL students are placed within the following sequence of intermediate courses according to their English abilities. Students progress through this sequence based on individual need transitioning into advanced courses or employment. Supplemental courses in speaking, writing and vocational language will assist their progress through the sequence and may be taken along with level classes as needed.

Courses are offered all year long, including winter and summer intersessions. For more information, please call (909) 275-5235.

Certificate Requirements:
Course ID  Course Title

**Required Courses:**
- ESL LVL3  ESL – Level 3
- ESL LVL4  ESL – Level 4

**Elective Courses:**
- ESL SPKB  ESL – Speaking B
- ESL WRKB  ESL Writing B
- ESL LANG2  ESL Computer and Language Skills Lab

ESL – Advanced Level
#30376
ESL students are placed within the following sequence of advanced courses according to their English abilities. Students progress through this sequence based on individual need transitioning into credit courses or employment. Supplemental courses in speaking, writing and vocational language will assist their progress through the sequence and may be taken along with level classes as needed.

Courses are offered all year long, including winter and summer intersessions. Classes are offered days, evenings and weekends. For more information, please call (909) 275-5235.

Certificate Requirements:
Course ID  Course Title

**Required Courses:**
- ESL LVL5  ESL – Level 6

**Elective Courses:**
- ESL LVL6  ESL – Level 6
- ESL SPKC  ESL – Speaking C
- ESL WRTC  ESL Writing C
- ESL LANG2  Computer and Language Skills Lab
- ESL LANG3  English for Special Uses
- ESL TOEFL  TOEFL Preparation
- ESL VHLT3  ESL for Health Professionals

ESL – Level 6

**Elective Courses:**
- ESL SPKC  ESL – Speaking C
- ESL WRTC  ESL Writing C
- ESL LANG2  Computer and Language Skills Lab
- ESL LANG3  English for Special Uses
- ESL TOEFL  TOEFL Preparation
- ESL VHLT3  ESL for Health Professionals

GED Preparation
#30778
Improve the academic skills needed for passing the General Education Development (GED) exam. Math, reading, writing, science and social studies. Progress in a sequence based on individual need. For more information, please call (909) 274-4845.

Certificate Requirements:
Course ID  Course Title

**Course ID  Course Title**
- BS GEDMA  GED Preparation: Mathematics
- BS GEDRD  GED Preparation: Language Arts, Reading
- BS GEDSC  GED Preparation: Science
- BS GEDSS  GED Preparation: Social Studies
- BS GEDWR  GED Preparation: Science

Secondary Education
#24213
The High School Program provides all courses needed to satisfy requirements for a high school diploma. Students earning a high school diploma increase their opportunities for credit courses or employment. Supplemental courses in speaking, writing and vocational language will assist their progress through the sequence and may be taken along with level classes as needed.

Courses are offered all year long, including winter and summer intersessions. Classes are offered days, evenings and weekends. For more information, please call (909) 275-5235.

Certificate Requirements:
Course ID  Course Title

**Course ID  Course Title**
- BSHS ALG1  High School Algebra 1
- BSHS ALG2  High School Algebra 2
- BSHS ART1  High School Art and Creative Expression
- BSHS ART2  High School Art 2
- BSHS BIO  High School Biology
- BSHS CHEM  High School Chemistry
- BSHS CHN1  High School Chinese 1
- BSHS CIV  High School Civics/American Government
- BSHS CPTC  High School Computer Technology
- BSHS DIPR  High School Diploma and Referral
- BSHS ECON  High School Economics
- BSHS EELA  High School CAHSEE Prep – English Language Arts
- BSHS EEMA  High School CAHSEE Prep – Mathematics
- BSHS ENG1  High School English 1
- BSHS ENG2  High School English 2
- BSHS ENG3  High School English 3
- BSHS ENGB  High School English B
- BSHS ENGC  High School English C
- BSHS ENGD  High School Geography
- BSHS GEOM  High School Geometry
- BSHS HLTH  High School Health
- BSHS KEY  High School Typing/Keyboarding
- BSHS LSC  High School Life Science
- BSHS MUSC  High School Music Appreciation
- BSHS PHSC  High School Physical Science
- BSHS PLNG  High School Planning and Guidance
- BSHS PREA  High School Pre-Algebra
- BSHS PSY  High School Psychology
- BSHS SKS  High School Study Skills
- BSHS SOC  High School Sociology
- BSHS SPN1  High School Spanish 1
- BSHS SPN2  High School Spanish 2
- BSHS USHS  High School United States History
- BSHS WICS  High School World History
- BSHS WREX  High School Expository Writing
- BSHS WRTC  High School Writing C
- BSHS WRTB  High School Writing B
- BSHS WRTA  High School Writing A
- BSHS WRTS  High School Writing Special

OCCUPATIONAL TRAINING CERTIFICATES OF COMPLETION

How to Finish an Occupational Certificate
In order for students to receive a Certificate of Completion, the student must do the following:
- Register and pay material fees, if required, for desired classes
- Satisfactorily complete coursework, papers and projects, take and pass mid-terms and final with the equivalent of a “C” grade as outlined by each individual course syllabus
- When all courses are completed, submit a request to the Continuing Education Division Office, building 40.

If any courses for a noncredit certificate program have been taken for college credit, students must contact the Continuing Education Division office, (909) 274-4220, for instructions.

Certificate criteria will be verified by Continuing Education Division staff. If all requirements are met, a Certificate of Completion will be prepared and delivered to the student.
Continuing Education

Getting Help
For more information regarding occupational training certificates, please call the Division office at (909) 274-4220.

Educational Advisers are available to assist students with Career and Education Planning. During the first week of registration, they are available in the Continuing Education registration area, Building 40. Times will be posted and students served on a first-come, first-served basis. Advisers are also available by appointment during the semester. Please call (909) 274-4845 to schedule an appointment.

Noncredit Occupational Training Certificates of Completion are available in the following programs:

**Accounting:**
- Bookkeeping
- Computerized Payroll

**Agricultural Sciences:**
- Floral Design
- Horse Ranch Management
- Interior Landscaping
- Landscape and Park Maintenance
- Landscape Design and Construction
- Landscape Equipment Technology
- Landscape Irrigation
- Livestock Management
- Nursery Management
- Park Management
- Pet Science
- Sports Turf Management
- Tree Care and Maintenance

**Business Management:**
- Business Management – Level 1
- Business Management – Level 2
- Business Management – Level 3
- Human Resource Management
- International Business – Level 1
- International Business – Level 2
- Retail Management – Level 1
- Retail Management – Level 2
- Retail Management – Level 3
- Small Business Management – Level 1
- Small Business Management – Level 2

**Electronics:**
- Computer and Networking Technology – Level 1
- Computer Systems Technology
- Electronic Assembly and Fabrication
- Electronic Systems Technology – Level 1
- Electronic Systems Technology – Level 2
- Electronic Technology
- Electronics and Computer-Engineering Technology
- Electronics Communications
- Industrial Electronics

**Interior Design:**
- Interior Design – Level 1

**Manufacturing Technology:**
- MasterCAM

**Office Technology:**
- Administrative Assistant – Level 1
- Administrative Assistant – Level 2
- Data Entry
- Office Computer Applications

**Tutoring:**
- Tutor Training

**Photographics:**
- Computer Graphics Design / Photography
- Photography

**Welding Technology:**
- Welding
- Licensed Welder
- Welder with Concentration in Automotive Welding, Cutting and Modification
- Welder with Concentration in Gas Tungsten ARC Welding
- Welder with Concentration in Semiautomatic ARC Welding

** Fee-Based Certificate Programs:**
- Certificate Program in Bookkeeping
- Makeup Artistry
- Medical Insurance Billing Specialist
- Phlebotomy
- RN/LVN Re-Entry into Practice

**ACCOUNTING**

**Accounting – Bookkeeping**

- Course ID: #24089
- Course Title: The Bookkeeping Certificate provides the student with the basic skills and knowledge for entry-level positions within the clerical/ accounting field. Common duties performed in this field are posting transactions to journals/ledgers, accounts receivable, accounts payable, inventory tracking/reporting, bank reconciliation, expense reporting and account analysis. The sequence can be completed in one year, and courses are offered Fall and Spring semesters.

**Certificate Requirements:**
- Course ID Course Title
- VOC BA07 Principles of Accounting – Financial, or
- VOC BA72 Bookkeeping – Accounting
- VOC BA53 Ten-Key Calculations
- VOC BO05 Business English, or
- VOC BO25 Business Communications

**Accounting – Computerized**

- Course ID: #24246
- Course Title: The Computerized Accounting Certificate provides the student with basic accounting skills and knowledge together with additional training in computer applications common to the accounting industry. This certificate prepares the student for an entry-level position as a computerized accounting clerk. Common duties performed in this field are utilization of accounting software programs for posting transactions to journals/ledgers, accounts receivable, accounts payable, inventory tracking/reporting, bank reconciliation, expense reporting and account analysis.

**Certificate Requirements:**
- Completion of Accounting – Bookkeeping Certificate

**PLUS the following courses:**
- Course ID Course Title
- VOC BA75 Using Microcomputers in Financial Accounting
- VOC BA76 Using Microcomputers in Managerial Accounting
- VOC CSB15 Microcomputer Applications
- VOC CSB31 Microsoft Word

**Accounting – Payroll**

- Course ID: #24074
- Course Title: The Payroll Certificate combines basic accounting skills with specialized training in payroll preparing the student for entry-level positions within the payroll segment of accounting. Common duties performed in this field include payroll tax reporting, maintenance of payroll accounting systems and posting payroll transactions to journals/ledgers.

**Certificate Requirements:**
- Completion of Accounting – Bookkeeping Certificate

**PLUS the following courses:**
- Course ID Course Title
- VOC BA70 Payroll and Tax Accounting
- VOC BS75 Using Microcomputers in Financial Accounting
- VOC BA76 Using Microcomputers in Managerial Accounting

**AGRICULTURAL SCIENCE**

**Floral Design**

- Course ID: #24242
- Course Title: This sequence is offered in the evening only on campus and at off-campus locations and can be completed in two years. Students completing all three courses will have skills and knowledge to seek jobs in floral design beyond entry-level positions, i.e., first-line supervision and/or management and Floral Designers.

**Certificate Requirements:**
- Completion of Accounting – Bookkeeping Certificate

**PLUS the following courses:**
- Course ID Course Title
- VOC AGR25 Floral Design – 1
- VOC AGR26 Floral Design – 2
- VOC AGR27 Floral Design – 3
Horse Ranch Management
#24340
This sequence of courses is designed to give students the skills needed for employment in horse ranch management, including horse production or horse ranch management. Courses are offered on an annual basis.

Certificate Requirements:
Course ID Course Title
VOC AGN02 Animal Nutrition
VOC AGN94 Animal Breeding
VOC AGL16 Horse Production or
VOC AGL18 Horse Ranch Management
VOC AGL19 Horse Hoof Care
VOC AGL96 Animal Sanitation and Disease Control
VOC AGL97 Artificial Insemination of Livestock

Interior Landscaping
#24342
This certificate is designed to give students basic skills in the design, installation, and maintenance of interior plants that are used in residences, offices, hotels, malls, and restaurants and other locations.

Certificate Requirements:
Course ID Course Title
VOC AGN01 Horticultural Science
VOC AGR13 Landscape Design
VOC AGR15 Interior Landscaping
VOC AGR24 Integrated Pest Management
VOC AGR29 Ornamental Plants – Herbaceous
VOC AGR32 Landscaping and Nursery Management
VOC AGR62 Landscape Irrigation – Design and Installation
VOC AGR64 Landscape Irrigation – Drip and Low Volume

Landscape and Park Maintenance
#24113
This certificate is designed to give students basic skills in park landscape maintenance. Courses are offered annually, and prepare the student with skills that are appropriate for the maintenance of grounds, property or parks.

Certificate Requirements:
Course ID Course Title
VOC AGR01 Horticultural Science
VOC AGR24 Integrated Pest Management
VOC AGR29 Ornamental Plants – Herbaceous
VOC AGR30 Ornamental Plants – Trees and Woody Shrubs
VOC AGR39 Turf Grass Production and Management
VOC AGR40 Sports Turf Management
VOC AGR51 Tractor and Landscape Equipment Operations
VOC AGR62 Landscape Irrigation – Design and Installation
VOC AGR63 Landscape Irrigation System Management
VOC AGR71 Landscape Construction Fundamentals

Landscape Design and Construction
#24248
This certificate is designed to give students basic skills needed in employment with a landscape contractor. Employment potential is very good.

Certificate Requirements:
Course ID Course Title
VOC AGR01 Horticultural Science
VOC AGR13 Landscape Design
VOC AGR15 Interior Landscaping
VOC AGR24 Integrated Pest Management
VOC AGR29 Ornamental Plants – Herbaceous
VOC AGR32 Landscaping and Nursery Management
VOC AGR62 Landscape Irrigation – Design and Installation
VOC AGR64 Landscape Irrigation – Drip and Low Volume

Landscape Equipment Technology
#24111
This certificate is designed to give students basic skills in seek employment in equipment repair, golf courses, rental yards and small equipment repair shops.

Certificate Requirements:
Course ID Course Title
VOC AGR01 Horticultural Science
VOC AGR51 Tractor and Landscape Equipment Operations
VOC AGR52 Hydraulics
VOC AGR53 Small Engine Repair II
VOC AGR55 Diesel Engine Repair
VOC AGR56 Engine Diagnostics
VOC AGR57 Power Train Repair
VOC AGR71 Landscape Construction Fundamentals
VOC AGR72 Landscape Hardscape Applications

Landscape Irrigation
#24088
This certificate is designed to give students basic skills in irrigation design, repair installation, water management and troubleshooting. Courses are offered Fall and Spring semesters. Jobs are plentiful with landscape contractors, schools, parks and cities.

Certificate Requirements:
Course ID Course Title
VOC AGR01 Horticultural Science
VOC AGR13 Landscape Design
VOC AGR24 Integrated Pest Management
VOC AGR29 Ornamental Plants – Herbaceous
VOC AGR30 Ornamental Plants – Trees and Woody Shrubs
VOC AGR50 Soil Science and Management
VOC AGR51 Tractor and Landscape Equipment Operations
VOC AGR62 Landscape Irrigation – Design and Installation
VOC AGR63 Landscape Irrigation System Management
VOC AGR64 Landscape Irrigation – Drip and Low Volume
VOC AGR71 Landscape Construction Fundamentals

Livestock Management
#24057
This certificate is designed to give students basic skills in livestock management for employment opportunities on farms, ranches and agriculture sales and services. This sequence is offered on an annual basis.

Certificate Requirements:
Course ID Course Title
VOC AGG01 Food Production, Land Use and Politics – a Global Perspective
VOC AGN01 Animal Science
VOC AGN02 Animal Nutrition
VOC AGN94 Animal Breeding
VOC AGL14 Swine Production
VOC AGL16 Horse Production
VOC AGL17 Sheep Production
VOC AGL30 Beef Production
VOC AGL34 Livestock Judging and Selection
VOC AGL96 Animal Sanitation and Disease Control

Plus select 2 courses from the following:
VOC AGR71 Landscape Construction Fundamentals
VOC BM20 Principles of Business
VOC BM66 Small Business Management
VOC BS53 Professional Selling
VOC BS36 Principles of Marketing

Nursery Management
#24209
This certificate is designed to give students basic skills in production and marketing of plants and dry goods in the wholesale and retail nursery industry. The sequence is offered on an annual basis.

Certificate Requirements:
Course ID Course Title
VOC AGN01 Horticultural Science
VOC AGN02 Plant Propagation/Greenhouse Management
VOC AGR24 Integrated Pest Management
VOC AGR29 Ornamental Plants – Herbaceous
VOC AGR30 Ornamental Plants – Trees and Woody Shrubs
VOC AGR32 Landscaping and Nursery Management
## Continuing Education

<table>
<thead>
<tr>
<th>Course ID</th>
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</tr>
</thead>
<tbody>
<tr>
<td>VOC AGR39</td>
<td>Turf Grass Production and Management</td>
</tr>
<tr>
<td>VOC AGR62</td>
<td>Landscape Irrigation – Design and Installation</td>
</tr>
<tr>
<td>VOC AGR64</td>
<td>Landscape Irrigation – Drip and Low Volume</td>
</tr>
</tbody>
</table>

### Park Management

**#24374**  
This certificate is designed to enable students to prepare for a career in park management, and provides students with hands-on experience, designed to give them a combination of practical skills and technical knowledge.

#### Certificate Requirements:

<table>
<thead>
<tr>
<th>Course ID</th>
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</tr>
</thead>
<tbody>
<tr>
<td>VOC AGR01</td>
<td>Horticultural Science</td>
</tr>
<tr>
<td>VOC AGR04</td>
<td>Park Management</td>
</tr>
<tr>
<td>VOC AGR05</td>
<td>Park Facilities</td>
</tr>
<tr>
<td>VOC AGR24</td>
<td>Integrated Pest Management</td>
</tr>
<tr>
<td>VOC AGR30</td>
<td>Ornamental Plants – Trees and Woody Shrubs</td>
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<tr>
<td>VOC AGR63</td>
<td>Landscape Irrigation System Management</td>
</tr>
<tr>
<td>VOC AGR75</td>
<td>Urban Arboriculture</td>
</tr>
</tbody>
</table>

### Pet Science

**#24172**  
This certificate is designed to enable students to enter the retail or wholesale pet industry. Most of the courses in this certificate are offered every Fall and Spring semester. Five of the courses are offered in the evening only and are rotated over four semesters.

#### Certificate Requirements:

<table>
<thead>
<tr>
<th>Course ID</th>
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</tr>
</thead>
<tbody>
<tr>
<td>VOC AGR01</td>
<td>Animal Science</td>
</tr>
<tr>
<td>VOC AGR02</td>
<td>Animal Nutrition</td>
</tr>
<tr>
<td>VOC AGR05</td>
<td>Animal Handling and Restraint</td>
</tr>
<tr>
<td>VOC AGR04</td>
<td>Animal Breeding</td>
</tr>
</tbody>
</table>

### Sports Turf Management

**#24075**  
This certificate is designed to provide skills required for students interested in employment at golf courses, race tracks, athletic fields and stadiums, and other high-use turf areas. The sequence is offered on an annual basis.

#### Certificate Requirements:

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<td>VOC AGR39</td>
<td>Turf Grass Production and Management</td>
</tr>
<tr>
<td>VOC AGR40</td>
<td>Sports Turf Management</td>
</tr>
<tr>
<td>VOC AGR50</td>
<td>Sports Turf Management</td>
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<td>Tractor and Landscape Equipment Operations</td>
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<tr>
<td>VOC AGR62</td>
<td>Landscape Irrigation – Design and Installation</td>
</tr>
<tr>
<td>VOC AGR63</td>
<td>Landscape Irrigation Systems Management</td>
</tr>
</tbody>
</table>

### Tree Care and Maintenance

**#24215**  
This certificate is designed to give students basic skills in the repair and maintenance of trees.

#### Certificate Requirements:

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<td>VOC AGR30</td>
<td>Ornamental Plants – Trees and Woody Shrubs</td>
</tr>
</tbody>
</table>

### Business Management

#### Business Management – Level 1

**#24108**  
The Business Management – Level 1 Certificate is designed to introduce the student to the role of management in business. Students will be exposed to the terms, trends, organizational structure, and opportunities inherent in business management. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business or Small Business Management.

#### Certificate Requirements:

<table>
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<tr>
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</tr>
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<tbody>
<tr>
<td>VOC BM20</td>
<td>Principles of Business</td>
</tr>
<tr>
<td>VOC BM61</td>
<td>Business Organization and Management</td>
</tr>
<tr>
<td>VOC BS56</td>
<td>Principles of Marketing</td>
</tr>
</tbody>
</table>

#### Business Management – Level 2

**#24110**  
The Business Management – Level 2 Certificate builds upon the Level 1 certificate to provide students with proven business tools that will enhance their management careers. Students will be exposed to projects and business simulations that will lead to measurable success. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business or Small Business Management.

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<td>VOC BM62</td>
<td>Human Resource Management</td>
</tr>
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</table>

#### Business Management – Level 3

**#24249**  
Upon completion of the Business Management – Level 3 Certificate, students will have built a foundation of management strategies and practices which will enable them to prosper in an ever-changing business environment. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business or Small Business Management.

#### Certificate Requirements:

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<td>VOC BM62</td>
<td>Human Resource Management</td>
</tr>
</tbody>
</table>

### Human Resource Management

**#24320**  
This introductory certificate exposes students to the business world and the role of human resources. Students become familiar with various approaches to business organization and the strategic nature of human resources. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business or Small Business Management.

#### Certificate Requirements:

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<tr>
<td>VOC BM62</td>
<td>Human Resource Management</td>
</tr>
</tbody>
</table>
International Business – Level 1
#24107
This specialized business certificate is intended to prepare the student to work in the unique and dynamic environment of international business. The program also prepares the student as a business management generalist for companies conducting international trade. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business, Retail Management and Small Business Management.
Certificate Requirements:
Course ID Course Title
VOC BM20 Principles of Business
VOC BM51 Principles of International Business
VOC BS36 Principles of Marketing

International Business – Level 2
#24431
In the International Business – Level 2 Certificate, the student will learn methods and approaches to managing the complexities of doing business in an international environment. Students acquire both theoretical knowledge and practical skills related to managing and marketing within the global arena. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business, Retail Management and Small Business Management.
Certificate Requirements: Completion of International Business Level 1 PLUS the following courses:
Course ID Course Title
VOC BM61 Business Organization and Management
VOC BM66 Small Business Management

Retail Management – Level 1
#24418
Introductory certificate exposes students to the business world and the role of retail distribution. The Department has sequenced courses to maximize student time, and there are five emphasis areas: Business Management, Human Resource Management, International Business, Retail Management and Small Business Management.
Certificate Requirements:
Course ID Course Title
VOC BO25 Business Communications
VOC CSB15 Microcomputer Applications
VOC FSH62 Retail Store Management and Merchandising
VOC BS50 Retail Store Management and Merchandising

Retail Management – Level 2
#24359
Intermediate certificate builds upon the Level 1 Certificate to expose students to the various functions of managers in retail positions. The Department has sequenced courses to maximize student time, and there are five emphasis areas: Business Management, Human Resource Management, International Business, Retail Management and Small Business Management.
Certificate Requirements: Completion of Retail Management – Level 1 Certificate PLUS the following courses:
Course ID Course Title
VOC BA11 Fundamentals of Accounting
VOC BM61 Business Organization and Management
VOC BM62 Human Resource Management
VOC BS36 Principles of Marketing

Retail Management – Level 3
#24383
Students completing the advanced Level 3 Certificate will have knowledge and practical experience in business communication, leadership and financial controls. The Department has sequenced courses to maximize student time, and there are five emphasis areas: Business Management, Human Resource Management, International Business, Retail Management and Small Business Management.
Certificate Requirements:
Course ID Course Title
Completion of Retail Management Levels 1 and 2 PLUS the following courses:
VOC BA07 Principles of Accounting – Financial
VOC BM60 Human Relations in Business
VOC BO26 Oral Communications for Business

Small Business Management – Level 1
#24035
Small business has been described as the engine of change within the economy. The Small Business Management – Level 1 Certificate exposes the student to the fundamentals of managing and planning a small business. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business or Small Business Management. Courses are offered on an annual basis, and each level of Small Business Management emphasis can be completed in one semester.
Certificate Requirements:
Course ID Course Title
Completion of Small Business Management – Level 1 PLUS the following courses:
Course ID Course Title
VOC BM60 Human Relations in Business
VOC BM61 Business Organization and Management
VOC BM62 Human Resource Management

Small Business Management – Level 2
#24034
The Small Business Management – Level 2 Certificate provides students with practical small business tools. It focuses on issues such as motivation, teamwork and leadership skills that lead to enhanced productivity through the development of people. The Department has sequenced courses to maximize student time, and there are four emphasis areas: Business Management, Human Resource Management, International Business or Small Business Management. Courses are offered on an annual basis, and each level of Small Business Management emphasis can be completed in one semester.
Certificate Requirements:
Completion of Small Business Management – Level 1 PLUS the following courses:
Course ID Course Title
VOC BM60 Human Relations in Business
VOC BM61 Business Organization and Management
VOC BM62 Human Resource Management

Small Business Management – Level 3
#24034
Upon completion of the Small Business Management – Level 3 Certificate, students will have built a foundation of management strategies and practices which will enable them to prosper in an ever-changing small business environment. Computer skills applicable to small business will be developed. Students will have a strategic perspective across all small business functions. Students will acquire the skills and abilities necessary to build a successful business career.
Certificate Requirements:
Completion of Small Business Management – Levels 1 and 2 PLUS the following courses:
Course ID Course Title
VOC BA07 Principles of Accounting – Financial
VOC BM10 Principles of Continuous Quality Improvement (CQI)
VOC CSB15 Microcomputer Applications
### ELECTRONICS

#### Computer and Networking Technology – Level I  
**#24059**

This certificate is intended to prepare students to enter the computer and networking fields as service technicians with foundations in basic electronics, telecommunications, computer servicing and networking servicing.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
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<tbody>
<tr>
<td>VOC CNT50</td>
<td>PC Servicing</td>
</tr>
<tr>
<td>VOC CNT52</td>
<td>PC Operating Systems</td>
</tr>
<tr>
<td>VOC CNT54</td>
<td>PC Troubleshooting</td>
</tr>
<tr>
<td>VOC CNT60</td>
<td>A+ Certification Preparation</td>
</tr>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>VOC CSB15</td>
<td>Microcomputer Applications</td>
</tr>
<tr>
<td>VOC EL50A</td>
<td>Electronic Circuits (DC)</td>
</tr>
<tr>
<td>VOC EL50B</td>
<td>Electronic Circuits (AC)</td>
</tr>
<tr>
<td>VOC EST50</td>
<td>Electrical Fundamentals for Cable Installations</td>
</tr>
<tr>
<td>VOC EL61</td>
<td>Electronic Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC EL62</td>
<td>Advanced Surface Mount Assembly and Rework</td>
</tr>
</tbody>
</table>

#### Computer Systems Technology  
**#24284**

The Computer Systems Technology curriculum encompasses advanced coursework in computer systems circuitry. This includes microprocessor programming codes and microprocessor interfacing circuits.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
<td>VOC EL12</td>
<td>Computer Simulation and Troubleshooting</td>
</tr>
<tr>
<td>VOC EL50A</td>
<td>Electronic Circuits (DC)</td>
</tr>
<tr>
<td>VOC EL50B</td>
<td>Electronic Circuits (AC)</td>
</tr>
<tr>
<td>VOC EL51</td>
<td>Electronic Devices</td>
</tr>
<tr>
<td>VOC EL56</td>
<td>Digital Electronics</td>
</tr>
<tr>
<td>VOC EL61</td>
<td>Electronics Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC EL74</td>
<td>Microcontroller Systems</td>
</tr>
<tr>
<td>VOC TCH60</td>
<td>Customer Relations/Technician</td>
</tr>
</tbody>
</table>

#### Electronic Assembly and Fabrication  
**#24162**

This certificate prepares students to enter the electronics field as assembly and fabrication technicians.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EL50A</td>
<td>Electronic Circuits (DC)</td>
</tr>
<tr>
<td>VOC EL50B</td>
<td>Electronic Circuits (AC)</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>VOC EST50</td>
<td>Electrical Fundamentals for Cable Installations</td>
</tr>
<tr>
<td>VOC EL61</td>
<td>Electronic Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC EL62</td>
<td>Advanced Surface Mount Assembly and Rework</td>
</tr>
</tbody>
</table>

#### Electronic Systems Technology  
**#24363**

Develops skills in electronic fundamentals, fabrication techniques, cabling and wiring standards for cable and wire systems (copper, coax, fiber and structured cables) and basic computer skills in word processing, spreadsheets, database and the Internet.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EST50</td>
<td>Electrical Fundamentals for Cable Installations</td>
</tr>
<tr>
<td>VOC EST52</td>
<td>Fabrication Techniques for Cable Installations</td>
</tr>
<tr>
<td>VOC EST54</td>
<td>Cabling and Wiring Standards</td>
</tr>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>VOC CSB15</td>
<td>Microcomputer Applications</td>
</tr>
</tbody>
</table>

#### Electronic Systems Technology – Level 2  
**#24416**

This Level 2 certificate builds on the skills and concepts learned in level 1 and adds customer relations (soft skills) and the installation, calibration, setup, maintenance and troubleshooting of home theater systems, home automation and home security systems.

