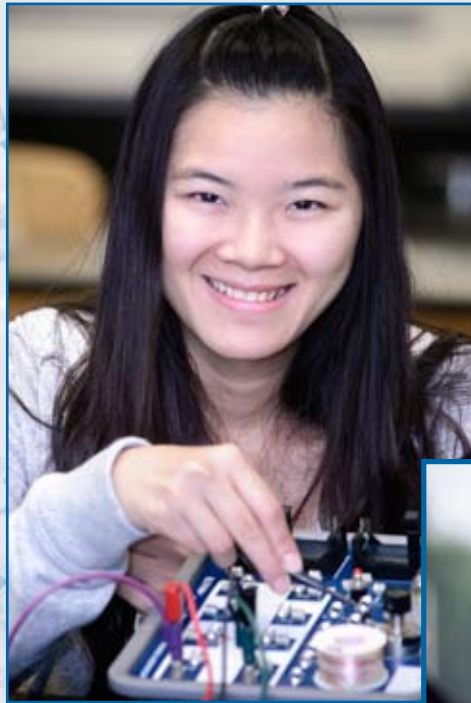


Citrus College

Citrus

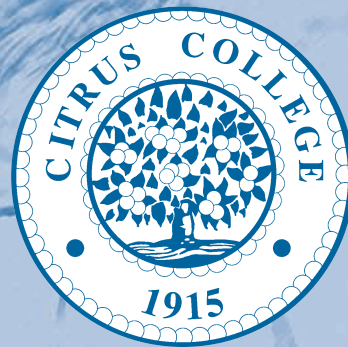


College | 2012
Catalog | 2013



Success!
Making It Happen!

citrus college catalog



Citrus Community College District
1000 West Foothill Boulevard, Glendora, California 91741-1899
www.citruscollege.edu • (626) 963-0323,
(TDD) Telecommunication Device for the Deaf, (626) 914-8674 (available 24 hours)

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Notice to Students

The information contained in this catalog is advisory only and does not constitute a contractual agreement by the college or guarantee that course content will be strictly followed or fulfilled. Citrus College and the Citrus Community College District reserves the right to change at any time, without notice, academic requirements to graduate, curriculum course content and structure, and such other matters as may be within their control, notwithstanding any information set forth in this catalog.

All changes and revisions to the catalog that occur after printing will be posted in the online version of the catalog and accessed by visiting www.citruscollege.edu.

There is a \$3.00 charge for the Citrus College Catalog.

Citrus College publications are available in an alternate format upon request by persons with verifiable disabilities.

Citrus College is an Equal Opportunity Institution.

Superintendent/President's Message

What do fashion designer Calvin Klein, *Star Wars* creator George Lucas, entertainment mogul Queen Latifah and iconic entrepreneur Walt Disney have in common? They were all community college students – proving that a community college education can take you wherever you want to go. From Nobel Prize laureates and ground-breaking scientists to influential politicians and business tycoons, community colleges have served as the academic and professional foundation for some of the most successful people in America.



As a community college graduate myself, I am confident that Citrus College has something for everyone. Whether you seek a career/technical certificate, an associate degree or transfer opportunities, we can help you acquire the skills necessary to keep pace with evolving workforce needs. Our 40 associate degree and 30 career/technical programs of study will enable you to find an academic path that aligns with your goals. We also have seven new Associate in Arts for Transfer and Associate in Science for Transfer degrees that assist students in navigating the rigorous process of transferring into the California State University system.

I encourage you to read through this catalog for more in-depth information about all that Citrus College offers. It provides a wealth of details regarding general policies, student services, program requirements and course descriptions. This year, we have included student learning outcomes with each degree and certificate listing. These will allow you to identify what can be expected in your studies and to predict the knowledge you will acquire upon coursework completion.

Like this catalog, the faculty and staff of Citrus College are a valuable resource as you work to achieve your goals. Talk to your professors, visit an advisor or counselor and get to know our support staff. Discover for yourself what makes Citrus College special. You will see that we are dedicated to helping students succeed!

On behalf of the Board of Trustees and the faculty and staff of Citrus College, I wish you a fruitful academic journey!

Sincerely,



Geraldine M. Perri, Ph.D.
Superintendent/President

Citrus Community College District Board of Trustees



Mrs. Joanne Montgomery
President
Monrovia/Bradbury
and portions of Duarte
Representative



Mrs. Susan M. Keith
Vice President
Claremont and portions of
Pomona and La Verne
Representative



Dr. Gary L. Woods
Clerk/Secretary
Azusa and portions of
Duarte Representative



Dr. Edward C. Ortell
Member
Duarte and portions of
Azusa, Monrovia, Arcadia,
Covina and Irwindale
Representative



Dr. Patricia Rasmussen
Member
Glendora and portions of
San Dimas Representative



Mr. Crescencio Calderon
Student Representative

The Citrus Community College District Board of Trustees establishes policies, approves current and long-range educational plans and programs, and promotes the orderly growth and development of the college.

Residents of the district communities—Azusa, Claremont, Duarte, Glendora and Monrovia—elect a representative to serve on the board for a four-year term. The student trustee is elected annually in a general student body election and serves on the board in a non-voting capacity.

The Board of Trustees meets on the first and third Tuesdays of every month at 4:15 p.m. All meetings of the board are open to the public and meeting dates are announced in advance. A record of all board transactions is available to the public in the college library.

2012-2013 Academic Calendar

Please refer to the Schedule of Classes for registration deadlines

Fall Semester 2012

August 24-December 15

August 24	Convocation
August 25 & 27	Instruction Begins
September 1 & 3	Labor Day Holiday
November 10 & 12	Veterans Day Holiday
November 22-24	Thanksgiving Holiday
December 10-15	Final Exams
December 17- January 4	Winter Break

2012

August						
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Winter Session 2013

January 7-February 14

January 7	Instruction Begins
January 19 & 21	Dr. Martin Luther King Jr. Birthday Holiday
February 14	Instruction Ends

December						
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30	31					

2013

Spring Semester 2013

February 19-June 15

February 15 & 18	Presidents' Day Holiday
February 19	Staff Development Activities
February 20	Instruction Begins
April 15-20	Spring Break
May 25 & 27	Memorial Day Holiday
June 8-14	Final Exams
June 15	Commencement

January						
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16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

Summer Session 2013

June 24-August 15

June 24	Instruction Begins
July 4	Independence Day Holiday

July						
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August						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Although many six week classes end Thursday, August 1, eight week classes end Thursday, August 15.

Who Are We?

History, Mission and Community

Overview and History

Citrus College is located in Glendora, California, near the foothills of the San Gabriel Mountains, and approximately 25 miles northeast of metropolitan Los Angeles. The college has the distinction of being the oldest community college in Los Angeles County and the fifth oldest in California.

This public community college serves more than 200,000 residents and the students of the Azusa, Claremont, Duarte, Glendora and Monrovia school districts.

Citrus College was founded in 1915 under the leadership of Dr. Floyd S. Hayden, who helped bring the community college movement to California. From 1915 to 1961, the college was operated by the Citrus Union High School District. In July 1961, the Citrus Community College District was created to include the Azusa and Glendora unified school districts. In 1967, the district expanded to include the Claremont, Duarte and Monrovia school districts.

Today, Citrus College occupies a 104-acre campus. Since 2004, the college has been undergoing a major facilities expansion project that is changing the look of the campus and providing facilities that will enhance learning.

The college enrolled 27 students in 1915 and currently serves over 12,000 students.

Accreditation and Affiliations

Citrus College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges



Citrus College students in 1917.

(WASC), 10 Commercial Boulevard, Suite 204, Novato, CA 94949, (415) 506-0234. ACCJC is an institutional accrediting body recognized by the Council for Higher Education and the U.S. Department of Education. Citrus College's professional memberships include the American Association of Community Colleges (AACC) and the Community College League of California (CCLC). Citrus College is also a *G.I. Jobs* magazine "Military Friendly School."

Mission Statement

Citrus College delivers high quality instruction that empowers students to compete globally and to contribute to the economic growth of today's society.

We are dedicated to fostering a diverse educational community and cultural learning environment that supports student success in pursuit of academic excellence, economic opportunity, and personal achievement.

Mission Objectives

Citrus College is a safe, friendly, accessible environment where all students and community members may optimize their academic, career, and cultural development. As Citrus College continues to advance as a dynamic center for life-long learning, we will:

- provide general, lower division coursework leading to an associate degree in the arts or the sciences;
- prepare students to transfer to four-year colleges and universities;
- offer technological services and support for students, faculty, and staff;
- deliver programs to improve basic math, reading, communication, and ESL skills;
- grant opportunities for students to develop a global perspective through a curriculum with international and multicultural applications;
- furnish support services for the intellectual and personal development of all Citrus

- College students, including opportunities to participate in campus governance;
- foster a comprehensive and enriching program of extracurricular activities;
 - conduct community education programs that encourage learning at every stage of life;
 - award occupational certificates and degrees for career preparation and advancement;
 - administer customized training programs for business and industry;
 - increase career development support for students, faculty, and staff through career exploration, counseling, job preparation, job opportunities, and academic and classified staff development;
 - collaborate with local high schools in articulation and curriculum development;
 - advance cultural and personal enrichment programs for the college and community members, and promote inter-collegiate competition opportunities for students.

Vision Statement

Citrus College will provide excellent educational opportunities that are responsive to the needs of the community and help students meet economic, social, and environmental challenges to become active participants in shaping the world of the future.

Values

1. Student Focus

Meeting community and student needs by creating an educational environment and culture so students can attain a variety of goals.

2. Excellence

Maintain a high standard of integrity and performance leading to the achievement of academic and professional goals.



Members of the Citrus College Class of 2012

3. Collaboration

Seeking input from all sectors of the college and the community.

4. Diversity

Fostering a learning community in which the values, goals, and learning styles of all students are recognized and supported.

5. Life-Long Learning

Serving enthusiastic, independent thinkers and learners striving for personal growth.

6. Integrity

Behaving ethically in all interactions at all levels.

7. Technological Advancement

Keeping pace with global technology trends and enhancing traditional instruction with technology to prepare students for success in the work place.

Foundation and Alumni

The Citrus College Foundation is a 501(c) (3) nonprofit corporation founded in 1966 and revitalized in 1982. It is governed by a volunteer board of directors.

In 2011-2012, the Foundation awarded 221 scholarships and grants valued at over \$106,000. This assistance enabled Citrus College students to accomplish their educational goals.

The Citrus Alumni and Friends Association advances the general interest of Citrus alumni, promotes goodwill in the community, raises funds for scholarships, helps Citrus Union High School and Citrus College alumni plan reunions, and assists with special projects that benefit Citrus College. The college observes the month of May as Alumni Month. Every year, the college presents the Alumni Achievement Award at Commencement.

Citrus College Directory

Office of the Superintendent/President

(All telephone numbers are area code 626)

Superintendent/President

Executive Assistant
Administrative Assistant

Dr. Geraldine M. Perri

Christine Link, 914-8821
Pam Sewell, 914-8821

Administrative Divisions

Finance and Administrative Services

Vice President

Administrative Assistant
Bond Program
Environmental Health & Safety Programs
Facilities and Construction
Fiscal Services
Golf Driving Range
Mailroom
Purchasing/Warehouse
Reprographics
Risk Management

Carol R. Horton

Judy Rojas, 914-8890
Robert Bradshaw, project manager, 857-4113
Jeff Eichler, supervisor, 914-8704
Fred Diamond, director, 914-8691
Rosalinda Buchwald, director, 914-8897
Lauri Stoner, supervisor, 914-8835
Dawn Dineley, coordinator, 857-4116
Robert Iverson, director, 914-8888
Thomas Reynolds, supervisor, 914-8740
Eric Guzman, supervisor, 914-8889

Development

Director, Development & Alumni Relations

Administrative Assistant

Christina M. Garcia

Clarence Cernal, 914-8825

Human Resources

Director

Administrative Assistant
Human Resources/Staff Diversity

Dr. Robert Sammis

Sandra Coon, 914-8552
Brenda Fink, manager, 914-8830

Institutional Research

Director

Administrative Secretary
Research Analyst

Dr. Lan Hao

Linda Swan, 914-8002
Sunny Liu, 852-8038

Technology and Computer Services, External and Government Relations

Chief Information Services Officer

Administrative Secretary
Communications
Network Central Computing & Telecommunications
Systems
Protocol and Government Relations
Technology Operations & Support Services

Linda Welz

Millie Franco, 914-8810
Paula Green, director, 914-8873
Leigh Buchwald, supervisor, 914-8810
Marilyn Grinsdale, supervisor, 914-8824
Glenna Johnson, supervisor, 914-8812

Academic Affairs

(All telephone numbers are area code 626)

Vice President

Administrative Assistants

Administrative Secretary

Dr. Irene Malmgren

Jerry Capwell, 914- 8881

Jaclyn Vazquez, 914-8882

Kathleen Bueno, 914-8858

Career, Technical and Continuing Education Programs

Curriculum, Architecture, Automotive Technology (Automobile/Light Truck, Medium/Heavy Truck and Motorcycle), Career/Technical Education Programs, CTE Transitions, Community Education, Computer Information Systems, Contract Education, Cosmetology, Drafting, Esthetics, Information Technology, Noncredit Instruction, Office Technology and Computer Applications, Public Works, Water Technology

Dean

Administrative Secretary

Career Technical Programs

Continuing Education

Cosmetology

James Lancaster

Lois Bottari, 852-6402

Marti De Young, supervisor, 914-8702

Debbie Vanschoelandt, supervisor, 852-8022

Vacant, director, 914-8713

Fine and Performing Arts, Haugh Performing Arts Center

Fine Arts Department: Art, Digital Media, Photography

Performing Arts Department: Music (Commercial, Instrumental, Vocal, History, Theory), Dance, Theatre, Recording Arts, Haugh Performing Arts Center

Dean

Administrative Secretary

Fine and Performing Arts Programs

Haugh Performing Arts Center

Robert Slack

Autumn Leal, 914-8580

Ann Heming, supervisor, 914-8579

Vacant, director, 852-8047

Kinesiology/Health/Athletics

Intercollegiate Athletics, Kinesiology, Aquatics Center, Fitness Center

Dean

Administrative Secretary

Jody Wise

Isabel Bellman, 914-8650

Language Arts and Enrollment Management

Communications, Clarion student newspaper

English, English as a Second Language, Enrollment Management, Foreign Languages (Chinese, German, Japanese, Spanish), Honors, Learning Center (Assessment/Testing, Tutoring Center, Language Lab, Writing Café, College Success Center), Reading, Speech Communications

Dean

Administrative Secretary

Honors Program

Learning Center

Dr. Samuel Lee

Cathy Day, 914-8856

Brian Waddington, coordinator, 857-4039

Gerald Helm, supervisor, 857-4035

Mathematics, Business and Health Sciences

Accounting, Business, College Success Program (Basic Skills), Computer Science, Learning Communities, Mathematics, Real Estate, Teacher Preparation, Dental Assisting, Emergency Medical Technician (EMT), Licensed Vocational Nursing (LVN), Nurse Assistant (NA), Registered Nursing (RN)

Dean

Administrative Secretary
Administrative Secretary

James McClain

Cynthia Audelo, 914-8792
Diana Gill, 914-8577

College Success Program (Basic Skills)

Suzanne Martinez, coordinator, 857-4191

STEM Grants Bridges to Success Grant

Dr. Marianne Smith, director, 914-8701
Rebecca Rudd, coordinator, 857-4056

Health Sciences

Administrative Secretary
Administrative Secretary
Dental Assisting
Health Occupations (EMT)
Nursing (ADN)
Nursing (LVN)

Dr. Maureen Renaghan, director

Cheryl Hall, 914-8791
Julie Tunno, 914-8720
Claudia Pohl, 914-8728
Dr. Cliff Hadsell, 914-8755
Dr. Maureen Renaghan, 914-8791
Gail Tucker, 914-8720

Natural and Physical Sciences and Library

Astronomy, Biology, Chemistry, Earth Science, Wildland Resources and Forestry, Natural History, Physics, Faculty and Staff Development

Dean

Administrative Secretary
Administrative Secretary

Dr. Eric Rabbitoy

Chris Pagano, 914-8789
Caroline Locke, 914-8874

Library and Audio Visual

Audiovisual Technician
Public Services Librarian/Bibliographic
Instruction
Technical Services/Systems Librarian

Tina Gutierrez, 914-8576
Sarah Bosler, 914-8642

Lanette Granger, 857-4061

Social and Behavioral Sciences

Administration of Justice, Anthropology, Child Development, Economics, Ethnic Studies, Geography, History, Humanities, Philosophy, Political Science, Psychology, Sociology, Student Government, Study Abroad Program

Dean

Administrative Secretary
Study Abroad
Distance Education

Dr. Michael Hurtado

Gayle Allen, 914-8860
Lynn Jamison, specialist, 914-8560
Dr. Beverly VanCitters, faculty coordinator, 857-4124
Lari Kirby, supervisor, 914-8569

Student Services Division

(All telephone numbers are area code 626)

Vice President

Administrative Assistant

Vacant

Pam McGuern, 914-8532

Admissions and Records

Admissions, Financial Aid, Registrar, Registration, Transcripts

Dean

Administrative Secretary
Registrar
Financial Aid

Vacant

Jamie Richmond, 914-8519
Kristina Spalding, 914-8597
Vacant, director, 914-8591

Counseling Programs and Services

Articulation, Career/Transfer Center, Center for Teacher Excellence, Counseling/Advisement Center, EOP&S/CARE, CalWORKs, DSP&S, Matriculation (credit and noncredit)

Dean

Administrative Secretary
Articulation Officer
Athletics Counselor
Career/Technical Education Counselor
Career/Transfer Center
Center for Teacher Excellence
Counseling and Advisement Center
College Success Counselors
DSP&S
Early Alert Counselor
EOP&S/CARE, CalWORKs
Honors Counselor
International Student Center
Noncredit Counseling and Matriculation
Nursing Program Counselor
STEM Coordinator (CSUF)
STEM Counselor (CSUF)
STEM Counselor (RACE to STEM)
STEM Counselor (RACE to STEM)
Veterans Counselor

Dr. Lucinda Over

Tonya Ryan, 914-8541
Michelle Plug, 914-8637
Alicia Longyear, 914-8662
Grace Kim, 914-8732
Raul Sanchez, coordinator, 857-4064
Rafael Herrera, coordinator, 857-4078
Claudia Castillo, faculty lead, 914-8537
Laura Villegas, Barry Gropp, 914-8530
Jennifer McLeod, coordinator, 914-8677
Robin McBurney, 914-8542
Sara Gonzales-Tapia, director, 914-8556
Stephanie Yee, 914-8638
Coe Lamoureux, supervisor, 914-8548
Kristie Shimokawa, counselor, 852-8021
Eileen Sin, 914-8791
Emily Versace, coordinator, 914-8716
Debbie Boudreau, 914-8716
Becky Iott, 852-6419
Raul Rodriguez, 852-6419
Art Briones, 852-6421

Student Affairs

Athletic Eligibility, Bookstore, Campus Safety, Food Services, International Student Center, School Relations and Outreach, Student Business Office, Student Conduct, Student Life and Leadership Development, Student Health Center, Veterans Center

Dean

Administrative Secretary
Bookstore
Campus Safety
Food Services
School Relations/Outreach
Student Life and Leadership Development
Student Health Center
Veterans Center

Dr. Martha McDonald

Teri Shamhart, 914-8601
Eric Magallon, supervisor, 914-8624
Benjamin Macias, supervisor, 914-8611
Philomena O'Shea, supervisor, 914-8615
Ivon McCraven, coordinator, 857-4162
Adrienne Thompson, supervisor, 914-8603
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How Do I Get Started? Admission, Registration, Matriculation

Admission

Citrus College is an open access institution, offering admission to high school graduates or persons who are at least 18 years of age and possess a high school diploma, GED, certificate of proficiency, or the equivalent. Special provisions for high school students are addressed in this section.

A person 18 years of age or older who has not received a high school diploma may be admitted to Citrus College to take general education courses or to enroll in specialized vocational programs. The student also may prepare for transfer to a four-year institution without a high school diploma. All non-high school graduates should request special counseling from the Counseling Department.

Concurrent High School Student to First time Freshman

If you are a graduating high school senior concurrently enrolled at Citrus College and plan to attend the subsequent term you will need to file a Change of Status - High School Student to First-Time Freshman Form. Submit a target letter confirming your graduation date from your High School if you are not 18 years old by the first day of instruction.

Student Classification

A Citrus College student who has earned fewer than 30 units is classified as a freshman, and a student with more than 30 units is a sophomore. Other student classification categories are:

Full time:

Enrolled in 12 or more units

Part time:

Enrolled in fewer than 12 units

Three-quarter time:

Enrolled in 9 but fewer than 12 units

Half time:

Enrolled in 6 but fewer than 9 units

How to Apply

The process of applying to Citrus College begins when prospective students submit an application online through our website, at <https://wingspan.citruscollege.edu>. There is no charge to submit an application and one can be submitted at any time. Computers allowing access to the college Web site are also available in the Admissions and Records Office, as well as other areas on campus.

Once an application is completed and submitted, the new student will receive a "Welcome to Citrus College," e-mail which will include a student user ID and Personal Identification Number (PIN). This will enable the student to register for classes, pay fees, and officially enroll at Citrus College.

Residency Requirements

As a public community college, Citrus College is required by law to verify each applicant's residence in accordance with Title 5, the California Education Code. Residence status, known as the residence determination date, is determined as of the day before each term begins and establishes the fees and tuition to be collected at the time of registration.

Residency Classification

Residency classifications shall be determined for each student at the time of registration and if a student has not attended for more than one semester. These classifications are resident, non-resident, or California nonresident tuition exemption (AB 540).

California Residents

California residents attend Citrus College tuition free and pay enrollment and incidental fees only.

A Citrus College applicant who has lived in California for less than two years must clearly demonstrate their:

- Intent to make California his/her home or residence
- Physical presence in California for at least one year and one day prior to the first day of school
- Financial independence

California Nonresident Tuition Exemption (AB 540)

Any student, other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt from paying non-resident tuition.

- The student must have attended a high school (public or private) in California for three or more years.
- The student must have graduated from a California high school or attained the equivalent prior to the start of the term; for example, passing the GED, California High School Proficiency exam, or California High School Exit Exam.
- An alien student who is without lawful immigration status must file an affidavit with the college stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.

Students who are eligible for the AB 540 exemption must complete and submit the California Non-resident Tuition Exemption Request along with the appropriate evidence of high school completion.

Students who hold non-immigrant visas; for example, Tourist (B-1, B-2), Foreign Student (F-1), NAFTA (TN & TD) and Exchange Student (J), and others are not eligible for this exemption.

Students who enroll into classes pending notification of approval for the qualifying semester are responsible for the quoted tuition. Students, who are approved based on the submitted documents, will receive a refund of the nonresident tuition they have paid.

The burden of residency proof rests with the applicant.

For more information visit www.citruscollege.edu/ar

Nonresidents

Students who do not meet the California residence requirements will be charged nonresident tuition, plus enrollment and incidental fees. For more information, visit www.citruscollege.edu/ar.

International Student Admission

The Citrus College International Student Office admits international students holding or attempting to obtain an F-1 Student Visa upon approval of their applications. These students are required to pay international student tuition. The board of trustees determines the amount annually.

In order to qualify for admission, an international student must submit the following:

1. Citrus College application for admission
2. Completed international student application and fee
3. Confidential financial support documents
4. A passing score of the TOEFL examination: 450 (paper based), 133 (computer based), or 45 (Internet based)

5. Transcripts from high school and/or college
6. Tuberculosis (TB) test

The following items are required for current F-1 Visa students transferring to Citrus College:

1. Copy of I-20
2. Copy of 1-94
3. Transfer Form
4. Visa
5. Passport
6. College transcripts

The TOEFL, admissions application, and all supporting materials must be received on or before the published application deadlines for the intended semester. Students are required to take the Accuplacer ESL exam when they arrive at the college.

Early Decision Program

The Early Decision Program enables seniors from Azusa, Claremont, Duarte, Gladstone, Glendora and Monrovia high schools, who have submitted a Citrus College application, to visit the campus, take the assessment test and meet with a counselor during the second semester of their senior year.

Seniors who attend other high schools and who are interested in the Early Decision process are encouraged to call the School Relations and Outreach Office at 626-857-4162.

Classes for High School Students

Citrus College offers selected programs and classes for high school students who are in the 11th and 12th grades. These students must be enrolled concurrently at their high schools and at Citrus College. They are required to complete and submit an application and a **High School Registration Authorization Form**. This form,

which requires signatures from a parent and from a counselor or

principal, is available online at www.citruscollege.edu/ar

High school students that do not meet the grade level requirement can appeal. The appeal form can be found online at www.citruscollege.edu/ar.

Citrus College summer school classes for high school students are offered at Azusa, Claremont, Duarte and Monrovia high schools through the Noncredit Program. For more information, contact the counseling office at these high schools.

Distance Education (Online Classes)

Distance Education classes utilize computer technology to deliver instruction to students who may have schedule constraints, live at a distance, or have a physical disability. These classes have the same content and meet the same requirements as traditional classes, but provide a more flexible way for students to take courses. Many of these online classes require orientations and testing on campus; some classes require no campus attendance at all.

Students who do well in online courses are typically self-motivated, organized, and proactive about their education. Some knowledge of how to use a computer is helpful. In addition, online classes rely heavily on the exchange of information through reading and writing, so proficiency in these skills is important.

For a complete list of available classes, or for more information, visit the Distance Education Web site at www.citruscollege.edu/de or call the Distance Education office at 626-914-8831.