**Certificate Requirements:**

Completion of Electronic Systems Technology Level 1 Certificate

**Plus the following courses:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EST56</td>
<td>Home Theater and Home Automation Systems</td>
</tr>
<tr>
<td>VOC EST62</td>
<td>Electronic Troubleshooting – 1</td>
</tr>
<tr>
<td>VOC TCH60</td>
<td>Customer Relations for the Technician</td>
</tr>
<tr>
<td>VOC EST64</td>
<td>Electronic Troubleshooting – 2</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>VOC EST70</td>
<td>C-7 Low Voltage Systems License Preparation</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

| VOC EL61  | Electronic Assembly and Fabrication |
| VOC EL62  | Advanced Surface Mount Assembly and Rework |

#### Electronics Technology  
**#24073**

This one-year certificate is designed for the person requiring background in the basic core courses of electronic technology without an area of specialization. The core courses provide the necessary skills for entry-level employment as an electronic technician, by written information regarding term offering and correct course selection.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
<td>VOC EL12</td>
<td>Computer Simulation and Troubleshooting</td>
</tr>
<tr>
<td>VOC EL50A</td>
<td>Electronic Circuits (DC)</td>
</tr>
<tr>
<td>VOC EL50B</td>
<td>Electronic Circuits (AC)</td>
</tr>
<tr>
<td>VOC EL51</td>
<td>Electronic Devices</td>
</tr>
<tr>
<td>VOC EL53</td>
<td>Communications Circuits</td>
</tr>
<tr>
<td>VOC EL54A</td>
<td>Industrial Electronics</td>
</tr>
<tr>
<td>VOC EL54B</td>
<td>Industrial Electronic Systems</td>
</tr>
<tr>
<td>VOC EL55</td>
<td>Microwave Communications</td>
</tr>
<tr>
<td>VOC EL56</td>
<td>Digital Electronics</td>
</tr>
<tr>
<td>VOC EL61</td>
<td>Electronics Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC EL74</td>
<td>Microcontroller Systems</td>
</tr>
<tr>
<td>VOC TCH60</td>
<td>Customer Relations for the Technician</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

| VOC EDT11 | Technical Engineering Drawing I |
| VOC EL62  | Advanced Surface Mount Assembly and Rework |
| VOC EL76  | Radio Telephone Communications |

#### Electronics and Computer – Engineering Technology  
**#24171**

Students completing this certificate will have training in most areas of electronics including: microprocessors and interfacing, electronic communications and industrial electronic controls. Jobs include, but are not limited to:

- Electrical and Electronics Installers and Repair
- Electrical and Electronic Engineering Technician
- Electrical and Electronic Equipment Assemblers

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
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<td>Computer Simulation and Troubleshooting</td>
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<tr>
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<tr>
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<td>Electronic Devices</td>
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<tr>
<td>VOC EL53</td>
<td>Communications Circuits</td>
</tr>
<tr>
<td>VOC EL54A</td>
<td>Industrial Electronics</td>
</tr>
<tr>
<td>VOC EL54B</td>
<td>Industrial Electronic Systems</td>
</tr>
<tr>
<td>VOC EL55</td>
<td>Microwave Communications</td>
</tr>
<tr>
<td>VOC EL56</td>
<td>Digital Electronics</td>
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<tr>
<td>VOC EL61</td>
<td>Electronics Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC EL74</td>
<td>Microcontroller Systems</td>
</tr>
<tr>
<td>VOC TCH60</td>
<td>Customer Relations for the Technician</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

| VOC EDT11 | Technical Engineering Drawing I |
| VOC EL62  | Advanced Surface Mount Assembly and Rework |
| VOC EL76  | Radio Telephone Communications |

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2012-13 Mt. San Antonio College Catalog
Electronics Communications #24210
This certificate encompasses advanced coursework in electronics communications including both land-based and wireless forms of communication.

Certificate Requirements:
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
<td>VOC EL12</td>
<td>Computer Simulation and Troubleshooting</td>
</tr>
<tr>
<td>VOC EL50A</td>
<td>Electronic Circuits (DC)</td>
</tr>
<tr>
<td>VOC EL50B</td>
<td>Electronic Circuits (AC)</td>
</tr>
<tr>
<td>VOC EL51</td>
<td>Electronic Devices</td>
</tr>
<tr>
<td>VOC EL53</td>
<td>Communications Circuits</td>
</tr>
<tr>
<td>VOC EL55</td>
<td>Microwave Communications</td>
</tr>
<tr>
<td>VOC EL56</td>
<td>Digital Electronics</td>
</tr>
<tr>
<td>VOC EL61</td>
<td>Electronics Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC TCH60</td>
<td>Customer Relations for the Technician</td>
</tr>
</tbody>
</table>

Industrial Electronics #24319
This certificate includes electronic devices for industrial controls and motor controls; including programmable logic controls using the Allen Bradley series of PLC’s running Windows ladder logic software.

Certificate Requirements:
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC EL11</td>
<td>Technical Applications in Microcomputers</td>
</tr>
<tr>
<td>VOC EL12</td>
<td>Computer Simulation and Troubleshooting</td>
</tr>
<tr>
<td>VOC EL50A</td>
<td>Electronic Circuits (DC)</td>
</tr>
<tr>
<td>VOC EL50B</td>
<td>Electronic Circuits (AC)</td>
</tr>
<tr>
<td>VOC EL51</td>
<td>Electronic Devices</td>
</tr>
<tr>
<td>VOC EL53</td>
<td>Communications Circuits</td>
</tr>
<tr>
<td>VOC EL55</td>
<td>Microwave Communications</td>
</tr>
<tr>
<td>VOC EL56</td>
<td>Digital Electronics</td>
</tr>
<tr>
<td>VOC EL61</td>
<td>Electronics Assembly and Fabrication</td>
</tr>
<tr>
<td>VOC TCH60</td>
<td>Customer Relations for the Technician</td>
</tr>
</tbody>
</table>

Certified Nursing and Acute Care Nursing Assistant #24400
This certificate program will prepare participants to work in both long-term and acute care facilities thus providing entry level, diverse, work opportunities in the ever growing health care field. For those planning on entering LVN or RN programs, course content may increase chances for successful admission and completion of nursing program curriculum.

These courses meet the requirements for California state certification as a CNA. The program incorporates processing of the state application and administration of the NATAP test with same day official test results for the written and manual skills examination. Verification of successful passing of the NATAP test permits immediate eligibility for employment.

All coursework can be completed within 11 weeks. Offered in fall or spring semesters

Participants must
• provide their own transportation and be at least 16 years of age or have a work permit
• be able to meet expenses and responsibilities incurred as part of this program.
• demonstrate proficient English/ESL verbal and written communication skills to take written exams, communicate with clients and maintain a safe clinical environment

Certificate Requirements:
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC HTH01</td>
<td>Certified Nursing Assistant</td>
</tr>
<tr>
<td>VOC HTH04</td>
<td>Acute Care Nursing Assistant</td>
</tr>
<tr>
<td>VOC HTH05</td>
<td>Health Careers Resource Center</td>
</tr>
<tr>
<td>Certified Nurse Assistant (CNA) Course Completion Only voc hth 01</td>
<td></td>
</tr>
<tr>
<td>VOC HTH01</td>
<td>Certified Nursing Assistant</td>
</tr>
<tr>
<td>VOC MF85</td>
<td>Manual CNC Operations</td>
</tr>
</tbody>
</table>

Interior Design – Level 1 #31012
The primary purpose of this certificate is to provide a foundation for further training in careers including Interior Design, furnishings and maintenance; Interior Decorating; and Environmental Interior Design & Architecture.

Certificate Requirements:
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC ID10</td>
<td>Introduction to Interior Design</td>
</tr>
<tr>
<td>VOC ID12</td>
<td>Materials and products for Interior Design</td>
</tr>
<tr>
<td>VOC ID14</td>
<td>History of furniture and Decorative Arts</td>
</tr>
</tbody>
</table>

MasterCAM #24212
This certificate provides a strong background in MasterCAM 2-D and 3-D, and SolidWorks software packages along with the necessary machine shop theory and practice to input sound functional data into the CAM system.

Certificate Requirements:
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC MF11</td>
<td>Manufacturing Processes I</td>
</tr>
<tr>
<td>VOC MF38</td>
<td>MasterCAM I</td>
</tr>
<tr>
<td>VOC MF38B</td>
<td>Advanced MasterCAM</td>
</tr>
<tr>
<td>VOC MF85</td>
<td>Manual CNC Operations</td>
</tr>
</tbody>
</table>

Office Computer Applications #24410
This certificate in Office Computer Applications is customized to meet the needs of the entry-level adult student or professional, who is seeking to acquire an array of office computer skills required in a computerized office environment.

Certificate Requirements:
<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC CPBC1</td>
<td>Basic Computing – Level 1</td>
</tr>
<tr>
<td>VOC CPBC2</td>
<td>Basic Computing – Level 2</td>
</tr>
<tr>
<td>VOC CPBC3</td>
<td>Basic Computing – Level 3</td>
</tr>
<tr>
<td>VOC CPNET</td>
<td>Internet Research – An Introduction</td>
</tr>
<tr>
<td>VOC CPCC</td>
<td>Creative Computing</td>
</tr>
</tbody>
</table>
### PHOTOGRAPHICS

#### Photography

**#24245**

This certificate is designed to prepare students to develop specific skills needed for employment in photography, art, cinema/animation, communications, industrial arts, graphics and journalism.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC GRP10</td>
<td>Photoshop Imagery</td>
</tr>
<tr>
<td>VOC PHO10</td>
<td>Basic Digital and Film Photography</td>
</tr>
<tr>
<td>VOC PHO11</td>
<td>Advanced Professional Photography</td>
</tr>
<tr>
<td>VOC PHO12</td>
<td>Photographic Alternatives OR</td>
</tr>
<tr>
<td>VOC PHO21</td>
<td>Exploring Color Photography</td>
</tr>
<tr>
<td>VOC PHO16</td>
<td>Fashion Photography OR</td>
</tr>
<tr>
<td>VOC PHO18</td>
<td>Portraiture and Wedding Photography</td>
</tr>
<tr>
<td>VOC PHO17</td>
<td>Photocommunication</td>
</tr>
<tr>
<td>VOC PHO20</td>
<td>Color Photography</td>
</tr>
<tr>
<td>VOC PHO28</td>
<td>Photography Portfolio Development</td>
</tr>
<tr>
<td>VOC PHO30</td>
<td>Commercial and Illustrative Photography</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

The Photography faculty recommends that you complement your studies with selected elective courses listed below. You should meet with a professor of Computer Graphics Design/Photography to help you determine which electives would best suit your career plans.

- VOC PHO01 Laboratory Studies: Black and White Photography
- VOC PHO15 History of Photography

### TUTOR TRAINING

#### Tutor Training

**#Pending**

This certificate provides skills for those interested in becoming tutors and will prepare students for jobs as educational aides while also providing early education and experience for students pursuing undergraduate and graduate degrees for the teaching profession.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC TR10A</td>
<td>Introduction to Tutoring</td>
</tr>
<tr>
<td>VOC TR10B</td>
<td>Tutoring in the English Language</td>
</tr>
<tr>
<td>VOC TR10C</td>
<td>Tutoring as a Supplemental Instructor</td>
</tr>
<tr>
<td>VOC TR10D</td>
<td>Tutoring in Mathematics</td>
</tr>
<tr>
<td>VOC TR10R</td>
<td>Tutoring in Reading</td>
</tr>
</tbody>
</table>

### WELDING TECHNOLOGIES

#### Welding Technologies

**#24373**

This certificate is designed to prepare students for employment in the broad field of welding, leading to occupations in manufacturing, repair and construction. It prepares students to test for the Structural Welding Certificate.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC WL40</td>
<td>Introduction to Welding</td>
</tr>
<tr>
<td>VOC WL50</td>
<td>Oxyacetylene Welding</td>
</tr>
<tr>
<td>VOC WL51</td>
<td>Basic Electric Arc Welding</td>
</tr>
<tr>
<td>VOC WL53A</td>
<td>Welding Metallurgy</td>
</tr>
<tr>
<td>VOC WL60</td>
<td>Print Reading and Computations for Welders</td>
</tr>
<tr>
<td>VOC WL70A</td>
<td>Beginning Arc Welding</td>
</tr>
<tr>
<td>VOC WL70B</td>
<td>Intermediate Arc Welding</td>
</tr>
<tr>
<td>VOC WL70C</td>
<td>Certification for Welders</td>
</tr>
</tbody>
</table>

**Recommended Electives:**

The Welding faculty recommends that students complement their studies with selected elective courses chosen from the list below. Students should meet with a professor of Welding to help you determine which of those electives would best suit your career plans.

- VOC WL60 Print Reading and Computations for Welders
- VOC WL70C Certification for Welders

#### Licensed Welder

**#24223**

This certificate is designed to prepare students for entry-level employment as a licensed welder in the broad field of welding, including manufacturing, construction, fabrication and repair. Through theoretical and hands-on skills coursework, students prepare for industry licensing with an understanding of current guidelines and standards. Particular emphasis is placed on those competencies required for certification in structural steel welding. Course sequences can be modified to reflect industry experience or other individual needs.

**Certificate Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC WL40</td>
<td>Introduction to Welding</td>
</tr>
<tr>
<td>VOC WL50</td>
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<tr>
<td>VOC WL51</td>
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</tr>
<tr>
<td>VOC WL53A</td>
<td>Welding Metallurgy</td>
</tr>
<tr>
<td>VOC WL60</td>
<td>Print Reading and Computations for Welders</td>
</tr>
<tr>
<td>VOC WL70A</td>
<td>Beginning Arc Welding</td>
</tr>
<tr>
<td>VOC WL70B</td>
<td>Intermediate Arc Welding</td>
</tr>
<tr>
<td>VOC WL70C</td>
<td>Certification for Welding</td>
</tr>
<tr>
<td>VOC WL80</td>
<td>Fabrication and Construction Welding</td>
</tr>
<tr>
<td>VOC WL81</td>
<td>Pipe and Tube Welding</td>
</tr>
<tr>
<td>VOC WL82</td>
<td>Quality Assurance for Welders</td>
</tr>
<tr>
<td>VOC WL83</td>
<td>Nondestructive Testing for Welders</td>
</tr>
<tr>
<td>VOC WL84</td>
<td>Welding Visual Inspection for Welders</td>
</tr>
<tr>
<td>VOC WL85</td>
<td>Inspection for Welding</td>
</tr>
</tbody>
</table>
### Welder with Concentration in Automotive Welding, Cutting & Modification

**#24406**

Preparation as a Licensed Welder with additional skills and theoretical development in automotive welding, cutting and modification.

**Certificate Requirements:**
Completion of Licensed Welder Certificate PLUS the following:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC WL91</td>
<td>Automotive Welding, Cutting and Modification</td>
</tr>
</tbody>
</table>

### Welder with Concentration in Gas Tungsten Arc, Welding

**#24380**

Preparation as a Licensed Welder with additional skills and theoretical development in gas tungsten ARC welding.

**Certificate Requirements:**
Completion of Licensed Welder Certificate PLUS the following:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC WL90A</td>
<td>Gas Tungsten ARC Welding</td>
</tr>
</tbody>
</table>

### Welder with Concentration in Semiautomatic ARC, Welding

**#24379**

Preparation as a Licensed Welder with additional skills and theoretical development in Semiautomatic ARC Welding.

**Certificate Requirements:**
Completion of Licensed Welder Certificate PLUS the following:

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOC WL90B</td>
<td>Semiautomatic ARC Welding Process</td>
</tr>
</tbody>
</table>

### FEE-BASED CERTIFICATE PROGRAM

#### Bookkeeping Preparation

This seven-week course in bookkeeping preparation provides a core curriculum in the Accounting and Bookkeeping field. The Program is recommended for individuals seeking employment opportunities and/or improving their job skills. To receive a certificate, all classes must be attended and work completed.

This is a hands-on bookkeeping program. Students must supply their own calculator.

### Medical Insurance Billing Specialist

This six-course program is designed for those who are new to the medical field and for those currently working in the field who wish to expand their knowledge in specific areas. Students will become versed in the terminology of the medical profession, knowledgeable in the areas of billing procedures and coding, credit and collection, legal issues and risk management. When you complete the program, you will be able to effectively deal and help with problem-solving activities in a medical business environment.

HPAA Compliance and Regulations are included. The program consists of the following six courses which must be taken in order.

1. Medical Terminology
2. Coding: ICD-9CM/CPT-4/HCPCS
3. Medical Insurance Billing Principles
4. Medical Credit and Collection of Unsecured Assets
5. Legal Issues and Risk Management
6. Computerized Medical Insurance Billing

In order to receive a Mt. SAC Continuing Education Certificate of Completion, all students must meet attendance requirements as explained in class, and successfully complete all assignments and exams.

### Phlebotomy Technician 1

The Mt. SAC Phlebotomy Technician Program is designed to prepare students to become a California Certified Phlebotomy Technician 1. The program consists of classroom lecture, skills practice and externship in a clinical laboratory. Upon successful completion, the student will be awarded a certificate of completion and will be eligible to take the California State Exam for CPT 1.

### RN/LVN Re-Entry into Practice

Theory and clinical skills for Standards of Practice and clinical competency for California Registered Nurses and Licensed Vocational Nurses with active unrestricted licenses.

The Mt. SAC Health Careers Resource Center will provide a state-of-the-art learning lab with active simulated participation in learning of theory and application of skills using high tech human patient simulators and virtual learning aids.

Focus is on current JCAHO Requirements, Safety Trends/Issues and HIPAA Regulations. Guided learning modules, simulated hands on skill practice sessions; skills competency assessments/validation will be utilized. The opportunity for guidance, direction and supervision in an acute care clinical practicum, will be provided with an experienced clinical instructor.
## Continuing Education

### Basic Skills

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Basic Education</td>
<td>228</td>
</tr>
<tr>
<td>Adult Basic Education — Leadership Development</td>
<td>228</td>
</tr>
<tr>
<td>Basic Skills Development — Reading &amp; Writing</td>
<td>228</td>
</tr>
<tr>
<td>Basic Skills Foundation</td>
<td>228</td>
</tr>
<tr>
<td>Career Development</td>
<td>228</td>
</tr>
<tr>
<td>Career Information and Guidance</td>
<td>228</td>
</tr>
<tr>
<td>Career/Life Planning</td>
<td>228</td>
</tr>
<tr>
<td>Developmental Mathematics — Concepts and Application</td>
<td>228</td>
</tr>
<tr>
<td>Guidance and Orientation to Special Programs</td>
<td>228</td>
</tr>
<tr>
<td>Re-Entry Work Skills Needed for Today’s Workforce</td>
<td>228</td>
</tr>
</tbody>
</table>

### Basic Skills — GED Preparation

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>GED Preparation: Mathematics</td>
<td>228</td>
</tr>
<tr>
<td>GED Preparation: Language Arts, Reading</td>
<td>228</td>
</tr>
<tr>
<td>GED Preparation: Science</td>
<td>228</td>
</tr>
<tr>
<td>GED Preparation: Social Studies</td>
<td>228</td>
</tr>
<tr>
<td>GED Preparation: Language Arts, Writing</td>
<td>228</td>
</tr>
</tbody>
</table>

### Basic Skills — Review

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improving Reading Comprehension</td>
<td>230</td>
</tr>
<tr>
<td>Improving Writing</td>
<td>230</td>
</tr>
<tr>
<td>Language Skills Laboratory</td>
<td>230</td>
</tr>
<tr>
<td>Learning Support Laboratory</td>
<td>230</td>
</tr>
<tr>
<td>Math Skills Review</td>
<td>230</td>
</tr>
<tr>
<td>Personal Computer Applications</td>
<td>230</td>
</tr>
<tr>
<td>Reading Acceleration</td>
<td>230</td>
</tr>
<tr>
<td>Short-Term Review</td>
<td>230</td>
</tr>
</tbody>
</table>

### Basic Skills — Secondary Education (High School)

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Algebra 1</td>
<td>228</td>
</tr>
<tr>
<td>Algebra 2</td>
<td>228</td>
</tr>
<tr>
<td>Art and Creative Expression</td>
<td>228</td>
</tr>
<tr>
<td>Art 2</td>
<td>228</td>
</tr>
<tr>
<td>Biology</td>
<td>228</td>
</tr>
<tr>
<td>CAHSEE Prep – English Language Arts</td>
<td>229</td>
</tr>
<tr>
<td>CAHSEE Prep – Mathematics</td>
<td>229</td>
</tr>
<tr>
<td>Chemistry</td>
<td>228</td>
</tr>
<tr>
<td>Chinese 1</td>
<td>228</td>
</tr>
<tr>
<td>Civics/American Government</td>
<td>228</td>
</tr>
</tbody>
</table>

### Computer Technology

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Levels 1-6 and Pre-Level 1</td>
<td>231</td>
</tr>
<tr>
<td>Speaking A, B and C</td>
<td>231</td>
</tr>
<tr>
<td>Writing A, B and C</td>
<td>231</td>
</tr>
<tr>
<td>TOEFL Prep</td>
<td>231</td>
</tr>
</tbody>
</table>

### Earth Science

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speaking A, B and C</td>
<td>228</td>
</tr>
<tr>
<td>English 2</td>
<td>229</td>
</tr>
<tr>
<td>English 3</td>
<td>229</td>
</tr>
<tr>
<td>English 4</td>
<td>229</td>
</tr>
<tr>
<td>Expository Writing</td>
<td>230</td>
</tr>
<tr>
<td>Geography</td>
<td>229</td>
</tr>
<tr>
<td>Geometry</td>
<td>229</td>
</tr>
<tr>
<td>Health Education</td>
<td>229</td>
</tr>
<tr>
<td>Music Appreciation</td>
<td>229</td>
</tr>
<tr>
<td>Physical Science</td>
<td>229</td>
</tr>
<tr>
<td>Planning and Guidance</td>
<td>229</td>
</tr>
<tr>
<td>Pre-Algebra</td>
<td>229</td>
</tr>
<tr>
<td>Psychology</td>
<td>229</td>
</tr>
<tr>
<td>Study Skills</td>
<td>230</td>
</tr>
<tr>
<td>Sociology</td>
<td>230</td>
</tr>
<tr>
<td>Spanish 1 — Conversation and Writing</td>
<td>230</td>
</tr>
<tr>
<td>Spanish 2</td>
<td>230</td>
</tr>
<tr>
<td>Typing/Keyboarding</td>
<td>229</td>
</tr>
<tr>
<td>United States History</td>
<td>230</td>
</tr>
<tr>
<td>World History</td>
<td>230</td>
</tr>
</tbody>
</table>

### Basic Skills — Tutoring

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Subjects Tutoring</td>
<td>230</td>
</tr>
<tr>
<td>Tutoring Techniques</td>
<td>230</td>
</tr>
</tbody>
</table>

### Citizenship

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizenship for Naturalization</td>
<td>230</td>
</tr>
</tbody>
</table>

### Disabled Students

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adaptive Academic Preparation</td>
<td>231</td>
</tr>
<tr>
<td>Clinical Speech Instruction</td>
<td>230</td>
</tr>
<tr>
<td>High Tech Center Tutorial/Assistance Class</td>
<td>231</td>
</tr>
<tr>
<td>Lifelong Learning for the Special Needs Population</td>
<td>230</td>
</tr>
</tbody>
</table>

### English as a Second Language (ESL)

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>English for Specific Uses</td>
<td>231</td>
</tr>
<tr>
<td>For Health Professionals</td>
<td>231</td>
</tr>
</tbody>
</table>

### Occupational — Administrative Justice

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration of Justice Report Writing</td>
<td>233</td>
</tr>
<tr>
<td>Administration of the Justice System</td>
<td>233</td>
</tr>
<tr>
<td>Community Relations</td>
<td>233</td>
</tr>
<tr>
<td>Concepts of Criminal Law</td>
<td>233</td>
</tr>
<tr>
<td>Concepts of Enforcement Services</td>
<td>233</td>
</tr>
<tr>
<td>Concepts of Traffic Services</td>
<td>233</td>
</tr>
<tr>
<td>Gangs and Corrections</td>
<td>233</td>
</tr>
<tr>
<td>Legal Aspects of Evidence</td>
<td>233</td>
</tr>
<tr>
<td>Narcotics Investigation</td>
<td>233</td>
</tr>
<tr>
<td>Principles and Procedures of Justice System</td>
<td>233</td>
</tr>
<tr>
<td>Principles of Investigation</td>
<td>233</td>
</tr>
<tr>
<td>Vice Control</td>
<td>233</td>
</tr>
</tbody>
</table>

### Occupational — Agricultural Science

<table>
<thead>
<tr>
<th>Topics</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Breeding</td>
<td>233</td>
</tr>
<tr>
<td>Animal Handling and Restraint</td>
<td>233</td>
</tr>
<tr>
<td>Animal Sanitation and Disease Control</td>
<td>234</td>
</tr>
<tr>
<td>Animal Science</td>
<td>233</td>
</tr>
<tr>
<td>Animal Nutrition</td>
<td>233</td>
</tr>
<tr>
<td>Artificial Insemination of Livestock</td>
<td>234</td>
</tr>
<tr>
<td>Aviculture — Cage and Aviary Birds</td>
<td>235</td>
</tr>
<tr>
<td>Beef Production</td>
<td>233</td>
</tr>
<tr>
<td>Canine Management</td>
<td>235</td>
</tr>
<tr>
<td>Diesel Engine Repair</td>
<td>234</td>
</tr>
<tr>
<td>Engine Diagnostics</td>
<td>234</td>
</tr>
<tr>
<td>Exotic Animal Management</td>
<td>233</td>
</tr>
<tr>
<td>Feline Management</td>
<td>235</td>
</tr>
<tr>
<td>Floral Design 1, 2 and 3</td>
<td>234</td>
</tr>
<tr>
<td>Food Production, Land Use and Politics — A Global Perspective</td>
<td>233</td>
</tr>
<tr>
<td>Home Gardening</td>
<td>234</td>
</tr>
<tr>
<td>Horse Behavior and Training</td>
<td>233</td>
</tr>
<tr>
<td>Horse Hoof Care</td>
<td>233</td>
</tr>
<tr>
<td>Horse Ranch Management</td>
<td>233</td>
</tr>
</tbody>
</table>
### Occupational — Business

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting, Fundamentals of</td>
<td>235</td>
</tr>
<tr>
<td>Accounting, Payroll and Tax</td>
<td>236</td>
</tr>
<tr>
<td>Accounting, Principles of Financial</td>
<td>235</td>
</tr>
<tr>
<td>Bookkeeping — Accounting</td>
<td>236</td>
</tr>
<tr>
<td>Business Communications</td>
<td>236</td>
</tr>
<tr>
<td>Business English</td>
<td>236</td>
</tr>
<tr>
<td>Business Mathematics</td>
<td>236</td>
</tr>
<tr>
<td>Business Organization and Management</td>
<td>236</td>
</tr>
<tr>
<td>Business Vocabulary</td>
<td>236</td>
</tr>
<tr>
<td>Business, Principles of</td>
<td>236</td>
</tr>
<tr>
<td>Continuous Quality Improvement (CQI), Principles of</td>
<td>236</td>
</tr>
<tr>
<td>Continuous Quality Improvement (CQI), Team Building</td>
<td>236</td>
</tr>
<tr>
<td>E-Commerce, Principles of</td>
<td>236</td>
</tr>
<tr>
<td>Exporting and Importing, Principles of</td>
<td>236</td>
</tr>
<tr>
<td>Financial Planning</td>
<td>236</td>
</tr>
<tr>
<td>Human Relations in Business</td>
<td>236</td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>236</td>
</tr>
<tr>
<td>International Business, Principles of</td>
<td>236</td>
</tr>
<tr>
<td>Marketing, Principles of</td>
<td>237</td>
</tr>
<tr>
<td>Oral Communications for Business</td>
<td>236</td>
</tr>
<tr>
<td>Professional Selling</td>
<td>237</td>
</tr>
<tr>
<td>Real Estate Practice</td>
<td>236</td>
</tr>
<tr>
<td>Retail Store Management and Merchandising</td>
<td>237</td>
</tr>
<tr>
<td>Small Business Management</td>
<td>236</td>
</tr>
<tr>
<td>Special Issues in Business</td>
<td>236</td>
</tr>
<tr>
<td>Special Issues in Marketing</td>
<td>237</td>
</tr>
<tr>
<td>Spelling and Vocabulary for Success</td>
<td>236</td>
</tr>
<tr>
<td>Using Microcomputers in Financial Accounting</td>
<td>236</td>
</tr>
<tr>
<td>Using Microcomputers in Managerial Accounting</td>
<td>236</td>
</tr>
<tr>
<td>Ten-Key Calculations</td>
<td>235</td>
</tr>
</tbody>
</table>