Transcripts

Official high school transcripts are required of new students who attended high school within the last three years. Official college transcripts are required of new students who were previously enrolled in a college or university. Transcripts from all colleges attended are required.

To ensure a smooth registration process it is recommended that transcripts are received and are on file prior to a student's registration appointment. This may expedite clearance to enroll in courses with prerequisites. Transcripts are also required for financial aid and veterans benefits consideration.

Transcripts from colleges accredited by one of the regional associations of the Accrediting Commission for Community and Junior Colleges may be evaluated during a student's first semester of attendance at Citrus College.

Transcripts from non-accredited colleges are sometimes evaluated for prerequisite and course placement. Military service credits based on a DD-214 are posted after a veteran's first semester of attendance.

Students who request their Citrus College transcript receive their first two transcripts free. Thereafter, the student will be charged \$3.00 per transcript. Please note: Electronic transcripts are available through Transcripts Plus/Credentials Solutions. Please go to the Web site for more information.

Enrollment Verification

Citrus College has authorized the National Student Clearinghouse to act as its agent for verification of student enrollment status. An official Enrollment Verification Certificate may be obtained at <https://wingspan.citruscollege.edu>

This certificate may be presented to parties such as health insurance agencies, housing authorities, consumer-product companies, and banks when asked to provide official evidence of enrollment at Citrus College.

Registration

Registration is conducted prior to every semester and session. In addition to class selection, all fees must be paid during registration. Dates, deadlines, policies, and guidelines are listed in the class schedule published for a specific semester or session.

Class Schedules

Citrus College publishes a Schedule of Classes each semester and session. These class schedules list the intended credit course offerings and teaching assignments. All class schedules are available online. www.citruscollege.edu/schedule

Fee Based and Noncredit, Continuing Education schedules are published separately.

WingSpan

WingSpan is Citrus College's one-stop resource for information and the primary method of registration. It provides online access for students to:

- Apply for admission
- Check application status
- View appointments for registration
- Check registration status
- Register for classes
- Add/drop classes
- Print individual student schedules
- Pay fees by credit or debit card

WingSpan features include access to grades and unofficial transcripts. Visit the college website <https://wingspan.citruscollege.edu> and download the student guidelines handbook for more information.

Waitlist

Waitlist is a new opportunity for Citrus College students to enroll in a class that is closed. Students will be chosen "first-come, first-in" to select a closed class that is available to be waitlisted. Detailed information regarding waitlist is available at

www.citruscollege.edu/ar/waitlist.

Waitlist—The Basics

- Waitlist is accessed through the WingSpan registration process.
- The option to waitlist may not be available for every class.
- The waitlist option is not automatic; students must place themselves on a waitlist.
- The waitlist will have a limit of 20 spots.
- Being on a waitlist does not guarantee enrollment.
- Notification to enroll in a waitlist class is based on a student's rank on the waitlist.
- If a student receives permission to enroll in a waitlist class, they will be contacted through their Citrus College student e-mail address if a seat opens.
- Student e-mail accounts can be activated at <http://www.citruscollege.edu/tecs/studentemail>
- Students must check their Citrus College student e-mail frequently during registration to avoid missing a waitlist registration opportunity. Student e-mail accounts can be activated at <http://www.citruscollege.edu/tecs/studentemail>
- Once permission to register for the waitlisted class is received, the student must log into WingSpan to select the waitlist option and click on "submit changes."
- Students can view their waitlist position on the WingSpan student detail class schedule.
- Students, who receive a spot on a waitlist, have 24 hours to

register for the class through the normal WingSpan registration process.

- If the 24-hour window to register is missed, the student will be removed from the waitlist.
- Once a student has registered for a class through waitlist, that class is added to his or her schedule.
- If a student has waitlisted for classes they are not intending to register for, they are urged to remove themselves from the waitlist so others have a chance to waitlist.

Before beginning the waitlist process, students must be aware of the following restrictions.

- Waitlists check for **prerequisite requirements**. A student will not be able to place him or herself on the waitlist for a course where they have not met the pre-requisite requirements.
- Waitlists **do not** check for **repeatability limitations**, nor are they an option to avoid repeatability limitations. A student can be placed on a waitlist even if enrollment in the class will be prohibited due to repeatability limitations. However, if the repeatability limits have been reached, the student will not be able to register when the waitlist option opens.
- It is important that students have paid their registration and student fees before roll-out for non-payment. Be aware of payment requirements and rollout times. Payment schedules and deadlines are published in the class schedules and on the Admissions and Records web page at <http://www.citruscollege.edu/ar/Pages/ImportantDatesRoll-OutDates.aspx>.

Example: If the waitlist permission expires on Sunday, students must register and pay on Sunday. If the payment is not made, students will be rolled out for non-payment on Sunday night.

- Waitlists do not check for students' schedule and class time conflicts. If a student is on a waitlist that has a time conflict with a class in which he or she is already enrolled, they will not be able to register in the newly opened class. He or she must make a choice between the two classes.
- A student cannot waitlist for a class in which they are already registered.
- Students can be on waitlists for multiple classes, but only for one section of each course.

Example: If a student wants to take a psychology course and all sections were closed, he/she can place themselves on a waitlist for PSY 101, PSY 10 and PSY 103, but not for multiple sections of PSY 101.

2012-2013 Fees and Expenses

The enrollment fee is set by the California State Legislature and is subject to change.

Enrollment Fee:	\$46 per unit
International	
Student Tuition*	\$217 per unit
Nonresident Tuition*	\$217 per unit

Campus Service Fees

Health Service Fee	
Fall & Spring	\$19
BOGW Students	\$14
Winter & Summer	\$16
BOGW Students	\$11
Parking Fee	
Fall & Spring	\$50
Winter & Summer	\$25
Student Representation Fee	\$1
Student Service Fee	
Fall & Spring	\$14

Winter & Summer \$9

*Nonresident and international students are required to pay tuition and enrollment fees for each unit.

Health Service Fee

The Health Services Fee is mandatory for both full-time and part-time students. The following students are exempt from payment of the fee:

- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization. To receive an exemption, these students must present valid documentation of his or her membership in such a religion to the office of the vice president of student services.
- Students who are attending Citrus College under an approved apprenticeship training program.

Student Service Fee

The Student Service Fee is a voluntary fee that supports campus activities such as athletics, clubs, cultural events, campus improvements and otherspecial programs and services that directly benefit students.

Students receive an ASCC sticker upon receipt of all payments. Stickers may be picked up with the parking permit at the Bursar's Office or the Student Business Office. The accompanying flier lists the many benefits, services and discounts available to students who have paid the service fee and received a sticker. Because of the broad range of programs and services provided, all students are requested to pay the Student Service Fee.

Students may waive this fee by obtaining a waiver form from the Office of Student Life, located in the Campus Center. Proof of registration is required. Students who waive the fee will become ineligible for the benefits associated with this fee, but not for any other student services.

Student Representation Fee

The Student Representation Fee is a \$1 mandatory fee to be used solely for advocacy purposes on behalf of students. A student may refuse to pay for political, religious, financial or moral reasons. Students desiring to waive this fee must submit a written statement justifying their refusal to pay. This waiver will be subject to approval by the Dean of Students' office.

Instructional Materials Fee

A student may be charged this fee for instructional or other materials required for specific classes. These materials may include but are not limited to, textbooks, tools, equipment and clothing.

Fee Refund Policy

Parking, enrollment, non-resident tuition, health and/or student service fees shall be made to eligible students who file a refund request by the college's established deadlines. When refunding enrollment fees, the district shall retain \$10 once per term.

In the case of an active or reserve military service member who receives orders compelling them to withdraw from Citrus College, a full refund shall be made upon verification of his or her orders, unless academic credit is awarded.

It is the student's responsibility to return their parking permit before the refund deadline in order to

receive a refund for this item. Failure to do so will change the amount of the refund. Parking permits must be returned upon official withdrawal from the college and if a student changes from an on campus schedule to a Distance Education schedule.

Cash refunds will not be issued. Credit will be immediately issued to credit card payments. However, the student and cardholder must be present, with the credit card and the credit card receipt, at the time of the refund request. Otherwise, a refund request form must be submitted. Fee payments made with cash, check or debit card will receive a refund by check. This check will be mailed to the address on file with the Admissions and Records Office. Therefore, it is important the address on file is correct and current.

Student Financial Obligations

All fees must be paid in a timely manner to avoid losing classes. Fee payment schedules are included in the class schedules and online.

Citrus College will withhold grades, transcripts, degrees, registration privileges, or any combination thereof, from any student or former student who has failed to pay any financial obligation due the college. Holds on a student's record will be released when the debt obligation has been met. Debts must be paid in the form of cash or money order; a bank service charge will be added to the amount due.

Cancelled Classes

Classes may be cancelled at the discretion of the college. Students enrolled in a cancelled class may enroll in other open classes.

Students who have a class or classes cancelled by the college

because of low enrollment are eligible for a full refund of fees paid for those classes. The student must file a refund request at the Cashier's (Bursar's) Office. All applicable receipts, cards and permits must be attached to the request form.

Matriculation

What Is Matriculation?

The primary objective of matriculation is to ensure student success. It is designed to assist students in planning, selecting and achieving their educational goals. The matriculation process begins with admission and ends when the student achieves his or her educational goal.

The California Community Colleges Board of Governors defines matriculation as "a process that brings a college and a student who enrolls into an agreement for the purpose of realizing the student's educational objective through the college's programs and services."

Components of Matriculation

The matriculation plan consists of several components that colleges are required to provide. They are:

- Admissions: a procedure for processing the application
- Orientation: an activity that informs students of their responsibilities; the programs and services offered by the college; academic expectations of the students; the college's policies and any other appropriate information
- Assessment: using multiple measures to place all non-exempt students into math and English classes
- Counseling and Advisement: development of a Student Educational Plan (SEP) based on the student's educational goals

- Student Follow-up: early intervention such as the "Early Alert Program," follow-up with students on probation and with students who are undecided on a major/career goal
- Coordination and Training: faculty and staff training in matriculation and research on student outcomes
- Research and Evaluation: validation of assessment instruments, analysis of student outcomes, placement rules, and district resources in relation to student needs
- Prerequisites, corequisites and advisories: developing and monitoring the course requirements students need to progress and achieve their educational goals

Under the requirements of Title 5, the following services will be provided for all students who enroll in credit courses.

The college's responsibility is to:

- Process applications for admission
- Assess basic educational skills and career goals
- Orient students to the college's programs, services and policies
- Provide quality instruction
- Offer services for educational support
- Provide follow-up evaluation of a student's educational progress

The student's responsibility is to:

- Declare and update educational goals
- Attend classes
- Complete assignments and courses
- Meet with a counselor for advisement/evaluation
- Seek out support services as needed
- Maintain progress toward educational goals

Criteria for Exemption from Matriculation Activities

A student may be exempted from matriculation activities including orientation, assessment, counseling or advisement based on one or more of the following:

1. Completion of an associate degree or higher from a regionally accredited college;
2. Enrollment in coursework to advance in current job, or to pursue personal enrichment, or to maintain a certificate/license, AND enrollment in fewer than five (5) units;
3. Completion of the assessment/orientation components at an other college with placement scores on file at Citrus College.

Refusal of Matriculation Services

Citrus College strongly believes in the value of its matriculation process. However, the college recognizes the right of students to refuse to participate in its assessment, orientation, counseling and advisement services. Please contact the Counseling and Advisement Center at 626-914-8530, for more information.

How Do I Adjust to Campus Life

Assessment, Orientation and Placement Ensure a Smooth Academic Transition

Assessment and Orientation

What is Assessment?

All new students who are not exempt from matriculation activities are required to participate in an assessment, orientation and advisement process. This process is designed to assist students in reaching their educational and career goals.

The assessment process at Citrus College provides information regarding language, mathematics skills, and other activities necessary for a successful college experience. Student-reported information is also used, along with available high school and/or college transcripts. Other factors that are used in assessing college readiness may include evaluation of study skills, student goals and career aspirations, and the results of the placement exam.

Assessment information assists the counselor in outlining a useful and clear educational program for the student's long-range educational plans and the eventual attainment of a chosen career.

The assessment process includes:

- Assessment and new student orientation at Citrus College **or**
- Assessment at Citrus College and an online orientation

Assessment is an effort to provide students with the finest academic advisement and counseling possible. The assessment and orientation process is scheduled throughout each semester and during the summer. For more information, please contact the Testing Center at (626) 857-4035.



Citrus College students formed a “human ribbon” at the dedication and ribbon cutting for the Student Services Building, the college’s newest facility. The Student Services Building houses key departments such as Admissions and Records, Counseling, Financial Aid, the Student Health Center and more.

Who Should Take the Placement Tests?

All new students enrolling in five or more units and planning to earn an associate degree, a certificate of achievement or a skill award must take an English and math skills assessment. In addition, new students who plan to enroll in English or mathematics classes must participate in the skills assessment process.

Students who have a disability that requires testing accommodations are advised to make arrangements through the DSP&S Office, (626) 914-8675. Deaf Services are available 24 hours, (626) 914-8674 TDD.

Review of Placement

Students who feel their placement does not reflect their abilities may request a Review of Placement. Please contact the Counseling and Advisement Center for more information.

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, or additional test results. After a student’s information is reviewed, preparation placement may be adjusted or a retest may be recommended.

What is Orientation?

Required Orientation

• **Orientation** - Effective summer 2010, students who are new to Citrus College are urged to complete the assessment and **MUST** complete orientation. All future registration will be withheld from students who have not completed orientation by their specific deadline date. Students who believe they are exempt or those who want to read about procedures for challenging matriculation regulatory provisions can be referred to the matriculation section in the Citrus College catalog at: <http://www.citruscollege.edu/schedule/catalog/Pages/default.aspx>

Assessment/Orientation Options

- Orientation can be satisfied through any of the following options:

- In-person orientation (recommended for new students)
 - Orientation following assessment
 - Assessment/Orientation held at high schools
 - Early Decision Day at Citrus College (only available through high school districts)
- Online orientation at <http://orientation.citruscollege.edu>

Counseling/Advisement

All students are encouraged to meet with a counselor every semester to ensure their educational plan accurately reflects their educational goal.

The college counseling staff provides a variety of services including but not limited to, educational planning, career counseling, university transfer counseling, personal counseling (personal concerns and issues

affecting students' academic progress), Disabled Student Programs and Services (DSP&S), Extended Opportunity Program and Services (EOP&S), and financial assistance programs. The counselors assist in long-range planning and checking specific requirements so that students meet graduation requirements and course prerequisites, secure career/technical certificates and licenses, and fulfill requirements for transfer to other colleges or universities.

New, non-exempt students are strongly encouraged to see a counselor. If meeting with a counselor is not an option, it is strongly recommended that the student take **COUN 156, College Planning Today For Tomorrow;** or **COUN 159, On Course to Success;** or **COUN 160 Strategies for College Success** during their first semester at Citrus College.

Students on probation are **required** to attend a probation workshop (in-person or online) or make a formal counseling appointment well in advance of registration.

Veterans planning to receive G.I. benefits are also **required** to make an appointment with the Veterans Center prior to seeing a counselor.

Students planning to transfer to a four-year college and those planning to graduate from Citrus College are strongly encouraged to see a counselor well in advance of registration.

It is important for all students to have a Student Educational Plan (SEP) while attending Citrus College. Counselors assist students in developing an educational plan

that reflects their goals. As students progress, the plan can be changed as frequently as their goals change. When these changes occur, the student should meet with a counselor to update his/her SEP.

Counseling Follow-up

Follow-up services are designed to evaluate and track the student's academic progress. Special services are provided to students on academic and/or progress probation, students in basic skills courses, and students who are undecided about their educational goal. Counselors also give referrals to appropriate programs and services, both on and off campus.

Prerequisites, Corequisites and Recommendations

Citrus College students receive information about courses that require specific knowledge or skills needed to be successful in that course. This information is presented as a requisite statement under the title of the course. The definitions of these statements are:

- **Prerequisite** - A course that a student is required to complete in order to demonstrate current readiness for enrollment in a course or program. (Example: SPAN 101 must be completed before taking SPAN 102.)
- **Corequisite** - A course that a student is required to take at the same time with another course. (Example: Students taking DANC 266 must also take DANCE 264.)
- **Recommendation** - A skill or course that is strongly suggested before enrollment in a course, but is not required.

Verification of Prerequisites

Prior to registration, students are required to provide verification of how skill or course prerequisites have been satisfied prior to regis-

how a prerequisite has been satisfied will not be allowed to enroll in those courses. Transcripts from other colleges may be used to verify course prerequisites. Skills prerequisites must be verified through the Citrus College assessment process or the assessment process from another college.

Challenging Prerequisites

Students may challenge a course prerequisite or corequisite if they meet one of the following conditions:

- 1) Demonstrated knowledge or the ability to succeed in the course without the prerequisite, or
- 2) The possibility of undue delay in attaining the goals established in an educational plan because the prerequisite or corequisite course has not been made reasonably available, or
- 3) Belief that the prerequisite is discriminatory or is being applied in a discriminatory manner, or
- 4) Belief that the prerequisite was established in violation of regulations and/or the established district-approved policy and procedures.

A Prerequisite Challenge Form can be obtained from the registrar in the Admissions and Records Office. The completed form must be presented to the registrar two weeks prior to the beginning of the semester in which it is to be considered.



2012 Outstanding Woman of the Year and Man of the Year

Thania Lucero and Saul Ugarte received Citrus College's top student honors at the annual Academic Achievement Awards. Lucero, a political science major, was named the 2012 Citrus College Woman of the Year. She plans to attend UCLA and become a political science instructor.

Ugarte, a U.S. Navy veteran and the college's Man of the Year, will attend Cal Poly Pomona and major in general engineering technology. He plans to enter the production and manufacturing industry, focusing on design maintenance repair.

Información en Español

Nuestra Misión

Citrus College ofrece instrucción de alta calidad que capacita a los estudiantes para que puedan competir a nivel mundial y contribuir al crecimiento económico de la sociedad de hoy en día.

Estamos comprometidos a promover una comunidad educativa con diversidad y un ambiente cultural de aprendizaje que apoya el éxito estudiantil en su excelencia académica, oportunidades económicas y logros personales.

Nuestra Visión

Citrus College ofrecerá excelentes oportunidades educativas que respondan a su vez a las necesidades de la comunidad y que ayuden a los estudiantes a enfrentar los desafíos económicos, sociales, y del medio ambiente para que puedan como resultado participar de forma activa en el futuro del mundo.

Valores

1. Enfoque en los Estudiantes

Responder a las necesidades de la comunidad y de los estudiantes al crear un ambiente educativo y cultural para que los estudiantes puedan lograr una gran cantidad de metas.

2. Excelencia

Mantener un estándar muy alto de integridad y rendimiento que encamine a las metas profesionales y académicas.

3. Colaboración

Damos la bienvenida a comentarios de todos los sectores del colegio y de la comunidad.

4. Diversidad

Promovemos una comunidad de aprendizaje en la cual los valores, metas, y estilos de aprendizaje de todos los

estudiantes se reconocen y se apoyan.

5. Aprendizaje para toda la vida 'Life-Long Learning'

Asistiendo a las personas y estudiantes entusiasmados e independientes en su crecimiento personal.

6. Integridad

Nuestro comportamiento es ético en todos los niveles.

7. Avance Tecnológico

Estamos al tanto de las tendencias globales en la tecnología y reforzamos la enseñanza tradicional con tecnología para preparar a nuestros estudiantes para el éxito en los empleos.

Cómo Solicitar

El proceso de solicitud para entrar a Citrus College empieza cuando el estudiante interesado entrega la solicitud de admisión en línea en nuestro sitio en Internet: <https://wingspan.citruscollege.edu>. No hay costo para someter una solicitud y se puede enviar en cualquier momento. Contamos con computadoras en la Oficina de Admisiones y Récor ds y en otras áreas del campus, que tienen acceso al sitio del colegio para así cumplir con este requisito.

Una vez que se completa y se someta la solicitud en línea, el estudiante nuevo recibirá un email o carta por correo de "Bienvenido a Citrus College" la cual incluye un número de identificación estudiantil (ID) y un Número de Identificación Personal (PIN). Estos datos le permitirán al estudiante inscribirse en las clases, pagar cuotas y de forma oficial inscribirse en Citrus College.

Residentes de California

Los residentes de California asisten a Citrus College sin cuotas

adicionales de matriculación y sólo pagan cuotas de inscripción por clases y otros costos.

Un estudiante de Citrus College que ha vivido en California por menos de dos años debe demostrar claramente:

- Su intención de hacer de California su residencia permanente
- Haber estado físicamente presente en California por lo menos un año y un día antes del primer día de clases.
- Que tiene independencia financiera

Exención para no Pagar la Cuota No-Residente de California (AB 540)

Cualquier estudiante, que no sea un inmigrante extranjero, que llene todos estos requisitos deberán ser exento y no pagar cuotas como no-residentes.

- El estudiante debe haber asistido a una escuela preparatoria (pública o privada) en California por tres años o más.
- El estudiante debió haberse graduado de una preparatoria de California o haber obtenido el equivalente antes de que comience el semestre; por ejemplo haber pasado satisfactoriamente la prueba GED, 'California High School Proficiency exam', o la prueba 'California High School Exit Exam'.
- Un estudiante inmigrante que se encuentra en el país sin estatus legal como inmigrante debe de llenar una declaración jurada y entregarla al colegio en la cual declara que él o ella ya ha llenado una solicitud para legalizar su estado migratorio, o que tiene la intención de llenar una solicitud una vez que él o ella sea elegible para hacer dicho trámite.

Los estudiantes que son elegibles para recibir la exención AB 540 para no pagar cuotas de matriculación deben completar y someter la petición 'California Non-resident Tuition Exemption Request' junto con la documentación que compruebe que terminaron la preparatoria.

Los estudiantes que tienen visas de no-inmigrantes; por ejemplo de Turista (B-1, B-2), Estudiante Extranjero (F-1), NAFTA (TN & TD) o Estudiante de Intercambio (J), etc. no son elegibles para recibir esta exención.

Los estudiantes que están inscritos en clases y que están pendiente que sean notificados si fueron aprobados o no para calificar para el semestre en turno son responsables de las cuotas indicadas. Los estudiantes que son aprobados en base a la documentación que entreguen serán reembolsados las cuotas que hayan pagado como no-residentes.

Comprobar la residencia resta en el solicitante.

Para más información, favor de visitar www.citruscollege.edu/ar

No Residentes

Los estudiantes que no llenen los requisitos de residencia de California tendrán que pagar cuotas de matriculación como no-residentes, además de las cuotas de inscripción y de otros costos adicionales. Para más información, favor de visitar www.citruscollege.edu/ar.

Cuotas y Costos de 2012-2013

Las cuotas de inscripción de California son fijadas por la Legislatura Estatal de California y están sujetas a cambios.

Cuota de Inscripción:	\$46
	por unidad
Cuota de Matriculación para Estudiantes Internacionales*	\$217
	por unidad
Cuota de Matriculación para No-Residentes*	\$217
	por unidad

Cuotas de Servicios del Campus

Cuotas de Servicios de Salud

Otoño & Primavera	\$19
Estudiantes BOGW	\$14
Invierno & Verano	\$16
Estudiantes BOGW	\$11

Cuotas de Estacionamiento

Otoño & Primavera	\$50
Invierno & Verano	\$25

Cuota de Representación para Estudiantes

Otoño & Primavera	\$1
Invierno & Verano	\$1

Cuota de Servicios Estudiantiles

Otoño & Primavera	\$14
Invierno & Verano	\$9

*Los estudiantes no-residentes y estudiantes internacionales están requeridos a pagar cuotas de matriculación y cuotas de inscripción por cada unidad.

Adicionalmente, se le puede cobrar cargos adicionales para materiales de instrucción o para otros materiales para algunas clases. Estos materiales incluyen, pero no se limitan a libros, herramientas, equipo y vestimenta.

Ayuda Financiera

La Oficina de Ayuda Financiera es responsable de iniciar, vigilar, y entregar los fondos federales y estatales. Estos programas se ofrecen a los estudiantes en forma de subsidios, becas, em-

pleo y préstamos.

Los programas de ayuda financiera federal y estatal están diseñados para asistir a los estudiantes de Citrus College, especialmente a aquellos de familias de bajos y medianos ingresos. La intención de estos programas es ayudar a los estudiantes a que puedan obtener una educación superior y a aquellos que aún no han obtenido un título universitario.

Los estudiantes deben solicitar la ayuda financiera tan pronto sea posible después del primero de enero y antes del 2 de marzo de cada año. No lo deje para después. Muchos estudiantes subestiman el tiempo que les tomará el prepararse para asistir al colegio. Es importante que tanto el estudiante como la Oficina de Ayuda Financiera cuenten con tiempo suficiente para preparar y procesar las solicitudes que reciben.

Para solicitar ayuda financiera, todos los siguientes requisitos deben ser cumplidos:

1. Ciudadanía: Los solicitantes de Ayuda Financiera deben ser ciudadanos Estadounidenses, Ciudadanos Naturalizados, o un no-ciudadano.
 - a. Los no-ciudadanos elegibles incluyen: residentes permanentes de Estados Unidos portadores de tarjetas I-551; Residentes Permanentes Condicionales con tarjeta I-551; Solicitantes con un Récord de Entrada-Partida, (I-94) con una de las siguientes designaciones: "Refugiado," "Asilo Otorgado," "Libertad Condicional" o "Procedente de Haití-Cuba".
 - b. Un estudiantes que está en Estados Unidos con una visa de estudiante F1 ó F2, o en visita de estudiante de inter

cambio J1 ó J2, o una visa de serie G, no son elegibles para recibir Ayuda Financiera Federal, pero puede que sean elegibles para recibir ayuda estatal o de instituciones.

2. Los estudiantes deben contar con un número de seguro social válido.
3. Los hombres nacidos después de la siguiente fecha, 12/31/1959 deben registrarse con el Servicio Selectivo. Llame al 1-847-688-6888 o vaya a la página: www.sss.gov para las guías de registro o para verificar el registro.
4. Contar con un diploma de preparatoria, GED, o se requiere haber de forma satisfactoria completado la prueba denominada 'Ability To Benefit (ATB)'.
5. Los solicitantes de ayuda financiera deben estar inscritos en clases como estudiantes de bajo nivel (undergraduate) y en un programa para obtener un certificado, título o transferencia a la universidad.
6. Los estudiantes no deben tener deudas con ninguna institución por dinero recibido; ni tampoco estar atrasados en pagos con el programa Stafford o con los préstamos Perkins.
7. Mantener un Progreso Académico Satisfactorio (SAP) tal y como lo define la Oficina de Ayuda Financiera.
8. Demostrar necesidad de ayuda financiera, esto lo determina la Oficina de Ayuda Financiera basándose en el costo de asistencia al colegio (COA) menos la Contribución Esperada de la Familia (EFC), tal y como lo define la metodología federal.

Para Estudiantes que Cumplen con Todos los Requisitos

Los estudiantes que llenan todos los requisitos descritos arriba, deben completar la Solicitud Gratuita de Ayuda Federal Estudiantil (FAFSA). Llena esta solicitud en línea en www.fafsa.ed.gov. El Código de Escuela de Citrus College es 001166. Es importante que soliciten a tiempo y temprano en el año. Las solicitudes se aceptan desde el primero de enero.

Una vez que el estudiante haya completado de forma satisfactoria el FAFSA, por favor haga un seguimiento con la Oficina de Ayuda Financiera para revisar el estatus de su solicitud.

La Oficina de Ayuda Financiera le puede solicitar algunos o todos los siguientes puntos:

- Las declaraciones de impuestos del estudiante/ o de los padres junto con los comprobantes W-2
- Comprobantes de ingreso libre de impuesto
- Tarjeta(s) de Seguro Social
- Otra información relacionada con ingreso financiero

Para determinar la elegibilidad financiera, se toman en cuenta ciertos factores, tales como:

- Ingresos Libres de Impuestos y Sujetos a Impuestos
- Inversión(es)
- Impuestos Pagados
- Número de personas en el hogar
- Número de familiares en el colegio

Cómo Solicitar Ayuda Financiera/Llenar una FAFSA

Un estudiante puede solicitar ayuda financiera en el Internet. Ir a www.fafsa.ed.gov. Se requiere un Número de Identificación Personal tanto para el estudiante como para el padre del estudiante dependiente. Favor de visitar www.pin.ed.gov para solicitar un

número de PIN.

El personal de la Oficina de Ayuda Financiera está disponible para reunirse con estudiantes y asistirlos a llenar la solicitud FAFSA en línea tanto en inglés como en español. La Oficina de Ayuda Financiera tiene computadoras que están disponibles para los estudiantes.

Asesoría y Orientación

¿Qué es Asesoría?

Todos los estudiantes nuevos que no son exentos a las actividades de matriculación se les requiere que participen en una asesoría, orientación y proceso de consejería. Este proceso está diseñado para asistir a los estudiantes a alcanzar sus metas educativas y de sus carreras.

El proceso de asesoría en Citrus College ofrece información sobre idiomas, lectura, matemáticas y otras actividades necesarias para tener una experiencia exitosa en el colegio. También se hace uso de la información reportada por los estudiantes, y sus récords de la preparatoria o de otros colegios. Otros factores que se usan para determinar que tan preparado/a está el estudiante puede incluir la evaluación de habilidades de estudio, las metas de los estudiantes y sus aspiraciones de carrera, así como los resultados de la prueba de colocación.

La información de la asesoría le asiste al consejero a preparar un programa educativo de largo plazo basado en los planes educativos del estudiante para que pueda lograr estudiar una carrera.

El programa de asesoría incluye:

- Asesoría y orientación para nuevos estudiantes en Citrus College o
- Asesoría en Citrus y una orientación en Internet.

Este programa de asesoría es parte de un esfuerzo para ofrecerles a los estudiantes los mejores posibles tipos de asesoría y consejería. El proceso de asesoría y de orientación se lleva a cabo durante cada semestre y durante el verano. Para mayor información, favor de comunicarse con el Centro de Pruebas al (626) 857-4035.

¿Quién Debe Tomar la Prueba de Colocación?

Todos los estudiantes nuevos que estén inscritos en cinco o más unidades y que planean obtener un título de asociado, un certificado de constancia o un comprobante de entrenamiento específico deben tomar la prueba de evaluación de inglés y matemáticas. Adicionalmente, los estudiantes nuevos que planean inscribirse en inglés, matemáticas o clases de lectura deben participar en el proceso de asesoría de habilidades.

Se recomienda a los estudiantes que tienen una discapacidad que requiere de arreglos especiales, comunicarse con la oficina DSP&S al (626) 914-8675 para solicitar dichos arreglos. Servicios para sordomudos están disponibles las 24 horas (626) 914-8674 TDD.

¿Qué es Orientación? Orientación Requerida

- Orientación – Se les pide a los estudiantes que son nuevos a Citrus College a partir del verano 2010 completar la asesoría y deben completar la orientación a más tardar el 31 de Octubre del 2012. No se les permitirá a los estudiantes participar en futuras inscripciones si no han completado su orientación para la fecha límite. Los estudiantes que creen estar exentos de estos requisitos o aquellos que quieran leer sobre los

procedimientos para desafiar las reglas de las provisiones de matriculación pueden recurrir a la sección sobre matriculación que se encuentra en el catálogo de clases de Citrus College en: <http://www.citruscollege.edu/schedule/catalog>

Asesoría / Orientación

- Opciones – Se puede cumplir con el requisito de la orientación en las siguientes maneras:
 - Orientación en persona (recomendada para estudiantes nuevos)
 - Orientación después de la asesoría
 - Asesoría/Orientaciones que se realizan en la preparatoria
- Día de Decisión Temprana en Citrus College
- Orientación en línea

<http://orientation.citruscollege.edu>

EOP&S/CARE

Programa de Oportunidades Extendidas & Servicios/Cooperativa de Agencias y Recursos para la Educación (EOP&S) ayuda a los estudiantes de colegios comunitarios que provienen de familias en desventaja económica y educativa a alcanzar sus metas académicas y de carrera. Los servicios de apoyo consisten de información y asistencia para el proceso de admisión, inscripciones, ayuda financiera, asesoría y en seleccionar una carrera o área de especialización.

EOP&S también ofrece:

- Servicios de apoyo tales como prioridad en la inscripción, asistencia en la compra de libros, facilidad de tomar la prueba de carreras sin tener que pagar una cuota, tutoría, y talleres para el desarrollo personal.
- Enlace comunitario con preparatorias, organizaciones comunitarias y agencias.

- Consejería para estudiantes diseñada a la retención de los estudiantes a través del uso de estudiantes tutores que son ejemplos positivos.
- Consejeros y asesores educativos que ofrecen consejería académica y personal.
- Referencias a otros servicios disponibles en el campus o en la comunidad.
- Un programa de seis semanas en el verano, "Summer Bridge program" en donde los futuros estudiantes de las preparatorias locales asisten a clases, aprenden estrategias del colegio y participan en paseos guiados.

El Programa CARE, establecido por la Legislatura de California (AB 3103), asiste a los estudiantes EOP&S que son padres solteros con por lo menos un hijo menor de 14 años y que se encuentran recibiendo asistencia pública.

A través de CARE, los estudiantes reciben servicios de apoyo educativos adicionales, tal como consejería, asesoría, y oportunidades de participar en actividades diseñadas para padres solteros de bajos recursos.

Adicionalmente, CARE ofrece becas y gastos para el cuidado infantil, transportación, compra de libros, y materiales para asegurar la retención de éstos estudiantes, ayudarles a que sean persistentes en sus metas, y que logren transferirse a una universidad o lograr sus metas académicas ya sea al obtener un certificado vocacional, de constancia, o una licencia, título profesional o transferirse a una universidad de cuatro años de estudio.

Educación Continua y Educación No-Crédito

Educación Continua de Citrus College ofrece oportunidades de desarrollo personal y profesional para toda la vida. Ofrecemos cursos para reforzar las habilidades profesionales o para que las personas aprendan una nueva actividad que puedan disfrutar en su tiempo libre. Las clases de educación continua ofrecen oportunidades para un aprendizaje que enriquece la vida de las personas y mejora la calidad de vida dentro de nuestras comunidades.

Educación de no crédito está diseñada para suplementar el crecimiento del estudiante en su desarrollo de habilidades de empleo en clases que incluyen habilidades básicas, desarrollo de carreras, salud y ejercicio, preparación vocacional y capacitación para empleos. La inscripción en clases de no crédito es gratis y está abierta durante todo el año. Todas las clases de no crédito están sujetas a presupuesto y asistencia.

Los estudiantes potenciales que no se han decidido acerca de el colegio, pueden empezar o continuar la experiencia del colegio con una clase/s de no-crédito. Servicios de consejería están disponibles.

Instrucción a base de computadoras está disponible para estudiantes que desean reforzar sus matemáticas básica, lectura o escritura. La educación no crédito también ofrece clases de Inglés como Segundo Idioma (ESL) dentro de un salón tradicional de clases para estudiantes con dominio limitado del inglés.

Visite el departamento de Educación Continua para mayor información.



Mujer y Hombre del Año 2012

Thania Lucero y Saul Ugarte recibieron el premio mas alto para estudiantes en Citrus College durante la ceremonia anual en honor de éxitos académicos. Lucero, cual especialidad es la ciencia politica, fue nombrada la Mujer del Año para Citrus College. Ella piensa tomar classes en UCLA para convertirse en una profesora de ciencia politica.

Ugarte, un veterano de la marina de los Estados Unidos es el Hombre del Año. El estudiara en la universidad Cal Poly Pomona donde piensa especializar en la tecnología de ingeniería. Sus planes incluyen entrar en la industria de producción, donde se enfocara en diseño y reparación de mantenimiento.

Lista de personal que habla español:

Admisiones y los Registros

Julie Miranda
(626) 857-4132

Carrera y la Transferencia Centrales

Raul Sanchez
(626) 857-4064

Consejería Académica

Claudia Castillo
(626) 914-8537
Laura Villegas
(626) 857-4093

Ayuda Financiera

(626) 914-8592
Diana Chavez

Académica para No Crédito y Matriculación

(626) 852-8023
Linda Ruiz
Lorena Velazquez

Programas Educativos de Oportunidades y Servicios (EOP&S)

Joanne Hinojosa
(626) 914-8558

Sylvia Pinedo
(626) 914-8555

Servicios Fiscales

Rosalinda Buchwald
(626) 914-8897

What are the Rules?

Academic Policies and Requirements, Attendance and Enrollment

Attendance Policy

Students are expected to attend all of the classes in which they are enrolled. Meetings include regularly scheduled course sessions and other required activities such as labs, field trips, athletic meets, and performances. It is the instructor's responsibility to notify the students of all such required activities early enough in the semester to enable students to attend all meetings.

Absences

It is the student's responsibility to speak to the instructor regarding their absence and arrange to make up the coursework missed. Instructors may allow make up work for excused absences for reasons that include:

- Illness, bereavement, personal emergency or medical appointment
- College-approved field trips, performances or intercollegiate events

Instructor Drop

An instructor may drop a student who has missed three class meetings in a regular semester class that meets two or more times a week or who has missed two class meetings in a class that meets once a week. Instructors teaching classes that meet less than a full semester (summer, winter, short term) may allow fewer absences.

If a student fails to attend the first class meeting of a term without prior permission from the instructor, the instructor may give that student's place to a student on the waitlist.

Auditing Courses

Auditing classes is not permitted.

Dropping Classes

Students are responsible for dropping their own unwanted classes. This can be done online via the students' WingSpan account. Deadlines for dropping classes with and without record are posted online for each semester, along with other vital information regarding important dates to remember.

Credits, Grades and Academic Status

All credit courses listed in the description of courses section have been reviewed by the Citrus College Curriculum Committee and approved by the Board of Trustees in accordance with California Education Code requirements.

Units

A unit is the amount of college credit earned by satisfactory completion of a course taken for one semester. A unit of credit may be earned by:

- One hour per week of lecture or recitation
- Three hours in a laboratory or other exercises not requiring outside preparation.

Freshman: A student with fewer than 30 units.

Sophomore: A student with 30 or more units.

Grades

Grade reports will be available online, at the close of each semester and session, through <https://wingspan.citruscollege.edu> Contact the Admissions and Records Office for more information.

Academic Record Symbols and Grade Points

Evaluative Grades

Evaluative grades are assigned grade point values, which are used in calculating a student's GPA. An instructor's determination of a student's grade is final if no evidence of mistakes, fraud, bad faith or incompetence has been determined.

Symbol Definition Grade Point

A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Less than satisfactory	1
F	Failing	0
FW	Failing/Withdrawal Indicates that a student ceased participating in a course after the drop date without achieving a final passing grade.	0
P	Passing At least satisfactory, units awarded, not counted in grade point average	
NP	No Pass Less than satisfactory, or failing, units not counted in grade point average	

Minimum Grade Requirements

A C or better is required in courses that are prerequisites to another courses. Other instances in which a C or better is required include courses taken to:

- Satisfy competency for degree or transfer
- Fulfill major requirements for the associate degree or transfer
- Complete requirements for a vocational certificate of achievement
- Meet statutory regulations (usually part of a transfer pattern)

- Complete courses within IGETC (Intersegmental General Education Transfer Curriculum) categories

A *D* is the minimum acceptable grade in electives and other limited categories of coursework.

Non-Evaluative Grades

Non-evaluative grades are not assigned a grade point value and therefore are not used in calculating GPA. Credits are not issued when the following non-evaluative grades are assigned.

Incomplete: *I*

Incomplete academic work for unforeseeable, emergency and justifiable reasons may result in the *I* symbol being entered in a student's record at the end of the term. The condition for removal of the *I*, and the grade to be assigned at the time of its removal, is stated by the instructor in a written record. An *I* will not be used in calculating units or grade points.

A copy of this record is given to the student and the original is filed in the Admissions and Records Office until the incomplete is made up or the time limit has passed. A final grade is assigned when the required work has been completed and evaluated, or when the time limit for completing the work has passed. An incomplete grade may be made up within one year following the end of the term in which it was assigned. Before the one-year time limit has passed, the student may petition for one extension due to unusual circumstances.

Withdrawal: *W*

W denotes withdrawal from a class or classes when a student withdraws at mid-semester or mid-session. A notation is not

made on the academic record of a student who withdraws earlier. Contact the Admissions and Records Office for deadline dates.

Although *W* is not used in calculating grade point average, excessive withdrawals are used as factors in calculating academic standing and may result in a student being placed on progress probation or dismissal.

Withdrawal from a class or classes due to extenuating circumstances--verified cases of accident, illness or other circumstances beyond the control of the student--may be authorized after the withdrawal deadline upon petition by the student.

Military Withdrawal: *MW*

MW is assigned for students who are active or reserve members of the military, who receive orders that compel a withdrawal from courses. Upon verification of such orders, *MW* will be assigned at any time after the period during which no notation is made for withdrawals. A Military Withdrawal shall not be counted in progress probation and dismissal calculations.

In Progress: *IP*

IP is used only in those courses that extend beyond the normal end of an academic term. It indicates that work is "in progress," and that a grade will be assigned upon completion of the work. When the appropriate evaluative grade and unit credit is assigned, it will appear on the student's record for the term in which the required work of the course is completed.

Report Delayed: *RD*

RD is assigned by the registrar 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 and is replaced by a permanent symbol as soon as possible.

Evaluating Academic Progress President's List

To be eligible for the President's List, a student must have a 3.8 GPA in at least 6 units completed in the semester they are being recognized, and a minimum 24 units completed at Citrus College. Non-degree applicable courses are not included.

Dean's List

Dean's List students must have a 3.5 GPA in at least 6 units completed in the semester they are being recognized, and a minimum of 24 units completed at Citrus College. Non-degree applicable courses are not included.

Notice of Satisfactory/Unsatisfactory Work

It is the instructor's responsibility to provide at least two evaluations of a student's progress, such as exams and/or papers, before the mid-semester or mid-session withdrawal deadline.

Probation, Dismissal and Reinstatement

Probation

A student shall be placed on academic probation if he/she has attempted a minimum of 12 semester units of work and has a grade point average of less than a *C* (2.0).

A student shall be placed on progress probation if he/she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of *W*, *I*, *NC* and *NP* were recorded reaches or exceeds fifty percent.

A student who is placed on probation may submit an appeal in accordance with procedures to be established by the superintendent/president.

A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of *W*, *I*, *NC* and *NP* drops below fifty percent.

Notification of Academic and/or Progress Probation:

- A. Each student is entitled to be notified of his/her academic status and the availability of college support services to respond to the academic status before the student is dismissed.

Notification will consist, at a minimum, of the following: After having attempted a minimum of 12 semester units at the end of the semester in which the student's grade point average falls below 2.0 in all units attempted, a probation notice shall be sent after the fall and spring semesters to the student via Citrus College e-mail informing him/her that he/she is on academic probation.

- B. At the end of the semester in which the student is enrolled in at least 12 units and the percentage of all units in which the student has enrolled, for which entries of *W*, *I*, *NC* and *NP* reaches or exceeds 50%, a probation notice shall be sent to the student via Citrus College e-mail

informing him/her that he/she is on progress probation.

- C. At the end of the fall semester in which the student is on academic or progress probation, a notice will be sent to the student via Citrus College e-mail informing him/her that he/she is subject to dismissal at the end of the spring semester.

Probationary Notification:

- A. The notification advising the student of probation will cover, at a minimum, the significance of being on probation, a referral to a counselor, and description of the services available.
- B. A student who is on academic probation and earns a cumulative Citrus College grade point average of 2.0 or better shall be removed from academic probation status.

Review of Probation Status

- A. A student on probation will be required to complete an online probation workshop and to take corrective actions to improve academic standing. A student may be limited to the number of units and/or required to enroll in specific courses.

Dismissal

Standards of Dismissal

- A. A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 2.0 in all units attempted in each of two (2) consecutive semesters. However, any

student on academic probation whose most recent semester GPA is 2.0 or higher shall have their record reviewed by a counselor and may be continued on probation. A student who has been placed on probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of *W*, *NC*, *I*, and *NP* are recorded in at least two (2) consecutive semesters reaches or exceeds fifty percent (50%).

Dismissal Notification:

- A. The notification advising the student that he/she is subject to dismissal will cover, at a minimum, reference to this procedure, explanation of what dismissal means, procedure for reinstatement, and procedure to appeal the dismissal.

Petition for Reinstatement from Dismissal after One Semester

- A. A student who has been dismissed from Citrus College may file a written petition with the Counseling and Advisement Center after one semester has elapsed since the semester of dismissal. The student will be required to make an appointment with a counselor to complete the petition process. A student may be limited to the number of units and/or required to enroll in specific classes. The petition will be reviewed by the dean of counseling and the dean of admissions.

- B. A petition for reinstatement must be supported with verification of remedial work or evidence of readiness to do successful college work. The student is required to meet with a counselor prior to registration each semester until he/she is removed from probationary status.

Petition To Appeal Dismissal Because of Extenuating Circumstances

A student who has been dismissed from Citrus College may only appeal the decision if he/she encountered an extenuating situation and can prove that this situation affected his/her scholastic performance. Petitions will be accepted on a limited basis prior to the first date of fall registration. To complete the petition process, the student will be required to make an appointment to meet with a counselor. A student may be limited to the number of units he/she can take and/or required to enroll in specific classes. The completed petition, along with a recommendation from the counselor, will be forwarded to the dean of counseling and the dean of admissions for approval.

Prior to making an appointment with a counselor, the student must provide the following:

- A. Proof of extenuating circumstances that kept the student from succeeding. Some examples of extenuating circumstances (and appropriate proof thereof) are: illness (letter from a physician), death in the family (death certificate of the family member), incarceration (appropriate paperwork), car accident (appropriate paperwork); and change of work hours (work documentation).

- B. A personal statement describing the extenuating circumstance and how the student's school work was affected.
- C. The decision of the dean of counseling and the dean of admissions will be communicated to the student. The dean of counseling will notify the student of the action within 10 working days of receipt of the student's appeal. The student may appeal the decision of the dean of counseling and the dean of admissions in writing to the vice president of student services within 10 working days of the date of notification of the decision of the dean of counseling. The decision of the vice president of student services is final.
- D. If dismissal appeal is granted, the student will be continued on probation for an additional semester. At the end of the additional semester, the student's academic record will again be evaluated to determine whether the student may be removed from probation, should be dismissed, or should be continued on probation.

Reinstatement

Reinstatement may be granted, denied or postponed according to criteria contained in administrative procedures.

The superintendent/president shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

The above standards shall be applied as the minimum stan-

dards of satisfactory progress for students who are recipients of federal and state funds administered by the college.

Reinstatement After Dismissal

A reinstated student must earn a grade point average of at least 2.0 and complete more than 50 percent of all units attempted each semester after reinstatement. This is mandatory until the student has achieved a cumulative grade point average of at least 2.0 and the number of "W", "I", "NC" and "NP" units drops below 50 percent of all attempted units at Citrus College. A reinstated student who fails to meet these criteria will be dismissed again.

Program Changes: Adding and Dropping Classes

Students wishing to make adjustments in their program (add or drop a class) may do so according to the add/drop dates issued by the Admissions and Records Office.

Important! Do Not Sell or Give Your Add Codes!

Students who receive Authorization Codes (Add Codes) from a faculty member or another Citrus College official are the **only** students authorized to use these codes.

Students may not sell or give Add Codes to another student. The misuse of Add Codes is considered a student conduct violation.

Students who misuse Add Codes will be dropped from the course and will be subject to student discipline proceedings as outlined in Administrative Procedure 5520 of the Citrus Community College District Board of Trustees.

Repeated Courses

A student may enroll in a course and receive a satisfactory grade of *A*, *B*, *C*, or *P* only once, unless the course description in the college catalog states that the course may be repeated for credit.

A student may repeat a course only once when a *D*, *F*, *NP*, *W* or *FW* has been earned. A student must file a petition and receive approval prior to attempting a course for a third time. The petition will be considered if the withdrawal or substandard grade was the result of extenuating circumstances. In this case, extenuating circumstances are defined as verified cases of accident, illness or other circumstances beyond the control of the student.

When a *D*, *F*, *FW* or *NP* is repeated, the units and grade points of the higher grade will be used in computing the student's grade point average at Citrus College.

The permanent academic record shall be annotated in such a manner that all work remains legible.

A student may repeat a course one time at another accredited college to alleviate a final grade of *D*, *F*, *FW* or *NP* earned at Citrus College. The student must file a petition and verify the grade with an official college transcript. The units and grade points of the higher grade shall be used in computing the student's grade point average at Citrus College. Then, the permanent academic record shall be annotated in such a manner that all work remains legible.

A student may petition to repeat a course one time when it has been determined by the college that there has been a significant lapse of time since the student previously took the course. The units and grade points of the first

enrollment in the course will be used in computing the student's grade point average at Citrus College, and the permanent academic record shall be annotated.

Pass/No Pass Courses

Citrus College students may be evaluated on a Pass/No Pass grading basis in courses approved by the Curriculum Committee. Pass/No Pass course options are designated in the Description of Courses section of this catalog by the symbol, Pass/No Pass or *P/NP*. A student must declare the option by the fourth Friday of a full semester for a full semester (or within 30 days of the term) by filing a Pass/No Pass Petition in the Admissions and Records Office.

Standards for Pass/No Pass Courses

- A passing *P* grade is defined as *C* or better. Units are awarded and grade points are not assigned, and the grade is not used to compute grade point average
- A No Pass *NP* grade is defined as less than satisfactory (*D* or *F*). Units are not earned and grades are not used to compute grade point average.

Pass/No Pass Units Allowed

- 12 maximum, during 4 or more semesters
- Limit of one Pass/No Pass option per semester or session
- Courses where all students are evaluated on a Pass/No Pass grading basis are excluded from the 12-unit limitation (see course descriptions for details)

Credit by Examination

Individual departments and/or specialty areas may elect to grant

course credit to enable students, who can demonstrate proficiency in bodies of subject matter, to plan a relevant educational program that will exclude courses in which essential levels of mastery of subject matter material have been previously attained.

Credits acquired by examination are not applicable to meet unit load requirements for Selective Service deferment, Veteran's or Social Security benefits.

The examination shall include written, oral, skill tests, portfolio review or a combination of the aforementioned as determined appropriate by the department faculty.

Credits acquired by examination shall not be counted in determining the 12 semester hours of credit in residence required for an associate degree.

Credit by Examination shall be recorded on the permanent transcript record and shall be designated as credit earned by examination.

Students may earn a maximum of 12 units through district administered "Credit by Exam."

Credit by Examination/ Locally Administered Examination

Citrus College may grant students course credit through district-administered examinations under the following conditions:

- The student is currently enrolled at Citrus College and has earned twelve units.
- The student's overall GPA in all college units attempted at
- The student may not be currently enrolled (beyond the census date) in the same course.

- The student may not be currently enrolled in a more advanced course.
- The student has not already received credit for a more advanced course which follows the course in sequence.
- The student has not previously attempted credit by exam for this course.
- The course is listed in the college catalog.
- The course has been approved by the Curriculum Committee for "Credit by Examination" or is an articulated course.