### Occupational — Computer Technology

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+ Certification Preparation</td>
<td>238</td>
</tr>
<tr>
<td>Data Entry</td>
<td>237</td>
</tr>
<tr>
<td>Desktop Publishing Software</td>
<td>237</td>
</tr>
<tr>
<td>Internet Research, Introduction to</td>
<td>237</td>
</tr>
<tr>
<td>Macintosh Applications</td>
<td>237</td>
</tr>
<tr>
<td>Microcomputer Applications</td>
<td>237</td>
</tr>
<tr>
<td>Microsoft Applications</td>
<td>237</td>
</tr>
<tr>
<td>Microsoft Word</td>
<td>237</td>
</tr>
<tr>
<td>Network+ Certification Preparation</td>
<td>238</td>
</tr>
<tr>
<td>Office Management Skills</td>
<td>237</td>
</tr>
<tr>
<td>PC Operating Systems</td>
<td>237</td>
</tr>
<tr>
<td>PC Servicing</td>
<td>237</td>
</tr>
<tr>
<td>PC Troubleshooting</td>
<td>237</td>
</tr>
</tbody>
</table>

### Occupational — Correctional Science

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Control and Supervision of the Offender</td>
<td>238</td>
</tr>
<tr>
<td>Correctional Law</td>
<td>238</td>
</tr>
<tr>
<td>Correctional Science, Introduction to</td>
<td>238</td>
</tr>
<tr>
<td>Crime and Delinquency</td>
<td>238</td>
</tr>
<tr>
<td>Ethnic Relations in Corrections</td>
<td>238</td>
</tr>
<tr>
<td>Interviewing and Counseling in Corrections</td>
<td>238</td>
</tr>
<tr>
<td>Probation and Parole</td>
<td>238</td>
</tr>
<tr>
<td>Violent Offender, The</td>
<td>238</td>
</tr>
</tbody>
</table>

### Occupational — Electronics

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications Circuits Theory</td>
<td>238</td>
</tr>
<tr>
<td>Computer Simulation and Troubleshooting</td>
<td>238</td>
</tr>
<tr>
<td>Customer Relations for the Technician</td>
<td>239</td>
</tr>
<tr>
<td>Digital Electronics</td>
<td>238</td>
</tr>
<tr>
<td>Electronic Devices Theory</td>
<td>238</td>
</tr>
<tr>
<td>Electronic Assembly and Fabrication Lecture/Laboratory</td>
<td>238</td>
</tr>
<tr>
<td>Electronics Technology, Laboratory Studies in</td>
<td>238</td>
</tr>
<tr>
<td>Electronics Theory A &amp; B</td>
<td>238</td>
</tr>
<tr>
<td>Industrial Circuits Theory</td>
<td>238</td>
</tr>
<tr>
<td>Industrial Electronic Systems</td>
<td>238</td>
</tr>
<tr>
<td>Mathematics of Electronics – AC</td>
<td>239</td>
</tr>
</tbody>
</table>

### Occupational — Architectural Technology

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basica Computer Apps (CAD)</td>
<td>235</td>
</tr>
<tr>
<td>Architectural (CAD) and BIM</td>
<td>235</td>
</tr>
<tr>
<td>Architectural Computer Aided Design (CAD) 3-D Illustration and Animation</td>
<td>235</td>
</tr>
<tr>
<td>Architectural Drawing</td>
<td>235</td>
</tr>
<tr>
<td>Basic CAD and Computer Application</td>
<td>235</td>
</tr>
</tbody>
</table>

### Occupational — Computer Operations

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Computing, Levels 1, 2, and 3</td>
<td>237</td>
</tr>
<tr>
<td>Computer Keyboarding</td>
<td>237</td>
</tr>
<tr>
<td>Computer Keyboarding, Intermediate</td>
<td>237</td>
</tr>
<tr>
<td>Computer Laboratory</td>
<td>237</td>
</tr>
<tr>
<td>Creative Computing</td>
<td>237</td>
</tr>
</tbody>
</table>
## Continuing Education

### Mathematics of Electronics – DC
- Page: 239

### Mechatronics, An Introduction
- Page: 238

### Microcontroller Systems
- Page: 238

### Microwave Communications
- Page: 238

### Microcomputers, Technical Applications
- Page: 238

### Radio/Telephone Communications
- Page: 238

### Surface Mount Communications and Rework, Advanced
- Page: 238

### Occupational — Electronics & Computer Technology

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-7 Low Voltage Systems License Preparation</td>
<td>239</td>
</tr>
<tr>
<td>Cabling and Wiring Standards</td>
<td>239</td>
</tr>
<tr>
<td>Electrical Fundamentals for Cable Installation</td>
<td>239</td>
</tr>
<tr>
<td>Electronic Troubleshooting 1 and 2</td>
<td>239</td>
</tr>
<tr>
<td>Fabrication Techniques for Cable Installation</td>
<td>239</td>
</tr>
<tr>
<td>Home Electronic Systems</td>
<td>239</td>
</tr>
</tbody>
</table>

### Occupational — Fashion Design

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clothing Construction 1 and 2</td>
<td>239</td>
</tr>
<tr>
<td>Fashion, Introduction to</td>
<td>239</td>
</tr>
<tr>
<td>Fashion Computer Assisted Drawing</td>
<td>239</td>
</tr>
<tr>
<td>Fashion Design and Product Development 1, 2 and 3</td>
<td>240</td>
</tr>
<tr>
<td>Fashion Design by Draping</td>
<td>239</td>
</tr>
<tr>
<td>Fashion Patternmaking by Computer</td>
<td>239</td>
</tr>
<tr>
<td>Fashion Strategies</td>
<td>239</td>
</tr>
<tr>
<td>History of Costume Fashion</td>
<td>239</td>
</tr>
<tr>
<td>Illustration for Fashion and Costume Design</td>
<td>239</td>
</tr>
<tr>
<td>Patternmaking 1</td>
<td>239</td>
</tr>
<tr>
<td>Patternmaking 2</td>
<td>239</td>
</tr>
<tr>
<td>Retail Store Management and Merchandising</td>
<td>240</td>
</tr>
<tr>
<td>Textiles</td>
<td>239</td>
</tr>
</tbody>
</table>

### Occupational — Geography

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geographic Information Systems, Introduction to</td>
<td>240</td>
</tr>
</tbody>
</table>

### Occupational — Health

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acute Care Nursing Assistant</td>
<td>240</td>
</tr>
<tr>
<td>Anatomy and Physiology, Basic</td>
<td>240</td>
</tr>
<tr>
<td>BLS Heartsaver Course – Adult</td>
<td>240</td>
</tr>
<tr>
<td>Certified Nursing Assistant</td>
<td>240</td>
</tr>
<tr>
<td>Geriatric Resource Specialist</td>
<td>240</td>
</tr>
<tr>
<td>Health Careers Resource Center</td>
<td>240</td>
</tr>
<tr>
<td>Health Care Interpreting, 1 and 2</td>
<td>240</td>
</tr>
<tr>
<td>Health Care Interpreting, Externship</td>
<td>240</td>
</tr>
<tr>
<td>Health Care Interpreting Seminar</td>
<td>240</td>
</tr>
<tr>
<td>Health Care Interpreting Seminar, External</td>
<td>240</td>
</tr>
<tr>
<td>In-Home Care of Alzheimer’s and Dementia Clients</td>
<td>240</td>
</tr>
<tr>
<td>Intravenous Therapy for Radiologic Technology</td>
<td>240</td>
</tr>
<tr>
<td>Medical Terminology</td>
<td>240</td>
</tr>
</tbody>
</table>

### Occupational — Manufacturing Technology

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fundamentals of Interior Design</td>
<td>241</td>
</tr>
<tr>
<td>Introduction to Interior Design</td>
<td>241</td>
</tr>
<tr>
<td>History of Furniture and Decorative Arts</td>
<td>241</td>
</tr>
<tr>
<td>Materials and Products for Interior Design</td>
<td>241</td>
</tr>
<tr>
<td>Manual CNC (Computerized Numerical Control) Operations</td>
<td>241</td>
</tr>
<tr>
<td>Manufacturing Processes, 1 and 2</td>
<td>241</td>
</tr>
<tr>
<td>MasterCAM 1</td>
<td>241</td>
</tr>
<tr>
<td>MasterCAM, Advanced</td>
<td>241</td>
</tr>
<tr>
<td>MasterCAM Solids</td>
<td>241</td>
</tr>
<tr>
<td>Mathematics and Blueprint Reading for Manufacturing</td>
<td>241</td>
</tr>
<tr>
<td>Manufacturing and Blueprint Reading for Manufacturing</td>
<td>241</td>
</tr>
</tbody>
</table>

### Occupational — Nutrition

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cooking for your Heart and Health</td>
<td>241</td>
</tr>
<tr>
<td>Vegetarian Cuisine</td>
<td>241</td>
</tr>
</tbody>
</table>

### Occupational — Photography & Photographics

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>3D Graphics Imagery</td>
<td>241</td>
</tr>
<tr>
<td>Color Photography</td>
<td>242</td>
</tr>
<tr>
<td>Commercial and Illustrative Photography</td>
<td>242</td>
</tr>
<tr>
<td>Computer Graphics Laboratory</td>
<td>241</td>
</tr>
<tr>
<td>Digital and Film Photography, Basic</td>
<td>242</td>
</tr>
<tr>
<td>Digital Cameras and Composition</td>
<td>242</td>
</tr>
<tr>
<td>Digital Color Management</td>
<td>241</td>
</tr>
<tr>
<td>Digital Design Systems, Introduction to</td>
<td>242</td>
</tr>
<tr>
<td>Digital Photography for the Beginner</td>
<td>241</td>
</tr>
<tr>
<td>Digital Portfolio</td>
<td>242</td>
</tr>
<tr>
<td>Exploring Color Photography</td>
<td>242</td>
</tr>
<tr>
<td>Fashion Photography</td>
<td>242</td>
</tr>
<tr>
<td>History of Photography</td>
<td>242</td>
</tr>
</tbody>
</table>

### Occupational — Tutor Training

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Tutoring</td>
<td>243</td>
</tr>
<tr>
<td>Tutoring in the Language Arts</td>
<td>243</td>
</tr>
<tr>
<td>Tutoring as a Supplemental Instructor</td>
<td>243</td>
</tr>
<tr>
<td>Tutoring in Mathematics</td>
<td>243</td>
</tr>
<tr>
<td>Tutoring in Reading</td>
<td>243</td>
</tr>
</tbody>
</table>

### Occupational — Welding

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arc Welding, Beginning</td>
<td>243</td>
</tr>
<tr>
<td>Arc Welding, Intermediate</td>
<td>243</td>
</tr>
<tr>
<td>Automotive Welding, Cutting and Modification</td>
<td>243</td>
</tr>
<tr>
<td>Certification for Welders</td>
<td>243</td>
</tr>
<tr>
<td>Electric Arc Welding, Basic</td>
<td>243</td>
</tr>
<tr>
<td>Fabrication and Construction Welding</td>
<td>243</td>
</tr>
<tr>
<td>Course Title</td>
<td>Page</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Gas Tungsten Arc Welding</td>
<td>243</td>
</tr>
<tr>
<td>Metal Sculpture</td>
<td>243</td>
</tr>
<tr>
<td>Oxyacetylene Welding</td>
<td>243</td>
</tr>
<tr>
<td>Pipe and Tube Welding</td>
<td>243</td>
</tr>
<tr>
<td>Print Reading and Computations for Welders</td>
<td>243</td>
</tr>
<tr>
<td>Semiautomatic Arc Welding Process</td>
<td>243</td>
</tr>
<tr>
<td>Welding, Introduction to</td>
<td>243</td>
</tr>
<tr>
<td>Welding Metallurgy</td>
<td>243</td>
</tr>
<tr>
<td>Ceramics – Intermediate Production</td>
<td>232</td>
</tr>
<tr>
<td>China Painting</td>
<td>232</td>
</tr>
<tr>
<td>Craft Painting for Business Opportunities</td>
<td>232</td>
</tr>
<tr>
<td>Creative Expression through Music</td>
<td>232</td>
</tr>
<tr>
<td>Creative Writing (Writing your Autobiography)</td>
<td>232</td>
</tr>
<tr>
<td>Decorative Art Production for Retail Sales, Beginning</td>
<td>232</td>
</tr>
<tr>
<td>Decorative Art Production for Retail Sales, Intermediate</td>
<td>232</td>
</tr>
<tr>
<td>Drawing – Beginning through Advanced</td>
<td>232</td>
</tr>
<tr>
<td>Fall Prevention – Balance and Mobility</td>
<td>232</td>
</tr>
<tr>
<td>Handcrafted Needlework for Retail Sales and Boutiques</td>
<td>232</td>
</tr>
<tr>
<td>Health Cooking</td>
<td>232</td>
</tr>
<tr>
<td>Healthy Aging – Principles of Aquatic Resistance</td>
<td>232</td>
</tr>
<tr>
<td>Healthy Aging – Principles of Posture and Flexibility</td>
<td>232</td>
</tr>
<tr>
<td>Healthy Aging – Principles of Slow Movement</td>
<td>232</td>
</tr>
<tr>
<td>Jewelry/Lapidary Production Design</td>
<td>233</td>
</tr>
<tr>
<td>Jewelry Production and Design for Retail Sales</td>
<td>232</td>
</tr>
<tr>
<td>Lettering Styles and Advertising Calligraphy</td>
<td>232</td>
</tr>
<tr>
<td>Lifelong Learning for Older Adults</td>
<td>231</td>
</tr>
<tr>
<td>Lifelong Learning – Crafts</td>
<td>231</td>
</tr>
<tr>
<td>Lifelong Learning – Current World Events</td>
<td>231</td>
</tr>
<tr>
<td>Lifelong Learning – Physical Fitness</td>
<td>231</td>
</tr>
<tr>
<td>Oil Painting</td>
<td>232</td>
</tr>
<tr>
<td>Production of Boutique Craft for Retail Sales</td>
<td>232</td>
</tr>
<tr>
<td>Quilting</td>
<td>232</td>
</tr>
<tr>
<td>Sewing and Design</td>
<td>232</td>
</tr>
<tr>
<td>Watercolor Painting</td>
<td>232</td>
</tr>
</tbody>
</table>
### BASIC SKILLS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSAE01</td>
<td>Career Information and Guidance</td>
<td>Orientation to the college including enrollment procedures, test score interpretation, course selection, and career information. Course includes academic placement tests and/or vocational assessments available.</td>
</tr>
<tr>
<td>BSAE02</td>
<td>Adult Basic Education</td>
<td>Improves basic skills of adult learners. Content includes reading comprehension, language, and mathematics. Prepares students for the General Education Development (GED) Exam and the Armed Services Vocational Aptitude Batter (ASVAB) exam.</td>
</tr>
<tr>
<td>BSAE03</td>
<td>Adult Basic Education - Leadership Development</td>
<td>Leadership styles and individual leadership skills including effective communication, facilitation, problem-solving, decision-making and conflict resolution. Introduction to organizational structures, governance, models and group process.</td>
</tr>
<tr>
<td>BSAE04</td>
<td>Guidance and Orientation to Special Programs</td>
<td>Provides an overview of special programs at Mt. San Antonio College. Information regarding the College's mission, program guidelines, regulations, and eligibility requirements are presented.</td>
</tr>
<tr>
<td>BSAE05</td>
<td>Career Development</td>
<td>Career assessment, research and preparation; investigates career fields to determine interest; provides information on required skills and areas for professional growth. Includes assigned time for field investigation, individual assessment and skill building.</td>
</tr>
<tr>
<td>BSAE06</td>
<td>Basic Skills Foundation</td>
<td>Preparation for college credit courses. Improves reading, mathematics, writing, and critical thinking by assessing current skills. Includes individual education plan to achieve career and educational goals.</td>
</tr>
<tr>
<td>BSAE07</td>
<td>Re-Entry Work Skills Needed for Today's Workforce</td>
<td>Development of skills necessary for employment. Topics include workplace ethics, job search techniques, resume writing and preparing for an interview.</td>
</tr>
<tr>
<td>BSAE07</td>
<td>High School Algebra 1</td>
<td>Key components of the first year of algebra. Use of symbolic reasoning and calculations with symbols as applied to solving and graphing equations, functions and inequalities. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSAE07</td>
<td>High School Algebra 2</td>
<td>Key components of second year algebra. Expands on basic algebra and geometry concepts, including solutions of quadratic equation and functions, equations and inequalities, fractional exponents and exponential functions, polynomials, real numbers, rational and irrational expressions, logarithmic functions, computations, permutations and probabilities, statistics, series and sequences, and the complex number system. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSCHM</td>
<td>High School Chemistry</td>
<td>Chemistry for high school students. Includes atomic and molecular structure, chemical bonds, conservation of matter and stoichiometry, bases and their properties, acids and bases, solutions, chemical thermodynamics, reaction rates, chemical equilibrium, organic chemistry and biochemistry and nuclear processes. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSCHM</td>
<td>High School Civic/Community Government</td>
<td>Civics and government for high school students. Includes the growth of democracy, federalism, separation of powers, checks and balances, civil liberties, civil rights, civic participation and comparative government. Assessment of global perspectives, constitutional interpretations, political processes, public policy, free enterprise and cultural pluralism. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
</tbody>
</table>
BSHS CPTC — High School Computer Technology
Fundamental computer concepts, keyboarding skills, Internet applications, word processing, multi-media presentations, spreadsheets and electronic publishing. Application of technology in the educational and workplace settings. Includes file-management and appropriate technology use in a network environment as well as copyright law and safety. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS EASC — High School Earth Science
General economic principles and practices including: scarcity and choice, opportunity and trade-offs, economic systems, institutions and incentives, markets and prices, supply and demand, competition, income distribution, monetary policy, international economics and government roles. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS ECON — High School - Economics
General economic principles including: scarcity and choice, opportunity and trade-offs, economic systems, institutions and incentives, markets and prices, supply and demand, competition, income distribution, monetary policy, international economics and government roles. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS EELA — CAHSEE Prep: English Language Arts
Examination preparation for the reading and writing portions of the California High School Exit Exam. Supports progress toward a high school diploma or equivalent.

BSHS EEMA — CAHSEE Math Prep
Preparation for the mathematics portion of the California High School Exit Exam. Supports progress toward a high school diploma or equivalent.

BSHS ENG1 — High School - English 1
Foundations of literature using a variety of genres and theme experiences; analysis of works based on themes. Writing, editing and critical thinking skills; vocabulary, concept development, grammar and writing mechanics. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS ENG2 — High School English 2
Expands on the foundations of literature from English 1 using a variety of genres and themes. Improves skills in reading comprehension, literary analysis, mechanics of writing and oral presentations. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS ENG3 — High School English 3
Foundations of literature through American literature using the historical approach. Includes social, political, and intellectual trends connected with the following time periods: Pre-Colonial Era, the American Revolution, the New England Renaissance, Slavery and the Civil War, the Frontier Era, the Harlem Renaissance, and the Modern Era. Development of writing and critical thinking skills. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS ENG4 — High School English 4
Foundations of literature through British literature using the historical approach. Includes social, political, and intellectual trends connected with the following time periods: Anglo-Saxon, Medieval, English Renaissance, Renaissance drama, the early 17th century, the Restoration and the 18th century, the Romantic Era, the Victorian Age, and contemporary British poetry and prose. Development of writing, critical thinking, and the use of literary tools. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS GEOG — High School-Geography
Patterns and processes that have shaped human understanding, use and alteration of earth’s surface; spatial concept and landscape analysis to examine human social organization and its environmental consequences and the inter-relationship of natural processes and systems. Methods and tools geographers use. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS GEOM — High School Geometry
Geometric applications and connections. Definitions, constructions, theorems, proofs, area, volume and geometric relationships. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS HLTH — High School - Health Education
Increases high school students’ awareness of health issues, includes healthy behavior vs high risk behavior; how health issues impact the community and environment. Uses skill-building approach that includes decision-making, role modeling, critical analysis, and goal-setting toward a healthy lifestyle. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS MUSC — High School - Music Appreciation
Historical, cultural and genre-based aesthetic valuing of music for high school students. Vocabulary, interaction of words and music, influence of religion, theater, government and culture on musical style. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS PHSC — High School Physical Science
Overview of chemistry and physics topics. Basics of the periodic table, matter and atoms. Newtonian physics including motion, momentum and forces. Machines, energy, waves, light, electricity and magnetism. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS PLNG — High School Planning and Guidance
Compliments existing school guidance and planning activities and motivates high school students to utilize those resources to their best advantage. Covers the challenges faced by students at the end of high school careers. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS PREA — High School Pre-Algebra
Preparatory course for first year algebra. Review of basic mathematic skills and the basic principles of algebra. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.

BSHS PSY — High School Psychology
Methods, facts and theories of the behavior and processes of human beings and animals. Theories and characteristics of the history of psychology, research and statistics, child and adult development, sensations, perceptions, cognition, motivation, behavior, personality, abnormal behavior, individuality versus group identity and behavior and therapy. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.
### Continuing Education

<table>
<thead>
<tr>
<th>Program Code</th>
<th>Program Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSHS SOC</td>
<td>High School Sociology</td>
<td>Concepts and theories of social interaction. Theories, characteristics and implications of culture, socialization, society, groups, deviations and control, social stratification, race, gender, age, family, education, politics, religion, sports and change. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSHS SPN1</td>
<td>High School Spanish, Conversation and Writing</td>
<td>Fundamentals of Spanish language. Communication about self and immediate environment using simple sentences and phrases. Includes writing and speaking. Cultural connections to geography and customs of Spanish-speaking countries. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSHS SPN2</td>
<td>High School Spanish 2</td>
<td>Intermediate Spanish. Culture, listening, speaking, reading and writing. Emphasis on skills needed to communicate in a variety of modes with increased complexity and proficiency. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSHS SSK</td>
<td>High School - Study Skills</td>
<td>Effective work habits in preparation for the school or work environment. Basic approaches to organization skills, effective learning tools, and career path development. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSHS USH</td>
<td>High School United States History</td>
<td>History, politics, economics, religion and culture in United States history from its beginning to contemporary times. Significant events and people that comprise American history. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSHS WHS</td>
<td>High School World History</td>
<td>World history from prehistory to the modern era. Major turning points that shaped the modern world, focusing on the late 18th century through the present, including causes and courses of the two world wars. Rise of democratic ideas and the historical roots of current world issues pertaining to international relations, historical, geographic, political, economic and cultural contexts. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BSHS WREX</td>
<td>High School Expository Writing</td>
<td>Preparation for success in expository writing for high school students. Focuses on developing essay writing including introductory paragraphs, body paragraphs and concluding paragraphs in expository, descriptive, narrative and argumentative essays. Supports progress toward a high school diploma or equivalent. From 1-10 high school credits can be earned in 15-hour modules.</td>
</tr>
<tr>
<td>BS LANG1</td>
<td>Language Skills Laboratory</td>
<td>Designed for ESL students either enrolled in a ESL class or awaiting admission, to enhance pronunciation, listening, writing and comprehension skills. Also open to AMLA, Foreign Language, American Sign Language students to enhance skills in the primary target language.</td>
</tr>
<tr>
<td>BS LANG2</td>
<td>ESL Computer/Language Skills Lab</td>
<td>Enhance student's communication skills by providing access to the internet, thereby completing assignments for courses offered throughout the college.</td>
</tr>
<tr>
<td>BS LRN01</td>
<td>Short Term Review</td>
<td>Intensive review in the following subjects: reading, comprehension, vocabulary, grammar, basic math, pre-algebra, and algebra. Computer programs, instructional materials, and individual assistance are provided.</td>
</tr>
<tr>
<td>BS LRN02</td>
<td>Math Skills Review</td>
<td>Increase basic math knowledge and reduce math anxiety. Topics include fractions, decimals, ratios, proportions, percentages, and the application of these skills in life and work situations.</td>
</tr>
<tr>
<td>BS LRN03</td>
<td>Math Skills Review</td>
<td>Increase basic math knowledge and reduce math anxiety. Topics include fractions, decimals, ratios, proportions, percentages, and the application of these skills in life and work situations.</td>
</tr>
<tr>
<td>BS LRN06</td>
<td>Personal Computer Applications</td>
<td>Increase typing and ten-key speed using computer software. Includes current word processing, spreadsheet, database software, keyboarding techniques, including correct posture; introduction to e-mail and the Internet; time management, decision-making, problem-solving and creative thinking.</td>
</tr>
<tr>
<td>BS LRN50</td>
<td>Learning Support Laboratory</td>
<td>Learning and workplace skills are enhanced by computer use and instruction for students enrolled in or seeking enrollment in a college instructional program.</td>
</tr>
<tr>
<td>BS LRN72</td>
<td>Reading Acceleration</td>
<td>Provides instruction and practice in techniques of reading acceleration and variable reading speeds. Students who repeat will improve reading speed and comprehension rates.</td>
</tr>
<tr>
<td>BS LRN76</td>
<td>Improving Reading Comprehension</td>
<td>Prepares students for reading informational materials. Topics include spelling, reading comprehension, dictionary usage and how to read a textbook.</td>
</tr>
<tr>
<td>BS LRN81</td>
<td>Improving Writing</td>
<td>Offers assistance to students who wish to improve prevwriting, writing, editing and revising. Provides instruction in content and structure of sentences, paragraphs and essays; emphasizes development in writing through the integration of grammar and critical thinking.</td>
</tr>
<tr>
<td>BS LRN71</td>
<td>Writing Skills Development</td>
<td>Enhance basic skills in reading and writing, via the use of computer-assisted learning, e-mail and on-line tools.</td>
</tr>
<tr>
<td>BS TR01</td>
<td>All Subject Tutoring</td>
<td>Assistance in basic English and mathematics skills through tutoring and computer-based learning. Tutorial assistance in other subject areas is also available.</td>
</tr>
<tr>
<td>BS TR02</td>
<td>Tutoring Techniques</td>
<td>Explores learning theories and tutoring techniques for tutoring individuals and small groups. Emphasis is placed on encouraging independent learning.</td>
</tr>
<tr>
<td>CITZ NAT</td>
<td>Citizenship for Naturalization</td>
<td>Intermediate and advanced students prepare for the interview for United States citizenship.</td>
</tr>
<tr>
<td>DSPS ELL01</td>
<td>Lifelong Learning for the Special Needs Population</td>
<td>Educational activities for special needs students emphasizing physical, cognitive, social and emotional skill development.</td>
</tr>
<tr>
<td>DSPS LRND1</td>
<td>Clinical Speech Instruction</td>
<td>Designed to accommodate individual and group instruction for adults with speech and/or learning problems. Includes individual evaluation and speech improvement plan. Disorders addressed include phonology, fluency, voice and resonance, hearing impairment, cerebral vascular accident and acquired brain injury. Instruction is not available for students with dialectal problems.</td>
</tr>
</tbody>
</table>
### DSPT LRND2 — High Tech Center Tutorial/Assistance Class

Advisory Prerequisite: Students must be referred by a counselor in Disabled Student Programs and Services (DSP&S) in order to register for this class. This class is for students with identified disabilities to utilize adaptive hardware and software in the High Tech Center that will assist them in succeeding in other courses. Through technology provided by the HTC, student will be given support, additional resources, assistance and strategies to succeed in their other classes. This class is designed as a transition or resource class for students eligible or nearing eligibility to advancement into other Mt. SAC courses.

### DSPT LRND3 — Adaptive Academic Preparation

Note: Students must see a Brain Injury Specialist in Disabled Student Programs and Services (DSP&S) and have acquired their injury after the age of 12 in order to be evaluated for the Brain Injury Program prior to registration for this class. Designed for students who have been accepted into the Brain Injury Program at Mt. SAC. Includes specialized instruction and the use of computer software to improve cognitive skills (attention, memory, reasoning, etc.) needed for academic and/or vocational goals.

### ENGLISH AS A SECOND LANGUAGE

#### ESL LANG3 — English for Specific Uses (ESL)

Advanced ESL students improve speaking, writing, vocabulary and SCANS competencies related to vocations. Includes critical thinking, customer service, teamwork and autonomous learning strategies.

#### ESL LVL1 — ESL - Level 1

Beginning to low English students build vocabulary, grammar and communication skills.

#### ESL LVL2 — ESL - Level 2

High beginning English students build upon their base of vocabulary and improve grammar understanding through practice of listening, speaking, reading and writing skills. Students work independently and in groups to develop projects and make presentations that are meaningful to them.

#### ESL LVL3 — ESL - Level 3

Low intermediate level students improve English communication and grammar through practice of listening, speaking, reading and writing skills. Activities include team projects, presentations and exams in preparation for academic/vocational success and encourage civic participation.

#### ESL LVL4 — ESL - Level 4

High intermediate level students improve English communication and grammar through practice of listening, speaking, reading and writing skills. Activities include team projects, presentations and exams, in preparation for academic/vocational success and encourage civic participation.

#### ESL LVL5 — ESL - Level 5

Low advanced level students improve English communication and grammar understanding through practice of listening, speaking, reading and writing skills. Activities include team projects, presentations and exams in preparation for and academic/vocational success and encourage civic participation.

#### ESL LVL6 — ESL - Level 6

High advanced level students improve English communication skills and prepare to transition into academic, vocational programs, or general community classes. Activities include teamwork, projects, presentations and exams to ensure life-long learning, civic participation and overall success.

#### ESL PLVL1 — ESL - Pre-Level 1

Literacy-level English students build a base of vocabulary and grammar through practice of listening, speaking and writing skills.

#### ESL SPKA — ESL - Speaking A

Beginning level students develop English listening comprehension and speaking fluency. Activities include talking in small groups or with partners, listening and responding to simple conversations, short presentations and pronunciation practice.

#### ESL SPKB — ESL - Speaking B

Intermediate level students improve English oral proficiency in areas of pronunciation, listening comprehension and speaking skills. Through group discussions and short presentations, students practice speaking with clarity and fluency, present their ideas and opinions, and make cultural comparisons.

#### ESL SPKC — ESL - Speaking C

Advanced level students expand listening and speaking strategies to facilitate academic preparation, workplace advancement and civic participation. Focus is on fluency, grammatical accuracy and appropriate social register. Activities include use of authentic material in group tasks and class presentations.

#### ESL TOEFL — TOEFL Preparation

Advanced ESL students improve grammar, speaking and writing in preparation for standardization tests such as TOEFL.

#### ESL WRTC — ESL Writing - C

Advanced level students expand English reading and writing proficiency through a range of genres. American-style process writing is practiced in order to facilitate academic preparation and workplace advancement. Focus will be on interpretation of authentic material and development of editing strategies.

### OLDER ADULTS

#### OAD ELL02 — Lifelong Learning for Older Adults - Physical Fitness

Maintain and/or improve overall physical fitness through a variety of conditioning exercises specifically designed for the older adult.

#### OAD ELL03 — Lifelong Learning for Older Adults - Crafts

Develops creative and artistic skills through visual and fine motor coordination utilizing various arts and crafts material. Students will learn skills to make crafts while sharing individual artistic expertise with peers.

#### OAD ELL04 — Lifelong Learning for Older Adults

Improve and/or maintain the mental fitness of the older adult through educational activities promoting critical thinking skills. Students will be presented with mental exercises and intellectual stimulation to enhance cognitive skills.

#### OAD ELL05 — Lifelong Learning Through Current World Events

Presents current events in a variety of ways to provide education about local, national and world issues to promote mental fitness of the older adult.

#### OAD FNA01 — China Painting

Introduces the fine art of china painting through the basic understanding of the color wheel, design, etching on china, gold work, luster, raised paste for gold, matte colors and use of the kiln. Students progress at their own rate and will receive a supply list at the first class meeting.

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**Section 11**

231
OAD FNA03 — Oil Painting
Provides the fundamental principles of drawing, design, color and composition for oil painting. Emphasis will be on creative expression to develop primary skills and techniques for oil painting as they relate to composition and technique. Students will receive a supply list at the first class meeting.

OAD FNA04 — Watercolor Painting
The fundamental principles of watercolor painting. Emphasis will be on creative expression to develop primary skills for watercolor painting as they relate to composition and technique. Students will receive a supply list at the first class meeting.

OAD FNA05 — Creative Writing (Writing Your Autobiography)
Write about your own memories and experiences for the purpose of creating articles, souvenir memoirs, and construction of your life story through discussion, sharing of experiences and recalling past events. This class is suitable for all levels of writers; includes writing exercises and analysis. Long-hand method of writing will be used.

OAD FNA32 — Drawing - Beginning Through Advanced
Drawing while emphasizing the development of perceptual and technical skills. Students will advance their abilities in dry and fluid media while expanding their use of the formal elements and principles. The development of works of art will utilize observation of single objects, still life, and landscape for representation and expression. Students will receive a supply list at the first class meeting.

OAD FKA04 — Quilting
Learn patchwork, appliqué, and various ways to form quilting patterns and gain working knowledge of hand or machine quilting. Information on materials, equipment, planning, design and general methods in creating a quilt will be covered. Students will receive a supply list at the first class meeting.

OAD HTH02 — Healthy Cooking for Older Adults
Plan simple, healthy meals for the older adult. Identify how to stock a kitchen with quality foods as dietary guidelines are presented. Includes easy microwave oven cooking, cuisine for singles and doubles, and meals to cook once and eat twice! Food safety concerns will also be discussed.

OAD MOX01 — Health Aging
Healthy aging, including diet, nutrition, disease prevention, and application of physical fitness principles to maintain health while aging.

OAD MOX02 — Healthy Aging — Principles of Slow Movement
Heath aging, including diet, nutrition, disease prevention, and application of Tai Chi principles to maintain health while aging.

OAD MOX04 — Healthy Aging — Principles of Posture and Flexibility
Health aging, including diet, nutrition, disease prevention, and application of Yoga principles to maintaining health while aging.

OAD MOX06 — Healthy Aging — Principles of Aquatic Resistance
Healthy aging, including diet, nutrition disease prevention, and application of aquatic resistance principles to maintain health while aging.

OAD MOX11 — Fall Prevention: Balance and Mobility
Addresses, particularly for older adults, the risks and fears associated with falling. Includes setting realistic goals, minimizing environmental risks and balance exercises.

OAD MUSCE — Creative Expression through Music
Promotes creative expression through music and includes discussion, singing, listening and interaction for older adults. Concentration will be on various musical styles and historical periods in which music plays specific roles.

OAD ESD02 — Production of Boutique Craft for Retail Sales
Prepares the student to create individual designs for mass production and/or one-of-a-kind crafts. Marketing, pricing, cost analysis and proper care of equipment included. Students will receive a supply list at the first class meeting.

OAD ESD03 — Lettering Styles and Advertising Calligraphy
Presents styles of calligraphy as they are used in the arts, media, and advertising fields. Includes proper placement and proper size of lettering styles. Students will receive a supply list at the first class meeting.

OAD ESD05 — Intermediate Ceramic Productions
Includes the techniques used to create finished ceramic pieces; including the art of chalking on ceramics in the bisque form and wood surfaces by using oil based stains, metallic stains, colored creams, rubs and metallic and bronze finishes. Finalizing some pieces with electrical parts and mounting on wood bases will be considered. Discusses proper equipment usage and maintenance. Marketing and cost analysis will be covered. Students will receive a supply list at the first class meeting.

OAD ESD06 — Craft Painting for Business Opportunities
Painting on all types of surfaces including fabric, glass, wood, tin, plaster and plastic. Creativity and individual expression will be encouraged. Special painting techniques on each type of surface will be demonstrated and discussed. Includes product design, marketing and proper use of equipment and maintenance. Marketing and cost analysis will also be covered. Students will receive a supply list at the first class meeting.

OAD ESD07 — Handcrafted Needlework for Retail Sales and Boutiques
Presents basic needlework techniques in knitting, crocheting, needlepoint, crewel embroidery, and plastic canvas for mass production as well as one-of-a-kind creations. Students solve fitting problems and make professional-looking garments. Includes proper yarn selection, pattern selection, proper maintenance of equipment and organization of work. Students will receive a supply list at the first class meeting.

OAD ESD08 — Jewelry Production and Design for Retail Sales
Wire-worked jewelry design and production for marketing. Techniques such as wire wrapping, coiling, hammering, etc., which may incorporate beads, cabochon stones and free-form gemstone slabs will be covered. Discussion of proper equipment and maintenance, proper display for sales purposes, pricing and inventory control will be taught. Students will receive a supply list at the first class meeting.

OAD ESD09 — Sewing and Design
Presents basic sewing techniques for mass production as well as one-of-a-kind creations. Learn to solve fitting problems and make professional looking garments. Tailoring, pattern making, cutting and style design will be taught. Students are responsible for their own supplies and equipment. Proper maintenance of equipment and organization of work will be covered. Students will receive a supply list at the first class meeting.

OAD ESD10 — Beginning Decorative Art Production for Retail Sales
Introduction to acrylic paints and associated mediums including painting on a variety of surfaces. The use of tole decorative art brush strokes will be incorporated into a step-by-step method on specific projects. Marketing and pricing of finished products will be presented.
Continuing Education

VOC ESD11 — Intermediate Decorative Art Production for Retail Sales
Use of acrylic paints and associated mediums including painting on a variety of surfaces. Patterns are provided for student’s use. More advanced tote decorative art brush stroke techniques will be incorporated into a step-by-step method on specific projects. Includes marketing and pricing of products. Students will receive a supply list at the first class meeting.

VOC ESD15 — Jewelry/Lapidary Production Design
Jewelry making and stone cutting/polishing, lapidary work. Includes appropriate maintenance of equipment and workshop safety. Includes outings to jewelry suppliers, shows and rock hunting trips.

VOC ADJ01 — The Administration of Justice System
History and philosophy of the justice system, subsystems, roles, relationships and theories of crime causation and correction.

VOC ADJ02 — Principles and Procedures of the Justice System
Roles and responsibilities of each segment of the justice system; additional focus on relationships between system segments and sub-system procedures from initial incident to final disposition.

VOC ADJ03 — Concepts of Criminal Law
Provides an overview of California criminal law from the perspective of the law enforcement officer.

VOC ADJ04 — Legal Aspects of Evidence
Introduction to criminal evidence, including admissibility, witness competency, privileged communication, hearsay and collection and preservation of evidence.

VOC ADJ05 — Community Relations
A comprehensive exploration of community problems designed for individuals in public service with major emphasis on community-oriented policing. Reviews public service image, diversity issues, human relations and reactions, crisis areas and confrontations with the public.

VOC ADJ06 — Concepts of Enforcement Services
Responsibilities, techniques and methods of police patrol with emphasis on the basic knowledge required in handling common police occurrences.

VOC ADJ13 — Concepts of Traffic Services
A study of traffic management, collision reconstruction, collision factors including law violations and human factors, collision evidence, traffic enforcement techniques and specialization in traffic management. Emphasis is placed on service to the motoring public.

VOC ADJ20 — Principles of Investigation
This course covers the fundamentals of investigation including crime scene search and recording; collection and preservation of physical evidence; modus operandi; scientific aids; sources of information; interviews and interrogation; follow up and case preparation.

VOC ADJ38 — Narcotics Investigation
Investigation techniques for drug enforcement. Drug effects, use of informants, amendment issues and handling of evidence.

VOC ADJ59 — Gangs and Corrections
Exploration of contemporary street and prison gang issues, including historical and current perspectives, prison gang dynamics, identification of characteristics, cultural differences of gang philosophy. Includes law enforcement/corrections role in intervention/suppression.

VOC ADJ68 — Administration of Justice Report Writing
Techniques for proper documentation of crime reports and related law enforcement records. Use of simulations and role-playing.

VOC ADJ74 — Vice Control
Code and case law dealing with vice; detection and suppression; apprehension and prosecution of violators; special consideration of laws dealing with gambling, prostitution, and sex crimes.

VOC ADG01 — Food Production, Land Use and Politics - A Global Perspective
Surveys the world’s food producing systems in terms of economic, political and cultural forces. Emphasizes ethical, sustainable food producing agriculture.

VOC AGN01 — Animal Science
Fundamental problems and essential concepts of animal production. Includes the study of the types of domestic animals and their utilization by humans.

VOC AGN02 — Animal Nutrition
Composition of feeds and their utilization by domestic animals, including digestive physiology, animal assessment, feed appraisal and compiling of rations.

VOC AGN51 — Animal Handling and Restraint
This course will cover the methods of properly handling large and small animals and will include chemical and physical techniques of restraint.

VOC AGN94 — Animal Breeding
The science of animal breeding, including fundamentals of inheritance, reproduction and breeding systems for domestic animals. Artificial insemination, embryo manipulation and current topics in reproductive biotechnology will also be included.

VOC AGL12 — Exotic Animal Management
Care and management of exotic and alternative livestock species with emphasis on identification, health maintenance, handling techniques, nutrition and reproduction. Includes analysis of industry trends and principal marketing uses of exotic animals.

VOC AGL14 — Swine Production
A study of the various types of swine enterprises and the ways and means of entering them. Swine management, including handling, feeding, breeding, farrowing, butchering, and marketing. Practical skills are taught using the college farm.

VOC AGL16 — Horse Production
Selection, utilization, and management of the light horse emphasizing recreational aspects of the modern horse. Laboratory work includes actual experience in the care of horse and tack.

VOC AGL17 — Sheep Production
A study of the various types of sheep enterprises and the ways and means of entering them. Includes class, laboratory and project work concerning all phases of sheep management, sheep handling, feeding, shearing, breeding, lambing and marketing. Practical skills taught on the school farm and sheep farms in the area.

VOC AGL18 — Horse Ranch Management
Skills and knowledge to work on or manage a modern equine ranch, including management of the breeding farm, farm layout, estrous cycles, breeding problems and stallion care.

VOC AGL19 — Horse Hoof Care
Emphasizes proper horse hoof care; shoeing, trimming and disease recognition and control.

VOC AGL20 — Horse Behavior and Training
Breaking and starting young horses. Concentrates on halter training of foals, ground work on yearlings, and green-breaking two-year-olds and up. Includes lunging techniques, driving, and breaking to a saddle. Training in collection, turning, backing, leads, and trailer loading.

VOC AGL30 — Beef Production
Principles and practices in the selection and management of feeder, market and breeding beef cattle. Economics of production, utilization of farm-grown feeds, and feedlot operations will be stressed.

VOC AGL34 — Livestock Judging and Selection
Study of form and appearance of farm animals as related to their function. Includes judging of breeding and terminal livestock as well as carcass evaluation.
VOC AGR01 — Horticultural Science
The basic horticulture skills and techniques for use in gardening, nursery, and landscape applications. Emphasis on propagation, cultural practices, and the study of plant relationships, structure, growth and development.

VOC AGR02 — Plant Propagation/Greenhouse Management
Plant propagation and production practices with emphasis on florists’ plants, woody ornamentals and fruits. Commercial techniques include seed propagation, cuttings, grafting and budding, layering, fern sporing and division. Stresses greenhouses and other environmental structures for plant propagation and production.

VOC AGR04 — Park Management
Management and operation of municipal park departments. Includes the development of budgets, purchasing, park policies, planning and scheduling.

VOC AGR05 — Park Facilities
Management and operation of different types of park facilities. Includes the management of sports fields, recreation centers, campgrounds, aquatic facilities and golf courses.

VOC AGR13 — Landscape Design
Fundamentals and implementation of landscape design. Principles of design, the design process, drafting, graphics, site evaluation, landscaping materials, and plant usage. Projects emphasize residential and small commercial sites.

VOC AGR15 — Interior Landscaping
Design, Installation and maintenance practices used in interior landscaping. Includes identification, culture and care of plants suitable for interior use.

VOC AGR24 — Integrated Pest Management
Identifies common agricultural pests in Southern California and analyzes physical, biological and chemical pest control principles and practices. Stresses use, safety, equipment, laws, and regulations of pesticides.

VOC AGR25 — Floral Design 1
Application of principles in the art of floral design as to form, style and composition. Designing of floral arrangements, wreaths, sprays, baskets, bouquets, wedding flowers and corsages are included in the laboratory setting.

VOC AGR26 — Floral Design 2
Continued application of principles in the art of floral design. Contemporary design theory emphasizing creativity, self-expression and professional design situations.

VOC AGR27 — Floral Design 3
Advanced application of principles in the art of holiday designs, party and wedding designs, and sympathy designs. Florist management operations will emphasized.

VOC AGR29 — Ornamental Plants - Herbaceous
Identification, growths habits, culture and ornamental use of landscape annuals, biennials, perennials, ferns, indoor plants, groundcovers and vines adapted to climates of California. Plants emphasized will come from the California Association of Nurseries and Garden Centers (CANGC) and California Landscape Contractors Association (CLCA) certification test plant lists.

VOC AGR30 — Ornamental Plants - Trees and Woody Shrubs
Identification, growth habits, culture and ornamental use of landscape trees and shrubs adapted to climates of California. Plants emphasized will come from the California Association of Nurseries and Garden Centers (CANGC) and California Landscape Contractors Association (CLCA) certification test plant lists.

VOC AGR31 — Ornamental Plants - Woody Shrubs
Identification, growth habits, culture and ornamental use of landscape trees and shrubs adapted to climates of California. Plants emphasized will come from the California Association of Nurseries and Garden Centers (CANGC) and California Landscape Contractors Association (CLCA) certification test plant lists.

VOC AGR32 — Landscaping and Nursery Management
Operation and management of wholesale and retail nurseries. Includes site location and layout of areas; greenhouse management; soil mixes and proper use of fertilizers, insecticides, fungicides, herbicides and growth regulators; irrigation; mechanization; financing; personnel management; retail displays, advertising and customer relationships; federal, state and local laws and regulations. Field trips are included.

VOC AGR39 — Turf Grass Production and Management
Introduction to cultivation, maintenance and management of turf grasses utilized for athletic fields, golf courses, parks, cemeteries, commercial and residential lawns. Identification, installation, cultural requirements and maintenance practices are emphasized.

VOC AGR40 — Sports Turf Management
Prepares students to work in the sports turf industry. Emphasizes turf cultural techniques used in sports turf management. Includes turf surfaces used on baseball, football, soccer, tennis, golf courses, driving ranges and other sports fields in both professional and amateur sports. Field trips are included.

VOC AGR41 — Sports Turf Management
Prepares students to work in the sports turf industry. Emphasizes turf cultural techniques used in sports turf management. Includes turf surfaces used on baseball, football, soccer, tennis, golf courses, driving ranges and other sports fields in both professional and amateur sports. Field trips are included.

VOC AGR50 — Soils Science and Management
Principles of proper soil management to optimize plant growth, including management of air, water, nutrients and organic matter. Physical and chemical properties of soil that govern soil reactions and interactions. Field trips are included.

VOC AGR51 — Tractor and Landscape Equipment Operations
Selection, operation, repair and maintenance of power equipment used in the landscape industry. Includes 2WD and 4WD tractors, skip loader, skid steer loader, backhoe, lawnmowers, edgers, weed eaters, blower/vacuum, rototillers, chainsaws, spraying equipment and all-terrain vehicles. Laboratory includes actual hands-on applications of this equipment.

VOC AGR52 — Hydraulics
Operation, maintenance and repair of hydraulic systems used on agriculture and industrial equipment. Emphasis: pumps, valves, cylinders, flow control, reservoirs, lines, motors and hydrostatic transmissions. Laboratory provides hands-on application of hydraulic systems.

VOC AGR53 — Small Engine Repair
Principles and repair of small engines used in landscape, industrial and agricultural applications. Includes repairs of lawnmowers, chainsaws, 2-cycle engines, 4-cycle engine, spraying equipment, all-terrain vehicles, and other related gas-powered equipment.

VOC AGR55 — Diesel Engine Repair
Repair and maintenance of diesel engines used to power industrial, landscape and agricultural equipment. Students gain actual hands-on experience maintaining, servicing and repairing diesel engines.

VOC AGR56 — Engine Diagnostics
Analysis and evaluation of tractor power failure. Students gain actual experience in the proper diagnostic procedures of power equipment. Service, maintenance and repair of tractor electrical systems: electrical wiring, voltage regulators, generators, alternators, switches, gauges, batteries and test equipment.
VOC AGR57 — Power Train Repair
Service, maintenance and repair of power trains. Students gain experience with clutches, transmissions, differentials, power take-off units, and final drive used to transmit power on tractors and other outdoor power equipment.

VOC AGR62 — Landscape Irrigation - Design and Installation
Design and application of turf and ornamental irrigation systems. Design techniques, sprinkler system components and hydraulic principles used in nursery management, interior design, residential and commercial landscaping. Special emphasis is given to water conservation incorporating controlled flow technologies.

VOC AGR63 — Landscape Irrigation Systems Management
A systematic approach to water conservation in the landscape. Repair techniques that will allow a current system to efficiently operate to its initial design. Trouble-shooting procedures including field testing of valves and controllers. Irrigation efficiency testing will be incorporated to demonstrate proper methods of water audits and system.

VOC AGR64 — Landscape Irrigation - Drip and Low Volume
Conservation of water in the landscape by utilization of drip and low-flow irrigation practices. Design, installation techniques, operation and maintenance of drip and low-flow irrigation systems, including determination of irrigation requirements, selection of emitters and low-flow devices, and uniformity of water distribution. Students will gain hands-on experience in design and installation techniques.

VOC AGR71 — Landscape Construction Fundamentals
Fundamentals of construction techniques and tools used in landscaping. Students will gain skills in construction projects that include surveying techniques, utilities (gas, water, electricity), woodworking and masonry.

VOC AGR72 — Landscape Hardscape Applications
Landscape construction pertaining to hardscape featured in the landscape. Estimation and installation of fences, walls, planters, patios, lighting, barbecues, gazebos, decks, pools, spas, fountains and pools. Students will gain hands-on experience in the laboratory activities.

VOC AGR73 — Landscaping Laws, Contracting, and Estimating
Landscape laws, contracting and estimating as they pertain to landscape construction. Information covered will be helpful for Landscape Contractor's (C-27 classification) licensing exam administered by the state of California. Students gain hands-on experience of contracting and running a business.

VOC AGR75 — Urban Arboriculture
Care and management of ornamental trees. Includes pruning techniques, fruit tree care, bracing, cabling, and pest control. Safe practices in the use of equipment including the use of ropes, chippers, boom trucks, chain saws, and identification and evaluation of common trees. Prepares students for the tree worker and arborist certification exams.

VOC AGP70 — Pet Shop Management
The pet industry, pet shop operations and the economic aspects of the retail/wholesale pet business. Includes organization and operation of pet shops, animal care practices, and sound business management practices.

VOC AGP71 — Canine Management
Selection, feeding, housing, breeding and management of dogs, including commercial aspects of the dog as a domestic pet. Laboratory work will include practical experience in the handling, training and grooming of dogs.

VOC AGP72 — Feline Management
Care and management of cats. Includes breed identification and characteristics, grooming, showing, nutrition, practical care, behavior, breeding and housing.

VOC AGP73 — Tropical and Coldwater Fish Management
Care and keeping of marine and freshwater aquarium fishes, plants and invertebrates. Includes guidance on setting up aquariums, choosing compatible species, feeding, health care, breeding and raising fish.

VOC AGP74 — Reptile Management
Care and keeping of reptiles and amphibians, including snakes, lizards, turtles, tortoises, newts, salamanders and frogs. Includes identification and characteristics of reptiles commonly kept as pets. Guidance regarding the housing, feeding, health maintenance, breeding and raising of reptiles will be offered.

VOC AGP75 — Urban Arboriculture
Care and management of ornamental trees. Includes pruning techniques, fruit tree care, bracing, cabling, and pest control. Safe practices in the use of equipment including the use of ropes, chippers, boom trucks, chain saws, and identification and evaluation of common trees. Prepares students for the tree worker and arborist certification exams.

VOC AGP76 — Aviculture - Cage and Aviary Birds
Presents cage and aviary birds marketed in the wholesale and retail pet trade, including identification, nutrition, breeding, disease prevention and control, aviary construction and providing the proper environment. Includes information on psittacines, soft bills, finches, game birds, poultry and ornamental waterfowl.

VOC ARC11 — Architectural Drawing
Basic graphic and drawing techniques, including architectural graphics, building construction fundamentals, and methods of drawings considered prerequisite to architectural design.

VOC ARC16 — Basic CAD and Computer Application
Basic CAD (Computer Aided Design and Drafting) and computer application in architecture, engineering and related fields (including basic word processing, spreadsheet, CAD and presentation applications). Students who repeat this course will improve skills through further instruction and practice.

VOC ARC26 — Architectural CAD Illustration and Animation
Advanced architectural CAD drawings. Portfolio of working drawing and presentation applications of integrated 2-D and 3-D CAD models will be produced. Students who repeat this course will improve skills through further instruction and practice.

VOC BA11 — Fundamentals of Accounting
Accounting vocabulary and theory, equations to solve word problems, percentages, simple and compound interest, payroll, business taxes, present value, investments, inventory, depreciation, financial statement analysis and ratios.

VOC BA53 — Ten-Key Calculations
Operation of electronic calculators by the touch method to solve business and accounting problems. Focuses on the application of calculator features to specific business concepts including banking records, payroll, invoice pricing and inventory.

VOC BA07 — Principles of Accounting - Financial
Introduction to financial accounting which provides the foundation for continued coursework in accounting. Includes accounting concepts and techniques essential to the administration of a business enterprise, analyzing and recording financial transactions, accounting valuation and allocation practices and the preparation, analysis and interpretation of financial statements. Gives the student the tools and methods needed for decision making.

VOC BA17 — Principles of Accounting - Cost
Introduction to cost accounting which provides the foundation for continued coursework in cost accounting. Includes accounting concepts and techniques essential to the administration of a business enterprise, analyzing and recording financial transactions, cost allocation practices and the preparation, analysis and interpretation of financial statements. Gives the student the tools and methods needed for decision making.
Continuing Education

VOC BA68 — Business Mathematics
Reviews addition, subtraction, multiplication, division, decimals, percentages, fractions, sign numbers, equations and problem solving.

VOC BA70 — Payroll and Tax Accounting
Examines all areas of on-the-job payroll accounting. Surveys the various tax procedures required by the employer and employee in filing the correct forms for Social Security, federal and state income taxes and their reconciliation. Laws related to Worker's Compensation, State Disability Benefit Laws and Fair Employment Practices are discussed.

VOC BA71 — Financial Planning
Personal financial planning for students who wish to understand their own finances or assist others in money management. Topics include income taxes, consumer credit, budgeting home ownership, banking functions, insurance, retirement planning investing and time value of money.

VOC BA72 — Bookkeeping - Accounting
Fundamental bookkeeping and accounting principles including the accounting cycle for service and merchandising companies, cash management, payroll and special journals. Computerized simulations and completion of a practice set will be required.

VOC BA75 — Using Microcomputers in Financial Accounting
Application of basic accounting concepts utilizing ledger software program. Hands-on use of a microcomputer to process accounting transactions, prepare statements and reports, and complete accounting cycle tasks. Completion of a computerized accounting practice set will be required.

VOC BA76 — Using Microcomputers in Managerial Accounting
Analyze financial data and prepare managerial accounting reports using Excel software. Development of “what-if” formulas to be used as an aid in decision-making. Manufacturing and consolidation worksheets, financial statement analysis, and statement of cash flows.

VOC BM10 — Principles of Continuous Quality Improvement
History and evolution of thought in Continuous Quality Improvement, including the theories and methods of Deming, Juran and Crosby. The quality management process and tools for the continuous improvement of quality are presented. Relevant case studies are included.

VOC BM12 — Continuous Quality Improvement Team Building
Advisory Prerequisite: VOC BM 10
Provides comprehensive instruction in building and using Continuous Quality Improvement project teams including selection of team members and evaluation of team performance. Students completing the course will be qualified to participate as members of Continuous Quality Improvement teams, create and evaluate problem solutions applying tools for improvement planning and team decision making, and build an effective improvement plan.

VOC BM20 — Principles of Business
Overview of business and its functions, background, development, organization and opportunities. Business terms, current trends, methods, contemporary and future problems, and current business practices are covered.

VOC BM25 — Principles of E-Commerce
A hands-on course focusing on learning the principles of E-commerce through the use of the internet. Students study the economic importance of E-commerce domestically and internationally. Includes uses of the internet, consumer buying, retail and business purchases, internet marketing, digital advertising, global E-commerce and business Web sites.

VOC BM51 — Principles of International Business
An overview of the rapidly changing international business environment, designed to provide a global perspective. Introduces global viewpoints across the full spectrum of business functions, including but not limited to: accounting, finance, human resources, management, operations, production, purchasing and strategic planning.