Credit by Examination - Externally Administered Examination

- The student must be currently enrolled to receive externally administered credit by exam.
- Advanced Placement - The District will grant three to ten (3 – 10) units of elective credit for an examination score of three, four or five (3, 4 or 5) in subjects of the Advanced Placement (AP) program of the College Entrance Examination Board. Subject credit, rather than elective credit, may be granted upon recommendation of the department.
- International Baccalaureate – The college will grant three to four (3-4) units of elective credit for an examination score of five, six or seven (5, 6 or 7), in the subjects of the International Baccalaureate (IB) Higher Level exams. Subject credit rather than elective credit may be granted upon recommendation of the department.
- Credit Through the College Level Examination Program - The college will grant up to six (6) units elective credit for a score of 50 or above in a

general examination of the College Level Examination Program (CLEP) of the College Entrance Examination Board. Subject credit, rather than elective credit, may be granted upon recommendation of the department.

- A student may be granted no more than 30 units through any combination of credit by examination (AP, CLEP, IB or local examinations) and evaluation of military service or other non-classroom experiences.

Credit by Examination – Articulated Career Technical Education Courses

A high school student may be issued Career Technical Education (CTE) course credit under the following conditions:

- An Institutional Articulation Agreement is in place between the college and the unified school district (USD)/regional occupational program (ROP);
- A course-to-course articulation agreement has been approved by faculty and the course assessment has been administered as authorized;
- Instructional personnel responsible for the course have completed, and submitted, documentation within 90 days of the administration of exam;
- The student earned a grade of B- or better on the authorized exam; and
- The student is registered at the college.

Institutional and course-to-course articulation agreements, secondary course rosters/assessment results and CTE course credit documents are administered by the division dean responsible for Articulated Career Technical Education course credit/Tech

Prep. Documentation that verifies the earning of credit by exam will be provided to Admissions and Records in a timely manner. Ultimately, the transcript of the student registered at the college will reflect the awarding of credit during the semester it was earned. Operational procedures will assist students, with CTE articulated course credit, to enroll and register in the next level course in their program of study upon entry to Citrus College.

Credit for Courses Taken at Other Colleges

Academic credits earned at other regionally accredited institutions are evaluated at the time of a student's initial enrollment at Citrus College. It is therefore important that the student request official transcripts from all colleges previously attended. These transcripts should be sent to the Admissions & Records Office.

A student who has taken coursework at institutions of higher learning outside of the United States and who wishes to have that coursework considered toward his/her educational goal at Citrus College must have the academic credentials evaluated by a bonafide independent evaluating agency. A list of recommended agencies is available in the Admissions and Records Office.

Credit for DANTES (Defense Activity for Non-Traditional Education Support (DANTES/DSST))

At the time of catalog publication, DANTES/DSST Examinations are under review.

Any questions may be directed to the Articulation Office at extension 8637.

Citrus College Credit for Advanced Placement (AP) Tests

Students may earn credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE and A.A. degree general education (GE) and/or major requirements.

Students must have the College Board send AP exam results to the Counseling Department for review of the A.A. or GE patterns.

Course credit and units granted at Citrus College may differ from course credit and units granted by a transfer institution.

The next two pages present the credit granted by Citrus College for Advanced Placement (AP) tests. Please note the criteria for a Citrus College A.A. degree, the CSU GE requirements and the IGETC.

Students must file a Credit by Examination petition for evaluation at the Admissions and Records Office. To qualify for evaluation a student must be currently enrolled at Citrus College. The units earned from AP credit will not apply toward financial aid nor can they be used to satisfy the 12-unit residence requirement for graduation.

Associate Degree: Students should be aware that AP test credit is evaluated by corresponding it to an equivalent Citrus course, e.g. History 108. A student who receives AP credit and then takes the equivalent Citrus College course will have the unit credit duplication deducted prior to being awarded the A.A. degree. If no equivalent exists, general education area credit will be given. Credit by Advanced Placement exam is noted and listed on

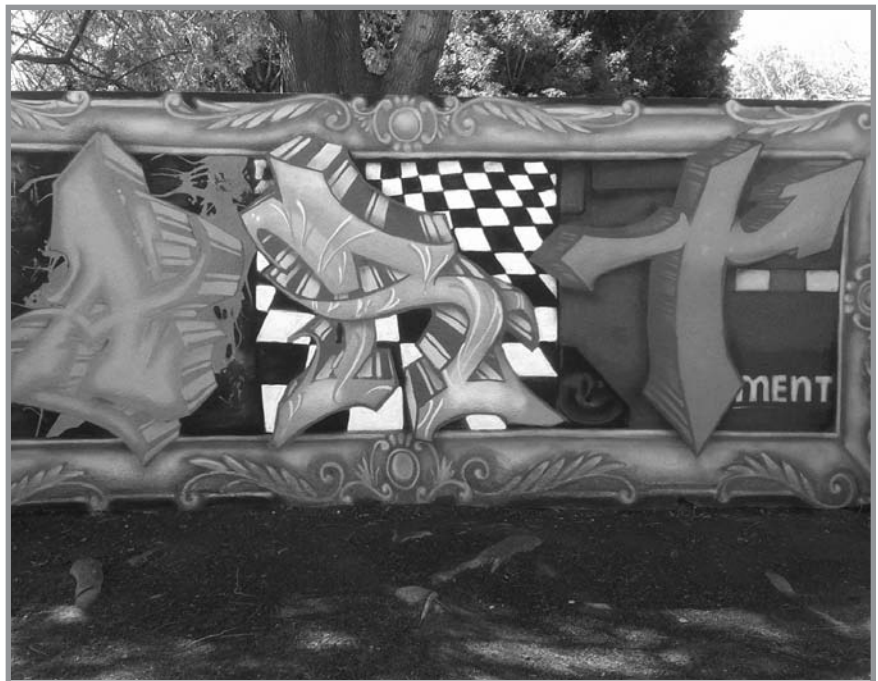
a student's transcript, with units assigned and no grade.

CSU GE: The Advanced Placement examinations may be incorporated into the certification of CSU General Education-Breadth requirements by any certifying institution. All CSU campuses will accept the minimum units earned and apply them toward fulfillment of the designated General Education-Breadth area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breadth requirements.

IGETC: AP exams must be used in the area indicated regardless of where the certifying California community college's discipline is located.



During the annual Preview Day, a Citrus College student artist demonstrated a mural painting for prospective students.



The finished mural, which was completed by the end of the day.

Citrus College Credit for Advanced Placement (AP) Tests

Students may earn credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE and A.A. general education (GE) and/or major requirements.

Students must have the College Board send AP exam results to the Admissions for use on the A.A. or GE patterns.

Course credit and units granted at Citrus College may differ from course credit and units granted by a transfer institution.

EXAM	CITRUS A.A. (MAJOR/GE)	CSU GE	CSU - UNITS EARNED TOWARD TRANSFER	IGETC	UC - UNITS EARNED TOWARD TRANSFER
Art History	Art 101 3 semester units	Area C1 or C2 3 semester units	6 semester units	Area 3A or 3B 3 semester units	8 quarter/5.3 semester units
Art (Studio)	No course equivalency Elective 3 semester units	N/A	3 semester units	N/A	8 quarter/5.3 semester units
Biology	Biology 105 4 semester units	Area B2 and B3 4 semester units	6 semester units	Area 5B (with lab) 4 semester units	8 quarter/5.3 semester units
+Calculus AB	MATH 190 4 semester units	Area B4 3 semester units	3 semester units*	Area 2A 3 semester units	4 quarter/2.7 semester units**
+Calculus BC	MATH 191 4 semester units	Area B4 3 semester units	6 semester units*	Area 2A 3 semester units	8 quarter/5.3 semester units**
AP CALCULUS EXAM LIMITATIONS			*Only one exam may be used toward transfer		**Maximum credit 8 quarter/ 5.3 semester units for both
Chemistry	Chemistry 110 5 semester units	Areas B1 and B3 4 semester units	6 semester units	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units
Chinese Language & Culture	No course equivalency GE Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Computer Science A	CS 111 4 semester units*	N/A	3 semester units**	N/A	2 quarter/1.3 semester units***
Computer Science AB	No course equivalency Elective 3 semester units	N/A	6 semester units**	N/A	4 quarter/2.7 semester units***
AP CS EXAM LIMITATIONS	*Maximum 6 semester units for both		**Maximum one exam toward transfer		***Maximum credit 4 quarter/ 2.7 semester units for both
Economics - Macroeconomics	Economics 101 3 semester units	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
Economics - Microeconomics	Economics 102 3 semester units	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
English - Language & Composition	English 101 3 semester units	Area A2 3 semester units	6 semester units	Area 1A 3 semester units	8 quarter/5.3 semester units*
English - Literature & Composition	English 101 or ENGL 102 3 semester units	Area A2 and C2 6 semester units	6 semester units	Area 1A or 3B 3 semester units	8 quarter units/5.3 semester units*
AP ENGLISH EXAM LIMITATIONS					*8 quarter/5.3 smester units maximum for both
++ Environmental Science	BIOL 145 3 semester units	Area B2 and B3 (if taken prior to Fall 2009) or Area B1 and B3 (regard- less of when taken) 4 semester units	4 semester units	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units
French Language	French 101 & 102 10 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
French Literature	No course equivalency GE Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units

EXAM	CITRUS A.A. (MAJOR/GE)	CSU GE	CSU - UNITS EARNED TOWARD TRANSFER	IGETC	UC - UNITS EARNED TOWARD TRANSFER
German Language	German 101 & 102 10 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Government & Politics - Comparative	Political Science 103 3 semester units	Area D8 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
Government and Politics - U.S.	Political Science 103 3 semester units	Area D8 and US 2* 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
		*Does not fulfill AHI California Government requirement	Student can satisfy the AHI requirement after transfer		
History - European	No course equivalency GE Social Science 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - U.S.	History 108 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - World	No course equivalency GE Social Science 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
Human Geography	Geography 102 3 semester units	Area D5 3 semester units	3 semester units	Area 4E 3 semester units	4 quarter/2.7 semester units
Italian Language & Culture	No course equivalency GE Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Japanese Language & Culture	JAPN 101 & 102 10 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Latin - Vergil	No course equivalency GE Humanities 3 semester units	Area C2 3 semester units	3 semester units	Area 3B and 6A 3 semester units	4 quarter/2.7 semester units
Latin - Literature	No course equivalency GE Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	4 quarter/2.7 semester units
Music Theory	MUS 101 3 semester units	Area C1 3 semester units	6 semester units	N/A	8 quarter/5.3 semester units
Physics B	Physics 110 4 semester units	B1 and B3 4 semester units*	6 semester units*	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units**
Physics C - Mechanics	GE Physical Science 4 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
Physics C - Magnetism	GE Physical Science 4 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
AP PHYSICS EXAM LIMITATIONS			*Maximum 4 semester units toward GE and 6 semester units toward transfer		**Maximum 8 quarter/5.3 semester units for both
Psychology	Psychology 101 3 semester units	Area D9 3 semester units	3 semester units	Area 4I 3 semester units	4 quarter/2.7 semester units
Spanish Language	Spanish 101 & 102 10 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Spanish Literature	No course equivalency GE Humanities 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Statistics	MATH 165 4 semester units	Area B4 3 semester units	3 semester units	Area 2 3 semester units	4 quarter/2.7 semester units

AA: Students should be aware that AP test credit is evaluated by corresponding it to an equivalent Citrus course, e.g. History 107. A student who receives AP credit and then takes the equivalent Citrus course will have the unit credit for such duplication deducted prior to being awarded the A.A. degree. Credit by Advanced Placement exam is noted and listed on a student's transcript, with units assigned and no grade.

CSU GE: The Advanced Placement examinations may be incorporated into the certification of CSU General Education-Breadth requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breadth area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breadth requirements.

IGETC: AP exams must be used in area indicated regardless of where the certifying CCC's discipline is located.

+If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.
 ++Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1+B3 or B2+B3 of GE Breadth. Fall of 09 or later, those credits may only apply to B1+B3.
 +++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.

Citrus College Credit for International Baccalaureate Exams

Students can earn IB credit with minimum score of 5, except where noted.*

EXAM	A.A. Degree	CSU GE	CSU - UNITS EARNED TOWARD TRANSFER	IGETC	UC - UNITS EARNED TOWARD TRANSFER
IB BIOLOGY HL	IB BIOLOGY AREA B. NATURAL SCIENCES 3 semester units	AREA B2 3 semester units	6 semester units	AREA 5B (without lab) 3 semester units	5.3 semester units
IB CHEMISTRY HL	IB CHEMISTRY AREA B. NATURAL SCIENCES 3 semester units	AREA B1 3 semester units	6 semester units	AREA 5A (without lab) 3 semester units	5.3 semester units
IB ECONOMICS HL	IB ECONOMICS AREA D. HISTORY/POLITICAL SCIENCE 3 semester units	AREA D2 3 semester units	6 semester units	AREA 4B 3 semester units	5.3 semester units
IB GEOGRAPHY HL	IB GEOGRAPHY AREA D. HISTORY/POLITICAL SCIENCE 3 semester units	AREA D5 3 semester units	6 semester units	AREA 4E 3 semester units	5.3 semester units
IB HISTORY (ANY REGION) HL	IB HISTORY AREA D. HISTORY/POLITICAL SCIENCE 3 semester units	AREA C2 OR D6 3 semester units	6 semester units	AREA 3B OR 4F 3 semester units	5.3 semester units
IB LANGUAGE A1 (ANY LANGUAGE EXCEPT ENGLISH) HL	IB LANGUAGE A1 (ENGLISH) AREA C. HUMANITIES 3 semester units			AREA 3B +6A 3 semester units	5.3 semester units
IB LANGUAGE A2 (ANY LANGUAGE EXCEPT ENGLISH) HL	IB LANGUAGE A1 (ANY OTHER LANGUAGE) AREA C. HUMANITIES 3 semester units			AREA 3B + 6A 3 semester units	5.3 semester units
IB LANGUAGE A1 (ANY LANGUAGE) HL	IB LANGUAGE A2 (ENGLISH) AREA C. HUMANITIES 3 semester units	AREA C2 3 semester units	6 semester units*	AREA 3B 3 semester units	5.3 semester units
IB LANGUAGE A2 (ANY OTHER LANGUAGE) HL	IB LANGUAGE A2 (ANY OTHER LANGUAGE) AREA C. HUMANITIES 3 semester units	NA/A 0 units	6 semester units	AREA 3B 3 semester units	5.3 semester units
IB LANGUAGE B (ANY LANGUAGE) HL	IB LANGUAGE B (LANGUAGE OTHER THEN ENGLISH) AREA C. HUMANITIES 3 semester units	NA/A 0 units	6 semester units	AREA 6A 3 semester units	5.3 semester units
IB MATHEMATICS HL	IB MATHEMATICS AREA A2 MATHEMATICS 3 semester units	AREA B4* 3 semester units	6 semester units*	AREA 2A 3 semester units	5.3 semester units
IB PHYSICS HL	IB PHYSICS AREA B. NATURAL SCIENCES 3 semester units	AREA B1 3 semester units	6 semester units	AREA 5A (without lab) 3 semester units	5.3 semester units
IB PSYCHOLOGY HL	IB PSYCHOLOGY AREA D. SOCIAL/BEHAVIORAL SCIENCES 3 semester units	AREA D9 3 semester units	3 semester units	AREA 4I 3 semester units	5.3 semester units
IB THEATRE HL	IB THEATRE AREA C ARTS 3 semester units	AREA C1* 3 semester units	6 semester units*	AREA 3A 3 semester units	5.3 semester units

* a minimum of score of 4 is needed for CSU credit

CSU GE: The IB examinations may be incorporated into the certification of CSU General Education-Breath requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breath area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breath requirements. CSU policy can be found at: <http://www.caistate.edu/AcadAff/codedmemos/AA-2009-11.pdf>

IGETC: IB exams must be used in area indicated regardless of where the certifying CCC's discipline is located. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both.

The IGETC policy for IB credit can be found at: http://www.asccc.org/icas/Docs/Final%20IGETC_Standards_v1_1_06-04-09.pdf

UC credit earned for transfer and for individual campuses can be found at: <http://www.universityofcalifornia.edu/educators/counselors/adminfo/freshman/advising/credit/baccalaureate.html>

CLEP Examinations

Citrus College will give CLEP credit in selected areas. Course credit will not be granted, however, when it duplicates previous course work. A student must be actively enrolled and have completed 12 units at Citrus College when applying for credit by CLEP exam. CLEP credit may not be used to meet any residency requirement. Official CLEP scores must be sent to the office of Admissions and Records.

CITRUS CLEP COLLEGE POLICY

CSU CLEP POLICY

CLEP EXAM	Citrus Passing Score	Citrus Comparable Course or Elective	UNITS	CSU Passing Score	Min. Semester credits earned	Semester credits Towards GE breadth	American institutions and/or GE breadth area
American Government	50	POLI 103	3	50	3	3	D8
American Literature	50	Humanities Elective	3	50	3	3	C2
Analyzing and Interpreting Literature	50	Humanities Elective	3	50	3	3	C2
Biology	50	Biology Elective	3	50	3	3	B2
Calculus	50	Math 190	4	50	3	3	B4
Chemistry	50	CHEM 110	5	50	3	3	B1
College Algebra	50	Math 170	4	50	4	4	B4
College Algebra -Trigonometry	50	Math 170	4	50	4	4	B4
College of Mathematics	50	n/a	0	50	0	0	n/a
English Composition (no essay)	50	n/a	0	50	0	0	n/a
*English Composition with Essay	50	*ENGL 101	0	50	0	0	n/a
English Literature	50	Humanities Elective	3	50	3	3	n/a
Financial Accounting	50	Business Elective	3	50	3	0	n/a
French Level I	50	French 101	5	60	6	0	n/a
French Level II	50	French 102	5	59	12	3	C2
Freshman College Composition	50	n/a	0	50	0	0	n/a
German Level I	50	GER 101	5	50	6	0	n/a
German Level II	50	GER 102	5	60	12	3	C2
History, United States I	50	HIST 107	3	50	3	3	D6+US-1
History, United States II	50	HIST 108	3	50	3	3	D6+US-1
Human Growth and Development	50	Behavioral Science Elective	3	50	3	3	E
Humanities	50	HUM 101	3	50	3	3	C2
Information Systems and Computer Applications	50	CIS 130	4	50	3	0	n/a
Intro to Educational Psychology	50	Behavioral Science Elective	3	50	3	0	n/a
Intro Business Law	50	Business Elective	3	50	3	0	n/a
Introductory Psychology	50	Behavioral Science Elective	3	50	3	3	D9
Introductory Sociology	50	Behavioral Science Elective	3	50	3	3	D0
Natural Sciences	50	Science Elective	3	50	3	3	B1 or B2
Pre-Calculus	50	n/a	n/a	50	3	3	B4
Principles of Accounting	50	Business Elective	3	50	3	0	n/a
Principles of Macroeconomics	50	History/Political Science Elective	3	50	3	3	D2
Principles of Management	50	BUS 175	3	50	3	0	n/a
Principles of Marketing	50	BUS 185		50	3	0	n/a
Principles of Microeconomics	50	History/Political Science Elective	3	50	3	3	D2
Social Sciences and History	50	n/a	n/a	50	0	0	n/a
Spanish Level I	50	SPAN 101	5	50	6	0	n/a
Spanish Level II	50	SPAN 102	5	63	12	3	C2
Trigonometry	50	MATH 151	4	50	3	3	B4
Western Civilization I	50	History Elective	3	50	3	3	C2 or D6
Western Civilization II	50	History Elective	3	50	3	3	D6

1. **CLEP exams CANNOT be used to meet requirements for the IGETC.**
2. **UC DOES NOT accept CLEP exams.**
3. If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then only one examination may be applied to the baccalaureate. For each test in a language other than English, a passing score of 50 is considered "Level I" and earns nine quarter units of baccalaureate credit; the higher score listed for each test is considered "Level II" and earns additional units of credit and placement in Area C2 of GE Breadth, as noted.
4. * **ENGL Composition with essay** may fulfill the ENGL COMP Requirement here at Citrus but it **CANNOT** be used to fulfill the ENGL Composition requirement at the CSU or UC's.
5. Please check with prospective institutions regarding CLEP scores and how it can be used toward your major.

How Does Citrus Recognize High Achievement?

Honors Programs and Recognition

Academic Honors

Every fall and spring semester a press release is sent to the local media, on behalf of each member of the board of trustees, listing each student from their area who earned a place on the President's List and the Dean's List. Academic honors criteria are presented in the Evaluating Academic Progress section.

Achievement Awards

Every year, Citrus College hosts its Academic Achievement Awards, a banquet and awards ceremony in honor of the college's top students. Awards are given to the Man of the Year and the Woman of the Year; the Male Athlete of the Year and the Female Athlete of the Year.

The college's highest academic honor, the Keys of Knowledge, which is awarded to the 10 students who have achieved Citrus' highest overall academic performance, is also announced at this event. The top 100 Students who have demonstrated high academic performance in a given department are also honored.

Honors at Graduation

Citrus College graduates are recognized at Commencement for their permanent membership in the Alpha Gamma Sigma, Phi Theta Kappa and Psi Beta honor societies. In addition, students who earn a cumulative GPA of 3.30 or more in all college work, at Citrus College and at other colleges and universities, are recognized for Highest Honors, 3.80-4.00 GPA; High Honors, 3.60-3.79 GPA; and Honors, 3.30-3.59 GPA.

Due to the scheduled dates of Commencement and spring semester final exams, Honors at Graduation GPAs do not reflect spring semester grades.

Honors Program

The Honors Program is for highly motivated students and provides a unique learning environment emphasizing scholastic excellence. The objective of the program is to better prepare students for transfer to a four-year institution and to complete a bachelor's degree.

To enter the Honors Program, a student must have a minimum grade point average of 3.25 and be eligible for English 101.

Honors coursework enhances a student's ability to read, write, and think critically about current topics.

Other program benefits include:

- A variety of courses that meet UC, CSU and private university transfer requirements
- Enhanced transfer opportunities
- Interaction with highly motivated students
- Smaller class sizes
- Honors classes and program participation noted on Citrus College transcripts
- Scholarship opportunities

Honor Societies

Alpha Gamma Sigma

Alpha Gamma Sigma (AGS) is the honor scholarship society of the California Community Colleges. Its purpose is to encourage students to achieve the highest degree of development in scholastic, leadership, and community service endeavors

while attending Citrus College.

AGS membership is renewed each semester and is based on GPA and number of units completed. After completing three semesters of membership, students may be eligible for lifetime or permanent membership. For additional information, visit the AGS website www.ags-honor.org

Phi Theta Kappa

Phi Theta Kappa, an international honor society of two-year colleges, is the world's largest and most prestigious honor society serving two-year colleges. Eligibility is based on GPA, number of units completed and membership fees.

The organization offers many opportunities for scholarships, intellectual enrichment and personal development through programs based on Phi Theta Kappa's four hallmarks of Scholarship, Leadership, Service and Fellowship.

In recent years, Phi Theta Kappa members from Citrus College have achieved prominence in Phi Theta Kappa at the state level, through their rankings on the organization's academic teams. For more information, visit www.ptk.org

Psi Beta

Psi Beta® is the psychology national honor society for community and junior colleges. Its mission is professional development of psychology students through promotion and recognition of excellence in scholarship, leadership, research, and community service.

Who Records My Grades and Credits?

Policies Regarding Academic Records

What Are Academic Records?

Academic records consist of student files maintained by Admissions and Records, Counseling and Assessment, Financial Aid, and individual departments.

Academic Renewal

Past performance does not always accurately reflect a student's current ability. Therefore, Citrus College has a policy of academic renewal without course repetition so students may achieve their educational goals in spite of past poor performance.

Criteria for Academic Renewal

Students may request academic renewal as a means to achieve the educational goals of graduation from Citrus College, completion of certificate programs, and/or transfer to a four-year college or university. It is not applicable to students who wish to raise their grade point averages beyond these stated goals.

1. Only units taken at Citrus College may be disregarded, not units from other colleges.
2. A maximum of 24 units may be alleviated from not more than three semesters of work.
3. A minimum of 18 months must have elapsed since the end of the term of substandard work to be disregarded.
4. Since completion of the work to be disregarded, a minimum of 12 units must be completed at any accredited college or university, with a grade point average of a 3.0, 24 units with at least a 2.5 GPA, or 36 units with at least a 2.0 GPA.

In cases where all units since completion of work to be disregarded are *C* or better and the criteria set forth have been verified, the academic renewal petition will be granted and the dean of admissions and records or his/her designee will make the proper annotation on the student's permanent record.

In cases where units below *C* level exist since completion of work to be disregarded, the petition will be referred to a Petitions Committee, made up of the dean of admissions and records, the dean of counseling, two instructional faculty members and a counseling faculty member appointed by the Academic Senate. Evidence may be provided by the student to this committee regarding the substandard grades to aid in the decision process. The decision of the Petitions Committee shall be final.

5. A student may only be granted academic renewal once.
6. Only substandard grades of *D*, *F*, *FW*, *NC*, or *NP* can be disregarded.

Academic renewal by Citrus College does not guarantee that other institutions will honor the elimination of units from consideration in the grade point average. It is a student's responsibility to confirm with a transfer institution whether academic renewal will be accepted.

When academic renewal is approved, the student's permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

If the student has been granted academic renewal by another accredited college, such action shall be honored under this policy. However, the number of semester units allowed to be disregarded will be reduced by the number previously disregarded.