VOC BM52 — Principles of Exporting and Importing
Acquaints the student with the vocabulary, acronyms and the basic information needed for an understanding of and participating in the exporting and importing of goods and services.

VOC BM60 — Human Relations in Business
Behavior, personality, self-management, self-development, and elementary business psychology as an aid to furthering the student's business advancement and lifelong learning. Class discussions focus on the student's understanding of intrapersonal and interpersonal effectiveness with emphasis on communications, motivation, leadership and other related areas.

VOC BM61 — Business Organization and Management
Functions of management, techniques of decision making and problem solving, and methods used by the manager to achieve organizational goals. Various theories of management, lines of authority, functions of departments, and the importance of policies, procedures, and controls are discussed.

VOC BM62 — Human Resource Management
Direction of people including guidance, control, supervisory problems, training, job analysis, interviewing, testing, rating and other functions involving human resources. Designed to improve the overall understanding of the relationship between the individual and the business organization.

VOC BM66 — Small Business Management
Practical problems encountered in organizing and operating a small business enterprise: initiating the business, financial and administrative control, legal and government relationships and other related considerations.

VOC BM85 — Special Issues in Business
Provide business majors with a forum to gain knowledge, develop techniques, problem solve and implement an actual business plan. Special emphasis will be placed on the particular project of the actual business used as the class project.

VOC B005 — Business English
Skills and techniques of English, as applied to business situations. Emphasis on effective paragraphs and memos.

VOC B025 — Business Communications
Written communications including letters and memos meeting a variety of situations in the business environment. Includes writing of good news, bad news, sales, claims and persuasive correspondence; letters and resumes appropriate to job seeking and application; and practicing oral skills as applied to job interviews and business reports.

VOC B026 — Oral Communications for Business
Designed to help business people communicate more effectively in spoken communication situations such as training sessions, presentations, and professional discussions.

VOC B096 — Spelling and Vocabulary for Success
Advisory Prerequisite: VOC B005
Learn to spell and define troublesome words. Improve basic spelling and vocabulary used by business and industry. Includes proper use of dictionary; word division; adding suffixes and prefixes; synonyms; computer-related vocabulary; and business vocabulary. Note: VOC B096A and VOC B096B are equivalent to VOC B096

VOC BO25 — Business Vocabulary
Develops a broad word command of new and specialized business vocabulary for use in various businesses. Improves vocabulary to enhance written and oral communication.

VOC B096A — Business Vocabulary
Develops a broad word command of new and specialized business vocabulary for use in various businesses. Improves vocabulary to enhance written and oral communication.

VOC B096 — Spelling and Vocabulary
Develops a broad word command of new and specialized business vocabulary for use in various businesses. Improves vocabulary to enhance written and oral communication.

VOC B066 — Real Estate Practice
Office procedures and practices in listings, advertising, prospecting, financing, exchanges, property management, salesmanship, land utilization and public relations. A course in real estate practice must be completed within 18 months of licensure.
**VOC BS35 — Professional Selling**
Principles of selling and the role of a salesperson in the marketing process. Includes characteristics and skills necessary for a successful salesperson, techniques for prospecting and/or qualifying buyers, buyer behavior and critical steps in the selling process. Students develop and offer a sales presentation for a selected product, service or concept.

**VOC BS36 — Principles of Marketing**
Organization and function of the system of distributing goods and services from the point of production to the consumer. Preparation of a marketing plan using product, distribution, promotional and pricing strategies.

**VOC BS50 — Retail Store Management and Merchandising**
Principles and practices used in the management and merchandising of retail stores. Includes all aspects of the critical buying function, merchandising, promotional techniques, site selection, layout, staffing, market positioning and customer service.

**VOC BS85 — Special Issues in Marketing**
Provides marketing majors with a forum to gain knowledge, develop techniques, problem-solve and implement an actual business marketing plan. Special emphasis will be placed on the particular project of the actual business used as the class project.

**VOC CPBC1 — Basic Computing Level 1**
Introduction to the personal computer, including terminology and basic computer operations in a Windows environment. Instruction is hands-on. Note: Students may take this class only 2 times consecutively.

**VOC CPBC2 — Basic Computing Level 2**
A hands-on course focusing on ways to create documents in applications such as Microsoft Word; includes basic computer maintenance and problem-solving techniques. Note: Students may take this class only 2 times consecutively.

**VOC CPBC3 — Basic Computing Level 3**
Prerequisite: VOC CP-BC2 Basic Computing Level 2
Designed to increase word processing skills through creative projects which introduce computer graphics. Students will further their understanding of proper computer care and maintenance.

**VOC CPCC — Creative Computing**
Develops creative skills in utilizing graphic designs for projects such as business cards, letterhead, labels, flyers, posters, greeting cards and computer-generated fabric designs. Proper marketing skills will also be discussed.

**VOC CPCL — Computer Laboratory**
A lab study program designed to complement the lecture materials presented in computer program instructional courses.

**VOC CPNET — Internet Research — An Introduction**
Includes e-mail, research, terminology and functional capabilities of the Internet.

**VOC CS11 — Computer Keyboarding**
Develops alpha and numeric keyboarding skills on a personal computer at a straight-clpy rate of 25 to 40 gross words with a predetermined error limit. Includes keyboarding of letters, tables and manuscripts. (Formerly VOC CP01)

**VOC CS41 — Office Management Skills**
Training and skill building in filing systems and procedures, proofreading, telephone techniques, faxing, emailing and electronic calendaring of events, appointments and meetings. (Formerly VOC CP28)

**VOC CSB15 — Microcomputer Applications**
Introduction of Windows based operating system and applications. Simple business examples using up-to-date browser, word processing, spreadsheet, database management and presentation software; and integration of software applications. Hands-on instruction on Windows based computers.

**VOC CSB16 — Macintosh Applications**
Macintosh computer skills including the operating system and word processing, database, spreadsheet and multimedia applications. (Formerly VOC CP10)

**VOC CSB31 — Microsoft Word**
Extensive hands-on instruction using Microsoft Word and its editing, formatting, and language tools to create, revise and format various business and report documents. Also create flyers, newsletters, and other publication documents using advanced formatting techniques and tools. (Formerly VOC CP20)

**VOC CSB35 — Microsoft PowerPoint**
Using PowerPoint to plan, design and produce effective presentations. Includes creating charts, diagrams, and storyboards; developing appropriate text content; adding sound, animation and movies. (Formerly VOC CP50)

**VOC CSB61 — Desktop Publishing Software**
Using desktop publishing software to integrate text and various graphic objects, design, edit and produce a variety of high-quality business publications. (Formerly VOC CP60)

**VOC CSW15 — Web Site Development**
Use of a professional visual Web-authoring application to plan, develop, implement, publish and maintain Web sites. Includes working with text and images, internal and external hyperlinks, image maps, tables, Cascading Style sheets, Web page content, Web forms, multimedia objects (Flash text, Flash buttons, sounds and video), interactions and behaviors, and Web page templates. Principles of Web site structures, documentation, management and maintenance will be discussed. (Formerly VOC CP13)

**VOC CNT50 — PC Servicing**
PC and peripheral servicing techniques, preventative maintenance, hardware configurations, software configurations, software diagnostics, and the use of test equipment.

**VOC CNT52 — PC Operating Systems**
Current operating systems required for A+ and Network+ Certification and general computer servicing. Topics include: identification of major components, installation, configuration, upgrading and troubleshooting.

**VOC CNT54 — PC Troubleshooting**
Advanced microcomputer servicing. Includes: isolating, identifying, and repairing specific problems in the computer environment at the hardware level. Prepares students for the A+ Certification Exam.

**VOC CNT56 — Home Theater, Home Integration and Home Security Systems**
Home theater, home integration, and other home management systems. Emphasis on home theater, home management PLCs, security hardware and programming and the installation and servicing of such systems. Prepares the student for the California State Contractors C-7 voltage systems license.
CONTINUING EDUCATION

VOC CNT60 — A+ Certification Preparation
Prepares the student and qualified computer technician for the A+ certification examination. All aspects of the Core and OS test modules will be stressed through both lecture review and test simulation software.

VOC CNT62 — Network+ Certification Preparation
Prepares the student and/or A+ certified technician for the Network+ Certification Examination. Individuals preparing for a job in the computer networking industry or who wish to become Network+ certified will find this course invaluable.

OCCUPATIONAL — CORRECTIONAL SCIENCE

VOC CRS10 — Introduction to Correctional Science
Overview of the field of corrections: county jail, probation, the California Youth Authority and the Department of Corrections as a member of the Criminal Justice System. Includes philosophy, past and present practices and the criminal justice and correctional processes.

VOC CRS15 — Control and Supervision of the Offender
Examine methods of controlling and supervising inmates. Emphasizes California’s methods in rapidly-expanding institutions.

VOC CRS20 — Correctional Law
Legal and due process rights for inmates. Inmate rights vs. needs of society, State, federal and appellate court decisions.

VOC CRS25 — Probation and Parole
Historical development of probation and parole with emphasis on current California programs. Defines the roles of courts, parole boards and the duties and responsibilities of the staff of probation and parole agencies.

VOC CRS30 — Ethnic Relations in Corrections
A historical survey of minority roles, problems and relationships in America. Stresses cultural and racial differences and interpersonal relationships of correctional staff and clients.

VOC CRS35 — Interviewing and Counseling in Corrections
Techniques of interviewing and counseling in the field of corrections with emphasis on practical application. Needs of the client and agency will be stressed.

VOC CRS40 — Crime and Delinquency
Criminal behavior and types of crime and effects on society and victims. Stresses property crime, property offender, motivation and methods of control used by society.

VOC CRS45 — The Violent Offender
Violent crimes of felony assault, robbery, rape, the various types of homicide, and the characteristics of both the offender and the victim.

OCCUPATIONAL — ELECTRONICS

VOC EL10 — Introduction to Mechatronics
An introduction to the field of mechatronics, a combination of conventional electronic technology with mechanical and computer technology. Special emphasis is on robotics. Hands-on activities include the building of a robot.

VOC EL11 — Technical Applications in Microcomputers
Use of the personal computer (PC) in electronics for technically related applications. Includes word processing, spreadsheet, database, computer presentation methods, e-mail and job searches. Students who repeat this course will improve skills through further instruction and practice.

VOC EL12 — Computer Simulation and Troubleshooting
Use of the personal computer for simulation and troubleshooting of both analog and digital electronic circuits. Circuit analysis, value substitution, and fault diagnosis will be done with the emphasis on “Electronics Workbench/Multisim” software. Students who repeat this course will improve skills through further instruction and practice.

VOC EL50A — Electronics Theory
DC circuit theory covering resistive circuits, basic components, Ohm’s Law, Kirchoff’s Law, and network theorems. Students seeking a survey course in electronics could take ELEC 90, Survey of Electronics, rather than ELEC 50A or 50B.

VOC EL50B — Electronics Theory
AC circuit theory covering inductors, capacitors, impedance, filters, decibels, and resonance. Analysis involves the use of complex numbers. Stresses passive components.

VOC EL51 — Electronic Devices Theory
Solid-state devices and circuits, including BJT and FET transistors, rectifier diodes, op-amps, voltage regulators, oscillators, and timers. Emphasizes configurations, classes, load lines, characteristics curves, gain, troubleshooting, and frequency response.

VOC EL53 — Communications Circuits Theory
Analog and digital communication circuits theory. Emphasizes analog and digital modulation principles in AM, FM, SSB, PLL, FDM, TDM, modems, fiber optics, and telecommunications circuits.

VOC EL55 — Microwave Communications - Lecture
Microwave components, circuit theory, and their applications with emphasis on satellite technology. Stresses Gunn diode oscillators, transmission lines, waveguides, Smith Charts, components, amplification, frequency analysis, and measurement techniques.

VOC EL61 — Electronic Assembly and Fabrication
Assembly and fabrication techniques in basic soldering, de-soldering and surface mount technology. Construction of coaxial and Category 5 cabling and connectors. Includes an overview of types of printed circuit board design. Students who repeat this course will improve skills through instruction and practice.

VOC EL62 — Advanced Surface Mount Assembly and Rework
Advanced course in assembly and repair (soldering) on surface mount assemblies. Prepares for the IPC surface mount assembly and rework certifications.

VOC EL74 — Microcontroller Systems
Emphasizes the software/hardware architecture for the typical microprocessor environment. The software instruction set and the hardware interface circuit design are covered for the microprocessor. Fundamentals and terms are covered for the personal computer (PC).

VOC EL76 — Radio/Telephone Communications
Prepares qualified electronic technicians for the F.C.C. and/or N.A.R.T.E. commercial licenses for technicians and engineers in the communications field. Students who repeat this course will improve skills through further instruction and practice.

VOC EL81 — Laboratory Studies in Electronics Technology
Extended laboratory experience supplementary to those available in the regular program. Allows the student to pursue more advanced and complex laboratory projects and experiments.
VOC EM65A — Mathematics of Electronics - DC
Mathematics of DC circuits analyzing passive circuits including Ohm's Law, Kirchhoff's Law, voltage dividers, current dividers, and network theorems.

VOC EM65B — Mathematics of Electronics - AC
Mathematics of AC circuits analyzing passive circuits including resistance, reactance, impedance, resonance, and complex numbers (polar and rectangular).

VOC TCH60 — Customer Relations for the Technician
Customer relations (soft skills) for the technician, including benefits of knowing and using effective customer contact tools, proper customer interactions, ethics and maintaining customer satisfaction.

VOC EST50 — Electrical Fundamentals for Cable Installations
Electrical fundamentals for cable and wire installations and other low voltage systems. Includes DC/AC, solid-state devices, digital and microprocessor devices and their application to cable installations. Prepares students for the California State Contractors C-7 low voltage systems license.

VOC EST52 — Fabrication Techniques for Cable Installation
Fabrication techniques used in the installation of home theater, computer networks, home automation, and other low voltage system applications. Emphasis on hand and power tools, construction methods and materials as they apply to cable and wire installations.

VOC EST54 — Cabling and Wiring Standards
Cable and wire standards of video, voice and data wiring for home theater, computer networks, home automation, telecommunications, and other low voltage system installations. Emphasis on copper wire, coax, fiber optic, and structured cables. Prepares students for the California State Contractors C-7 low voltage systems license.

VOC EST56 — Home Electronic Systems
Home theater, home integration, and other home management systems. Emphasis on home theater, home management PLCs, security hardware and programming and the installation and servicing of such systems. Prepares students for the California State Contractors C-7 low voltage systems license.

VOC EST62 — Electronic Troubleshooting - 1
Troubleshooting basic electronic circuits and systems to component level. Circuits include: power supplies, amplifiers, audio circuits, home theater audio (Dolby 5.1) and video circuits (analog TV).

VOC EST64 — Electronic Troubleshooting - 2
Troubleshooting advanced electronic video circuits and systems to component level. Includes digital TV and HDTV (plasma, LCD, DLP).

VOC EST70 — C-7 Low Voltage Systems License Preparation
Prepares students for the California State Contractors C-7 Low Voltage Systems license examination.

VOC FSH08 — Introduction to Fashion
Examines scope of the fashion industry from concept to consumer: industry background and technology. Includes design, manufacturing, distribution, sales and promotion with emphasis on career opportunities and qualifications.

VOC FSH09 — History of Costume and Fashion
A survey of Western costume and fashion from antiquity to contemporary times. Emphasis is placed on style development as it relates to social, economic and political forces, and the relationship of historic styles to current fashion.

VOC FSH10 — Clothing Construction 1
Development of a basic understanding of industry standard apparel construction techniques using a variety of machines and equipment. Included are marker preparation, commercial patterns, basic block fusing, and garment construction of slim skirt/pants, dress/shirt, and knit “T” shirt.

VOC FSH12 — Clothing Construction 2
Industry-quick alternatives to traditional construction and tailoring techniques, using overlock and single needle machines. Hands-on experience using woven fabrics for tailored clothing and novelty knits.

VOC FSH15 — Fashion Strategies
An investigative overview of sociological, psychological, cultural and fashion industry influences on clothing selection. The elements and principles of design and their impact on dress will be explored.

VOC FSH17 — Textiles
Examines the manufacturing of textiles/fabrics and factors that determine the suitability for end use. Topics covered include natural and synthetic fibers, yarns, fabric construction, dies, finishes, legislation and care. Emphasis is placed on selection criteria for textile product design and recent developments in the textile field.

VOC FSH20 — Illustration for Fashion and Costume Design
Drawing techniques for fashion and theatrical costume design. Application of the basic techniques used in drawing a well-proportioned male and female figure and in rendering garment flats using texture, fabric and design detail. Students will explore a variety of mediums.

VOC FSH21 — Patternmaking 1
Theory and application of basic flat patternmaking techniques to create garment designs using industry standards. By means of dart and seam manipulation, slopers will be created, constructed and fitted.

VOC FSH22 — Fashion Design By Draping
Three-dimensional dress design through draping fabrics directly to a dress form to create original designs or to interpret fashion illustrations.

VOC FSH23 — Patternmaking 2
Intermediate pattern drafting and flat patternmaking, with the introduction to the sizing of patterns/grading. Development of patternmaking skills to include two-way stretch knits, swimwear, and complex construction. Students apply commercial manufacturing standards in producing size ranges for misses' and women's wear, to include skirts, pants, bodices, sleeves and collars.

VOC FSH24 — Fashion Patternmaking by Computer
Applications of Computer Aided Design (CAD) patternmaking and grading for the fashion industry. Exploration of drawing techniques, pattern development, flat pattern manipulation and the sizing/grading of patterns.

VOC FSH25 — Fashion Computer-Assisted Drawing
Drawing production flats, colorization and scanning images using computer as a drafting tool. Exploration of popular computer techniques and methods suitable for use in apparel industry. Concentration on Adobe Illustrator and Adobe Photoshop.

VOC FSH30 — Fashion Design and Product Development I
Overview of the global environment for product development for fashion. Applies the concepts and methods by which retailers create special store-brand-ed merchandise for targeted customer segments. Students will develop financial and design goals, create product concept and line-boards, and evaluate the aesthetic and commercial results.

VOC FSH31 — Fashion Design and Product Development 2
Intermediate fashion students will create and maintain a personal design sketchbook and work with the basic categories of swim wear, active wear, children's and junior clothing. Industrial techniques of drawing production flats and design room sketches are taught in addition to the full fashion figure. Projects will include creation of lines including production flats, textile selection, cost sheets, full-color illustrations and full scale patterns.
Continuing Education

VOC FSH32 — Fashion Design and Product Development 3
Advanced fashion design and product development emphasizing, in portfolio format, a minimum of three lines with production flats, scale patterns, pattern charts, cost sheets and sample garments. A design sketchbook will be maintained. Includes resume preparation and job search appropriate for the fashion design industry.

VOC FSH62 — Retail Store Management and Merchandising
Principles and practices used in the management and merchandising of retail stores. Includes all aspects of the critical buying function, merchandising, promotional techniques, site selection, layout, staffing, market positioning and customer service.

OCCUPATIONAL  GEOGRAPHY

VOC GOG10 — Introduction to Geographic Information Systems
An introduction to the fundamentals of a geographic information system(GIS), including history of automated mapping, introduction to cartographic principles, overview of software, such as ArcView; hardware; application of GIS technology in environmental sciences, government, business, terminology, data, and spatial analysis.

OCCUPATIONAL  HEALTH

VOC ANA50 — Basic Anatomy and Physiology
Introduction to human anatomy and physiology by systems, with brief descriptions of biochemistry, cell biology and molecular biology. Upon completion, students will understand normal functions and be able to recognize pathologies.

VOC CPR01 — BLS Heartsaver Course - Adult
This three (3) hour course is designed to teach the life-saving skills of Cardiopulmonary Resuscitation, the first aid techniques for choking emergencies, and how to respond to general life-threatening emergency situations. Students will learn about the risk factors associated with heart attacks and strokes. Successful completion of the course will provide the student with an American Heart Association Heartsaver CPR Level A Completion Card, renewable in two years.

VOC HHO — Home Health Aide
Preparation for certification as a Home Health Aide by the state of California. Incudes federal and state regulations, client needs, quality of care and clinical hours. Note: Priority registration for HHA (Home Health Aide and ACNA (Acute CNA) classes is given to students who are continuing from successful completion of the Mt. SAC CNA course and have a current* Mt. SAC History and Physical Form on file with the college. (*Within 1 year or less. This is a Mt. SAC contractual requirement.)

VOC HTH01 — Certified Nursing Assistant
Prepares participant to work in a skilled nursing facility and pass California Long-Term Care CNA exam. Prerequisites:
- Current American Heart Association BLS for Health Care Providers card (must be valid for course duration)
- Completed Technology and Health Division Student Medical History and Physical exam form within the last 3 months
- Current Live scan fingerprint documentation.
- Valid identification (CA driver’s license or CA ID card) and Social Security card
Corequisite: VOC HTH 05

VOC HTH04 — Acute Care Nursing Assistant
This course will enhance the existing skills of the CNA and provide the knowledge and job skills to work in various departments of acute care hospitals including med-surgical, obstetrics and pediatrics. Prerequisites:
- Documentation of completion of CNA Course and successful pass on CNA certification exam
- Current American Heart Association BLS for Health Care Providers card (must be valid for course duration)
- Completed Technology and Health Division Student Medical History and Physical exam form within the last 3 months
- Current Live scan fingerprint documentation.
- Valid identification (CA driver’s license or CA ID card) and Social Security card

VOC HTH05 — Health Careers Resource Center
Provides health occupational students with instructional media and equipment to practice and improve nursing and other health occupation competencies.

VOC HTH06 — Medical Terminology
Presents a study of the use and meaning of basic medical terminology. A programmed learning, word building system will be used to learn word parts that are used to construct or analyze new terms. Emphasis is placed on spelling, definition, usage and pronunciation. Abbreviations will be introduced as related terms are presented. Special emphasis will be placed on actual case diagnoses, treatments and medical interventions.

VOC HTH12 — Medical Terminology
VOC HTH14 — Interpreting in Health Care 2
Further enhancement of interpreting skills learned in VOC HTH13 covering specialized health care service areas such as genetics, mental health, and death and dying. Emphasis on the development of cultural competency in the community and workplace and careers in interpretation.

VOC HTH15 — Externship in Health Care Interpreting
Corequisite: VOC HTH20
Healthcare Interpreting Seminar Facilitating linguistic and cultural communication between client and health care providers.

VOC HTH16 — Geriatric Resource Specialist
Prepares the participant to utilize available resources for older adults on a national and local basis. Identification of older adults' needs; development of action plans to access appropriate services.

VOC HTH18 — In-Home Care of Alzheimer’s and Dementia Clients
Information and educational activities with techniques to enhance one’s ability to work with Alzheimer’s/Dementia consumers, with an emphasis on effective communication skills and appropriate activities when working with consumers and delivering direct care.

VOC HTH20 — Health Care Interpreter Seminar
Principles, issues, concepts, and skills related to the role of the Health Care Interpreter in facilitating linguistic and cultural communications through the externship field experience.

VOC IHSS — In-Home Support Services
Preparation to assist elderly, disabled and ill persons living at home. Communication skills, maintenance of a healthy environment and procedures for emergencies. Physical, emotional and developmental characteristics of the patients served; personal hygiene, safe transfer techniques and basic nutrition.
VOC RDTEC — Intravenous Therapy for Radiologic Technology
This course prepares the Radiologic Technologist student to perform venipuncture in an upper extremity to administer contrast materials under the general supervision of a licensed physician and surgeon. Principles and techniques of venipuncture will be covered including: anatomy and physiology of sites, instruments, I.V. solutions, equipment, puncture techniques, hazards, complications, emergency care, post puncture care. Procedure practice and safe competency evaluation will be performed on training aids under supervision.

VOC ID10 — Introduction to Interior Design
Practice of interior design and the planning of total interior environments that meet individual, functional and environmental needs. Fieldtrips may be required.

VOC ID12 — Materials and Products for Interior Design
Analysis, application and evaluation of products and materials used in interior design. Fieldtrips are required.

VOC ID14 — History of Furniture and Decorative Arts
Historic development of structure, interior spaces, furniture and decorative arts throughout the world. Interior architecture is illustrated in this overview of design heritage and antiquity to present. Emphasis is placed on style development as it relates to social, economic and political influences as well as the use of materials and technology. Fieldtrips may be required.

VOC ID100 — Fundamentals of Interior Design
Application of design principles and elements in planning of total interior environments that meet individual, functional, legal and environmental needs. Selection of all materials and products used in interior environments will be emphasized for the functional aesthetic quality. (Recommend concurrent enrollment in ID 105.)

VOC MF10 — Mathematics & Blueprint Reading for Manufacturing
Applications of mathematical principles, including fractions, decimals, ratio/proportion, geometry and trigonometry to manufacturing problems and their solutions. Reading and interpreting part drawings, assembly drawings and sketches used in the manufacturing industry.

VOC MF11 — Manufacturing Processes 1
Manual and computerized manufacturing, manual lathes and mills, tool nomenclature and Computerized Numerical Control (CNC) operations. Operation of CNC machines. Students who repeat this course will improve skills through further instruction and practice.

VOC MF12 — Manufacturing Processes 2
The study of manufacturing equipment and manufacturing processes. Theory and practice in milling operations, tooling setup, metalurgy, heat treatment, precision grinding, and basic tool design.

VOC MF38 — MasterCAM 1
Use MasterCAM software to create wire-frame part geometry, add tool paths and create CNC code for CNC mills and CNC lathes. Students who repeat this course will improve skills through further instruction and practice.

VOC MF38B — Advanced MasterCAM
Use MasterCAM software to create wire-frame 3D/ multi-axis part geometry, add tool paths, and create CNC code for CNC mills and CNC lathes. Students who repeat this course will improve skills through further instruction and practice.

VOC MF38C — MasterCAM Solids
Using MasterCAM software to design wire drawings, translate to solids drawings, and generate code from a solids creation to meet industrial standards. Students who repeat this course will improve skills through further instruction and practice.

VOC MF85 — Manual Computerized Numerical Control (CNC) Programming
Theory and practice in manually developing CNC programs. Methods of transmitting data to CNC machines and physical set-up and operations of CNC equipment. Students who repeat this course will improve skills through further instruction and practice.

VOC MF81 — Cooking for Your Heart and Health
Skills in healthful food preparation emphasizing foods low in fat, cholesterol and sodium, and high in fiber and nutrients.

VOC NF82 — Vegetarian Cuisine
Investigates nutritional issues related to vegetarian eating practices. Includes laboratory experience in preparation of vegetarian foods and meals.

VOC CPDI — Digital Photography for the Beginner
Operation of digital cameras, image management and composition, development of research skills using the Internet, and imaging graphics software. A hands-on course which includes scheduled field trips.

VOC GRP10 — Photo Imagery
Adobe Photoshop skills, techniques and digital workflow practices from digital image editing and retouching to the composited imagery commonly created for using photography, commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC GRP12 — Photoshop Imagery Extended
Adobe Photoshop Extended software skills and techniques for the creative photorealistic imagery commonly used in photography, commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC ID00 — Fundamentals of Interior Design
Application of design principles and elements in planning of total interior environments that meet individual, functional, legal and environmental needs. Selection of all materials and products used in interior environments will be emphasized for the functional aesthetic quality. (Recommend concurrent enrollment in ID 105.)

VOC ID10 — Introduction to Interior Design
Practice of interior design and the planning of total interior environments that meet individual, functional and environmental needs. Fieldtrips may be required.

VOC ID12 — Materials and Products for Interior Design
Analysis, application and evaluation of products and materials used in interior design. Fieldtrips are required.

VOC ID14 — History of Furniture and Decorative Arts
Historic development of structure, interior spaces, furniture and decorative arts throughout the world. Interior architecture is illustrated in this overview of design heritage and antiquity to present. Emphasis is placed on style development as it relates to social, economic and political influences as well as the use of materials and technology. Fieldtrips may be required.

VOC MF10 — Mathematics & Blueprint Reading for Manufacturing
Applications of mathematical principles, including fractions, decimals, ratio/proportion, geometry and trigonometry to manufacturing problems and their solutions. Reading and interpreting part drawings, assembly drawings and sketches used in the manufacturing industry.

VOC MF11 — Manufacturing Processes 1
Manual and computerized manufacturing, manual lathes and mills, tool nomenclature and Computerized Numerical Control (CNC) operations. Operation of CNC machines. Students who repeat this course will improve skills through further instruction and practice.

VOC MF12 — Manufacturing Processes 2
The study of manufacturing equipment and manufacturing processes. Theory and practice in milling operations, tooling setup, metalurgy, heat treatment, precision grinding, and basic tool design.

VOC MF38 — MasterCAM 1
Use MasterCAM software to create wire-frame part geometry, add tool paths and create CNC code for CNC mills and CNC lathes. Students who repeat this course will improve skills through further instruction and practice.

VOC MF38B — Advanced MasterCAM
Use MasterCAM software to create wire-frame 3D/ multi-axis part geometry, add tool paths, and create CNC code for CNC mills and CNC lathes. Students who repeat this course will improve skills through further instruction and practice.

VOC MF38C — MasterCAM Solids
Using MasterCAM software to design wire drawings, translate to solids drawings, and generate code from a solids creation to meet industrial standards. Students who repeat this course will improve skills through further instruction and practice.

VOC MF85 — Manual Computerized Numerical Control (CNC) Programming
Theory and practice in manually developing CNC programs. Methods of transmitting data to CNC machines and physical set-up and operations of CNC equipment. Students who repeat this course will improve skills through further instruction and practice.

VOC MF81 — Cooking for Your Heart and Health
Skills in healthful food preparation emphasizing foods low in fat, cholesterol and sodium, and high in fiber and nutrients.

VOC NF82 — Vegetarian Cuisine
Investigates nutritional issues related to vegetarian eating practices. Includes laboratory experience in preparation of vegetarian foods and meals.

VOC CPDI — Digital Photography for the Beginner
Operation of digital cameras, image management and composition, development of research skills using the Internet, and imaging graphics software. A hands-on course which includes scheduled field trips.

VOC GRP10 — Photo Imagery
Adobe Photoshop skills, techniques and digital workflow practices from digital image editing and retouching to the composited imagery commonly created for using photography, commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC GRP12 — Photoshop Imagery Extended
Adobe Photoshop Extended software skills and techniques for the creative photorealistic imagery commonly used in photography, commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC GRP15 — InDesign Graphics
Adobe InDesign software skills, techniques and digital workflow practices commonly created for use in essential computer graphics production processes for commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC GRP16 — Illustrator Graphics
Adobe Illustrator software skills, techniques and digital workflow from essential digital drawing basics to creatively conceived illustrative imagery and renderings commonly created for use in commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC GRP18 — 3D Graphics Imagery
3D graphics modeling software skills and production techniques from 2D orthographic drawing to the creatively conceived 3D imagery and animated environments commonly created for self-expression, entertainment, commercial design, printing and publishing, the Internet and multimedia authoring production.

VOC GRP20 — Multimedia Graphics
Multimedia graphics software skills and production techniques for combining text, image, audio, video, animation and scripting media to author multimedia projects commonly created for self-expression, entertainment, commercial design, the Internet and multimedia production.
Continuing Education

**VOC GRP28 — Digital Portfolio**
Preparation of a personal computer graphics portfolio containing key samples of work for presentation or career evaluation. The portfolio displays the learner’s skills mastery, knowledge, and capacities for communicating, synthesis and problem solving.

**VOC GRP48 — Introduction to Digital Design Systems**
Introduction to digital design systems as they relate to computer graphics. CPU type and speed, graphic accelerators, storage media, digital color space, input/output devices, and scanning devices will be emphasized. Software unique to digital design and file management techniques will also be presented.

**VOC PHO01 — Laboratory Studies in Black & White Photography**
Extended black and white laboratory experiences to supplement those available in the regular program. Provides students the opportunity to pursue more advanced projects and experiments.

**VOC PHO04 — Digital Cameras and Composition**
Use of digital cameras, lenses, filters, and exposure to compose quality photographs. Shooting assignments are given for analysis in class. Camera will be required after the second week.

**VOC PHO10 — Basic Digital & Film Photography**
The basic mechanical, optical and chemical principles of photography, including digital image systems. Laboratory experience involves problems related to camera and image output techniques.

**VOC PHO11 — Advanced Professional Photography**
Exploration of current professional techniques. Includes studio and field assignments related to problems encountered in advanced photography. Topics include but are not limited to: medium and large format cameras, studio product and portraiture, strobe and tungsten lighting, and computer basics for professional photographers.

**VOC PHO12 — Photographic Alternatives**
Explores the use of continuous tone and alternative black and white techniques and processes. Emphasis will be on solving photographic problems through the use of current techniques such as montage printing, Polaroid and xerographic applications, hand coloring, and emulsion coating (cyanotype, Luminous/Liquid-Light) as well as other special techniques.

**VOC PHO15 — History of Photography**
Survey of the history of photography from circa 1839 to the present. An introduction to concepts of photographic representation and their impact on society.

**VOC PHO16 — Fashion Photography**
Illustrative, editorial and advertising fashion photography. Studio and location production in both black and white and color are emphasized. Aspects of business operation and working with clients are explored.

**VOC PHO17 — Photocommunication**
Explores the application of the photosensitive materials, photochemicals and optics. The emphasis will be on the aesthetic and expressive uses to which these materials lend themselves. The student is expected to supply his/her own adjustable camera.

**VOC PHO18 — Portraiture and Wedding Photography**
Techniques and photographic procedures for taking informal, formal, environmental and group portraits. In-depth study and practice in professional wedding photography.

**VOC PHO20 — Color Photography**
An introduction to current methods of producing color media, color negatives, positive transparencies, and outputting color prints.

**VOC PHO21 — Exploring Color Photography**
Use of color principles as they related to commercial and artistic styles and innovative use of color applications. Includes lighting and unusual techniques, exaggerated and unique color schemes, light-painting, lighting effects, high dynamic range effects and oversize output.

**VOC PHO28 — Photography Portfolio Development**
Development of photography portfolio either for job application or gallery exhibition purposes.

**VOC PHO29 — Commercial & Illustrative Photography**
Application of photographic principles to commercial and illustrative photography. Practical experience in studio product photography, illustration, fashion and architectural photography. Areas of promotion and pricing will be covered. Both black and white and color media will be used.

**VOC SL1 — Service Learning/Seminar for Health Occupations**
Prepares students with related experiences in health occupations. Examines and profiles community health care needs. Explores and allows students to interface with various patient populations. Weekend and overnight labs to various areas within California maybe offered. Out-of-class projects required.

**VOC SL3 — Service Learning-Seminar in Community Involvement**
Examines and profiles community needs through service learning. Explores and allows students to directly interface with community populations. Permits students the opportunity to explore various career options through community service. Enriches personal and career development through understanding of civic and social issues.

**VOC SL4 — Service Learning and Community Involvement**
Examines and addresses community needs through service learning. Students directly interface with community populations to identify needs and implement activities. Permits exploration of service-oriented career options. Enriches personal and career development through understanding of civic and social issues.
**VOC THR16 — Theatrical Make-Up**  
An introduction to the theory and practice of make-up for the stage. The student will gain practice in the design and application of straight, stylized character, and other make-up techniques.

**VOC THR18 — Technical Theater Practicum**  
Participation in the technical preparation and operation of productions presented to the community. The student will be involved in one or more of the following areas: stage scenery construction, stage lighting set up, property construction, stage sound set up, costume construction and make-up. Crew assignments will be given to the student upon enrollment. The availability of assignments is contingent upon the requirements of the production. Students who repeat this course will improve skills through further instruction and practice.

**VOC THR19 — Theatrical Costuming**  
Theatrical costuming design and construction. Includes the study of costume history, principles of costume design, fibers and textiles, basic costume construction and design rendering techniques. Costume crew assignments for major productions will provide practical instruction in actual performance demands on costumes and their proper maintenance. Class is suitable for people interested in costuming for theater, dance, film, television and re-enactments.

**VOC THR60 — Children’s Theatre**  
Theory and practice of children’s theater. Evaluates play production techniques and literature for an audience of children. Includes analysis of plays for children and actual experience in acting, and producing children's plays for public presentation. Field trips are required.
SECTION TWELVE

College Policies and Notices

Committed to Student Success
COLLEGE POLICIES

For detailed information regarding Mount San Antonio College Board of Trustees Policies (BP) and Administrative Procedures (AP), go to http://www.mtsac.edu/administration/trustees/policies/bp_complete.pdf and http://www.mtsac.edu/administration/trustees/administrative-procedures.pdf

Academic Honesty
All members of the academic community have a responsibility to ensure that scholastic honesty is maintained. Faculty has the responsibility of planning and supervising all academic work in order to encourage honest and individual effort, and of taking appropriate action if instances of academic dishonesty are discovered.

Honesty is primarily the responsibility of each student. The College considers cheating to be a voluntary act for which there may be reason, but for which there is no acceptable excuse. It is important to understand that collaborative learning is considered cheating unless specifically allowed for by the professor (BP 4290 and AP 4290).

Cheating and Plagiarism

Cheating
The term “cheating” includes but is not limited to:
- Plagiarism
- Receiving or knowingly supplying unauthorized information
- Using unauthorized material or sources
- Changing an answer after work has been graded and presenting it as improperly graded
- Illegally accessing confidential information through a computer
- Taking an examination for another student or having another student take an examination in one’s place
- Forging or altering registration or grade documents

The professor who determines that a student has cheated may give the student a failing grade for the assignment or for the course, or may drop the student from the course. Since the student has failed to abide by the standards of academic honesty, the professor has a right to give an “F” for the assignment or the course even though the student may have successfully and, presumably, honestly passed the remaining portion of the assignment or course. If the professor issues a failing grade for the course or drops the student, the actions shall be reported to the Dean of Student Services, or the Director of Student Life. A professor may also recommend that appropriate action be taken under provisions of the Administrative Regulations and Procedures on Student Discipline.

Plagiarism
“Plagiarism is a direct violation of intellectual and academic honesty. Although it exists in many forms, plagiarism refers to the same act: representing somebody else’s words or ideas as one’s own. The most extreme forms of plagiarism are the use of material authored by another person or obtained from a commercial source, or the use of passages copied word for word without acknowledgment. Paraphrasing an author’s idea or quoting even limited portions of his or her text without proper citation is also an act of plagiarism. Even putting someone else’s ideas into one’s own words without acknowledgment may be plagiarism. In none of its forms can plagiarism be tolerated in an academic community. It may constitute grounds for a failing grade, probation, suspension, or expulsion.”

“One distinctive mark of an educated person is the ability to use language correctly and effectively to express ideas. Faculty assign written work for the purpose of helping students achieve that mark. Each instructor will outline specific criteria, but all expect students to present work that represents the student’s understanding of the subject in the student’s own words. It is seldom expected that student papers will be based entirely or even primarily on original ideas or original research.”

“Therefore, to incorporate the concepts of others may be appropriate with proper acknowledgment of sources, and to quote others directly by means of quotation marks and acknowledgments is proper. However, if a paper consists entirely of quotations and citations, the paper should be rewritten to show the student’s own understanding and expressive ability. The purpose of the written assignment (i.e., development of communication and analytic skills) should be kept in mind as each paper is prepared. It should not be evaded through plagiarism.”

“Adopted, with permission of California State University, Los Angeles, from their policy printed in the 1987-88 General Catalog.

Accommodations and Academic Adjustments for Students with Disabilities
Under Federal and State laws, the College is required to make modifications to academic requirements and practices as necessary in order to ensure that they do not discriminate against a qualified student with a disability. The College is also required to have a policy and procedure for responding to students with verified disabilities who request academic adjustments. Students with disabilities have the right to receive reasonable academic adjustments in order to create an educational environment where they have equal access to instruction without fundamentally altering any course, educational program or degree. The Board Policy (BP S140) and Administrative Procedure (AP S140) for Individuals with Disabilities may be found at the following links: http://www.mtsac.edu/administration/trustees/policies/bp_complete.pdf http://www.mtsac.edu/administration/trustees/administrative-procedures.pdf and in Disabled Student Programs & Services, Ext. 4290.

Alcohol and Other Drugs
The possession or consumption of alcoholic beverages or illegal drugs prior to, or during any College-sponsored activity, on or off-campus, by any person attending, regardless of age, is forbidden by State law.

The federal Drug-Free Schools and Communities Act Amendments of 1989, P.L. 101-226 has mandated that as of October 1, 1990, there will be no drug usage by students, staff, or faculty on college campuses anywhere in the United States. Please see the current Schedule of Classes for the College’s Alcohol and Other Drugs Policy (BP 3550, AP 3550).

Animals on Campus
Board Policy (BP 3940) does not allow for any animals on campus except as provided for by the California Penal Code, Section 365.5 (specially trained guide, signal, or service dogs). Leaving a pet in a parked vehicle, no matter what provisions are made for its safety, may constitute unnecessary suffering or cruelty which is a violation of California Penal Code 597.

Campus Disturbances
In accordance with California Penal Code (P.C. Section 626), the willful disturbance of classes, College activities, or procedures is a misdemeanor.

Campus Hours
The College offers instruction between the hours of 6:30 a.m. and 10:00 p.m., Monday through Sunday. Office hours vary depending on the services provided. Refer to the current Schedule of Classes or call for specific office hours.

Children on Campus
While on the campus of Mt. San Antonio College, children under 12 years of age who are not approved for enrollment must be directly supervised at all times by a responsible adult. Such children shall not be left unattended in College buildings, outdoor areas, or in private automobiles (BP 3930).

Classroom Visitors and Other Attendees
Classroom activities are intended to benefit those students officially registered for the class. Others are permitted to attend a regularly scheduled class meeting only in specific situations. The professor assigned to teach the class may grant permission to visit the class. Disabled Student Programs and Services (DSP&S) may authorize a person to be a Personal Care Attendant (PCA) when the need for such accommodation is authorized by DSP&S prior to beginning service as a PCA (BP 4700, AP 4700).

Dress Regulation
Students are expected to dress in accordance with commonly accepted standards of appropriateness. It is mandatory that shoes be worn as general campus attire.
Driving and Parking
Users of Mt. San Antonio College campus roads and parking areas must observe and obey all traffic laws of the State of California and the College traffic and parking rules and regulations adopted pursuant to Section 21113 of the California Vehicle Code and the Mt. San Antonio College Board of Trustees (BP 6750).

All vehicles parked in designated student lots MUST bear a valid parking permit. The Student Parking Permit is valid in designated student lots except pay lots or in spaces controlled by parking meters or reserved signage. Student Parking Permits are not valid in designated employee parking lots. Free 30-minute parking is available north of the Bookstore (Building 9A), west of the Administration Building (Building 4), and south of the Performing Arts Center. Permit parking regulations are strictly enforced 24 hours a day, 7 days a week.

Eye Protection
Pursuant to the Education Code, the following regulation regarding eye protective devices shall be observed: Students, teachers, and visitors shall wear approved eye protective devices in all classes, shops, and laboratories when they are engaging in or observing the use of hazardous materials likely to cause injury to the eyes. Such eye protective devices shall meet the requirements of the American National Standards Institute Safety Code.

Non-Discrimination Policy
Mt. San Antonio College is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities. The College provides an educational and employment environment in which no person shall be unlawfully denied full and equal access, to the benefits of, or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex or gender, sexual orientation, race, color, ancestry, medical condition, marital status, veteran status, sexual orientation, or physical or mental disability (including HIV and AIDS), or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that is administered by the College. The lack of English language skills will not be a barrier to admission.

Students who believe they have been discriminated against may begin the process with the Dean, Student Services, located in Building 9C. Students may access the Unlawful Discrimination Complaint Form at [www.cccco.edu/SystemOffice/Divisions/Legal/Discrimination/tabid/294/Default.aspx](http://www.cccco.edu/SystemOffice/Divisions/Legal/Discrimination/tabid/294/Default.aspx) or the Student Grievance and Complaint forms at [www.mtsac.edu/students/studentlife](http://www.mtsac.edu/students/studentlife) or go directly to the office of Human Resources. All complaints of unlawful discrimination or sexual harassment by students of the College will be fully investigated by Human Resources.

College employees have similar rights which can be found in the College’s Board Policy and Administrative Procedures. (BP 3410, AP 3410)

Reserve Officer Training Corps (ROTC)

Students interested in a military career can join an approved Reserve Officer Training Corps (ROTC) program offered through local universities. These programs are open to community college students pursuing an undergraduate degree, prior to transfer. Air Force ROTC programs are offered through Cal State San Bernardino, Loyola Marymount University, University of Southern California (USC) and UCLA; Army ROTC programs are offered at Claremont McKenna College, Cal Poly Pomona, USC, UCLA and Cal State Fullerton; and Navy ROTC programs are offered through USC and UCLA. Competitive scholarships are available to qualified applicants as well as allowances for books and other costs. Students are advised to contact the ROTC program at the participating university.

Sexual Harassment & Sexual Violence

Sexual violence, including sexual assault, harassment, rape and stalking, are crimes that are not tolerated on this campus. Mt. San Antonio College has adopted Board policies and procedures to address sexual crimes, sanctions for offenders, and to outline access to treatment and general information for victims (BP 3430, 3500, 3540 and AP 3430, 3500, 3540). All applicable punishment, including criminal charges and disciplinary action, shall be applied whether the violator is an employee, student or member of the general public.

Services available to help assure student safety include:

- Public Safety Escorts are available during evening hours to escort students safely to their car. Escorts are stationed throughout campus and are provided upon request. Please call ext. 4555 or (909) 274-4555.
- Blue emergency telephone towers located throughout the campus and parking lots access Public Safety immediately for assistance.
- Public Safety can be reached at (909) 274-4555.
- Call 911 for any emergency. Be prepared to identify your exact location.
- Contact Student Life Office at ext. 4525 to report incidents.
- Student Health Services provides personal counseling and medical attention.

For additional information, go to [www.mtsac.edu/students](http://www.mtsac.edu/students)

Smoking on Campus

Student, employee, and visitor health is a primary concern of Mt. San Antonio College. Because of the clear evidence of the harmful nature of smoke inhalation and because of the general concern over air contamination, smoking will be prohibited on Mt. San Antonio Community College District property except in designated smoking areas. Designated smoking areas can be found on campus maps and the College website. Violations of this policy will be subject to a citation and a fine, as allowed per Government Code 7597.1. Appeals may be submitted in writing to Public Safety within twenty-one (21) calendar days of issuance of the citation.

Standards of Conduct

(BP 5500) Adopted 6/23/04

Copies of the Standard of Conduct Policy can be obtained in Building 9C.

The College President/CEO shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and State law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the College President/CEO for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the College catalog and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student:

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a College employee, which is concurred with by the College President/CEO.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.

4. Committing or attempting to commit robbery or extortion.

5. Causing or attempting to cause damage to College property or to private property on campus.

6. Stealing or attempting to steal College property or private property on campus, or knowingly receiving stolen College property or private property on campus.

7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College.

8. Committing sexual harassment as defined by law or by College policies and procedures.

9. Engaging in harassing or discriminatory behavior based on national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because a person is perceived to have one or more of the foregoing characteristics.

10. Willful misconduct that results in injury or death to a student or to College personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the College or on campus.

11. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, College personnel.

12. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.

13. Dishonesty, forgery, alteration or misuse of College documents, records or identification; or knowingly furnishing false information to the College.

14. Unauthorized entry upon or use of College facilities.

15. Lewd, indecent or obscene conduct on College-owned or controlled property, or at College-sponsored or supervised functions.

16. Engaging in expression which is obscene, libelous or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on College premises, or the violation of lawful College administrative procedures, or the substantial disruption of the orderly operation of the College.

17. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

18. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any College policy or Administrative Procedure.

19. Harassment of students and/or College employees that creates an intimidating, hostile, or offensive environment.

20. Violation of College rules and regulations including those concerning affiliate clubs and organizations, the use of College facilities, the posting and distribution of written materials, and College safety procedures.

**Student Complaints/Grievance Process**

Students are protected against capricious, arbitrary, unreasonable, unlawful, false, malicious or professionally inappropriate evaluations or behavior by a faculty member.

Student complaints may be classified as grievances and fall into three categories: Academic, Non-Academic and Discrimination Complaints.

Academic grievances involve grades. To grieve a grade, a student must prove that the professor issued a grade by mistake, fraud, bad faith, or incompetence (Education Code 76224). Non-Academic grievances include: any act or threat of intimidation, discrimination, harassment, or physical aggression, arbitrary action, violation of student rights, or imposition of sanctions without proper regard to College policy as specified in the Education Code, Board Policy, and/or Administrative Procedures, violation of Title IX Education Amendments of 1972, or violation of Section 504 of the Rehabilitation Act of 1973 with reference to the rights of disabled students. Discrimination Complaints involve complaints based upon discrimination on the basis of ethnic group identification, religion, age, gender, sexual orientation, color, or physical or mental disability and any other category of unlawful discrimination. Students should contact the College's Affirmative Action Officer/504 Compliance Officer/Equal Employment Opportunity Representative located in the Office of Human Resources.

Grievances must be filed no later than 30 school days (Monday - Friday when classes are in session) after the beginning of the primary term following the alleged violation, or 30 school days from the time that the student learns of the basis for the grievance. To begin the formal grievance process, students may obtain Grievance Procedures and forms from the Student Life Office, Building 9C. It is recommended that students meet with the Student Life Director regarding the grievance prior to starting the process since timelines are established for every step of the process and must be met precisely.

The process for filing and pursuing a grievance includes two levels:

- Level I (informal level) the student picks up the grievance forms and official procedures from Student Life and attempts to resolve the problem by meeting first with the faculty member (or staff member/administrator for non-academic grievances) and then the faculty member's department chair or immediate supervisor. If the complaint is not resolved at that level, the student will meet with the division dean of the faculty defendant in an effort to resolve the problem. In the event that the problem cannot be resolved within 10 school days, the student may proceed to Level II (formal grievance) in which the student submits all signed forms and documents to the Student Life Office within the established deadlines.

- A Grievance Review Committee chaired by the Dean of Student Services will review the grievance documents. This Committee may forward the grievance for a formal hearing process to seek clarification from the parties involved. If the student or faculty/staff member chooses to appeal the decision of the Committee, the appeal is submitted to the College President. The final appeal process resides with the Board of Trustees; their decision concludes the grievance process (AP 5530).

**NOTICES**

**Equal Opportunity Statement**

The Board of Trustees of Mt. San Antonio College has a commitment to establishing and maintaining a policy of equal educational and employment opportunities and prohibiting discrimination based on sex, race, color, religious creed, national origin, ancestry, age over 40, marital status, physical or mental disability (including HIV & AIDS), sexual orientation, or Vietnam Era Veteran Status. This commitment applies to educational programs, activities, service, and employment practices (BP 3410, AP 3410).

**Open Enrollment**

All classes are open to all students who meet the course prerequisites and enrollment requirements, unless specifically exempted by statute. The College provides open access to all program offerings, opportunities, and support services without regard to sex, race, color, religious creed, national origin, ancestry, age over 40, marital status, physical or mental disability (including HIV and AIDS), sexual orientation, or Vietnam Era Veteran Status (BP 5052, AP 5052).

**Public Safety**

In compliance with the Clery Act, the College publishes an annual security report which contains information regarding campus crime statistics. This information may also be found on the website at [www.mtsc.edu](http://www.mtsc.edu) by clicking on Public Safety. Copies of the annual report can be obtained from the Public Safety Department in Building 23. A Public Safety crime log is published bi-monthly in the student newspaper and Emergency Procedures are posted throughout the campus.
Emergency Procedures
Students and staff should report serious crimes and emergencies, i.e., fire/medical, occurring on campus to the Public Safety Department or call 911. When using an on-campus extension, call 9-911. Incidents may be reported to Public Safety by calling (909) 274-4555, 24 hours a day, seven days a week. Public Safety may also be contacted during and after business hours from public telephone locations on campus by dialing *91. In the event of an emergency, students and staff are requested to make a prompt and accurate report to the Public Safety Department. The Public Safety Department is located at the southeast portion of the campus off Bonita Drive in Building 23.

Enforcement
The Mt. San Antonio College Public Safety Department has the authority to enforce the Student Discipline Code of Conduct and the State of California Penal Code under Education Code Section 72330. The Mt. San Antonio College Board of Trustees has established the Public Safety Department as a community college police department under Education Code Section 72330(a), which authorizes the governing board of a community college district to establish a community college police department under the supervision of a community college chief of police. Although a designated police department, the Mt. San Antonio College Public Safety Department has a memorandum of understanding mandated by the “Crime Awareness and Campus Safety Act of 1990,” that the Los Angeles County Sheriff's Department has jurisdiction to investigate all crimes occurring on Mt. San Antonio College Campus.

Crime Prevention
The Public Safety Department’s primary responsibility is the safety and security of all members of the College community. Every effort is made to inform students and staff of criminal activity or any other concern that may be an immediate threat to the safety and security of those on campus. Information and workshops on crime prevention are made available to College students and staff. It is the responsibility of every member of the campus community to act in ways that promote the safety of self, others, and the protection of District property.

Campus Emergency Phone System
Mt. San Antonio College has installed a campus wide emergency phone system. This system is divided into two primary segments. The inner campus system consists of emergency phones that are placed on the outside of selected campus buildings and are identified by the familiar blue light affixed to the top of the phone housing.

The second segment of emergency phones consists of stand-alone emergency phone towers, located in open campus spaces, primarily in campus parking lots. These phone towers are identified by a blue light affixed to the top of the tower. Use of any of these emergency phones will connect the user to Campus Security during normal business hours, located in Building 23. During hours when the campus is closed, the Emergency phones will connect the user directly to a cell phone carried by Campus Security Officers who are on duty 24 hours a day, 7 days a week (BP 3505, AP 3500, 3503).

Notice of Students’ Rights and Privacy Act
Students at Mt. San Antonio College are notified annually of their rights under FERPA (Family Educational Rights and Privacy Act) within this section of the Catalog. More detailed information on student rights is available from http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html
Following is a summary of the Mt. San Antonio College policy related to the Family Educational Rights and Privacy Act of 1974 (FERPA), PL. 93-380 (also referred to as the Buckley Amendment) and (Chapter 1297, Statutes of 1976, State of California); 1) type of information and material contained within the student’s educational record, 2) the official responsible for the maintenance of each type of record, 3) the procedure for student review and inspection of the educational record; 4) the procedure for challenging the contents of the educational record; 5) the charges to the student for reproducing copies of the record if requested; 6) the categories of information which the College has designated as Directory Information and to whom this information will be released unless the student objects; and 7) the rights of a student to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C., 20202-5920, concerning alleged failure of the College to comply with the provisions of FERPA.

Access to Educational Records
All former and present students have the right to review and inspect their educational records in the Office of Admissions and Records provided they make a written request fifteen (15) days in advance. Such a review will be under the direct supervision of a classified or certificated employee in the Admissions and Records Office. Expressly exempted from the right of review and inspection are the following materials:
1. Financial records of the parents of the student(s).
2. Confidential letters and statements of recommendation maintained by the College or before January 1, 1975, provided that such letters or statements are not used for purposes other than those for which they were specifically intended.
3. Records of instructional, supervisory, counseling, and administrative personnel which are in the sole possession of such personnel and are not accessible or revealed to any other person except a substitute.
4. Records of employees of Mt. San Antonio College, made and maintained in the normal course of business which relate exclusively to such person in that person’s capacity as an employee, are not available for use for any other purpose.
5. Records of students made and maintained by the Student Health Services, the College nurse, the College physician, and the College therapist, which are used in the treatment of students and are not available to anyone other than persons providing such treatment. However, such a record may be personally reviewed by a physician or other appropriate professional of the student’s choice.

Release of Educational Records Information
1. Any release of a student’s educational records, with the exception listed below, must be made with the student's written consent.
2. The College may release copies of or otherwise divulge material in the student's educational records only to the official agencies, groups, officials, or individuals specifically mentioned below:
a. College staff members; provided that such employees have a legitimate educational interest to inspect such a record.
Transfer of Information to Third Parties

Educational records or personal information transferred to other institutions or agencies will not be transferred to a third party without the written consent of the student (AP 5040).

Student Right-to-Know Rates

In compliance with the Student-Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Mt. San Antonio Community College District and Mt. San Antonio College to make available its completion and transfer rates to all current and prospective students. For this calculation, a fall cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students are tracked over a three-year period. These rates do not represent the success rates of the entire student population at Mt. San Antonio College, nor do they account for student outcomes occurring after this three-year tracking period.