Transcripts

See Admission, Registration and Matriculation sections

Challenge of Educational Records

See Student Grievances

Where Do I Find Help and How Do I Become Involved?

Student Services and Student Life

Admissions and Records

The Admissions and Records Office, located on the first floor of the Student Services Building, is the gateway to Citrus College. Here, applications are received and processed; registration is facilitated; and grades are verified.

Admissions and Records is the official custodian of student records, which include but are not limited to demographic information, academic history, and data mandated by the California Community Colleges Chancellor's Office and other government agencies.

Athletics: The Fighting Owls

Citrus College is a member of the Western State Conference and Southern California Football Alliance. Intercollegiate sports include basketball, football, golf, cross country, water polo, soccer, baseball, swimming and volleyball. In accordance with Equity in Athletics Disclosure Act of 1994, for information concerning Citrus College intercollegiate athletic programs contact the Citrus College athletic director.

Athletic Eligibility

All athletes prior to their first season of competition at Citrus College must have official high school and college transcripts on file in admissions to receive final eligibility certification. The California Commission on Athletics governs Citrus College's athletic eligibility rules. To be eligible, a student athlete must:

1. Enroll in a minimum of 12 units during participation in a sport. Nine of these units must be in academic courses. Class attendance is required.

2. Second-season student athletes must pass 24 semester units, 18 of which must be in academic courses, before participating in the same sport. A 2.0 GPA (cumulative) is required.

Student athletes who transfer and have participated in intercollegiate athletics at another college are required to:

1. Complete 24 semester units, 18 of which must be in academic courses;
or
Complete 36-quarter units, 27 of which must be in academic classes, before being eligible for a second season of participation. A 2.0 GPA (cumulative) is required.
2. Student athletes transferring from a California community college who participated in intercollegiate athletics must complete 12 units in residence prior to the beginning of the semester of competition.
3. Student athletes transferring from an out-of-state community college must be eligible to participate in the upcoming season if they were to remain at that institution.

Student athletes who plan to transfer to a four-year college must follow specific transfer eligibility requirements. An athletics counselor is available to advise student athletes to ensure they follow the athletic academic plan, established by the Counseling and Advisement Center.

Bookstore

Students are required to purchase books and supplies needed for their courses. To meet this need, the Owl Bookshop is owned and operated by Citrus College as a service to students, faculty and staff with the purpose of making educational materials and related items available at an economical cost. Profits from its operation are used to fund staff, activities, grants and scholarships, equipment purchases and campus improvements.

Effective fall 2010, information about required textbooks for each class is available for students to access through the online class schedule. For more information call 626-914-8620.

Prices and information on educational materials are subject to change at any time. Citrus College and the Owl Bookshop cannot assume any responsibility for errors on listed information unless the books purchased in error are purchased from the The Owl Bookshop. Such purchases are subject to the normal Owl Bookshop return policy. Please be careful how you use the information presented on our Web pages.

The Owl Bookshop sells new and used textbooks at a price designed to cover the costs of operating the bookstore and meeting all other required financial obligations. This price includes all expenses associated with bookstore operations and personnel. (AB 1548)

The Owl Bookshop accepts MasterCard, VISA, Discover, American Express, cash, ATM or personal check with a valid California Driver's License. Books and supplies may also be purchased online at www.owlbookshop.com

The bookshop is located adjacent to the Campus Center; hours of operation and textbook information are listed at www.owlbookshop.com

Refund Policy

Books purchased for any current semester session may be returned for refund as indicated on the refund policy received at the time of purchase. The books must be in the same condition as when originally purchased. Do not mar, damage or write in your books. A cash register receipt, proof of registration and student ID are required for all refunds.

Students are encouraged to sell their books back during finals through "**BUY BACK.**" A used book company purchases books needed by the bookstore at a percentage of the new book price.

The used book company also buys other books with a current market value at a wholesale price. Proof of registration and student ID are required. The bookstore cannot guarantee the buy back of any book.

CalWORKs

California Work Opportunity and Responsibility for Kids (CalWORKs) is the state's welfare-to-work program for families with children that are receiving Temporary Aid for Needy Families (TANF). The Citrus College CalWORKs Program works in collaboration with the Department of Public Social Services to assist students with education, training, and job skills.

Citrus College provides short-term training programs to help CalWORKs students enhance their skills and/or develop new skills in order to find employment and become self-sufficient. CalWORKs students receive assistance with completion of county paperwork, child care, work-study job placement, and referrals to community resources.

Additionally, CalWORKs students have the opportunity to establish education and career paths, which will help them as they transition off of cash aid.

Campus Safety

Campus Safety ensures the safety of students, faculty, staff and visitors while they are on campus property or involved in college-sponsored programs and activities, as well as protects district property and facilities.

Campus Safety has the authority to enforce the Standards of Conduct.

According to the Education Code, Campus Safety is the liaison with local law enforcement agencies in all criminal action cases. Therefore, in the event of an emergency, individuals should promptly report the incident to Campus Safety. It is Campus Safety's responsibility to contact police agencies.

Campus Safety also provides a security escort for any member of the college community from dusk until dawn. These escorts are for safety, not convenience.

Career/Transfer Center

The Career/Transfer Center serves students' career development and transfer needs.

Career counselors help students explore occupations and career

fields using comprehensive printed and computerized resources. Through workshops as well as individual counseling, our staff can help you decide on a career field and prepare you for the job market. Career assessments are available to help you identify which occupations and/or work environments are a good fit for you. Through various activities you will gather information about yourself in order to make an informed career decision.

The center also has helpful resources for students who plan to transfer to a university. We provide a variety of transfer support services and activities to help you make a seamless transition to a university such as:

- Library of university catalogs
- Individual transfer advising by appointment
- University representative appointments
- University application assistance
- University field trips
- Transfer awareness workshops
- College Fairs
- Transfer Admission Guaranteed to several UC schools (TAG)
- Articulation agreements with senior institutions

Cashier

See Fiscal Services/Cashier

Center for Teacher Excellence (CFTE)

Citrus College's Center for Teacher Excellence helps students who are interested in teaching build an educational plan that best suits their interests and goals. Students receive academic advising and counseling; preparation for the CBEST and CSET examinations; financial aid and scholarship assistance; and help with university transfer applica-

tions. Students also receive networking opportunities through the student chapter of the California Teachers Association and other professional organizations. Students who utilize the services offered by the Center for Teacher Excellence develop core competencies in communication; as well as creative, critical, and analytical thinking (problem solving and decision making).

Counseling and Advisement Center

The Counseling and Advisement Center is located on the second floor of the Student Services Building. Professional counselors and educational advisors are available by appointment to assist students in their educational, vocational and personal matters. Consistent use of counseling and advisement is necessary due to the frequent changes in requirements and recommendations for colleges and universities, as well as, new developments in career opportunities.

Students are encouraged to meet with a counselor during their first semester to develop an education plan. This plan will list the courses needed to complete your educational goal. In addition, courses in college planning, career exploration, decision-making and communication are taught by counselors to assist students.

Disabled Students Programs & Services (DSP&S)

DSP&S provides support to students who have a verifiable disability that limits one or more major life activities. Students with a physical disability, visual impairment or auditory impairment, psychological disability, permanent or temporary health concerns, or a learning disability can receive assistance from specialized personnel. Services and in-

structional support may include:

- Adapted testing
- Adapted physical education
- Adaptive computer technology
- Campus referrals
- Citrus College web accessibility
- Closed-captioned videotapes
- Community liaisons
- Electronic textbooks
- In-class and laboratory assistance
- Instructor liaisons
- Note taker service
- Registration assistance
- Reader service
- Sign language interpreting
- Specialized counseling
- Specialized equipment

New students should contact the DSP&S Office before enrolling to allow sufficient time to arrange for requested services.

EOP&S/CARE

Extended Opportunity Programs & Services/Cooperative Agencies Resources for Education (EOP&S/CARE) helps community college students from economically and educationally disadvantaged backgrounds achieve their academic and career goals. The support services consist of information and assistance in admissions, enrollment, financial aid, assessment, and selecting a major and/or a career.

EOP&S also provides:

- Support services such as priority registration, textbook purchase assistance, career test fee waivers, tutoring and self-development workshops
- Outreach to high schools, community-based organizations and agencies
- Peer advising designed to retain students using mentors and positive role models
- Counselors and educational advisors who provide academic and personal counseling
- Referrals to other services

available on campus and in the community

- A six-week Summer Bridge program where potential students from local high schools attend class, learn college success strategies and take field trips.

The CARE Program, established by the California Legislature (AB 3103), assists EOP&S students who are single parents on public assistance with at least one child under the age of 14.

Through CARE, students receive supplemental educational support services, such as counseling, advisement and peer networking activities specifically designed for low-income, single parents.

In addition, CARE provides grants and allowances for child care, transportation, textbooks, and supplies to ensure strong retention, persistence and transfer rates among their students as they work to achieve their chosen objectives, which include obtaining vocational certificates of achievement or licenses, earning an associate degree, and/or transferring to a four-year college or university.

Financial Aid

The Financial Aid Office is responsible for initiating, monitoring, and disbursing federal and state funds. These programs are provided to students in the form of grants, scholarships, employment, and loans.

Federal and state financial aid programs are designed to assist all Citrus College students, especially those students from low to middle income families. The intent of these programs is to help students who are pursuing post-secondary education and have not earned their first bachelor's degree.

Students should apply for financial aid as soon as possible after January 1 and preferably before March 2 of every year. Do not procrastinate. Many students underestimate the time it takes to prepare for college. It is important that both the student and the Financial Aid Office have enough time to prepare and process the applications in a timely manner.

In order to apply for financial aid, all of the following requirements must be satisfied:

1. Citizenship: Financial aid applicants must be a U.S. citizen, a U.S. national, or an eligible non-citizen.
 - a. Eligible non-citizens include: U.S. permanent residents with an I-551 Card; Conditional Permanent residents with an I-551 Card; Applicants with an Arrival-Departure Record (I-94) with one of the following designations: "Refugee," "Asylum Granted," "Parole," or "Cuban-Haitian Entrant."
 - b. A student who is in the U.S. on an F1 or F2 student visa, a J1 or J2 exchange visitor visa, or a G series visa, is not eligible for Federal Student Aid.
2. Students must have a valid Social Security number.
3. Males born after 12/31/1959 must register with Selective Service. Call 1-847-688-6888 or go online to: www.sss.gov for registration guidelines or to verify registration.
4. A high school diploma, GED, or high school equivalency.

5. Financial aid applicants must be undergraduate students enrolled in a program that leads to a certificate, degree, or transfer program.
6. Students must not owe a refund to any institution for grants received; nor be in loan default in a Stafford or Perkins Loan.
7. Maintain Satisfactory Academic Progress (SAP) as defined by the Financial Aid Office.
8. Demonstrate financial need, which is determined by the Financial Aid Office and based on the college's cost of attendance (COA) minus Expected Family Contribution (EFC), as defined by the federal methodology.

For Students Who Meet All of the Requirements

Students, who meet all of the above-stated requirements, should complete the Free Application for Federal Student Aid (FAFSA). Apply online at www.fafsa.gov. Citrus College's Federal School Code is **001166**. **It is important to apply early; applications are accepted as early as January 1.**

Once the student has successfully completed the FAFSA, please follow up with the Financial Aid Office to check the status of your application.

The Financial Aid Office may request some or all of the following:

- Student and/or parents' IRS tax return transcript with W-2's
- Proof of untaxed income
- Social Security Card(s)
- Other information that pertains to financial income

When determining financial aid eligibility, several factors are

taken into consideration, such as:

- Taxed and non-taxed family income
- Investment(s)
- Taxes paid
- Household size
- Number of family members in college

How to Apply for Financial Aid/Filing the FAFSA

A student can apply for financial aid through the Internet. Go to www.fafsa.gov. A Personal Identification Number (PIN) will be required for both the student and the parent of dependent students. Visit www.pin.ed.gov to apply for a PIN.

The Financial Aid Office staff is available to assist students with filling out their FAFSA application online in English and Spanish. The Financial Aid Office is located in the new Student Services Building and has computers available for students to complete their FAFSAs.

Students who complete the FAFSA may qualify for one or more of the following programs:

Federal Programs:

The following federal programs are grants, which do not have to be repaid:

- The **Federal Pell Grant** is for students who have been determined eligible based on the federal methodology. This program assists students who have not earned a bachelor's degree.
- The **Federal Supplement Educational Opportunity Grant (FSEOG)** is for eligible students with exceptionally high financial need. Students must be Pell Grant eligible to receive FSEOG.

- **Federal Work Study (FWS)** is awarded to students who declared on their FAFSA that they are interested in FWS. It provides students with an opportunity to earn funds through on or off campus jobs.
- **Loans** are awarded to students based on eligibility and must be repaid. Direct Loans (**Subsidized and Unsubsidized**) are awarded to students who apply and have successfully completed their financial aid application (FAFSA).

State Programs:

The **Board of Governor's Grant (BOGG)** is a fee waiver designed for students who are California residents and demonstrate financial need. It covers the student's enrollment fee. This is not a cash grant.

Cal Grants are designed to assist students from low and middle income families to help pay for the students' educational expenses. These grants are sponsored by the California Student Aid Commission (CSAC). Eligibility is based on a student's grade point average (GPA), student/parent(s) income, and the student's course of study. To be eligible you must complete a FAFSA, and meet the Cal Grant deadlines, which are March 2 and September 2 of every year.

Funding availability depends on state budget.

Scholarships

Through its Foundation, Citrus College also offers a variety of scholarships that are available for new, continuing, and transferring students. Citrus College students are also encouraged to apply for scholarships available from outside sources.

For more information on scholarship opportunities, please visit the Financial Aid Office or go online to: www.citruscollege.edu/stdntsrv/finaid
www.collegeboard.com
www.collegenet.com
www.college-scholarships.com
www.salliemae.com
www.supercollege.com
www.usafunds.org

Other Sources

Students are invited and encouraged to contact the Financial Aid Office and other sources with questions regarding student aid programs, the application process, eligibility requirements, and deadlines.

Citrus College

Financial Aid Office
 Location: Student Services Building, First Floor
 (626) 914-8592
financialaid@citruscollege.edu
www.citruscollege.edu/stdntsrv/finaid

U.S. Department of Education

1-800-4FED-AID
 (1-800-433-3243)
 Monday through Friday,
 8:00 a.m. and 8:00 p.m. EST.
www.ed.gov
 1-800-730-8913
 (Hearing Impaired)

Veterans Affairs

Veterans benefits information is available at the Veterans Center, located in Hayden Hall (HH) Room 756.

Citrus College is an approved, degree granting institution for veterans and their eligible dependents. The United States Code (Title 38, Chapters 30, 31, 35, 1606 and 1607) provides academic and career training opportunities for veterans. Citrus College invites and urges eligible students to take advantage of the support services

available to veterans.

Citrus College cooperates with the Veterans Administration and with the California State Bureau of Vocational Rehabilitation to help veterans and their eligible dependents achieve their educational and vocational goals. Our program is recognized by the Bureau for Private Postsecondary and Vocational Education in the Department of Consumer Affairs for Veterans Education Benefits.

How to Receive Veterans Benefits

1. Submit an application for admission to Citrus College; www.citruscollege.edu/ar
2. Forward official transcripts of all previous college or university work completed and military service credits forwarded to Citrus College. Transcripts must be evaluated within the first two terms of enrollment, in order for a student to continue receiving Montgomery GI Bill (MGIB) benefits.
3. Meet with a Citrus College veterans counselor, who helps students develop a Student Educational Plan (SEP). It is important that the counseling staff knows a student's veterans status in order to assign him/her to someone experienced in helping veterans.
4. Submit the application for VA educational benefits, including member copy 4 of DD-214.
5. Reserve and National Guard personnel must submit a Notice of Basic Eligibility (VA form DD-2384), which is issued by the student's reserve or guard unit.

6. Submit all VA educational benefits paper work to the Veterans Representative, located in the Veterans Center, HH 756, (626) 914-8516.

Additional Information Regarding VA Benefits

Applications for VA benefits will not be processed until all college transcripts have been received and the previously listed procedures have been completed. Students receiving GI benefits for the first time must allow eight to 10 weeks from the processing date to receipt of the first check. If you are currently in the military, or were discharged within the past four years, you are eligible for priority registration. An active duty military ID card or DD 214 are required for verification.

The Veterans Administration holds both the college and the recipient liable for overpayments. Overpayments commonly occur due to:

- Failure to process a Program Change Form when dropping a course. The Veterans Administration considers the recipient ineligible to receive benefits after the last date of attendance.
- Failure to report to the veterans clerk any change in a student's number of units or change of address
- Repetition of a course in which a satisfactory grade (C or better) was received.
- If a student receives an overpayment, the Veterans Administration will automatically stop further payment until the entire amount due has been repaid.
- Veterans will receive a letter requesting repayment if the following categories apply:
 - Enrollment in fewer than 6 units and receiving benefits under Chapters 30, 31, 35,

1606

- Under Chapter 33, students can take all Distance Ed classes at a reduced amount according to units and percentage. Under Chapter 33, students taking under 6 units will get paid for tuition/fees and book stipend only, not entitled to BAH.
- Officially withdrawn from the college

Hardship

In the case of hardship, a veteran may apply to the Veterans Administration to arrange for repayment of the debt with as little inconvenience as possible.

Academic Eligibility

If a VA student's cumulative grade point average remains below 2.0 for two consecutive terms, the student will not be certified for VA educational benefits until his/her academic status is restored to good standing.

Food Services

The Stuffed Owl Café, located downstairs from the Campus Center, offers a wide range of food selections. Monday through Thursday, breakfast items are available, as well as items from the grill; fresh pizza; fresh salads; deli sandwiches; a taco, burrito and tostada bar; and entrees of the day. Vending service is available at various locations on campus throughout the day and evening.

Health Center

The Student Health Center, located on the first floor of the Student Services Building, supports the educational process and overall mission of Citrus College by providing quality health services and promoting positive health outcomes for the

Citrus College community.

College nurses, part-time campus physicians, part-time nurse practitioners and other health care workers staff the Student Health Center. Health services available to Citrus College students include:

- 12-step program referrals
- Accident and medical insurance information
- Acute illness/ambulatory treatment and care
- AIDS information, HIV testing and referrals
- Crisis intervention
- Commonly used prescription medications, including oral contraceptives, prescribed by the campus physician and/or nurse practitioner
- Condoms and personal hygiene items
- Eating disorders information and referrals
- Family Planning Services
- Health education (audio-visual, brochures and reference files)
- Hearing and vision screening
- Immunization (diphtheria-tetanus, flu, Hepatitis A&B vaccine)
- Registered nurses and mental health counseling
- Off-campus referrals as needed
- Over-the-counter (non-prescription) medications available from our self help counter
- Plan B emergency contraception
- Substance abuse counseling, information and/or referrals
- Testing for sexually transmitted diseases (STD)
- Tuberculin skin tests

There is no charge for the college nurse, nurse practitioner or physician services; however, some tests, medications and procedures require a minimal fee. For safety reasons, children are not allowed in the Health Center.

Visit the Student Health Center or call (626) 914-8671 for information and/or appointments. Hours sometimes vary for college health nurses, nurse practitioners, physicians and other health care personnel.

International Student Center

The International Student Center directs and coordinates international student activities in compliance with federal regulations. Citrus College's international students represent 45 countries, further enhancing the diversity of the campus. The interaction and networking among all students has proven to be an invaluable experience for everyone involved.

The International Student Office also assists students through its orientation and support programs, ensuring students' completion of their objectives.

Refer to the International Student Admissions section for more information about registration and enrollment.

www.citruscollege.edu/stdntsrvt/international

Student Employment Services

Student Employment Services is a free job referral service for current Citrus College students and alumni. Services include:

- An on-line job board listing a variety of jobs--full and part time, permanent and temporary, on-and off-campus
- Resume preparation and interviewing skills guidance
- A Cooperative Work Experience Education program, which allows Citrus College students to gain one to four units of credit. Participating students must be enrolled in a class at the college within their major and have a job in a field that corresponds with their major.

- The processing of all hiring, termination, and payroll data of on-campus student workers

Student Government and Student Affairs

ASCC

The Associated Students of Citrus College (ASCC) is recognized by the Board of Trustees as the official student government organization, and is open to all student body members. An executive board composed of 19 members conducts ASCC business; 10 are elected members and nine are appointed members.

ASCC responsibilities include administering a budget of approximately \$650,000, as well as planning and implementing many social, cultural and co-curricular programs. Most important of all, ASCC board members represent the interests of the student body on all campuswide committees.

Student Activities and Organizations

Students are encouraged to become involved in student clubs and organizations. Club activities include business meetings, lectures, discussions, field trips, publications, exhibits and special events of interest to the general student body and to the community. To coordinate the club activities and provide more student representation in school government, the Inter-Club Council, represented by student members, holds weekly meetings.

Citrus College clubs include:

- Alpha Gamma Sigma Honor Society
- American Medical Student Association
- Anime Connection
- Automotive Club
- Black Student Union
- Campus Activities Board

- Campus Crusade for Christ
- Citrus Business Association
- Chess Club
- Citrus College Veterans Network
- Cheer Club
- Chemistry Club
- Classy Cuisine Club
- Cosmetology Club
- Computer Programming
- Dental Assisting Club
- Earth Club
- EOP&S/CARE Club
- Evening Cosmetology Club
- Femsex
- FilmMakers Club
- Foster to Famous
- Gamers Guild
- Gay Straight Alliance
- Helping Find Opportunities in the Pursuit of Education (H.O.P.E.)
- International Friendship Club
- Latino Unidos Student Association
- Math Owls
- Phi Theta Kappa (PTK) Honor Society
- Photography Club
- Psi Beta (Psychology Honor society)
- Psychology Club
- Rotaract
- Student Activist League
- Students for the Ethical Treatment of Animals
- Supernatural Society
- United States Green Building Council
- Vocational Nursing

Veterans Center

The Citrus College Veterans Center is located in Hayden Hall (HH756) and employs several staff members to assist the veteran in various areas. In 2008, the college received a sizeable grant from the Wal-Mart Foundation to fund veterans' services and establish the Veterans Center.

In 2010 Citrus College received a three year grant from the U.S. Department of Education which

has helped the veteran center expand services to the veteran. As a result, the Veterans Center provides a one-stop location where students can receive assistance with GI benefits processing, obtain counseling and referrals for various transitional needs, and meet with an academic counselor, and access services such as, tutoring, peer support, meet veteran mentors, get information on the Veterans Book Fund, and the Veterans Network club. Students who are currently in the military, or were discharged within the past four years, are eligible for priority registration. An active duty military ID card or DD 214 are required for verification.



Citrus College students, faculty and staff gathered on Sunday, September 11, 2011 to place 2,752 American flags in the shape of a heart in honor of those who died at the World Trade Center on September 11, 2001. The college also held a brief memorial program on Monday, September 12.

What Additional Resources are Available at Citrus?

Campus Facilities and Learning Resources

Adapted PE/Fitness Center

The Adapted Physical Education Center is the home of the Fitness Center. It is located between the main gymnasium and tennis courts. This facility offers exercise and fitness programs for students, Citrus College employees and community members.

The center features cardiovascular training machines and weight machines also modified to accommodate persons with disabilities. These machines include treadmills, flexicisers, stationary and recumbent bicycles, arm ergometers and stand aids. Individual progress is monitored by checking blood pressure (if needed), strength, endurance and flexibility.

The Adapted Physical Education Program is also conducted at the Adapted PE facility. Students with physical limitations can participate in this exercise and health-related physical fitness program, which includes adapted physical education courses and adapted aquatics. For more information visit www.citruscollege.edu (Fitness Center).

Aquatic Center

The Aquatic Center is the home of the water polo and swim teams, and is frequently selected as the site for regional championship events.

The Aquatic Center also houses a therapy pool that is utilized by the athletic training staff to help treat injured athletes. It is sometimes to the community and is sometimes chosen as a location for television and movie shoots.

Art Gallery

The Art Gallery is located in the Hayden Memorial Library and features year-round exhibits by students, faculty and staff.

Athletics Facilities

Citrus College's athletics facilities are among the best in Southern California. The 10,000-seat football, soccer and track stadium includes an all-weather track, a field turf playing surface and a new turf practice field. Citrus College athletes have the advantage of premium practice facilities: one weight training room, a double-circuit (64-station) fitness center two equipment rooms and two athletic training rooms.

The campus' athletic facilities also feature the two-story Field House, baseball field, softball complex, and renovations to the Citrus College Gymnasium and offices. The Field House provides facilities to support football, baseball, soccer and cross country teams. The two-story building includes locker rooms, offices, equipment storage, and restrooms. The softball complex has two softball fields both with artificial turf in the outfield, dirt infields and state-of-the-art scoreboards.

Campus Center

The Ross L. Handy Campus Center is maintained by the Associated Students of Citrus College and provides a meeting place for students, faculty, staff and the community. A staff member is on duty in the lounge area ensuring that the facility is used in accordance with ASCC and district policies. For their safety, children visiting the Campus Center must be accompanied by an adult.

College Success Program

The College Success Program provides educational opportunities for students to improve their reading, writing, math and communication skills. The program, which is designed with student success in mind, is comprised of the following components:

- College Success Centers offer tutoring, access to learning software, grammar clinics, and free workshops on study skills and test taking.
- The college success counselors are available to assist students with class selection, educational plans, and access to collegewide services.
- Learning Communities comprised of two or more "linked" classes, create a community of instructors and students, providing more support for student success.

Fiscal Services/Cashier

Fiscal Services handles all aspects of the college's financial and budgetary matters. This includes student registration fees, child care fees, and parking fines.