A Completer is a student who attained a certificate or degree or became "transfer-prepared" during a three-year period. Students who are "transfer-prepared" have completed 60 transferable units with a GPA of 2.0 or better. Transfer students are those who transferred to another postsecondary institution (UC, CSU or another California Community College) prior to attaining a degree, certificate, or becoming "transfer-prepared" during a five-semester period. For up-to-date rates please see http://srtk.cccco.edu/index.asp

The 1996 Solomon Amendment

The 1996 Solomon Amendment is federal law that compels institutions that receive federal funding to provide (upon request) directory information, plus address, phone number, age and class level to military personnel so that these personnel can recruit students.

3. Directory Information:
   a. "Directory Information" means a student’s name, community of residence, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student.
   b. Any student desiring to withhold “Directory Information” may file a written request with the Dean, Enrollment Management, within fifteen (15) days of the opening day of each semester or session that the student does not want such information released.
   c. The College reserves the right to limit or deny the release of specific categories of directory information based upon a determination of the best interests of the student(s).
   Students may file a complaint with the United States Department of Education regarding alleged institutional FERPA violations.
   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, D.C. 20202-5920

Transfer of Information to Third Parties

Courts or other agencies in compliance with a subpoena or judicial order. A reasonable effort will be made to notify the student in advance of the compliance by the College.

3. Directory Information:
   a. "Directory Information" means a student’s name, community of residence, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student.
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SECTION THIRTEEN

Faculty and Academic Administrators

Committed to Student Success
A
Albertson, Toni (2006)
English, Literature & Journalism
B.A., University of La Verne
M.A., University of Nebraska

Alexander, Carolyn (1991)
Fine Arts
B.A., Scripps College
M.F.A., Tyler School of Art, Temple University

Allen, Jerry B. (1971)
Geography & Political Science
B.A., M.A., Brigham Young University
Ph.D., Claremont Graduate School
J.D., Loyola University School of Law

Allende, Kristina (2001)
English, Literature & Journalism
A.A., Mt. San Antonio College
B.A., M.A., California State Polytechnic University, Pomona

Consumer & Design Technologies
B.S., University of South Carolina
M.B.A., Columbus University, Mississippi
Ph.D., Pacific Western University, Hawaii

Alvarez, Hansel (2007)
English, Literature & Journalism
B.A., California State University, San Bernardino
M.A., California State Polytechnic University, Pomona

Alvarez-Galvan, Maya (2000)
English, Literature & Journalism
B.A., M.A., California State University, Los Angeles
M.A., California State Polytechnic University, Pomona
Ph.D., University of Southern California

Ammirato, Joseph S. (1997)
Commercial and Entertainment Arts
B.F.A., University of Utah

Anderson, Alison (2006)
Biological Sciences
B.S., California State University, Bakersfield
M.S., California State Polytechnic University, San Luis Obispo

Anderson, Cynthia B. (1986)
Biological Sciences
B.S., Arizona State University
M.S., University of Illinois

Physics, Engineering
B.S., University of California, Los Angeles
M.S., California State Polytechnic University, Pomona

Anderson, Richard (1992)
Air Conditioning & Welding
A.S., Mt. San Antonio College

Anderson-Perry, Carolyn (2004)
Nursing
A.S.N., Los Angeles Southwest College
B.S.N., California State University, Dominguez Hills
M.S.N., University of Phoenix

Andrews, Barry (2001)
Computer Information Systems
B.S., Indiana University
M.S., California State University, Fullerton

Aro, Gene (2006)
Psychology, Education
M.A., Ph.D., Bowling Green State University

Aquino, Lloyd (2007)
English, Literature & Journalism
B.A., M.A. California State Polytechnic University, Pomona

Arbello, Madelyn A. (1998)
Director, Adult Basic Education
B.A., Pitzer College
M.A., California State University, Los Angeles

Archibald, Jeffrey D. (2000)
Communication
B.A., Cornell University
M.S., Illinois State University

Arnold, Robert (2008)
Sign Language & Interpreting
B.A., California State University, Northridge
M.A., Gallaudet University

Arterburn, Pamela (1986)
English, Literature & Journalism
B.A., M.A., California State Polytechnic University, Pomona

Arvidson-Perkins, Genene (1988)
Nursing
A.S.N., Mt. San Antonio College
B.S.N., California State University, Fullerton
M.S.N., California State University, Los Angeles
PHN Certificate
FPN, Azusa Pacific University

Astorga, Juan Carlos (2005)
Student Services-Upward Bound
B.A., University of California, San Diego
M.A., San Diego State University
Ed.D., California State University, Fullerton

Avila, Rocio (2006)
English, Literature & Journalism
B.A., California State Polytechnic University, Pomona
M.A., California State University, Fullerton

Beydler, David (2011)
Mathematics
B.S., Harvey Mudd College
M.S., California State University, Los Angeles

Birca, Alina (2005)
Mathematics, Computer Science
B.S., University Alexandru Ioan Cuza of Iasi
M.A., California State University, San Bernardino

Blake-Judd, Jemma (1990)
Associate Dean, Technology & Health
B.A., M.A., California State Polytechnic University, Pomona

Blyzka, John V. (2001)
Computer Information Systems
B.S., University of California, Irvine
M.S., California State University, Fullerton

Boehner-Staylor, Maya (2001)
English, Literature & Journalism
B.A., California State University, Los Angeles
M.A., Northwest Missouri State University

Borella, Frances (1999)
Biological Sciences
A.A., Mt. San Antonio College
B.S., California State Polytechnic University, Pomona
M.A., Ph.D., University of California, Riverside

Beam, Teresa (1991)
Chemistry
B.S., Ohio University
M.S., California State University, Fullerton

Becker, Liza (1998)
Director, ESL
B.A., California State University, Los Angeles
M.S., California State University, Fullerton
Ed.D., California State University, Long Beach

Chief Technology Officer
B.A., M.A., University of California, Los Angeles

Beydler, David (2011)
Mathematics
B.S., Harvey Mudd College
M.S., California State University, Los Angeles

Birca, Alina (2005)
Mathematics, Computer Science
B.S., University Alexandru Ioan Cuza of Iasi
M.A., California State University, San Bernardino

Blake-Judd, Jemma (1990)
Associate Dean, Technology & Health
B.A., M.A., California State Polytechnic University, Pomona

Blyzka, John V. (2001)
Computer Information Systems
B.S., University of California, Irvine
M.S., California State University, Fullerton

Boehner-Staylor, Maya (2001)
English, Literature & Journalism
B.A., California State University, Los Angeles
M.A., Northwest Missouri State University

Borella, Frances (1999)
Biological Sciences
A.A., Mt. San Antonio College
B.S., California State Polytechnic University, Pomona
M.A., Ph.D., University of California, Riverside

Beydler, David (2011)
Mathematics
B.S., Harvey Mudd College
M.S., California State University, Los Angeles

Birca, Alina (2005)
Mathematics, Computer Science
B.S., University Alexandru Ioan Cuza of Iasi
M.A., California State University, San Bernardino

Blake-Judd, Jemma (1990)
Associate Dean, Technology & Health
B.A., M.A., California State Polytechnic University, Pomona

Blyzka, John V. (2001)
Computer Information Systems
B.S., University of California, Irvine
M.S., California State University, Fullerton

Boehner-Staylor, Maya (2001)
English, Literature & Journalism
B.A., California State University, Los Angeles
M.A., Northwest Missouri State University

Borella, Frances (1999)
Biological Sciences
A.A., Mt. San Antonio College
B.S., California State Polytechnic University, Pomona
M.A., Ph.D., University of California, Riverside
## Faculty and Academic Administrators

<table>
<thead>
<tr>
<th>Name</th>
<th>Year</th>
<th>Title/Department</th>
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<tr>
<td>Boryta, Mark</td>
<td>2001</td>
<td>Earth Sciences, Astronomy</td>
<td>California State Polytechnic University, Pomona</td>
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<tr>
<td>Bowen, Melinda</td>
<td>2006</td>
<td>Kinesiology/Athletics/Head Coach, Women's Soccer</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Brackenho, Mary</td>
<td>1991</td>
<td>English, Literature &amp; Journalism</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Boyer, Michelle</td>
<td>2007</td>
<td>Nursing</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Brouillette, Ronald</td>
<td>1989</td>
<td>English, Literature &amp; Journalism</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Brown, Ronald</td>
<td>2006</td>
<td>Fine Arts</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Burgoon, Steve</td>
<td>2002</td>
<td>Commercial and Entertainment Arts</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Briggs, Christopher</td>
<td>2012</td>
<td>Biological Sciences</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Burleson, Virginia</td>
<td>1986</td>
<td>Vice President, Instruction</td>
<td>California State Polytechnic University, Northridge</td>
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<td>Butner, Thomas</td>
<td>2011</td>
<td>Fine Arts</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Cantrell, David</td>
<td>2011</td>
<td>Communication</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Castillejos, Manuel</td>
<td>1989</td>
<td>Foreign Languages</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Cavion, Deborah</td>
<td>1994</td>
<td>Associate Dean, Kinesiology/Athletics / Dance</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Cevallos-Castaneda, Susana</td>
<td>2005</td>
<td>Learning Assistance</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Chang, Chih-Ping</td>
<td>1997</td>
<td>Foreign Languages</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Charbonneau, David</td>
<td>2007</td>
<td>Director, The Writing Center</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Chavez, Dolores</td>
<td>2008</td>
<td>Mathematics, Computer Science</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Chavez, Raul S.</td>
<td>2000</td>
<td>History &amp; Art History</td>
<td>California State Polytechnic University, Pomona</td>
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<td>Chen, Jenny S.</td>
<td>1998</td>
<td>Chemistry</td>
<td>California State Polytechnic University, Pomona</td>
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<tr>
<td>Name</td>
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<td>Cooper Mark J.</td>
<td>(1997)</td>
<td>Biological Sciences</td>
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<td>B.S., M.S., California State Polytechnic University, Pomona</td>
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<td>Chen, Gou-Ling Susie</td>
<td>(2003)</td>
<td>Nursing</td>
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<td></td>
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<td>A.D.N., National Taipei College of Nursing</td>
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<td>B.S.N., Kaohsiung Medical College</td>
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<td>M.A., Oklahoma City University</td>
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|                      |               | M.N., University of California, Los Angeles Lifetime Instructor Credential,
|                      |               | National Taiwan Normal University                                          |
|                      |               | Ph.D., Western University of Health Sciences                               |
| Chen, Meghan M.     | (2000)        | Dean, Library & Learning Resources                                          |
|                      |               | B.A., University of California, Los Angeles                                |
|                      |               | M.P.A., California Lutheran University                                     |
|                      |               | M.A., California State University, Los Angeles                             |
|                      |               | B.A., M.A., California State University, Fullerton                        |
|                      |               | Ed.D., Capella University                                                  |
| Christopher, Micol   | (2005)        | Earth Sciences, Astronomy                                                  |
|                      |               | B.A., Harvard University                                                   |
|                      |               | M.S., Ph.D., California Institute of Technology                           |
|                      |               | B.A., M.A., California State University, Fullerton                        |
| Clements, Todd       | (2012)        | Chemistry                                                                   |
|                      |               | B.S., Harvey Mudd College                                                  |
|                      |               | M.S., Ph.D., University of California, San Diego                           |
| Condra, Denise       | (2006)        | Nursing                                                                     |
|                      |               | B.A., Whittier College                                                     |
|                      |               | B.S.N., M.S.N., Azusa Pacific University                                   |
| Cooper Mark J.       | (1997)        | Biological Sciences                                                        |
|                      |               | B.S., M.S., California State Polytechnic University, Pomona               |
| Coreas, Kelly        | (2000)        | Respiratory Therapy                                                        |
|                      |               | A.S., East Los Angeles College                                             |
|                      |               | B.S., Loma Linda University                                                |
|                      |               | M.S., Western University Pomona                                             |
|                      |               | B.S., California State University, Fullerton                              |
|                      |               | M.S., Pacific Oaks College                                                 |
| Daaland, William     | (2005)        | Counseling                                                                 |
|                      |               | B.A., California State University, Fullerton                              |
|                      |               | M.S., California State University, Long Beach                             |
| Daum, Sarah          | (1998)        | Dean, Technology & Health                                                  |
|                      |               | A.B., Stanford University                                                  |
|                      |               | M.S., University of Michigan                                               |
|                      |               | Ed.D., Nova Southeastern University                                        |
| Davis, Maria         | (2005)        | Consumer Science & Design Technologies                                     |
|                      |               | B.A., American InterContinental University                                 |
| Degtyareva, Anna     | (1999)        | Computer Information Systems                                               |
|                      |               | B.S., M.S., Leningrad University for Economics Engineers                  |
|                      |               | M.S., California State University, San Bernardino                         |
| Deines, Craig B.     | (1997)        | Fine Arts                                                                  |
|                      |               | B.A., M.F.A., Central Washington University                               |
|                      |               | B.A., Azusa Pacific University                                             |
|                      |               | B.S., California Polytechnic State University, Pomona                      |
|                      |               | M.A., California State University, Fullerton                               |
| DePaola, Gina        | (1991)        | English, Literature & Journalism                                           |
|                      |               | B.S., Metropolitan State College, Denver                                   |
|                      |               | M.S., California State University, Long Beach                             |
| Diem, Andrea         | (1991)        | Sociology, Philosophy                                                      |
|                      |               | B.A., University of California, San Diego                                 |
|                      |               | M.A., Ph.D., University of California, Santa Barbara                      |
| Di Mauro, Eileen     | (1991)        | Chemistry                                                                  |
|                      |               | B.A., University of California, Santa Barbara                             |
|                      |               | M.S., University of California, Irvine                                    |
| Distante, Debbie     | (2000)        | Librarian                                                                  |
|                      |               | B.A., Morningside College                                                  |
|                      |               | M.A., University of Iowa                                                  |
| Domico, Brenda L.    | (1997)        | Accounting & Management                                                   |
|                      |               | B.S., M.B.A., California State Polytechnic University, Pomona             |
|                      |               | Certified Managerial Accountant                                            |
| Dorough, George D.   | (1991)        | Sign Language                                                             |
|                      |               | A.A., Rochester Institute of Technology                                    |
|                      |               | B.A., M.Ed., University of Massachusetts                                  |
| Dougherty, Michelle  | (2007)        | English, Literature & Journalism                                           |
|                      |               | B.A., M.A., California State Polytechnic University, Pomona               |
| Dowdle, Michael      | (2005)        | Psychology, Education                                                     |
|                      |               | A.A., Butte Community College                                              |
|                      |               | B.A., M.A., California State Polytechnic University, Chico                 |
| Dua, Amrik Singh     | (1990)        | Business Administration                                                   |
|                      |               | B.A., M.A., Panjab University                                              |
|                      |               | M.A., Dalhousie University                                                |
|                      |               | Ph.D., Southeastern University                                            |
| Edson, Thomas        | (2006)        | English, Literature & Journalism                                           |
|                      |               | B.A., University of California, Irvine                                    |
|                      |               | M.A., Chapman University                                                  |
|                      |               | B.S., M.S., California State Polytechnic University, Pomona               |
| Eisley, Benjamin N.  | (1990)        | Air Conditioning & Welding                                                |
|                      |               | A.A., Ceritos College                                                      |
|                      |               | B.S., M.S., Eastern Michigan University                                   |
| Ellwood, Jeffrey     | (2006)        | Music                                                                      |
|                      |               | B.M., Berklee College of Music                                             |
|                      |               | M.M., California State University, Fullerton                              |
|                      |               | A.S., Mt. San Antonio College                                             |
|                      |               | B.S., University of La Verne                                               |
|                      |               | M.A., University of Phoenix                                               |
| Englisch, Paulette   | (2003)        | Radiologic Technology                                                     |
|                      |               | A.S., Mt. San Antonio College                                             |
|                      |               | B.S., University of St. Francis California                               |
|                      |               | C.R.T., Certified Radiologic Technologist California                      |
|                      |               | Certified Mammographer                                                    |
|                      |               | R.T., American Registry of Radiologic Technology                          |
|                      |               | R.T. (M), American Registry of Mammography                                |
| Earhart, Kimberly    | (2005)        | History & Art History                                                     |
|                      |               | A.A., Riverside Community College                                          |
|                      |               | B.A., M.A., Ph.D., University of California, Riverside                    |
| Eastman, Ralph M.    | (1980)        | Theater                                                                    |
|                      |               | B.A., Antioch College, Ohio                                               |
|                      |               | M.A., Trinity College, Connecticut                                         |
|                      |               | M.F.A., University of California, Los Angeles                             |
| Edman, Elisabeth     | (2006)        | Consumer & Design Technologies                                            |
|                      |               | B.F.A., California State University, Long Beach                           |
| Edson, Thomas        | (2006)        | English, Literature & Journalism                                           |
|                      |               | B.A., University of California, Irvine                                    |
|                      |               | M.A., Chapman University                                                  |
|                      |               | B.S., M.S., California State Polytechnic University, Pomona               |
| Eisley, Benjamin N.  | (1990)        | Air Conditioning & Welding                                                |
|                      |               | A.A., Ceritos College                                                      |
|                      |               | B.S., M.S., Eastern Michigan University                                   |
| Ellwood, Jeffrey     | (2006)        | Music                                                                      |
|                      |               | B.M., Berklee College of Music                                             |
|                      |               | M.M., California State University, Fullerton                              |
|                      |               | A.S., Mt. San Antonio College                                             |
|                      |               | B.S., University of La Verne                                               |
|                      |               | M.A., University of Phoenix                                               |
| Englisch, Paulette   | (2003)        | Radiologic Technology                                                     |
|                      |               | A.S., Mt. San Antonio College                                             |
|                      |               | B.S., University of St. Francis California                               |
|                      |               | C.R.T., Certified Radiologic Technologist California                      |
|                      |               | Certified Mammographer                                                    |
|                      |               | R.T., American Registry of Radiologic Technology                          |
|                      |               | R.T. (M), American Registry of Mammography                                |
Faculty and Academic Administrators

Engle, Tim (2006)
Disabled Student Programs & Services
B.S., Liberty University
M.A., Psy.D., Biola University

Enke, Gary D. (1990)
English, Literature & Journalism
B.A., St. Joseph College
M.A., Claremont Graduate School

Esslinger, Sandra (2002)
History & Art History
M.A., University of Southern California
Ph.D., University of California, Los Angeles

Estes Jr., Edwin (2008)
Business Administration
A.B., University of Southern California
J.D., Pepperdine University School of Law
Member, California Bar Association

Estrada, Maria (2004)
English, Literature & Journalism
B.A., M.A., California State Polytechnic University, Pomona

Ezzell, Sun (2006)
Learning Assistance
B.A., M.A., Humboldt State University

Faraone, Teresa M. (1999)
Consumer & Design Technologies
B.A., M.A., California State University, Los Angeles

Farve, Debra (1988)
English, Literature & Journalism
B.A., Xavier University
M.A., University of Notre Dame
Ed.D., University of Southern California

Felix, Diana (2011)
Counseling
B.A., University of California, Santa Barbara
M.S., California State University, Long Beach

Nursing
A.S., A.A., Mt. San Antonio College
P.H.N., B.S.N., M.S.N., CNS, California State University, Dominguez Hills
FNP, Azusa Pacific University

Fisher, Damany (2009)
History & Art History
B.A., University of California, Davis
M.A., Ph.D., University of California, Berkeley

Ford, Kelly (2001)
Kinesiology/Athletics / Head Coach, Women's Softball
B.A., Central Arizona College
B.S., University of Oklahoma
M.Ed., Azusa Pacific University

Fowler, Jamaika (2011)
Counseling
B.S., California State Polytechnic University, Pomona
M.S., California State University, Long Beach

English, Literature & Journalism
B.A., State University College, Potsdam, New York
M.A., University of California, Irvine

Franko, Joseph (2002)
Mathematics, Computer Science
B.S., Iowa State University
M.S., California Polytechnic University, Pomona

Frickert, Allison (2008)
History & Art History
B.A., M.A., California State University, Fullerton

Fulbright Dennis, Wanda (1990)
Counseling
B.A., Fresno Pacific College
M.S., California State University, Los Angeles
Ed.D., University of La Verne

G
Galbraith, Jennifer (1988)
Mathematics, Computer Science
A.A., Chaffey College
B.S., M.S., California State Polytechnic University, Pomona

Gallarde, Marlene (2007)
Sociology, Philosophy
B.A., M.A., California State University, Fullerton

Garrett, LeAnn (2001)
Librarian
B.S., University of Wisconsin — Stout
M.L.I.S., Ph.D., University of Hawaii at Manoa

Garrett, Jean (1989)
English, Literature & Journalism
A.A., Mt. San Antonio College
B.A., M.A., California State Polytechnic University, Pomona

Gavaskar, Sujata (2005)
Exercise Science
M.S., University of California, Los Angeles

Gauss, Charles (2006)
Information Technology
B.S., University of California, Berkeley

Gaut, Joe (2000)
Computer Information Systems
B.E., Feng Chia University
M.B.A., California Lutheran University

Geffre, Michelle (2005)
Art, Photography
B.F.A., California State University, Los Angeles

Ghazavi, Behzad (2008)
Chemistry
B.S., M.S., California State Polytechnic University, Pomona

Gomez, Francisco (2011)
English, Literature & Journalism
B.A., California State University, Fullerton
M.Ed., Chapman University

Gonzales, Barbara (2002)
Learning Assistance
A.A., Mt. San Antonio College
B.A., M.Ed., University of La Verne

Gonzalez, Gail (1999)
Mental Health Technology
B.S.N., Montana State University

Graham, Chris Giles (1991)
Mathematics, Computer Science
B.A., Pomona College
M.S., Chadron State College
M.S., California State University, Los Angeles
Ph.D., Claremont Graduate University

Greco, Victoria (1999)
Disabled Student Programs & Services
B.A., California State University, Fullerton
M.A., California State University, San Bernardino

Gregoryk, Michael D. (2005)
Vice President, Administrative Services
M.S., University of California, Los Angeles

Mathematics, Computer Science
B.A., University of California, Berkeley
M.S., California State University, Los Angeles

Psychology, Education
B.A., M.A., California State University, Fullerton
Heard, Lance (2008)
Mathematics, Computer Science
B.S., United States Military Academy, West Point
M.S., University of Southern California

Hagener, Dirk (2007)
Fine Arts
M.A., University of Essen, Duisburg, Germany

Hagener, Lance (2008)
Foreign Languages
M.A., California State University, Fullerton

Hall, Martha (2007)
Learning Assistance
B.A., University of California, Riverside
M.A., Claremont Graduate University

Hanson, Grace (1996)
Director, Disabled Student Programs & Services
B.A., M.A., California State University, Long Beach
Transition Services for Individual with Disabilities Certificate

English, Literature & Journalism
B.A., M.A., San Diego State University

Hart, Jeremy (2012)
Counseling
B.A., California State University, Dominguez Hills
M.A., California State University, Dominguez Hills

Hartman, Laurie (2007)
Commercial and Entertainment Arts
B.A., Rochester Institute of Technology

Hatch, Rebecca (2001)
Sociology, Philosophy
B.A., California Lutheran University
M.S., Ph.D., University of Southern California

Heard, Lance (2008)
Public Services
B.S., United States Military Academy, West Point
M.S., University of Cincinnati

Henry, Anthony (2007)
Child Development
B.A., Humboldt State University
M.A., California State University, Los Angeles
M.A., Azusa Pacific University

Hernandez, Alina (1988)
Counseling
A.A., Santa Ana Community College
B.A., M.A., California State University, Fullerton
Ph.D., University of Southern California

Hernandez, Corie (2011)
Psychiatric Technician
B.S., California State University, Fullerton

Hernandez, Cristina M. (1997)
History & Art History
B.A., M.A., University of California, Santa Barbara

Herrera, Irene (2000)
Director, EOPS
B.S., California State University, Fullerton
M.S., California State University, Los Angeles

Hight, Lynette C. (1971)
English, Literature & Journalism
B.A., M.A., California State University, Los Angeles

Hill-Enriquez, Evelyn (1991)
American Language
A.A., Mt. San Antonio College
B.A., M.A., California State University, Fullerton
TESOL Certificate

Hirsch, Jamie (2012)
Fire Technology
B.S., California State University, Long Beach

Hischar, Paul (1998)
Accounting & Management
B.S., California Polytechnic University, Pomona

Huang, Shui-lien (1989)
Computer Information Systems
M.A., West Texas State University

Huynh, Douglas (1999)
Child Development
A.A., San Diego City College
B.A., M.A., Pacific Oaks College

Hutchinson, James. (2011)
Respiratory Technology
B.A., University of Phoenix

Hymer, Jonathan (2005)
Electronics & Computer Technology
B.A., University of California, Davis

Impara, Carol (2005)
Consumer & Design Technologies
B.A., Davidson College
M.S., University of Maryland

Jackson, Christopher (2005)
Kinesiology/Athletics / Head Coach, Women's Water Polo and Swimming
B.S., California State University, Fullerton
M.S., Azusa Pacific University

Jagodzka, Ralph F. (1997)
Accounting & Management
B.S., Western Illinois University
M.B.A., Pepperdine University
Ed.D., University of La Verne

James, Stephen (2012)
Industrial Design
B.A., California State University, Northridge
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<tr>
<th>Name</th>
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<td>Jastrab, Robert</td>
<td>M.S.W., Howard University</td>
<td>Human Resources</td>
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<td>Jeffers, Bonnie H.</td>
<td>B.A., Pepperdine University</td>
<td>Athletics Director</td>
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<td>Jefferson, Paul</td>
<td>M.S., University of Washington</td>
<td>Dean, Humanities &amp; Social Sciences</td>
</tr>
<tr>
<td>Jenkins, James D.</td>
<td>A.S., California State Polytechnic University, Pomona</td>
<td>Assistant Dean, Natural Sciences</td>
</tr>
<tr>
<td>Jennum III, Joe E.</td>
<td>M.S., California State University, Fullerton</td>
<td>Assistant Athletic Director, Cross Country and Track Field</td>
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Padilla, Maya (2011)  
Registered Veterinary Technician  
A.A., Mt. San Antonio College  
B.A., California State Polytechnic University, Pomona  

Parker, Stacy (2001)  
Kinesiology/Athletics / Head Coach, Men's Baseball  
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Parra, Heidi R. (1992)  
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Pascoe, Virginia (1995)  
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Patterson, Richard (2002)  
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Pedersen, Kirk (1998)  
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Pellitteri, John (1999)  
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Perez, Anabel (2007)  
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Perez, Christopher G. (2008)  
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B.A., University of California, Santa Barbara  
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Perkins, Robert (2001)  
Architecture & Engineering Design Technology  
B.S.C.E., Princeton University  
M.Arch., University of Colorado  

Phillips, Jamie (2008)  
Agricultural Sciences  
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Petersen, Craig A. (1981)  
Biological Sciences  
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Pilato, Nik (2012)  
Music  
B.M., M.M., Ph.D., Florida State University  

Plesetz, Sarah (2008)  
Nursing  
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Mathematics, Computer Science  
B.A., University of Bucharest  
M.S., University of Iowa  
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Potter, Don (2009)  
Manager, Deaf and Hard of Hearing Services, DSP&S  
B.A., University of Minnesota  
RID, CI/CT, NADV  

Poulter, Shane (2007)  
Counseling  
B.A., California State Polytechnic University, Pomona  
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Preciado, Rosa M. (1975)  
Psychology, Education  
A.A., Mt. San Antonio College  
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M.A., University of California, Riverside  

Presch, Melissa (2008)  
Biological Sciences  
B.A., California State University, Fullerton  
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Prochaska, Cynthia Adam (1990)  
English, Literature & Journalism  
B.A., M.A., University of California, Santa Barbara  

Purcell, Robert (2011)  
Kinesiology/Athletics  
B.A., M.S., Azusa Pacific University  

Quinn, Barbara (2006)  
Disabled Student Programs & Services  
B.A., California State University, Fullerton  
M.S.W., University of Southern California  

English, Literature & Journalism  
A.A., Mt. San Antonio College  
B.A., M.A., California State Polytechnic University, Pomona  

Ramey, Martin A. (2011)  
Business Administration  
B.A., Arizona State University  
J.D., University of San Diego  
LL.M., Indiana University  
Member, California Bar Association  

Redinger, Larry L. (1975)  
Dean, Natural Sciences  
A.S., San Bernardino Valley College  
B.S., California State University, Long Beach  
M.S., Northern Arizona University  

Reel, Ron (1988)  
Communication  
A.A., Bakersfield College  
B.A., M.A., California State University, Fresno  
Ph.D., Valley Christian University  