The cashier's office (also known as the Bursar) provides a variety of financial services for students, staff, faculty and the public. These services include collecting class fees; debts and outstanding obligations; accepting citation payments; processing refunds and disbursing payroll checks.

Golf Driving Range

The Range At Citrus features two hitting surfaces, natural grass and mats, eight target greens, a sand trap, 33 stations, a chipping area and a 2,500 sq. ft. putting green. The Range also offers varying size buckets of Top-Flite Tour balls.

This golf practice center, which is open to the public, offers lessons from a professional and from Citrus College instructors. The well-lighted golf driving range is open seven days a week. A well-stocked pro shop and snack bar provide added convenience. Please contact The Range for hours of operation, (626) 914-8688.

The Range At Citrus is located at the southwest portion of the campus near the baseball field, with entrance from Citrus Avenue. Designated parking for golfers is available in front of The Range.

Robert D. Haugh Performing Arts Center

Since 1971, the Robert D. Haugh Performing Arts Center has provided cultural and educational entertainment to the community.

The 1,400-seat theatre offers a variety of programs from all of the performing arts disciplines. Series offered in the Haugh Center's season include:

Grand Slam, Evenings at Eight, and Sundays at Two

The popular Grand Slam, Evenings at Eight, and Sundays at Two series present a wide range of entertainment, such as headliners Paula Poundstone and Garrison Keillor, world music artists Celtic Crossroads and Royal Drummers of Barundi, classical guitarist Paco Pena, The Acting Company in "Of Mice and Men," musical theatre "101 Years of Broadway" and "Nunset Boulevard" with Cindy Williams.

Saturday Series for Kids

A Saturday afternoon series of events for young audiences – and their parents – stimulates new ideas, provides different views of the world, and allows them to just plain have fun! Events include stagings of literary treasures such as "Treasure Island" and "Ramona Quimby," popular musicals like "Beauty and the Beast," and shows made popular on television like "Choo Choo Soul" from Playhouse Disney and "Stunt Dog Experience" from Animal Planet.

Fine Arts Department Productions

The Vocal Music Department, including the renowned Citrus Singers, presents two major productions per year; including the annual holiday extravaganza "Christmas Is. . .".

The Blue Note Orchestra, joined by the jazz band from Azusa Pacific University, hosts sell-out crowds in the annual "Battle of the Big Bands."

Sierra Wind Symphony and the Concert Choir perform classic literature as well as popular film music in their annual "A Night of Music From Film."

The Citrus Music Theatre Workshop presents fully-staged Broadway musicals with spectacular scenery and costumes such as "Sweeney Todd," "Ragtime," "Chicago," and "Legally Blonde."

The Theatre Department presents multiple productions each year in the newly renovated Citrus Little Theatre including original pieces such as film noir spoof "Kill Me, Deadly" and the military drama "The Bronze Star" by Citrus College faculty Dr. Bruce Solheim.

The Dance Department performs two annual concerts including a

special holiday concert, "Holidance" and the cutting-edge spring concert, "Pulse."

The Women's Ensemble presents an annual musical revue in the spring. And, the entire music department presents a free classical concert in June.

Learning Center

Located on the second floor of the ED building, the Learning Center provides instructional support services and is open to all Citrus College students with a Citrus ID card.

Success Center—Language Arts/Multidisciplinary

The center provides instructional support for English 098 students who need to meet their English lab requirements. Faculty lab staff are available to provide guidance, one-on-one assistance, and small group instruction; clinics are conducted daily. The lab features 22 multimedia, online, and networked computer stations.

Language Lab

The Language Lab is an interactive language learning center that promotes cross-cultural education. Students can participate in activities such as pronunciation and conversation classes, reading clinics, and study groups. A Citrus College ID is required.

Tutorial Services

Peer tutoring, in most subjects, is available free of charge to all Citrus College students. Students interested in working with a tutor must sign up for services.

Tutors are Citrus College students who have completed the tutor training program and have successfully completed the course(s) they tutor with a grade of *A* or *B*. An online tutoring program is also available through the Learning Center website.

Testing Center

The Testing Center offers:

- Academic test proctoring
- Adapted testing
- Assessment testing

The Testing Center provides administration and proctoring for Distance Education exams, make up exams for traditional classes, the chemistry diagnostic exam, and Adapted Testing for DSP&S students. Assessment testing is administered through a computerized "smart" placement test to determine students' initial placement into reading, English, ESL, and math courses.

Most assessments are done in block sessions followed by a counseling orientation session. Please consult the Citrus College website for Assessment/Orientation times.

The Testing Center provides computer programs for students who would like to brush up on their math, reading, and English skills before they take the assessment, or as a refresher before classes begin. Students must present a Citrus College student ID to use the Testing Center.

Students who require accommodations due to disabilities or other circumstances, may arrange to take their exams through Adapted Testing. Typical accommodations provided by Adapted Testing include extended time, large print, distraction-reduced exam space and adapted computer equipment.

The Writing Café

The Writing Café is open to all Citrus College students who need English tutoring and/or help with essays, research papers, lab reports, or any other writing assignment. One-on-one writing consultations are limited to two,

45 minute appointments per week. A Citrus College ID is required.

Library

The Floyd S. Hayden Memorial Library/Learning Resource Center, is a 33,000 square-foot facility containing approximately 45,000 print, 7,000 multimedia, 25,000 electronic book titles, and electronic article databases. The library catalog can be accessed online through the library's home page.

The library features individual seating for 534, six multi-media rooms, 12 group study rooms, 106 public computers, four library catalog computers, an orientation classroom with 40 computers and 10 extra chairs, and a copy room with five copiers, one color copier, and black and white or color printing. The library also offers wireless internet access. One scanner is available to students and one computer features an adapted keyboard and JAWS, a software program for visually impaired students.

Library reference interviews are designed to assist students with research for class assignments through one-on-one instruction in person, by telephone, e-mail text message or online chat. Instruction includes how to access print books and periodicals, electronic books, and audiovisual items using the online library catalog. With library staff assistance, students learn about library services and policies and how to locate books using the Dewey Decimal System. Staff may also demonstrate how to use effective search strategies to locate articles in various electronic databases and how to cite those sources appropriately.

A librarian is available to collaborate with instructors to customize information literacy instruction for specific courses and assignments. Most instruction is done in the library orientation classroom with groups of students and the instructor. A librarian is also available for individual orientations to meet one-on-one with students with special needs.

STEM (Science, Technology, Engineering, Mathematics)

The STEM Resource Center offers support for students interested in science, technology, engineering and mathematics. Services and activities for STEM students include:

- Tutoring (online and face-to-face in the Math Success Center)
- Supplemental Instruction in the STEM Center
- Access to science/mathematics materials and texts
- STEM counseling
- Summer research opportunities
- Mentoring
- Contact with university representatives
- STEM career workshops

Students interested in STEM are encouraged to join the STEM Academy. Applications are available online.

Study Abroad

Citrus College students have the opportunity to study in Europe through Citrus College and the Southern California Foothills Consortium for Study Abroad. Semester-length programs are offered in London, England (fall) and Salamanca, Spain (spring). Students may study Italy during the summer session. Courses are taught by Citrus College faculty and faculty from one of the Consortium member colleges. Most

courses are CSU/UC transferable and meet general education requirements.

Courses are chosen to maximize the benefits of studying in the host country. Selected courses often include English, humanities, art, theatre, history, political science, social science, speech, communications, philosophy, psychology, and on some programs—business and foreign language.

Students who study in Spain are immersed in Spanish language and culture.

The Study Abroad experience provides students with a global perspective and knowledge of other cultures that cannot be gained in domestic study alone.

Technical Services and Computer Labs

The Dan Angel Data Processing Center houses the college's main computer laboratory, several classrooms and the TeCS administrative offices. The computer laboratory has a variety of computers, printers, and software available to Citrus College students who need computing resources to complete their class projects and assignments. The computers, along with other campus computing resources, are also used to support the curriculum. This program has introductory and general interest course offerings for anyone desiring to learn how to use computers for personal or professional purposes, and specialized courses for those who want to pursue a career in information processing.

There are also computer equipped classrooms and laboratories in the Art, Life Sciences, Earth Sciences, Liberal Arts/Business, Mathematics/Science, Physical Sciences, Professional Center, and Educational Development buildings. Internet access is available in most of the

college's computer classrooms and laboratories, including wireless access in the Student Center, Library and other areas.

Citrus College provides each student with an e-mail account. All students are urged to use their Citrus College e-mail account, as this is the e-mail address where all college information will be sent and where students can access waitlist.

Visit www.citruscollege.edu/tecs/studentemail for more information.



Citrus College's mission is to empower students to achieve academic excellence, obtain the skills needed for jobs and careers, and fulfill their lifelong dreams. Visit the "Outcome: Success!" Web page for helpful tips and resources.

www.citruscollege.edu/success/Pages/SuccessTips.aspx

What Majors and Programs Are Offered at Citrus College?

Citrus College offers a variety of academic and career preparation programs that appeal to a variety of interests.

- Associate degrees in 35 fields of study.
- Certificates of achievement and skill awards in 31 academic and career/technical areas.

These programs provide students with the skills and knowledge needed to transfer to a four-year college, to establish a career—or to achieve both opportunities. In addition to preparing students to enter the professions or acquire jobs that require a bachelor's degree or higher, the college offers courses of study that prepare students for jobs in areas such as automotive technology, health care, law enforcement and information technology.

This table offers an overview of Citrus College's degrees and certificates. A more in-depth presentation of Citrus College's associate degrees, certificates of achievement and skill awards are featured in the following sections, providing information regarding program requirements, student learning outcomes and employment opportunities.

Program of Study	AA	AA-T	AS	AS-T	Certificate of Achievement	Skill Award
Administration of Justice			X	X	X	
Audio Recording Technology					X	
Automotive Technology			X		X	X
Biological and Physical Science (and Mathematics)			X			
Biological Sciences			X			
Business			X		X	
Ceramics-One Year					X	
Ceramics-Two Year					X	
Child Development			X			X
Child Development Teacher					X	
Child Development Master Teacher					X	
Child Development-Master Teacher-Early Intervention					X	
Commercial Dance					X	
Communication Studies		X				
Computer Generated Imagery (CGI)					X	
Cosmetology			X		X	
Dance	X					
Dental Assisting			X		X	
Digital and Web Design					X	
Drafting					X	
Drafting and Design Technology			X			
Early Childhood Education				X		
Emergency Management and Homeland Security			X		X	

Citrus College Programs of Study	AA	AA-T	AS	AS-T	Certificate of Achievement	Skill Award
English*		X			X	
English Literature	X					
Fine and Performing Arts	X					
Health Sciences						X
Information Technology					X	
Kinesiology (formerly Physical Education)			X			
Language Arts	X					
Liberal Arts: Arts and Humanities	X					
Liberal Arts: Business and Technology	X					
Liberal Arts: Math and Science	X					
Liberal Arts: Social and Behavioral Sciences	X					
Mathematics				X		
Medium and Heavy Truck Service, Diagnosis and Repair Technician					X	
Music	X					
Office Technology						X
Photography			X		X	
Psychology		X				
Public Works			X			
Public Works I					X	
Public Works II					X	
Public Works/Landscape Management					X	
Recording Technology			X			
Registered Nursing			X			
Social and Behavioral Sciences	X					
Sociology		X				
Theatre Arts		X				
Theatre Arts-Acting Emphasis	X					
Theatre Arts-Emerging Theatre Technologies					X	
Vocational Nursing			X		X	
Water Technology			X		X	
Wildland Resources and Forestry					X	

*Pending Chancellor's Office Approval.

How Do I Earn a Degree at Citrus College?

Programs of Study Leading to an Associate Degree

Requirements for Majors

The Associate in Arts and the Associate in Science degrees require a minimum of 18 units in a major field of study with grades of C or above in each course attempted that is counted toward the major. The 18-unit requirement is in addition to the general education and proficiency requirements.

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

Administration of Justice
 Communication Studies
 Early Childhood Education
 * English
 Mathematics
 Psychology
 Sociology

* Pending Chancellor's Office Approval

Programs of Study Leading to an Associate in Arts Degree

Dance
 English Literature
 Fine and Performing Arts
 Language Arts
 Liberal Arts with emphases in:

- Arts, Humanities, and Communication
- Business Technology
- Math and Science
- Social and Behavioral Sciences

 Music
 Social and Behavioral Sciences
 Theatre Arts
 Theatre Arts - Acting Emphasis

Programs of Study Leading to an Associate in Science Degree

Administration of Justice
 Automotive Technology
 Biological and Physical Science (and Mathematics)
 Biological Science
 Business
 Child Development
 Cosmetology
 Dental Assisting
 Drafting and Design Technology
 Emergency Management and Homeland Security
 Kinesiology (formerly Physical Education)
 Photography
 Public Works
 Recording Technology



Earning an associate degree is a major milestone that leads to transfer or career opportunities.

Registered Nursing
 Vocational Nursing
 Water Technology

The Associate Degrees for Transfer

In 2011-2012 Citrus College began offering Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) degrees

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to the California State University (CSU) system for any community college student who completes an "associate degree for transfer," a newly established variation of the associate degrees traditionally offered at a California community college.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major).

the AA-T or AS-T degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree in order to receive more information on university admission and transfer requirements.

Citrus College Core Competencies and Student Learning Outcomes

General education competencies serve as a common set of core curricular components identified and defined by faculty. Student learning outcomes are behaviors based on these competencies.

Any student transferring or completing a degree or certificate from Citrus College must demonstrate effectively assessed awareness, understanding, knowledge, skills, and abilities in the selected competencies. These learning outcomes address the general education philosophy of college (BP 4100, Graduation Requirements).

1. Communication

Students read, write, speak, and listen effectively at the college level.

2. Computation

Students demonstrate college level proficiency in mathematics and data analysis.

3. Creative, Critical, and Analytical Thinking, Information Competency

Students apply curiosity, creativity, and aesthetic awareness in decision making based on evaluation, analysis, and synthesis of college level material.

4. Community/Global Consciousness and Responsibility

Students assume personal responsibility and demonstrate respect for others as a measure of cultural awareness, ethics, and integrity.

5. Technology

Students understand the changing role of technology in learning and community.

6. Discipline/Subject Area Specific Content Material

Students demonstrate college level proficiency in a pattern of general education courses (General Education Philosophy).



Community College Week named Citrus College as one of the nation's top degree and certificate producing two-year institutions in liberal arts associate degrees, associate degrees awarded to Hispanic students, and associate degrees awarded in the practical/vocational nursing category.

The *Hispanic Outlook in Higher Education* named Citrus College 40th among the nation's top 50 community colleges in awarding the most associate degrees to Hispanic students, 40th in the number of Hispanic faculty and 45th in Hispanic Student full-time enrollment.

Student learning outcomes are written in selected areas of competency at the course level (course outlines of record), program level (program review reports), and degree and certificate levels. Learning outcomes are mapped to show the relationships between and among the levels. General education learning outcomes are assessed through systematic analysis of course and program level assessment results.

Graduation Requirements for an Associate Degree

I. Associate in Art (A.A.) and Associate in Science (A.S.) Degrees

The Associate in Arts or the Associate in Science degrees will be granted upon the completion of 60 degree-applicable units of work and fulfillment of the specific requirements listed below. These graduation requirements shall apply to first time and returning students enrolling Fall Semester 2011 and thereafter. Students who have maintained continuous attendance (completed a course with an academic record symbol, excluding *W*, each semester) have the option of meeting these requirements or those in effect at the time continuous attendance began.

1. Scholarship Requirement

A cumulative grade-point average of 2.00 or *C* must be earned in all lower division coursework attempted at Citrus College and at any regionally accredited post-secondary education institution. **Please note: Only Citrus College courses numbered 100 – 299 and Cooperative Work Experience Education may apply toward the associate degree.**

Students may petition to have noncredit courses counted toward the satisfaction of requirements for an associate degree.

2. Residence Requirement

- a. Completion of a minimum of 12 units in residence at Citrus College including attendance during the last semester; *or*
- b. 30 units in residence at Citrus College if the last semester is not in residence.

3. Major Requirement

A student must complete 18 units and achieve a grade of *C* or better in each course attempted that is counted for the major.

4. General Education Requirements

A student must complete one of the following options:

- a. Option I: 22 units as described on pages 56-49.
or
- b. Option II: 39 units as stipulated by the CSU general education certification requirements, outlined on pages 134-137;
or
- c. Option III: 34 units as stipulated by the completion of the IGETC pattern, outlined on pages 127-130.

There is no limit on the number of units that may count towards both general education and major re-

quirements. A multicultural (ethnic studies) course is offered in at least one of the general education areas listed above.

5. Kinesiology Requirement

- a. Three units of kinesiology or dance activity as outlined on pages 56-57; **or**
- b. Completion of KIN 170, 171, or 173.
No varsity sports courses may be used to fulfill a general education requirement.

6. Competency Requirements

- a. **Writing:** Completion of an English Composition General Education Requirement with a grade of *C* or better. Effective for all students admitted to a California community college for the fall 2009 term or any term thereafter, competence in written expression shall be demonstrated by obtaining a satisfactory grade in an English course at the level of the course typically known as Freshman Composition (ENGL 101) or another approved English course at the same level and with the same rigor. Satisfactory completion of an English course at the level of Freshman Composition shall satisfy both this competency requirement and the coursework requirement.
- b. **Mathematics:** Proficiency in mathematics may be satisfied by one of the following:
 - Completion of two years of high school algebra AND placement at the level of college algebra or higher on the Math Assessment Test; **or**
 - Completion of any mathematics class listed in the mathematics section of the General Education Requirements with a grade of *C* or better.

Effective for all students admitted to a community college for the fall 2009 term or any term thereafter: competence in mathematics shall be demonstrated by obtaining a satisfactory grade in a mathematics course at the level of the course typically known as intermediate algebra (MATH 150). Intermediate algebra or another approved mathematics course at the same level, with the same rigor and with elementary algebra as a prerequisite, is acceptable. **Or**, the student can complete an assessment determined to be comparable to satisfactory completion of the specified math course.

- c. Reading:** Proficiency in reading may be satisfied by one of the following:
- A satisfactory score on the reading component of the placement test at the English 101 level;
 - or**
 - A grade of C or better in Reading 099 or English 099.

II. Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T)

Requirements for Associate in Arts for Transfer and Associate in Science for Transfer degrees differ from those previously listed as follows:

1. All 60 units must be CSU-transferable.
 2. While the minimum grade point average (GPA) is at least 2.0 in all CSU-transferable course work for admission to the CSU system, some majors may require a higher GPA. Please consult with a counselor for more information.
 3. All courses in the major must be completed with a grade of *C* or better or a *P* if the course is taken on a "pass-no pass" basis.
 4. Completion of one of the following General Education Requirements:
 - a. Option II: 39 units as stipulated by the CSU general education certification requirements, outlined on pages 134-137;
 - Or**
 - b. Option III: 34 units as stipulated by the completion of the IGETC pattern, outlined on pages 127-130.
- Note that Option I available for A.A. and A.S. degrees is not available for AA-T and AA-S degrees.
5. No additional competency and local area requirements.

GENERAL EDUCATION PHILOSOPHY AND REQUIREMENTS

The awarding of an associate degree is intended to represent more than an accumulation of units. It symbolizes a successful attempt on the part of Citrus College to lead students through patterns of learning experiences designed to develop certain capabilities and insights, such as the ability to:

- Think and communicate clearly and effectively through oral and written expression;
- Develop logical and convincing arguments, reaching conclusions that are based on comprehensive inquiry;
- Adapt and apply technology to facilitate the acquisition and effective use of information;
- Understand the modes of inquiry of the major disciplines;

- Enhance the appreciation of the arts;
- Develop a lifestyle that will enhance physical and mental health, and wellness;
- Appreciate the contributions of different cultures, eras, and traditions to the human experience;
- Achieve insights gained through experience in thinking about ethics, integrity, honesty, self-management and the welfare of others;
- Develop the capacity for self-understanding; and
- Become informed citizens and problem solvers.

In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an associate degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, General Education should lead to better self-understanding.

A Citrus College student must complete 22 units of general education courses distributed according to the following pattern (a maximum of 6 units or two classes from the major requirement may be applied to the general education requirements).

A. Language and Rationality: (6 or 9 units minimum)

Students satisfying the mathematics competency requirement through the mathematics assessment are required to complete 2 courses, 6 units minimum, including one course from English composition and one course from either mathematics or Communication and Analytical Thinking.

Students who do not satisfy the mathematics competency through the mathematics assessment are required to complete 3 courses, 9 units minimum, including one course from English Composition, one course from Communication and Analytical Thinking and one course from Mathematics (with a *C* grade or better).

Courses in language and rationality develop the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses.

A1. Language and Rationality - English Composition

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ESL 101	Reading and Composition	3

A2. Language and Rationality - Communication & Analytical Thinking

CIS 107	Fundamentals of Information Technology	4
CIS 130	Microcomputer Applications I	4
ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Advanced Rhetoric: The Classical Essay	3
OFF 101	Introduction to Microsoft Office Applications	3
PHIL 110	Philosophy/Logic	3
PSY 103	Elementary Statistics	3
SPCH 100	Interpersonal Communication	3
SPCH 101	Public Address	3
SPCH 103	Argumentation and Debate	3
SPCH 106	Small Group Communication	3

A3. Mathematics

MATH 148	Intermediate Algebra I and	2.5
MATH 149	Intermediate Algebra II	2.5
MATH 150	Intermediate Algebra	5
MATH 151	Plane Trigonometry	4
MATH 160	Survey of Mathematics	4
MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 168	Mathematics for Elementary Teachers I	4
MATH 169	Mathematics for Elementary Teachers II	4
MATH 170	College Algebra	4
MATH 175	Pre-Calculus	4
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	4
MATH 210	Calculus with Analytic Geometry III	4
MATH 211	Differential Equations	5

B. Natural Sciences: (4 units minimum)

One or two courses, four units minimum, including one laboratory course or one course from biological science and one course from physical science (**lab courses in bold**). Courses in the natural sciences examine the physical universe, its life forms, and its natural phenomena. They assist in developing an appreciation and understanding of the scientific method and encourage an understanding of the relationships between science and other human activities.

This category includes introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, physics, physical geography, physical anthropology, and other scientific disciplines.

B1. Natural Sciences - Life Sciences

ANTH 212	Introduction to Physical Anthropology	3
ANTH 212L	Introduction to Physical Anthropology Lab	1
BIOL 102	Human Genetics	3
BIOL 104	Biology: Contemporary Topics	3
BIOL 105	General Biology	4
BIOL 109	Biology for Educators	4
BIOL 116	HIV and AIDS: Insights and Implications	3
BIOL 124	Principles of Biology I	5
BIOL 125	Principles of Biology II	5
BIOL 145	Environmental Science	3
BIOL 200	Human Anatomy	4
BIOL 201	Human Physiology	4
BIOL 220	Microbiology	5
PSY 102	Psychobiology	3

B2 Natural Sciences - Physical Sciences

ASTR 115	Planetary Astronomy	3
ASTR 115H	Planetary Astronomy - Honors	3
ASTR 116	Stellar Astronomy	4
ASTR 117	Life In The Universe	3
CHEM 103	College Chemistry	5
CHEM 104	College Chemistry	5
CHEM 106	Physical Science for Educators	4
CHEM 110	Beginning General Chemistry	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
ESCI 106	Earth and Space Science for Educators	4
ESCI 119	Physical Geology without I laboratory	3
ESCI 120	Physical Geology	4
ESCI 121	Historical Geology	4
ESCI 122	Geology: Earth History	3

ESCI 124	Environmental Geology	3
ESCI 130	Physical Oceanography	3
PHYS 106	Physical Science for Educators	4
PHYS 110	Introduction to College Physics	4
PHYS 111	Physics for Life Sciences I	4
PHYS 112	Physics for Life Sciences II	4
PHYS 201	Physics A: Mechanics	5
PHYS 203	Physics C: Waves, Optics & Modern Physics	5

C. Arts and Humanities: (6 units minimum)

Two courses, six units minimum, including one course from arts and one course from humanities.

Courses in the arts and humanities study the cultural activities and artistic expressions of human beings. They assist in developing an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation, and in developing aesthetic understanding and an ability to make value judgments. This category includes introductory or integrative courses in the arts, foreign languages, literature, philosophy and religion.

C1. Arts

ARCH 250	History of Architecture: Prehistory to Mannerism	3
ART 100	Art History and Appreciation - Fundamentals	3
ART 101	Art History and Appreciation - Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 199	Motion Picture Appreciation	3
ART 206	History of Latin American Art	3
ART 207	History of Asian Art - China, Korea, and Japan	3
COMM 100	Mass Media and Society	3
COMM 136	Cultural History of American Films	3
DANC 102	History of Dance	3
MUS 110	History of Music I	3
MUS 111	History of Music II	3
MUS 113	History of Rock and Roll	3
MUS 114	Music Appreciation	3
MUS 218	History of Jazz	3
MUS 225	Introduction to American Music	3
THEA 101	Introduction to Theatre Arts	3
THEA 200	The Art of the Theatre	3

THEA 250	Theatre Appreciation	3
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C2. Humanities

ARCH 251	History of Architecture: Baroque to the Present Day	3
ART 200	History of Motion Pictures	3
ART 201	History of Motion Pictures II	3
COMM 200	Visual Communications	3
ENGL 102	Introduction to Literature	3
ENGL 120	Introduction to Women's Literature	3
ENGL 213	Horror Literature	3
ENGL 213H	Horror Literature - Honors	3
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U.S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291	Film as Literature	3
ENGL 291H	Film as Literature - Honors	3
ENGL 293	Children's Literature	3
ENGL 293H	Children's Literature - Honors	3
ENGL 294	Introduction to Shakespeare	3
ENGL 296	Introduction to Folklore	3
ENGL 298	Literature of the Bible	3
GER 101	German I	5
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
HUM 101	Humanities - Prehistory through the Medieval Period	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 110	Humanities in the 20th Century	3
JPN 101	Japanese I	5
JPN 102	Japanese II	5
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
PHIL 106H	Introduction to Philosophy - Honors	3
PHIL 108	Philosophy/Ethics	3
SPAN 101	Spanish I	5
SPAN 102	Spanish II	5
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Speakers of Spanish	5

SPAN 211 Reading and Composition for Speakers of Spanish II 5

D. Social and Behavioral Sciences (6 units minimum)

Two courses, six units minimum, including one course from history and political science and one course from behavioral science.

Courses in the social and behavioral sciences focus on people as members of society. They assist in developing an awareness of the methods of inquiry used by the social and behavioral sciences. Critical thinking is stimulated about the ways people act and have acted in response to their societies, and appreciation is developed of how societies and social groups operate.

This category includes introductory or integrative survey courses in cultural anthropology, economics, history, political science, psychology, sociology, cultural geography, and related disciplines.

D1. History and Political Science

ECON 100	Survey of Economics	3
ECON 101	Principles of Economics	3
ECON 101H	Principles of Economics - Honors	3
ECON 102	Principles of Economics	3
ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano Studies	3
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500	3
HIST 103H	History of World Civilization up to 1500 - Honors	3
HIST 104	History of World Civilization since 1500	3
HIST 105	History of World Civilization - The 20th Century	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States from 1877	3
HIST 108H	History of the United States from 1877 - Honors	3
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 110	A Survey History of Africa	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
HIST 120	British Civilization	3
HIST 127	Spanish Civilization	3

HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin American to 1825	3
HIST 132	History of Modern Latin American	3
HIST 140	History of the American West	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3
POLI 104	Introduction to Political Science	3
POLI 105	Comparative Politics	3
POLI 116	International Relations	3
SPAN 127	Spanish Civilization	3
SPAN 130	Latin American Culture and Civilization	3

D2. Behavioral Science

ANTH 210	Introduction to Cultural Anthropology	3
ANTH 210H	Introduction to Cultural Anthropology - Honors	3
ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
CHLD 110	Early Childhood Development	3
CHLD 111	Child Development Youth - Adolescence	3
PSY 101	Introduction to Psychology	3
PSY 110	Psychology of Religion I	3
PSY 205	Developmental Psychology	3
PSY 206	Child Growth and Development	3
PSY 213	Survey of Drug and Alcohol Use and Abuse	3
PSY 220	Introduction to Social Psychology	3
PSY 226	Psychology of Women	3
SOC 114	Marriage, Family, and Intimate Relations	3
SOC 118	Minorities in America	3
SOC 201	Introduction to Sociology	3
SOC 201H	Introduction to Sociology - Honors	3
SOC 216	Sex and Gender in a Cross Cultural Perspective	3

KINESIOLOGY/DANCE REQUIREMENTS (3 units minimum)

No varsity sports courses may be used.

All students must complete one of the following:

A. Three units of any KIN activity or DANC activity courses as listed below

KIN 101	Badminton	1
KIN 102	Bowling	1

KIN 103	Golf	1
KIN 104	Self Defense/Personal Safety	1
KIN 106	Racquetball	1
KIN 108	Tennis	1
KIN 116	Yoga	1
KIN 130	Basketball	1
KIN 134	Softball	1
KIN 135	Volleyball	1
KIN 142	Beginning Swim	1
KIN 143	Intermediate Swim	1
KIN 145	Strength Conditioning	1
KIN 147	Cardio Swim	1
KIN 148	Adaptive Aquatics	1
KIN 150	Adapted PE	1
KIN 151	Body Conditioning	1
KIN 152	Weight Training	1
KIN 153	Walk/Jog	1
KIN 154	Advanced Weight Training	1
KIN 156A	Physical Conditioning	1
KIN 156B	Physical Conditioning	2
KIN 159	Cardio Training	1
KIN 160A	Advanced Physical Conditioning	1
KIN 160B	Advanced Physical Conditioning	2
DANC 130	Alignment and Correctives	3
DANC 158	Hip-Hop Dance Techniques	1
DANC 159	Beginning Tap	1
DANC 160	Beginning Jazz Dance	1
DANC 161	Beginning Modern Dance	1
DANC 162	Beginning Ballet	1
DANC 259	Intermediate Tap I	1
DANC 260	Intermediate Jazz Dance I	1
DANC 261	Intermediate Modern Dance I	1
DANC 262	Intermediate Ballet I	1
DANC 263	Dance for Musical Theatre	4
DANC 264	Popular Dance Techniques	4
DANC 265	Musical Staging: Rehearsal and Performance	2
DANC 266	Pop Dance: Rehearsal and Performance	2
DANC 269	Intermediate Tap II	1
DANC 270	Intermediate Jazz Dance II	1
DANC 271	Intermediate Modern Dance II	1
DANC 272	Intermediate Ballet II	1
DANC 279	Advanced Tap I	1
DANC 281	Advanced Jazz I	1

Or

B. KIN 170, KIN 171, 171H, or KIN 173

APPLICATION FOR GRADUATION

Graduating students must file a formal application for graduation with the Counseling and Advisement Department. Students may graduate at the end of the fall, winter, spring or summer semesters or sessions, although only one Commencement ceremony is held in the spring.

A student who receives an associate degree may subsequently or simultaneously work on additional degrees. They must complete 18 additional units for each major.

All earned graduation requirements must come from a single catalog. A degree and/or certificate will not be released until the student has paid all of his or her outstanding debts to the college.

All transcripts of prior college work must be on file in the Admissions and Records Office before the application can be completed; refer to the current class schedule for application deadlines.

Multiple Majors

Within the graduation requirements for the associate degree at Citrus College, it is possible for a student to complete the requirements for more than one major providing that minimum requirements are met for each major and that a minimum of 18 units applies exclusively to each major.

Online Degrees

Associate degrees can be earned online through Distance Education. Visit www.citruscollege.edu/de and consult a counselor for details.

ASSOCIATE DEGREES

Associate in Arts or Sciences for Transfer Degrees

Administration of Justice A.S. Transfer Degree

Administration of Justice examines the causes of crime and the structure, procedures, and decision-making processes of agencies that deal with crime management. The program leading to the Associate in Science in Administration of Justice for Transfer is designed to provide a theoretical background of the criminal justice system in America (police, courts, and corrections) and familiarize students with academic, career and volunteer opportunities in the field. Students who complete this degree will be guaranteed admission with junior status to the California State University system, and will be given priority admission to our local CSU campus. Students receiving this transfer degree must meet the following requirements:

- (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - (B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.
- (2) Obtainment of a minimum grade point average of 2.0.

Required Core Courses	Units
AJ 101 Introduction to the Administration of Justice	3
AJ 102 Concepts of Criminal Law	3

Choose any TWO of the following courses (6 units total)

AJ 103 Legal Aspects of Evidence	3
AJ 105 Criminal Investigation	3
AJ 108 Juvenile Procedures	3
AJ 109 Criminal Procedures	3
AJ 112 Community Relations	3

Choose any TWO of the following courses (6-7 units total)

AJ 103 Legal Aspects of Evidence	3
AJ 105 Criminal Investigation	3

		Units
AJ 106	Patrol Procedures	3
AJ 107	Traffic Control	3
AJ 108	Juvenile Procedures	3
AJ 109	Criminal Procedures	3
AJ 111	Narcotics and Vice Control	3
AJ 112	Community Relations	3
AJ 121	Death Investigation	3
AJ 130	Introduction to Probation and Parole	3
AJ 131	Introduction to Corrections	3
AJ 135	Control and Supervision in Corrections	3
AJ 136	Correctional Interviewing and Counseling	3
AJ 137	Legal Aspects of Corrections	3
MATH 165	Introductory Statistics	4
PHIL 110	Philosophy/Logic	3
PSY 101	Introduction to Psychology	3
SOC 201	Introduction to Sociology	3
Total Units 18-19		

Degree Student Learning Outcomes

Students completing the Administration of Justice A.S. - Transfer degree will:

1. Demonstrate a comprehension and appreciation of the connections, contributions, experiences and potential conflicts of various ethnicities, races, and genders as they interact with the criminal justice components.
2. Demonstrate an understanding of the administration of justice system and how the student as an individual understands career opportunities in the field as well as individual community rights and responsibilities.
3. Demonstrate an awareness of crime causation, roles of the components of the administration of justice system, and social and economic impact of crime on society.



Communication Studies A.A. Transfer Degree

The Associate in Arts in Communication Studies for Transfer degree focuses on the areas of public communication, small group communication, oral interpretation, and interpersonal communication. It is designed to increase skills in verbal communication and public speaking, analysis and listening, interpersonal relationships, teamwork and leadership, motivation and initiative, and dealing with diversity.

The Associate in Arts in Communication Studies for Transfer degree provides lower division preparation for students planning to transfer into Speech Communication and Communication Studies programs. Students should take courses in both Speech Communication and Media Arts. Students who complete this degree will be guaranteed admission with junior status to the California State University system, and will be given priority admission to our local CSU campus.

This degree requires completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.

(B) The major preparation courses outlined below. Students must obtain a minimum grade point average of 2.0 and a C or better in all courses required for the major.

Students are not required to meet additional competency requirements beyond those listed above.

Required Core	Units
SPCH 101 Public Address	3
or	
SPCH 101H Public Address - Honors	3
List A select 2 of:	
SPCH 100 Interpersonal Communication	3
SPCH 103 Argumentation and Debate	3
SPCH 106 Small Group Communication	3
List B select 2 of:	
COMM 100 Mass Media and Society	3
PHTO 101 Basic Photography	3
COMM 101 Reporting and Writing News	3
COMM 104 Public Relations	3
List C select 1 of:	
COMM 101 Reporting and Writing News	3
COMM 104 Public Relations	3
COMM 136 Cultural History of American Films	3
COMM 200 Visual Communications	3
COMM 230 Desktop Publishing	3
COMM 240 Newspaper Production Staff	3
ENGL 104 Advanced Rhetoric: The Classical Essay	3
Total Units 18	

Degree Level Student Learning Outcomes

Students completing the Communication Studies A.A.-Transfer degree will:

1. Interpret and critically assess a variety of media messages, including those that reflect multicultural perspectives in order to make connections, critically compare and contrast ideas, and produce written, oral, and visual messages.
2. Research, organize, compose, and deliver public presentations on socially significant and intellectually challenging topics in order to demonstrate college-level public speaking skills and critical thinking.
3. Effectively listen to and critically evaluate others' messages in order to appreciate audience needs.



Early Childhood Education A.S. Transfer Degree

Early Childhood Education focuses on the teaching and care of young children by providing the theoretical background of child development and developmentally appropriate practices of education of young children. Students who complete this degree may enter with junior status to the California State University system, and will be given priority admission to our local CSU campus.

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - (B) A minimum of 24 semester units in the major as determined by the community college district. (Minimum 2.0 GPA for major courses)
- (2) Obtainment of a minimum grade point average of 2.0.

Category A Required Major Courses:		Units
PSY 206	Child Growth and Development	3
CHLD 112	Principles of Early Childhood Education I	3
CHLD 114	Home-Child-Community Relations	3
CHLD 116	Introduction to Curriculum	3
CHLD 144	Health, Safety and Nutrition for Young Children	3
CHLD 150	Multi-Culture Anti-Bias Classrooms	3
CHLD 154	Observing and Recording Behavior	3

Category B Practicum (Fieldwork) Course & Lab		
CHLD 156	Practicum in Early Childhood Education	2
and		
CHLD 156L	Practicum Lab	1
		Total Units 24

Degree Level Student Learning Outcomes

Students completing the Early Childhood Education A.S.-Transfer degree will:

1. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
2. Demonstrate global consciousness as they work with diverse cultures, families, and individuals and teach children.
3. Acquire knowledge and foundational teaching skills necessary to work in the teaching profession.
4. Apply effective guidance and teaching strategies that support social growth, learning, identity development and promote self-confidence.
5. Design, implement and evaluate environments and activities that support positive relationships, social skills and learning outcomes for children.
6. Apply ethical standards and professional behaviors that demonstrate an understanding knowledge, and a deepening commitment to the child development profession and early childhood education.



***English
A.A. Transfer Degree**

The Associate in Arts degree in English for Transfer (AA-T) is for students who intend to complete a bachelor's degree in English at a CSU. Core course work explores primarily British and American writers through an array of literary traditions, providing opportunities for students to express their understanding and appreciation of the literary world through analysis, research and composition.

This degree provides lower division preparation for students planning to transfer into English programs. Students will take courses in English as well as related fields required for English majors. Students who complete this degree will be guaranteed admission with junior status to the California State University, though not a particular campus or major, and will be given priority admission to our local CSU campus.

Students receiving this transfer degree must meet the following requirements:

- (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to California State University, including both of the following:
 - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 - (B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.
- (2) Obtainment of a minimum grade point average of 2.0.

Required Core Courses		Units
ENGL 102	Introduction to Literature	3
ENGL 104	Advanced Rhetoric: The Classical Essay	3

List A: Choose two courses		Units
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U.S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3

List B: Any course from List A not used above. Choose one course (minimum 3 units) from List B.

ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U.S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3

*Pending Chancellor's Approval

**List C: Choose one course.
No class used to fulfill the Core or Lists A or B
can be used to fulfill List C.**

	Units
CHIN 102 Chinese II	5
COMM 101 Reporting and Writing News	3
ENGL 103 Composition and Critical Thinking	3
or	
ENGL 103H Composition and Critical Thinking - Honors	3
ENGL 213 Horror Literature	3
or	
ENGL 213H Horror Literature - Honors	3
ENGL 251 Introduction to English Literature I	3
ENGL 252 Introduction to English Literature II	3
ENGL 261 Introduction to U.S. American Literature I	3
ENGL 262 Introduction to U.S. American Literature II	3
ENGL 271 Introduction to World Literature: Ancient - Early Modern	3
ENGL 272 Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291 Film as Literature	3
or	
ENGL 291H Film as Literature - Honors	3
ENGL 293 Children's Literature	3
or	
ENGL 293H Children's Literature - Honors	3
ENGL 294 Introduction to Shakespeare	3
ENGL 296 Introduction to Folklore	3
ENGL 298 Literature of the Bible	3
GER 101 German I	5
GER 102 German II	5
GER 201 German III	5
GER 202 German IV	5
JPN 101 Japanese I	5
JPN 102 Japanese II	5
SPAN 101 Spanish I	5
SPAN 102 Spanish II	5
SPAN 201 Spanish III	5
SPAN 202 Spanish IV	5
SPAN 210 Intermediate Spanish for Speakers of Spanish	5
SPAN 211 Reading and Composition for Speakers of Spanish II	5
Total Units 18 - 20	

Degree Level Student Learning Outcomes

Students completing the English A.A.-Transfer degree will:

1. Critically analyze and evaluate the subtext of literature texts in order to demonstrate knowledge of literary terminology.
2. Identify and evaluate the writer's use of literature as a persuasive tool to identify and assess the effectiveness of literary works.
3. Recognize the historical and cultural context of material to evaluate the impact of various cultural phenomena on perspectives presented in literature.
4. Employ established modes of reasoning in the defense and development of thesis/judgments to clearly demonstrate knowledge of critical analysis tools in all written work.
5. Critically analyze and synthesize source material to demonstrate ability to write at the college level.
6. Demonstrate cultural awareness, personal responsibility, and ethical behavior in evaluating and writing about literature.
7. Demonstrate an appreciation and understanding of the scientific method of enquiry.



Mathematics A.S. Transfer Degree

The purpose of this program is to prepare students for a career in mathematics. The problem solving skills taught in mathematics prepare students for a great number of job opportunities. A four-year degree could lead to employment in academics, a government agency, or an insurance agency. This major can also serve as a basis for careers in engineering, science, data processing, actuarial science, and dispensing opticians. The degree prepares students for transfer into the junior year of a baccalaureate degree program in mathematics or related areas such as the statistical or actuarial fields.

Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a specific campus or major, and will be given priority admission to our local CSU campus.

Students receiving this transfer degree must meet the following requirements:

- (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 (B) Major course work 18-19 semester units identified as core and elective courses by the program.
- (2) Obtainment of a minimum grade point average of 2.0.

Required Core Courses		Units
ENGL 251	Introduction to English Literature I	3
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	4
MATH 210	Calculus with Analytic Geometry III	4

Select two of the following

MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PHYS 201	Physics A: Mechanics	5

Total Units 21 - 22

Degree Level Student Learning Outcomes

Develop an understanding of how to use proper vocabulary and notation when describing mathematical concepts, including the ability to read books and documents and extract quantitative information.

Students completing the Mathematics A.S.-Transfer degree will:

1. Develop an understanding of how to use proper vocabulary and notation when describing mathematical concepts, including the ability to read books and documents and extract quantitative information.
2. Develop appropriate computational skills including numeric calculation, evaluation of expressions, analysis of data, and application of concepts.
3. Develop an understanding of the physical world, which will include the formulation of analytical skills that will aid in the process of devising questions and proposing quantitative solutions.
4. Demonstrate computational skills and an understanding of mathematical reasoning that will increase self-esteem and set each student on the path of lifelong learning.
5. Demonstrate an understanding of how to use instructional software found by navigating the Web and found in the Windows' environment.
6. Demonstrate competency at levels appropriate to

a particular course, which will prepare students for the workforce, subsequent courses, and transfer to other educational institutions.

Psychology

A.A. Transfer Degree

Psychology is defined as the scientific study of behavior. The Associate in Arts in Psychology for Transfer degree program allows students to utilize research methods; evaluate the credibility of research, theories, and applications; understand the core fields, paradigms and theories; apply psychological concepts, theoretical perspectives, empirical findings, and historical trends to questions and issues in personal experience and contemporary society; recognize the complexity of social, cultural, and international diversity; and understand the ethical standards in academic and applied psychology.

This degree provides lower division preparation for students planning to transfer into psychology programs. Students will take courses in psychology as well as related fields required for psychology majors. Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a particular campus or major, and will be given priority admission to our local CSU campus.

- (1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
 (B) The major preparation courses outlined below. Students must obtain a minimum grade point average of 2.0 and a C or better in all courses required for the major.

Students are not required to meet additional competency requirements beyond those listed above.

Required Core Courses		Units
MATH 165	Introductory Statistics	4
or		
MATH 165H	Introductory Statistics - Honors	4
PSY 101	Introduction to Psychology	3
PSY 203	Research Methods in Psychology	3

Select one of the following:

PSY 102	Psychobiology	3
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	Units
BIOL 105 General Biology	4
Select one of the following:	
PSY 205 Developmental Psychology	3
PSY 206 Child Growth and Development	3
Select one of the following:	
ANTH 210 Introduction to Cultural Anthropology	3
ANTH 210H Introduction to Cultural Anthropology - Honors	3
ANTH 212 Introduction to Physical Anthropology	3
MATH 190 Calculus with Analytic Geometry I	4
PSY 110 Psychology of Religion I	3
PSY 212 Abnormal Psychology	3
PSY 213 Survey of Drug and Alcohol Use and Abuse	3
PSY 220 Introduction to Social Psychology	3
PSY 225 Psychology of Human Sexuality	3
PSY 226 Psychology of Women	3
SOC 201 Introduction to Sociology	3
SOC 201H Introduction to Sociology - Honors	3
Total Units 19 - 21	

Degree Level Student Learning Outcomes

Students completing the Psychology A.A.-Transfer degree will:

1. Demonstrate analytical and critical analysis skills using college level vocabulary and writing skills.
2. Demonstrate proficiency in analyzing or manipulating numerical data in order to critique scientific study.
3. Analyze a variety of behavioral science research designs.
4. Demonstrate analytical thinking by comparing and applying psychological theories to human behavior.



Sociology A.A. Transfer Degree

This Associate in Arts in Sociology for Transfer degree provides lower division preparation for students planning to transfer into sociology programs. Students will take courses in sociology as well as related fields required for sociology majors. Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a particular campus or major, and will be given priority admission to our local CSU campus.

In addition to helping students meet general education and core requirements for transfer to an upper-level sociology program, these courses are designed to help students understand the structure, processes, and functions of society, the key theoretical approaches and insights that inform sociology, and the role of social theory and research methods in understanding society. Further, the program seeks to foster critical and systemic thinking and increase self-knowledge and awareness of the diversity of the human condition.

This degree requires completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

- (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
(B) The major preparation courses outlined below.

Students must obtain a minimum grade point average of 2.0 and a C or better in all courses required for the major. Students are not required to meet additional competency requirements beyond those listed above.

Required Core Courses		Units
SOC 201 Introduction to Sociology		3
or		
SOC 201H Introduction to Sociology - Honors		3
List A:		
Select two of the following:		
SOC 202 Contemporary Social Problems		3
MATH 165 Introductory Statistics		4
or		
MATH 165H Introductory Statistics - Honors		4
PSY 203 Research Methods in Psychology		3
List B		
Select two of the following:		
SOC 114 Marriage, Family, and Intimate Relations		3
SOC 118 Minorities in America		3
PSY 220 Introduction to Social Psychology		3
SOC 216 Sex and Gender in a Cross Cultural Perspective		3
or		
ANTH 216 Sex and Gender in a Cross Cultural Perspective		3
or		
ANTH 216H Sex and Gender in a Cross Cultural Perspective - Honors		3

List C	Units
Select one of the following:	
ENGL 103 Composition and Critical Thinking	3
or	
ENGL 103H Composition and Critical Thinking - Honors 3	
ANTH 210 Introduction to Cultural Anthropology	3
or	
ANTH 210H Introduction to Cultural Anthropology - Honors	3
ANTH 212 Introduction to Physical Anthropology	3
PSY 101 Introduction to Psychology	3
PHIL 110 Philosophy/Logic	3
Total Units 18 - 20	

Degree Level Student Learning Outcomes

Students completing the Sociology A.A.-Transfer degree will:

1. Communicate knowledge of sociological theory and social research in order to better understand and explain the social world.
2. Identify the structure of groups, organizations, and societies.
3. Employ sociological concepts to examine society in everyday life.
4. Prepare students for transfer.

Associate in Arts Degrees

**Dance
A.A. Degree**

This degree provides students with a foundational dance background, encompassing a strong emphasis in various dance techniques as well as history, basic kinesiology and a performance practicum.

Note that all courses listed must be successfully completed.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Dance Technique

DANC 158 Hip-Hop Dance Techniques	1
DANC 159 Beginning Tap	1
DANC 160 Jazz Dance Techniques	1
DANC 161 Beginning Modern Dance	1

	Units
DANC 162 Beginning Ballet	1
DANC 259 Intermediate Tap I	1
DANC 260 Intermediate Jazz Dance I	1
DANC 262 Intermediate Ballet I	1
DANC 270 Intermediate Jazz Dance II	1
DANC 272 Intermediate Ballet II	1

Dance History

DANC 102 History of Dance	3
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Kinesiology

DANC 130 Alignment and Correctives	2
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Performance Practicum

DANC 289 Dance Concert Production	3
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Total Units 18

Degree Level Student Learning Outcomes

Students completing the Dance A.A. degree major will:

1. Demonstrate a functional knowledge of ballet, tap, jazz and modern dance techniques through the beginning and intermediate level.
2. Exhibit perspective on historical and stylistic components of dance.
3. Display basic proficiency in kinesiology as applied to alignment and corrective gait analysis.
4. Demonstrate competency in dance performance skills and ability.