Reinhart, Liesel (1997)  
Communication  
B.S., University of Colorado  
M.P.S., Cornell University  

Revell, Timothy (1999)  
Biological Sciences  
A.A., Ventura College  
B.A., University of California, Santa Cruz  
M.S., California State University, Fullerton  
Ph.D., Loma Linda University  

Rexach, Carmen (2005)  
Biological Sciences  
B.A., University of California, Los Angeles  
M.S., California State University, Stanislaus  
Ph.D., University of California, Davis  

Reyes, Eloise M. (2012)  
Disabled Student Programs & Services  
B.A., University of Nevada, Las Vegas  
M.S., California State University, Los Angeles  
Career Counseling Certificate  

Reyes, Mary-Ellen (1998)  
Mental Health Technology  
A.A., Chaffey College  

Richardson, Lanny (1995)  
Air Conditioning & Welding  
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<td>Whalen, Margaret F.</td>
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<td>Wheeler, Daniel</td>
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<td>B.S.N., M.S.N., F.N.P., University of Southern California</td>
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<td>Disabled Student Programs &amp; Services</td>
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<td>Williamson, Kisha</td>
<td>Child Development</td>
<td>B.A., California State University, Long Beach, M.S., University of La Verne</td>
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<td>A.S., Mt. San Antonio College, M.S.H.S.-H.P.E., Western University, C.E.N. - Certified Emergency Nurse, C.F.R.N. - Certified Flight Registered Nurse</td>
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adult education. See continuing education (adult education)
Advanced Placement (AP) credit for general education
requirements for the associate degree, 14
Advanced Placement (AP) examinations, 13
credit for, 106
in CSU/UC general education—breadth certification, 106
advisement, academic counseling/advisement, 9
advisory course, 108
advisory to a course, 9
aeronautics course descriptions, 110–111
agricultural science
noncredit course descriptions, 235–237
occupational training certificates, 216
agriculture course descriptions
animal health technology, 111–112
animal science, general, 112
forestry, conservation, 112
general subjects, 112
livestock production, 112–113
ornamental horticulture, 113–115
pet science, 115
agriculture technology major, 66
air conditioning and refrigeration
certificate, 31
course descriptions, 115–116
major, 66
aircraft maintenance technology, 117–119
aircraft powerplant maintenance technology, day and evening,
certificate, 31
airframe and aircraft powerplant maintenance technology, day
evening, major, 66–67
airframe maintenance technology, day and evening, certificate,
31–32
air traffic control, 116–117
air conditioning, 117–118
airframe and powerplant technology, 118–119
aircraft powerplant technology, day and evening, 119
animal husbandry, 119
animal production technology, 120–121
animal science, general, 120
animals on campus policy, 245
animation
certificates, 32–33
major, 68
anthropology course descriptions, 121
appeals process
dismissal, 16
placement tests, 9
residence classification, 6
application
to the college, 6
for graduation, 61
auditing courses, 173–174
Arabic course descriptions, 121
architectural technology
certificates, 33–34
course descriptions, 121–122
design concentration major, 68–69
noncredit course descriptions, 235
technology concentration major, 69
art
animation courses, 123–124
art history courses, 129–130
basic studio arts courses, 124
gallery and professional practices courses, 124–125
graphic design and illustration courses, 125–126
special studio arts courses, 126
two-dimensional studio arts courses, 126–127
two-dimensional studio arts courses, 127–129
art gallery, 25
articulation with high schools, ROP’s, and adult schools, 7
arts division, 3
aspire program, 18
assessment and placement, 8–9
appeals process, 9
assessment center, 18
continuing education courses, 211
exemption from assessment, 9
Assessment of Written English (AWE), 7, 8
associate degree, general requirements for, 61
Associated Students (A.S.) Student Government, 21
Associate in Arts for transfer degree (AA-T), 94
Associate in Arts in communication studies for transfer, 94–95
Associate in Arts in psychology for transfer, 95
associate in science degree (A.S.),
alphabetical listing, 65–88
graduation requirements, 61–62
listing by instructional division, 65
programs of study leading to, 65–88
associate in arts degree (A.A.) areas of emphasis requirements
business, 89
communication, 89
fine arts, 90
humanities, 90
information technology, 91
kinetics and wellness, 91
language arts, 91–92
mathematics, 92
music, 92–93
natural sciences, 93
social and behavioral sciences, 93–94
associate in arts degrees (A.A.) area of emphasis requirements
area of emphasis requirements, 89–94
graduation requirements, 61–62
astronomy course descriptions, 130
athletic facilities, 25
athletics course descriptions, 174–175
athletic trainer aide certificate, 52
attendance and enrollment, 11–12
auditing courses, 11
automotive welding, cutting, and modification
certificate, 51
occupational training certificate, 222
auxiliary computer information systems course descriptions, 142
aviation science major, 69
B
basic career readiness, certificate of competency, 214
basic skills
certificate of competency, 214
noncredit course descriptions, 228–230
and special programs, 211
basic studio arts course descriptions, 124
beginning computer information systems course descriptions, 142
biology course descriptions, 131–132
blue emergency telephones, 246
Board of Trustees, 2
bookkeeping
certificate, 51
occupational training certificate, 216
bookkeeping preparation, fee-based certificate program, 223
bookstore (SacBookRac), 25
botany course descriptions, 132
box office, 26
bridge program, 18
building automation
certificate, 34
major, 69
bursar’s office and photo ID, 18
business certificates
business management, 35–36
human resource management, 35
international, 35
retail management, 36
small business management, 36–37, 53
business course descriptions
accounting, 132–133
business communications, 133
business management, 134–135
economics, 133–134
law, 134
management, 134–135
noncredit courses, 235–237
paralegal, 135–136
real estate, 136–137
sales, merchandising and marketing, 137–138
business division, 3
business majors
accounting, 66
general business, 75
human resource management, 76
international business, 77
management, 69
marketing management, 79
real estate, 86
retail management, 69
skills certificate, 52
human resources staff, 2
hybrid (online-supported) classes, 23

I
IELTS, 7
IGETC. See intersegmental general education transfer curriculum (IGETC)
infant/toddler development certificate, 44
information and educational technology staff, 2
information and operating systems security certificate, 57
inspection and estimating, building course descriptions, 168–169
instructional divisions
arts division, 3
business division, 3
continuing education division, 3
distance learning program, 4
humanities and social sciences division, 3
kinesiology, athletics and dance division, 3
learning assistance center (LAC), 4
library and learning resources division, 4
natural sciences division, 4
technology and health division, 4
instruction and learning resources, 22–26
distance learning program, 23
learning assistant center, 23
library, 23
Learning Resource Center (LARC), 23
Math Activities Resource Center (MARC), 23
Transfer Math Activities Resource Center (T-MARC), 23
work experience education, 23
Writing Center, 23
instruction staff, 2
integrated pest management major, 76
Inter-Club Council (ICC), 21
interior design certificate, 44–45
course descriptions, 169–170
interior design major, 76–77
kitchen and bath major, 77
kitchen and bath specialization certificate, 44–45
noncredit course description, 241
occupational training certificate, 221
skills certificate, 57
interior landscaping certificate, 45
occupational training certificate, 217
international baccalaureate credit for general education requirements for the associate degree, 14
international business certificates, 35
major, 77
occupational training certificates, 219
skills certificate, 52
international students
admission, 7
international student programs, 20
intersegmental general education transfer curriculum (IGETC), 105
occupational training certificate, 217
to RN, major, 77–79
licensed welder certificate, 51
occupational training certificate, 221
limitations on repeating courses, 11
Linux professional certificate, 53
literature course descriptions, 158–159
livestock management certificate, 46
occupational training certificate, 217
livestock production course descriptions, 112–113
lost and found, 21
LVN. See licensed vocational nurse (LVN)

M
machine operator certificate, 58
makeup artistry, fee-based certificate program, 223
management course descriptions, 134–135
managerial accounting certificate, 30
manufacturing technology certificate, 46
course descriptions, 182
major, 79
noncredit course descriptions, 241
occupational training certificates, 221
marketing, sales, and merchandising course descriptions, 137–138
marketing management certificate, 46
major, 79
MasterCAM certificate, 58
occupational training certificate, 221
Math Activities Resource Center (MARC), 23
mathematics
computer science/mathematics, 25
course descriptions, 182–184
department, 25
prerequisites, 9
mathematics placement test, 8
matriculation, 5–9
medical insurance billing specialist, fee-based certificate program, 223
medical office specialist, occupational training certificate
medical terminology course descriptions, 184
mental health/psychiatric technician certificate, 47
course descriptions, 184–185
major, 79–80
merchandising, sales, and marketing course descriptions, 137–138
meteorology course descriptions, 185
Metro bus passes, 25
microbiology course descriptions, 185
microcomputer productivity software certificate, 48

N
natural sciences division, 4
network administration and security management major, 71
networking professional certificate, 54, 143–144
network security professional certificate, 53
noncredit certificates of competency, 213, 214
noncredit course listings, continuing education, 224–227
noncredit education. See continuing education (adult education)
non-discrimination policy, 246
nonresident, defined, 6
not degree applicable courses, 108
notice of students’ rights, 248–249
nursery management certificate, 48
occupational training certificate, 217–218
nursing
course descriptions, 189–190
major, 80–81
nutrition and food
credit course descriptions, 190–191
noncredit course descriptions, 241
nutrition program assistant certificates
nutrition program assistant-level I, 58
nutrition program assistant-level II: child program emphasis, 58
nutrition program assistant-level II: weight management program emphasis, 58–59

O
object-oriented design and programming professional certificate, 54
obligations, student, 8
occupational training certificates of completion, 215–223
occupational training certificates, 221
older adults, continuing education course descriptions, 231–233
open enrollment, 247
television production
  certificate, 50
  major, 88
Test of English as a Foreign Language (TOEFL), 7
theater and theater arts
  credit course descriptions, 207–208
  noncredit course descriptions, 242–243
theory, kinesiology course descriptions, 179–181
three-dimensional studio arts course descriptions, 126–127
traditional animation certificate, 33
Transfer Math Activities Resource Center (T-MARC), 23
transfer of information to third parties, 249
three-dimensional studio arts, 126–127
two-dimensional studio arts, 127–129
Studio Theater, 26
Study Abroad Program, 3
study techniques course descriptions, 206
surveying course descriptions, 206–207

T
teaching Certificate, Children’s Program, 38
team sports course descriptions, 179
technology and health division, 4
technology-related courses, 207
telecommunications professional certificate, 54

U
unit limits, 11
unit of credit, defined, 12
University of California (UC)
  branch locations, 102
  credit for kinesiology activity courses, 108
  credit limitation, 108
  intersegmental general education transfer curriculum (IGETC), 103–105
  language other than English requirement, 104
  minimum admission requirements, 102
  transfer courses, 108
  transfer requirements, 102
  university transfer major options, 97
values, of the college, 1
vending machines, 26
veterans’ services, 20–21
veterinary technology major, 86
vision, of the college, 1
visual basic programming professional certificate, 48

W
water technology
  certificate, 50
  course descriptions, 208
  noncredit course descriptions, 243
  occupational training certificate, 222
two-dimensional studio arts course descriptions, 127–129

web design certificate, 51
web programming professional certificate, 54
welding, occupational training certificate, 222
  automotive welding, cutting, & modification, 222
gas tungsten arc welding, 223
licensed welder, 222
semitomatic ARC welding, 223
welding certificates, 51
course descriptions, 208–209
noncredit course descriptions, 243
skills certificate, 59
welding technologies, occupational training certificate, 222
welding-semitomatic arc welding certificate, 51
  major, 88
  occupational training certificate, 223
wellness center, 25
Windows operating system administration professional certificate, 54
withdrawal
  from classes, 12
  from the college, 11
with honors, 15
work experience education, 23
WOW at Mountie Grill, 26
Writing Center, 23
W (Withdrawal), 11
MISSION

The mission of Mt. San Antonio College is to welcome all students and to support them in achieving their personal, educational, and career goals, in an environment of academic excellence.
In general, the Associate in Science degree is a two-year occupational degree that prepares students for a variety of career and technical fields.

**Associate in Science Degree - Industrial Design Engineering**

**Degree S0331**

This program is designed to prepare the student for a career in a wide range of industries including product and industrial design firms and fabrication and manufacturing companies. Students are introduced to product development from design through prototyping and fabrication for manufacturing.

Portfolio or prototype development is required on each of the semester levels. In the Level Three pattern, the student will have demonstrated understanding of and several variables including infinite series, vector analysis, partial derivatives, and transcendental functions, as well as demonstrating knowledge of linear algebra and differential equations. This coursework will satisfy the lower division mathematics requirements at the California State University. Guaranteed admission with junior status in the CSU system.

For further information regarding degree programs, please visit the Mt. SAC catalog.

**Required Courses:**

- IDE 110 Design Foundation - Visual Literacy 3.0
- IDE 120 Intro to CAD 3.0
- IDE 130 Shop Processes 3.0
- IDE 150 Design Foundations 3.0
- IDE 160 Intermediate CAD 3.0
- IDE 170 Introduction to Prototyping 3.0
- IDE 210 Advanced Media 3.0
- IDE 220 Advanced CAD 3.0
- IDE 230 Intro to Mechanical Principles 3.0
- IDE 250 Product Design and Viability 6.0
- IDE 270 Manufacturing Processes and Materials 3.0
- WELD 30 Metal Sculpture 3.0
- WELD 40 Introduction to Welding 3.0

**Total Units: 36.0**

**Recommended Electives:**

- ELEC 50A Electronic Circuits (DC) 3.0
- MATH 51 Elementary Algebra 3.0
- PHYS 1 Physics 1 3.0
- PHYS 21C Physics 2 3.0
- WELD 30 Metal Sculpture 3.0
- WELD 40 Introduction to Welding 3.0

**ASSOCIATE IN ARTS FOR TRANSFER/ASSOCIATE IN SCIENCE FOR TRANSFER DEGREE**

The associate degrees for transfer are designed to provide students with a seamless transition for transfer with junior standing somewhere in the CSU system.

For further information regarding degree programs, please visit the Mt. SAC catalog.

**Recommended Electives:**

- ELEC 81 Laboratory Studies in Electronics Technology 3.0
- MATH 51 Elementary Algebra 3.0
- PHYS 1 Physics 1 3.0
- WELD 30 Metal Sculpture 3.0
- WELD 40 Introduction to Welding 3.0

**ASSOCIATE IN ARTS FOR TRANSFER**

**Degree A0330**

The academic discipline of Art History involves the study of visual objects as both works of art and as artifacts of the historical and cultural contexts in which they were created. The Associate in Arts in Art History for Transfer (AA-T) will provide the student with a solid foundation in both European and non-European art and visual culture from the periods of Pre-History through modern. The degree program requires students to critically analyze objects from a variety of perspectives, utilizing various modes of analysis.

To earn an Associate in Arts in Art History for Transfer, a student must complete 60 semester units that are eligible for transfer to the CSU that consist of: IGETC pattern or CSU GE breadth and a major of at least 18 units. Students must have a minimum GPA of 2.0 in all CSU-transferable coursework to receive an associate degree for transfer and all courses in the major must be completed with a C or better. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.

**Required Courses:**

- Core Courses: 9.0 units
  - MATH 180 Calculus and Analytic Geometry 4.0
  - ARTS 40A Sculpture: Beginning 3.0
  - ARTS 40D Sculpture: Beginning 3.0
  - PHOT 10 Basic Digital and Film Photography 3.0
  - PHOT 40 Digital and Film Photography 3.0

**List A (select one): 3.0 units**

- AHIS 4H History of Western Art - Honors 3.0
- AHIS 5H History of Western Art - Honors 3.0
- AHIS 6H History of Medieval Art - Honors 3.0
- AHIS 7H History of Modern Art - Honors 3.0
- AHIS 8H History of Medieval Art - Honors 3.0
- AHIS 9H History of Medieval Art and Architecture 3.0
- AHIS 10H History of Pre-Columbian Art 3.0
- AHIS 11H History of Pre-Columbian Art - Honors 3.0
- AHIS 12H History of Pre-Columbian Art - Honors 3.0

**List B (select one): 3.0 units**

- AHIS 1H History of Pre-Columbian Art 3.0
- AHIS 2H History of Pre-Columbian Art 3.0
- AHIS 3H History of Pre-Columbian Art 3.0
- AHIS 4H History of Modern Art 3.0
- AHIS 5H History of Modern Art 3.0
- AHIS 6H History of Modern Art 3.0
- AHIS 7H History of Modern Art 3.0
- AHIS 8H History of Medieval Art 3.0
- AHIS 9H History of Medieval Art and Architecture 3.0
- AHIS 10H History of Pre-Columbian Art 3.0
- AHIS 11H History of Pre-Columbian Art 3.0
- AHIS 12H History of Pre-Columbian Art 3.0
- AHIS 13H History of Pre-Columbian Art 3.0
- AHIS 14H History of Pre-Columbian Art 3.0

**List C (select two): 6.0 units**

- AHIS 1H History of Pre-Columbian Art 3.0
- AHIS 2H History of Pre-Columbian Art 3.0
- AHIS 3H History of Pre-Columbian Art 3.0
- AHIS 4H History of Modern Art 3.0
- AHIS 5H History of Modern Art 3.0
- AHIS 6H History of Modern Art 3.0
- AHIS 7H History of Modern Art 3.0
- AHIS 8H History of Medieval Art 3.0
- AHIS 9H History of Medieval Art and Architecture 3.0
- AHIS 10H History of Pre-Columbian Art 3.0
- AHIS 11H History of Pre-Columbian Art 3.0
- AHIS 12H History of Pre-Columbian Art 3.0
- AHIS 13H History of Pre-Columbian Art 3.0
- AHIS 14H History of Pre-Columbian Art 3.0
- AHIS 15H History of Pre-Columbian Art 3.0

**Total Units for Major: 21.0 units**

Courses may be double-counted with either CSU-GE or IGETC.
**Associate in Arts in English for Transfer**

**Degree A0332**

The Associate in Arts in English for Transfer introduces students to literature written in English and gives them the option of studying creative writing.

Completion of the degree provides students with the core skills and knowledge needed to pursue a baccalaureate degree in English. Those core skills and knowledge include the ability to analyze literature and the ability to write researched analytical papers.

Students who earn this degree will be able to write a literary analysis, analyze major themes and concerns in literature, and identify the influence of culture on human expression.

To earn an Associate in Arts in English for Transfer a student must complete 60 semester units that are eligible for transfer to the CSU that consist of: IGETC pattern or CSU GE breadth and a major of at least 18 units. Students must have a minimum GPA of 2.0 in all CSU-transferable coursework to receive an associate degree for transfer and all courses in the major must be completed with a C or better. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.

**Required Courses:**

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<th>Core Courses: 7.0 units</th>
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<tr>
<td>ENGL 1B English - Introduction to Literary Types 3.0</td>
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<tr>
<td>ENGL 1BH Introduction to Literary Types - Honors 3.0</td>
</tr>
<tr>
<td>ENGL 1C Critical Thinking and Writing 4.0</td>
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<tr>
<td>or ENGL 1CH Critical Thinking and Writing - Honors 4.0</td>
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<tr>
<td>LIT 1 Early American Literature 3.0</td>
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<td>LIT 2 Modern American Literature 3.0</td>
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<td>or LIT 6A Survey of English Literature 3.0</td>
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<td>or LIT 6B Survey of English Literature 3.0</td>
</tr>
<tr>
<td>or LIT 11A World Literature to 1650 3.0</td>
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<td>and LIT 11B World Literature from 1650 3.0</td>
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<td>Student may select any course not selected from List A above</td>
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<tr>
<td>ENGL 8A Creative Writing Fiction 3.0</td>
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<td>ENGL 8B Creative Writing Poetry 3.0</td>
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<td>ENGL 8F Creative Writing Non-Fiction 3.0</td>
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<td>ENGL 8I Language Acquisition 3.0</td>
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<tr>
<td>ENGL 8C Creative Writing Novel 3.0</td>
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<td>JOUR 100 Mass Media and Society 3.0</td>
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<td>JOUR 101 Beginning News Writing 3.0</td>
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<td>LIT 10 Survey of Shakespeare 3.0</td>
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<td>LIT 14 Introduction to Modern Poetry 3.0</td>
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<td>LIT 15 Introduction to Cinema 3.0</td>
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<tr>
<td>LIT 25 Contemporary Mexican American Literature 3.0</td>
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<tr>
<td>LIT 36 Introduction to Mythology 3.0</td>
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<tr>
<td>LIT 40 Children's Literature 3.0</td>
</tr>
<tr>
<td>LIT 46 The Bible as Literature - Old Testament 3.0</td>
</tr>
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<td>LIT 47 The Bible as Literature - New Testament 3.0</td>
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</table>

**Total Units for Major:** 19.0

Courses may be double-counted with either CSU-GE or IGETC.

**Associate in Arts in History for Transfer**

**Degree A0334**

History is a broad-based academic discipline with foundational coursework in both World History and The History of the United States, augmented with course options that add dimension and depth to the student's understanding of the discipline—such as history courses outside of the Western World, courses in the humanities or social sciences (including history) that address any historically under-represented group or non-western subject matter fulfilling transfer level GE categories and courses in foreign languages.

The degree program requires students to critically analyze material from a variety of sources and to develop links and connections in abstracting fundamental meaning of historical data. The course distribution of the degree will expose the students to the complexity and diversity of the historical past, thus placing the present day issues and problems within a meaningful historical context.

To earn an Associate in Arts in History for Transfer a student must complete 60 semester units that are eligible for transfer to the CSU that consist of: IGETC pattern or CSU GE breadth and a major of at least 18 units. Students must have a minimum GPA of 2.0 in all CSU-transferable coursework to receive an associate degree for transfer and all courses in the major must be completed with a C or better. Students earning an associate degree for transfer will not be required to complete any other local graduation requirements.

**Required Courses:**

<table>
<thead>
<tr>
<th>Core Courses: 6.0 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 3 World History: Prehistoric to Early Modern 3.0</td>
</tr>
<tr>
<td>or HIST 3H World History: Prehistoric to Early Modern - Honors</td>
</tr>
<tr>
<td>and HIST 4 World History: Early Modern to the Present 3.0</td>
</tr>
<tr>
<td>or HIST 4H World History: Early Modern to the Present - Honors</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>List A (select two): 6.0 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 3 World History: Prehistoric to Early Modern 3.0</td>
</tr>
<tr>
<td>or HIST 3H World History: Prehistoric to Early Modern - Honors</td>
</tr>
<tr>
<td>and HIST 4 World History: Early Modern to the Present 3.0</td>
</tr>
<tr>
<td>or HIST 4H World History: Early Modern to the Present - Honors</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>List B (select one course from each group): 6.0 - 7.0 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group 1: Diversity Course</td>
</tr>
<tr>
<td>AHIS 9 History of Asian Art and Architecture 3.0</td>
</tr>
<tr>
<td>AHIS 11 History of African, Oceanic, and Native American Art 3.0</td>
</tr>
<tr>
<td>AHIS 12 History of PreColumbian Art 3.0</td>
</tr>
<tr>
<td>AHIS 12H History of PreColumbian Art - Honors 3.0</td>
</tr>
<tr>
<td>ARAB 1 Elementary Arabic 4.0</td>
</tr>
<tr>
<td>ARAB 2 Continuing Elementary Arabic 4.0</td>
</tr>
<tr>
<td>CHIN 1 Elementary Chinese 4.0</td>
</tr>
<tr>
<td>CHIN 2 Continuing Elementary Chinese 4.0</td>
</tr>
<tr>
<td>CHIN 3 Intermediate Chinese 4.0</td>
</tr>
<tr>
<td>CHIN 4 Continuing Intermediate Chinese 4.0</td>
</tr>
<tr>
<td>FRCH 1 Elementary French 4.0</td>
</tr>
<tr>
<td>FRCH 2 Continuing Elementary French 4.0</td>
</tr>
<tr>
<td>FRCH 3 Intermediate French 4.0</td>
</tr>
<tr>
<td>FRCH 4 Continuing Intermediate French 4.0</td>
</tr>
<tr>
<td>FRCH 5 Advanced French 4.0</td>
</tr>
<tr>
<td>FRCH 6 Continuing Advanced French 4.0</td>
</tr>
<tr>
<td>GERM 1 Elementary German 4.0</td>
</tr>
<tr>
<td>GERM 2 Continuing Elementary German 4.0</td>
</tr>
<tr>
<td>GERM 3 Intermediate German 4.0</td>
</tr>
<tr>
<td>HIST 10 History of Premodern Asia 3.0</td>
</tr>
<tr>
<td>HIST 11 History of Modern Asia 3.0</td>
</tr>
<tr>
<td>HIST 19 History of Mexico 3.0</td>
</tr>
<tr>
<td>HIST 30 History of the African American 3.0</td>
</tr>
<tr>
<td>HIST 31 History of the African American 3.0</td>
</tr>
<tr>
<td>HIST 35 History of Africa 3.0</td>
</tr>
<tr>
<td>HIST 36 Women in American History 3.0</td>
</tr>
<tr>
<td>HIST 40 History of the Mexican American 3.0</td>
</tr>
<tr>
<td>HIST 44 History of Native Americans 3.0</td>
</tr>
</tbody>
</table>
Catalog Addendum — New and Approved Programs: Degrees

<table>
<thead>
<tr>
<th>Group 2: History-Related Humanities Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHIS 1 Understanding the Visual Arts 3.0</td>
</tr>
<tr>
<td>AHIS 1H Understanding the Visual Arts 3.0 - Honors</td>
</tr>
<tr>
<td>AHIS 3 History of Women and Gender in Art 3.0</td>
</tr>
<tr>
<td>AHIS 3H History of Women and Gender in Art 3.0 - Honors</td>
</tr>
<tr>
<td>AHIS 4 History of Western Art: Prehistoric Through Gothic 3.0</td>
</tr>
<tr>
<td>AHIS 4H History of Western Art: Prehistoric Through Gothic - Honors 3.0</td>
</tr>
<tr>
<td>AHIS 5 History of Western Art: Renaissance Through Modern 3.0</td>
</tr>
<tr>
<td>AHIS 5H History of Western Art: Renaissance Through Modern - Honors 3.0</td>
</tr>
<tr>
<td>AHIS 6 History of Modern Art 3.0</td>
</tr>
<tr>
<td>AHIS 6H History of Modern Art - Honors 3.0</td>
</tr>
<tr>
<td>AHIS 9 History of Asian Art and Architecture 3.0</td>
</tr>
<tr>
<td>AHIS 10 A History of Greek and Roman Art and Architecture 3.0</td>
</tr>
<tr>
<td>AHIS 11 History of African, Oceanic, and Native American Art 3.0</td>
</tr>
<tr>
<td>AHIS 12 History of Precolombian Art 3.0</td>
</tr>
<tr>
<td>AHIS 12H History of Precolombian Art - Honors 3.0</td>
</tr>
<tr>
<td>ANTH 5 Principles of Cultural Anthropology 3.0</td>
</tr>
<tr>
<td>ANTH 22 General Cultural Anthropology 3.0</td>
</tr>
<tr>
<td>ANTH 30 The Native American 3.0</td>
</tr>
<tr>
<td>ARTB 1 Understanding the Visual Arts 3.0</td>
</tr>
<tr>
<td>DN-T 20 History and Appreciation of Dance 3.0</td>
</tr>
<tr>
<td>GEOG 2 Human Geography 3.0</td>
</tr>
<tr>
<td>GEOG 2H Human Geography - Honors 3.0</td>
</tr>
<tr>
<td>GEOG 5 World Regional Geography 3.0</td>
</tr>
<tr>
<td>HIST 39 California History 3.0</td>
</tr>
<tr>
<td>HUMA 1 The Humanities 3.0</td>
</tr>
<tr>
<td>LIT 11A World Literature to 1650 3.0</td>
</tr>
<tr>
<td>LIT 11B World Literature from 1650 3.0</td>
</tr>
<tr>
<td>MUS 12 History of Jazz 3.0</td>
</tr>
<tr>
<td>MUS 14A World Music 3.0</td>
</tr>
<tr>
<td>MUS 14B American Folk Music 3.0</td>
</tr>
<tr>
<td>MUS 15 Rock Music History and Appreciation 3.0</td>
</tr>
<tr>
<td>PHOT 15 History of Photography 3.0</td>
</tr>
<tr>
<td>THTR10 History of Theater Arts 3.0</td>
</tr>
</tbody>
</table>

Total Units for Major: 18.0 - 19.0

Courses may be double-counted with either CSU-GE or IGETC.