**English Literature
A.A. Degree**

The associate degree in English Literature provides students with a strong foundation in literature to better prepare them for transfer into a four-year English program. Core course work explores primarily British and American writers through an array of literary traditions, providing opportunities for students to express their understanding and appreciation of the literary world through analysis, research and composition. This degree requires 18 units, of which 12 are required courses. An additional six units must be selected from the listed optional courses.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

		Units	Degree Level Student Learning Outcomes
Required Courses:			Students completing the English Literature A.A. degree will: <ol style="list-style-type: none"> 1. Critically analyze and evaluate the subtext of literature texts in order to demonstrate knowledge of literary terminology. 2. Identify and evaluate the writer's use of literature as a persuasive tool to identify and assess the effectiveness of literary works. 3. Recognize the historical and cultural context of material to evaluate the impact of various cultural phenomena on perspectives presented in literature. 4. Employ established modes of reasoning in the defense and development of theses/judgments to clearly demonstrate knowledge of critical analysis tools in all written work. 5. Critically analyze and synthesize source material to demonstrate the ability to write at the college level. 6. Demonstrate cultural awareness, personal responsibility, and ethical behavior in evaluating and writing about literature.
ENGL 101	Reading and Composition	3	
or			
ENGL 101H	Reading and Composition - Honors	3	
ENGL 104	Advanced Rhetoric: The Classical Essay	3	
or			
ENGL 103	Composition and Critical Thinking	3	
or			
ENGL 103H	Composition and Critical Thinking - Honors	3	
ENGL 251	Introduction to English Literature I	3	
or			
ENGL 252	Introduction to English Literature II	3	
ENGL 261	Introduction to U.S. American Literature I	3	
or			
ENGL 262	Introduction to U.S. American Literature II	3	
Optional Courses			
Select two of the following courses:			
ENGL 213H	Horror Literature - Honors	3	
ENGL 216	American Latino Literature	3	
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3	
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3	
ENGL 291	Film as Literature	3	
or			
ENGL 291H	Film as Literature - Honors	3	
ENGL 293	Children's Literature	3	
or			
ENGL 293H	Children's Literature - Honors	3	
ENGL 294	Introduction to Shakespeare	3	
ENGL 296	Introduction to Folklore	3	
ENGL 298	Literature of the Bible	3	
ENGL 251	Introduction to English Literature I	3	
or			
ENGL 252	Introduction to English Literature II	3	
ENGL 261	Introduction to U.S. American Literature I	3	
or			
ENGL 262	Introduction to U.S. American Literature II	3	
Total Units		18	
			~
			<h2 style="color: #0070C0;">Fine and Performing Arts A.A. Degree</h2> <p>The Fine and Performing Arts curriculum offers instruction in theory, practice and history. These three areas of study provide the foundation needed to begin a career in commercial or fine and performing arts. The foundation courses meet prerequisite requirements to the UC, CSU systems and four-year art schools.</p> <p>Please select 18 "degree appropriate" units from the courses below.</p> <p>This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:</p>
		ART	Units
ART 100	Art History and Appreciation - Fundamentals	3	3
ART 101	Art History and Appreciation - Ancient	3	3
ART 102	Art History and Appreciation - Medieval	3	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3	3
ART 104	Art History and Appreciation - 19th Century Art	3	3

		Units			Units
ART 105	Art History and Appreciation - Early 20th Century Art	3	DANC 260	Intermediate Jazz Dance I	1
ART 110	Introduction to the Visual Arts	3	DANC 261	Intermediate Modern Dance I	1
ART 111	Beginning Drawing	3	DANC 262	Intermediate Ballet I	1
ART 112	Intermediate Drawing	3	DANC 263	Dance for Musical Theatre	4
ART 115	Figure Drawing I	3	DANC 264	Popular Dance Techniques	4
ART 116	Figure Drawing II	3	DANC 265	Musical Staging: Rehearsal and Performance	2
ART 120	Two-Dimensional Design	3	DANC 266	Pop Dance: Rehearsal and Performance	2
ART 121	Three-Dimensional Design	3	DANC 269	Intermediate Tap II	1
ART 122	Color Theory and Composition	3	DANC 270	Intermediate Jazz Dance II	1
ART 130	Beginning Painting	3	DANC 271	Intermediate Modern Dance II	1
ART 131	Intermediate Painting	3	DANC 272	Intermediate Ballet II	1
ART 140	Beginning Ceramics	3	DANC 279	Advanced Tap I	1
ART 141	Intermediate Ceramics	3	DANC 281	Advanced Jazz Dance I	1
ART 142	Experimental Ceramics	3	DANC 289	Dance Concert Production	3
ART 143	Ceramic Handbuilding	3			
ART 145	Ceramic Design and Decoration	3			
ART 146	Ceramics: Tile and Mosaic	3	THEATER ARTS - DRAMA		
ART 149	Studio Problems in Ceramics	1	THEA101	Introduction to Theatre Arts	3
ART 150	Computer Art Basics	3	THEA104	Voice and Movement for the Actor	3
ART 153	Digital Media Production I	3	THEA120	Introduction to Tech for Theatre, TV and Film	3
ART 158	Commercial Graphic Design	3	THEA125	Technical Theatre Production	2
ART 162	Computer Graphics I	3	THEA130	Introduction to Theatrical Scenery	3
ART 163	Computer Graphics II	3	THEA140	Introduction to Lighting for Theatre, Television and Film	3
ART 167	Web Design I	3	THEA150	Introduction to Intelligent Lighting Systems for Theatre	3
ART 168	Animation I	3	THEA 160	Computer Aided Design for Theatre	4
ART 180	Beginning Clay Sculpture	3	THEA 200	The Art of the Theatre	3
ART 181	Intermediate Clay Sculpture	3	THEA 201	Acting Fundamentals I	3
ART 182	Advanced Clay Sculpture I	3	THEA 202	Acting Fundamentals II	3
ART 183	Advanced Clay Sculpture II	3	THEA 204	Stage and Screenwriting	3
ART 184	Sculpture and Metalwork	3	THEA 210	Rehearsal and Performance I	3
ART 189	Art Portfolio and Resume Production	3	THEA 211	Acting for the Camera	3
ART 199	Motion Picture Appreciation	3	THEA 220	Rehearsal and Performance II	3
ART 200	History of Motion Pictures	3	THEA 241	Fundamentals of Stage Direction	3
ART 201	History of Motion Pictures II	3	THEA 245	Stage and Project Management for Theatre, TV and Film	3
ART 206	History of Latin American Art	3	THEA 250	Theatre Appreciation	3
ART 207	History of Asian Art - China, Korea, and Japan	3	THEA 260	Introduction to Show Production Systems	3
ART 230	Advanced Painting	3	THEA 284	Acting Shakespeare	3
ART 240	Advanced Ceramics I	3	THEA 290	Citrus Theatre Academy	3
ART 241	Advanced Ceramics II	3	THEA 292	Special Techniques in Acting	3
ART 253	Digital Media Production II	3	THEA 293	Theatre for Young Audiences	3
ART 267	Web Design II	3	THEA 294	Shakespeare in Production	3
ART 268	Animation II	3	THEA 698C	Cooperative Education	3
			THEA 699A	Cooperative Education	1
DANCE			MUSIC		
DANC 102	History of Dance	3	Commercial Courses		
DANC 130	Alignment and Correctives	2	MUS 129	Pop/Rock Ensemble I	2
DANC 159	Beginning Tap	1			
DANC 160	Jazz Dance Techniques	1			
DANC 161	Beginning Modern Dance	1			
DANC 162	Beginning Ballet	1			
DANC 172	Composition in Group Forms	2			
DANC 259	Intermediate Tap I	1			

		Units
Additional Acceptable Courses		
Philosophy		
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
or		
PHIL 106H	Introduction to Philosophy - Honors	3
PHIL 108	Philosophy/Ethics	3
English		
ENGL 294	Introduction to Shakespeare	3
HUM 101	Humanities - Prehistory through the Medieval Period	3
or		
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 110	Humanities in the 20th Century	3
Total Units		18

Degree Level Student Learning Outcomes

Students completing the Fine and Performing Arts A.A. degree will:

1. Demonstrate fundamental knowledge of Fine and Performing Arts history, techniques and theory.
2. Analyze, create, notate and perform examples in a variety of styles within a studio and/or performance environment.



Language Arts

A.A. Degree

Courses in language arts develop the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses.

Please select 18 "degree appropriate" units from the courses below.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

		Units
COMMUNICATION		
COMM 100	Mass Media and Society	3
COMM 101	Reporting and Writing News	3
COMM 103	Freelance Journalism	1
COMM 104	Public Relations	3
COMM 136	Cultural History of American Films	3
COMM 200	Visual Communications	3
COMM 230	Desktop Publishing	3
COMM 240	Newspaper Production Staff	3
COMM 245	Editorial Board Workshop	2
COMM 250	Multimedia Reporting	3
COMM 280	Magazine Production Staff	3
ENGLISH		
ENGL 101	Reading and Composition	3
or		
ENGL 101H	Reading and Composition - Honors	3
ENGL 102	Introduction to Literature	3
ENGL 103	Composition and Critical Thinking	3
or		
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Advanced Rhetoric: The Classical Essay	3
ENGL 120	Introduction to Women's Literature	3
ENGL 210	Creative Writing I	3
ENGL 213	Horror Literature	3
or		
ENGL 213H	Horror Literature - Honors	3
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U.S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291	Film as Literature	3
or		
ENGL 291H	Film as Literature - Honors	3
ENGL 293	Children's Literature	3
or		
ENGL 293H	Children's Literature - Honors	3

	Units
ENGL 294 Introduction to Shakespeare	3
ENGL 296 Introduction to Folklore	3
ENGL 298 Literature of the Bible	3
GERMAN	
GER 101 German I	5
GER 102 German II	5
GER 201 German III	5
GER 202 German IV	5
SPANISH	
SPAN 101 Spanish I	5
SPAN 102 Spanish II	5
SPAN 127 Spanish Civilization	3
SPAN 141 Intermediate Conversational Spanish	3
SPAN 201 Spanish III	5
SPAN 202 Spanish IV	5
SPAN 210 Intermediate Spanish for Speakers of Spanish	5
SPAN 211 Reading and Composition for Speakers of Spanish II	5
SPEECH	
SPCH 100 Interpersonal Communication	3
SPCH 101 Public Address	3
or	
SPCH 101H Public Address - Honors	3
SPCH 103 Argumentation and Debate	3
SPCH 106 Small Group Communication	3
Additional Acceptable Courses for an A.A. in Language Arts	
HUM 101 Humanities - Prehistory through the Medieval Period	3
or	
HUM 101H Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102 Humanities from the Renaissance through the 19th Century	3
HUM 110 Humanities in the 20th Century	3
ESL 101 Reading and Composition	3

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Language Arts A.A. degree will:

1. Demonstrate college-level critical interpretation, analysis, and synthesis of written material and

- media messages that reflect multicultural perspectives.
2. Demonstrate college-level informed, thoughtful, effective written, oral, and visual expression in English or other languages.
3. Demonstrate college-level development of cultural appreciation through literature in English and other languages.
4. Demonstrate college-level respect for diverse perspectives and demonstration of cultural awareness, personal responsibility, and ethical behavior within a diverse society.



Liberal Arts: Arts and Humanities A.A. Degree

The associate degree in liberal arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis." This area of emphasis would be an ideal choice for students planning on transferring to the California State University or University of California as the student can satisfy their general education requirements, plus focus on transferable course work that relates to majors at CSU or UC. Please consult with a counselor for specific information regarding your intended major at the specific colleges or universities of your choice. This program is intended for students who are planning to transfer to a 4-year university. Students are required to complete the general education requirements listed on the IGETC or CSU Breadth advising forms, along with a minimum of 18 units in one area of emphasis.

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments. This emphasis includes lower division coursework that prepares students for possible majors in the areas of fine arts, foreign languages, literature, and philosophy.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Choose at least one course from each category (A and B) and then complete additional courses in categories A or B to total 18 units.

		Units			Units
A. Arts			B. Humanities		
SPCH 106	Small Group Communication	3	MUS 291	Applied Music / Individual Instruction (Classical)	2
ART 100	Art History and Appreciation - Fundamentals	3	PHTO 101	Basic Photography	3
ART 101	Art History and Appreciation - Ancient	3	THEA 101	Introduction to Theatre Arts	3
ART 102	Art History and Appreciation - Medieval	3	THEA 120	Introduction to Tech for Theatre, TV and Film	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3	THEA 125	Technical Theatre Production	2
ART 104	Art History and Appreciation - 19th Century Art	3	THEA 200	The Art of the Theatre	3
ART 105	Art History and Appreciation - Early 20th Century Art	3	THEA 201	Acting Fundamentals I	3
RT 110	Introduction to the Visual Arts	3	THEA 202	Acting Fundamentals II	3
ART 111	Beginning Drawing	3	B. Humanities		
ART 112	Intermediate Drawing	3	COMM 200	Visual Communications	3
ART 120	Two-Dimensional Design	3	ENGL 102	Introduction to Literature	3
ART 121	Three-Dimensional Design	3	ENGL 120	Introduction to Women's Literature	3
ART 130	Beginning Painting	3	ENGL 210	Creative Writing I	3
ART 140	Beginning Ceramics	3	ENGL 213	Horror Literature	3
ART 199	Motion Picture Appreciation	3		or	
ART 200	History of Motion Pictures	3	ENGL 213H	Horror Literature - Honors	3
ART 201	History of Motion Pictures II	3	ENGL 216	American Latino Literature	3
ART 206	History of Latin American Art	3	ENGL 251	Introduction to English Literature I	3
ART 207	History of Asian Art - China, Korea, and Japan	3	ENGL 252	Introduction to English Literature II	3
COMM 100	Mass Media and Society	3	ENGL 261	Introduction to U.S. American Literature I	3
COMM 136	Cultural History of American Films	3	ENGL 262	Introduction to U.S. American Literature II	3
DANC 102	History of Dance	3	ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
DANC 130	Alignment and Correctives	2	ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
DANC 159	Beginning Tap	1	ENGL 291	Film as Literature	3
DANC 160	Jazz Dance Techniques	1		or	
DANC 161	Beginning Modern Dance	1	ENGL 291H	Film as Literature - Honors	3
DANC 162	Beginning Ballet	1	ENGL 293	Children's Literature	3
DANC 259	Intermediate Tap I	1		or	
DANC 260	Intermediate Jazz Dance I	1	ENGL 293H	Children's Literature - Honors	3
DANC 261	Intermediate Modern Dance I	1	ENGL 294	Introduction to Shakespeare	3
DANC 262	Intermediate Ballet I	1	ENGL 296	Introduction to Folklore	3
DANC 289	Dance Concert Production	3	ENGL 298	Literature of the Bible	3
MUS 105	Elementary Piano I	2	GER 101	German I	5
MUS 110	History of Music I	3	GER 102	German II	5
MUS 111	History of Music II	3	GER 201	German III	5
MUS 113	History of Rock and Roll	3	GER 202	German IV	5
MUS 114	Music Appreciation	3	HIST 103	History of World Civilization up to 1500	3
MUS 200	Musicianship III	2		or	
MUS 201	Musicianship IV	2	HIST 103H	History of World Civilization up to 1500 - Honors	3
MUS 202	Harmony III	3			
MUS 203	Harmony IV	3			
MUS 218	History of Jazz	3			
MUS 225	Introduction to American Music	3			
MUS 290	Applied Music	2			

	Units
HIST 127 Spanish Civilization	3
HIST 140 History of the American West	3
HUM 101 Humanities - Prehistory through the Medieval Period	3
or	
HUM 101H Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102 Humanities from the Renaissance through the 19th Century	3
HUM 110 Humanities in the 20th Century	3
JPN 101 Japanese I	5
JPN 102 Japanese II	5
PHIL 101 Great Religions of the World	3
PHIL 106 Introduction to Philosophy	3
or	
PHIL 106H Introduction to Philosophy - Honors	3
PHIL 108 Philosophy/Ethics	3
SPAN 101 Spanish I	5
SPAN 102 Spanish II	5
SPAN 127 Spanish Civilization	3
SPAN 201 Spanish III	5
SPAN 202 Spanish IV	5
SPAN 210 Intermediate Spanish for Speakers of Spanish	5
SPAN 211 Reading and Composition for Speakers of Spanish II	5
Total Units 18	

Degree Level Student Learning Outcomes

Students completing the Liberal Arts: Emphasis in Arts and Humanities A.A. degree will:

1. Demonstrate fundamental knowledge of Fine and Performing Arts history, techniques and theory.
2. Analyze, create, notate and perform examples in a variety of styles within a studio and/or performance environment.
3. Demonstrate college-level critical interpretation, analysis, and synthesis of written material and media messages that reflect multicultural perspectives.
4. Demonstrate college-level informed, thoughtful, effective written, oral, and visual expression in English or other languages.
5. Demonstrate college-level development of cultural appreciation through literature in English and other languages.
6. Demonstrate respect for diverse perspectives and demonstration of cultural awareness, personal responsibility, and ethical behavior within a diverse society.

Liberal Arts: Technology and Business A.A. Degree

The associate degree in liberal arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis." This area of emphasis would be an ideal choice for students planning on transferring to the California State University or University of California, as the student can satisfy their general education requirements plus focus on transferable course work that relates to majors at CSU or UC. Please consult with a counselor for specific information regarding your intended major at the specific colleges/universality of your choice.

This program is intended for students who are planning to transfer to a four-year university. Students are required to complete the general education requirements listed on the IGETC or CSU Breadth advising forms, along with a minimum of 18 units in one area of emphasis.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

These courses emphasize the integration of theory and practice within the fields of business and technology. Students will develop the ability to effectively manage and lead organizations. Students will demonstrate an understanding of the place of business and technology within the global economy. This emphasis includes lower division coursework that prepares students for majors in the areas of technology and business such as accounting, computer information systems, economics, finance, human resources, international, management and marketing at a four-year institution.

Choose 18 units of coursework, including 2 or more disciplines, from the following list:

	Units
ACCT 101 Financial Accounting	4
or	
ACCT 101H Financial Accounting - Honors	4

ACCT 102	Managerial Accounting	4
BUS 130	Introduction to Business	3
BUS 160	Business Law and the Legal Environment I	3
BUS 161	Business Law and the Legal Environment II	3
CIS 111	Introduction to Programming Concepts and Design	4
CIS 130	Microcomputer Applications I	4
CS 140	Java Programming with Game Applications	4
CS 225	Object Oriented Programming with C++	4
ECON 101	Principles of Economics	3
	or	
ECON 101H	Principles of Economics - Honors	3
ECON 102	Principles of Economics	3
May include up to 4 units from the following courses:		
MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	4
		Total Units 18

Degree Level Student Learning Outcomes

Students completing the Liberal Arts: Emphasis in Technology and Business A.A. degree will:

1. Understand the functions of business management and their impact on organizational performance.
2. Understand the environments that impact on organizational growth.
3. Effectively communicate within business organizations.
4. Critically analyze business issues.



Liberal Arts: Math and Science A.A. Degree

The associate degree in liberal arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis." This area of emphasis would be an ideal choice for students planning on transferring to the California State University or University of California as the student can satisfy their general education require-

ments plus focus on transferable course work that relates to majors at CSU or UC. Please consult with a counselor for specific information regarding your intended major at the specific colleges/universality of your choice.

This program is intended for students who are planning to transfer to a four-year university. Students are required to complete the general education requirements listed on the IGETC or CSU Breadth advising forms, along with a minimum of 18 units in one area of emphasis.

These courses emphasize the natural sciences, which examine the physical universe, its life forms and its natural phenomena. Courses in math emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on human experience. This emphasis includes lower-division coursework that prepares students for majors in science and engineering, math and health related fields.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Choose at least one course from each category (A & B) and then complete additional courses in categories A or B to total 18 units.

	Units
A. Sciences	
ANTH 212 Introduction to Physical Anthropology	3
ANTH 212L Introduction to Physical Anthropology Lab	1
ASTR 115 Planetary Astronomy	3
	or
ASTR 115H Planetary Astronomy - Honors	3
ASTR 116 Stellar Astronomy	4
ASTR 117 Life In The Universe	3
BIOL 104 Biology: Contemporary Topics	3
BIOL 105 General Biology	4
BIOL 109 Biology for Educators	4
BIOL 124 Principles of Biology I	5
BIOL 125 Principles of Biology II	5
BIOL 145 Environmental Science	3
BIOL 200 Human Anatomy	4
BIOL 201 Human Physiology	4
BIOL 220 Microbiology	5

	Units
CHEM 103 College Chemistry	5
CHEM 104 College Chemistry	5
CHEM 106 Physical Science for Educators	4
CHEM 110 Beginning General Chemistry	5
CHEM 112 General Chemistry	5
CHEM 210 Organic Chemistry	3
CHEM 211L Organic Chemistry Laboratory	1
CHEM 220 Organic Chemistry	3
CHEM 221L Organic Chemistry Laboratory	1
ESCI 106 Earth and Space Science for Educators	4
ESCI 118 Physical Geography	3
ESCI 120 Physical Geology	4
ESCI 121 Historical Geology	4
ESCI 122 Geology: Earth History	3
ESCI 124 Environmental Geology	3
ESCI 130 Physical Oceanography	3
PHYS 106 Physical Science for Educators	4
PHYS 110 Introduction to College Physics	4
PHYS 111 Physics for Life Sciences I	4
PHYS 112 Physics for Life Sciences II	4
PHYS 201 Physics A: Mechanics	5
PHYS 202 Physics: Electromagnetism	5

B. Mathematics

MATH 151 Plane Trigonometry	4
MATH 160 Survey of Mathematics	4
MATH 162 Introductory Mathematical Analysis	4
MATH 165 Introductory Statistics	4
or	
MATH 165H Introductory Statistics - Honors	4
MATH 169 Mathematics for Elementary Teachers II	4
MATH 170 College Algebra	4
MATH 175 Pre-Calculus	4
MATH 190 Calculus with Analytic Geometry I	4
MATH 191 Calculus with Analytic Geometry II	4
MATH 210 Calculus with Analytic Geometry III	4
MATH 211 Differential Equations	5
MATH 212 Introduction to Linear Algebra	4

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Liberal Arts: Emphasis in Math and Science A.A. degree will:

1. Use proper vocabulary and notation when describing mathematical concepts. They will be able to read books and documents and extract quantitative information.
2. Develop level appropriate computational skills. These will include numeric calculation, evaluation of expressions, analysis of data, and application of concepts.

3. Investigate and explain physical phenomena through application of empirical knowledge using mathematical and scientific processes and concepts.
4. Develop an understanding of and curiosity toward, the physical world. They will develop the analytical skills to devise questions and propose quantitative solutions.
5. Develop level appropriate computational skills. These will include numeric calculation, evaluation of expressions, analysis of data, and application of concepts.



Liberal Arts: Social and Behavioral Sciences

A.A. Degree

The associate degree in liberal arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis." This area of emphasis would be an ideal choice for students planning on transferring to the California State University or University of California, as the student can satisfy their general education requirements plus focus on transferable course work that relates to majors at CSU or UC. Please consult with a counselor for specific information regarding your intended major at the specific colleges/universality of your choice.

This program is intended for students who are planning to transfer to a four-year university. Students are required to complete the general education requirements listed on the IGETC or CSU Breadth advising forms, along with a minimum of 18 units in one area of emphasis.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

These courses emphasize the perspective, concepts, theories and methodologies of the variety of disciplines that comprise study in the social sciences. Students will study human experience in the context of the larger society. Students will study how individuals, social subgroups, and societies operate in relation to each other.

This emphasis includes lower division coursework that prepares students for majors in the areas of social or behavioral sciences such as anthropology, history, political science, psychology and sociology.

Choose 18 units of coursework, including 2 or more disciplines, from the following list:

	Units
ANTH 210 Introduction to Cultural Anthropology	3
ANTH 216 Sex and Gender in a Cross Cultural Perspective	3
or	
ANTH 216H Sex and Gender in a Cross Cultural Perspective - Honors	3
ANTH 220 Introduction to Archaeology	3
SOC 114 Marriage, Family, and Intimate Relations	3
SOC 118 Minorities in America	3
SOC 201 Introduction to Sociology	3
or	
SOC 201H Introduction to Sociology - Honors	3
SOC 202 Contemporary Social Problems	3
SOC 216 Sex and Gender in a Cross Cultural Perspective	3
ECON 100 Survey of Economics	3
ECON 101 Principles of Economics	3
or	
ECON 101H Principles of Economics - Honors	3
ECON 102 Principles of Economics	3
ETHN 101 Introduction to Ethnic Studies	3
GEOG 102 Cultural Geography	3
HIST 103 History of World Civilization up to 1500	3
or	
HIST 103H History of World Civilization up to 1500 - Honors	3
HIST 104 History of World Civilization since 1500	3
HIST 105 History of World Civilization - The 20th Century	3
HIST 107 History of the United States before 1877	3
or	
HIST 107H History of the United States before 1877 - Honors	3
HIST 108 History of the United States from 1877	3
or	
HIST 108H History of the United States from 1877 - Honors	3

	Units
HIST 109 The World in Conflict - The 20th Century, a History	3
HIST 110 A Survey History of Africa	3
HIST 111 History of the African-Americans to 1876	3
HIST 112 History of the African-Americans since 1876	3
HIST 120 British Life and Culture	3
HIST 127 Spanish Civilization	3
HIST 139 History of California	3
HIST 140 History of the American West	3
HIST 145 History of Mexico	3
HIST 155 History of the Vietnam War	3
HIST 222 History of World War II	3
LING 101 Introduction to Language and Linguistics	3
POLI 103 American Government and Politics	3
or	
POLI 103H American Government and Politics - Honors	3
POLI 104 Introduction to Political Science	3
POLI 105 Comparative Politics	3
POLI 116 International Relations	3
PSY 101 Introduction to Psychology	3
PSY 102 Psychobiology	3
PSY 110 Psychology of Religion I	3
PSY 203 Research Methods in Psychology	3
PSY 205 Developmental Psychology	3
PSY 206 Child Growth and Development	3
PSY 212 Abnormal Psychology	3
PSY 213 Survey of Drug and Alcohol Use and Abuse	3
PSY 220 Introduction to Social Psychology	3
PSY 225 Psychology of Human Sexuality	3
PSY 226 Psychology of Women	3

May include up to four units from:

MATH 165 Introductory Statistics	4
MATH 190 Calculus with Analytic Geometry I	4

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Liberal Arts: Emphasis in Social and Behavioral Sciences A.A. degree will:

1. Demonstrate understanding of social and/or behavioral science issues and vocabulary.
2. Demonstrate analytic thinking by comparing and applying social and/or behavioral science or philosophical theories and concepts to human culture, economics, history, politics, or philosophical questions.

3. Develop an understanding of cultural, social, economic, historical, philosophical, and/or political views different from one's own.

Music

A.A. Degree

This degree provides students with a foundational musical background, including music theory, history, rudimentary piano competency, performance and techniques/application.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Theory

Select 2 units Musicianship and 3 units

Harmony:

	Units
MUS 100 Musicianship I	2
MUS 101 Musicianship II	2
MUS 200 Musicianship III	2
MUS 201 Musicianship IV	2
MUS 102 Harmony I	3
MUS 103 Harmony II	3
MUS 202 Harmony III	3
MUS 203 Harmony IV	3

History

Select 1 course from the following:

MUS 110 History of Music I	3
MUS 111 History of Music II	3
MUS 113 History of Rock and Roll	3
MUS 114 Music Appreciation	3
MUS 218 History of Jazz	3
MUS 225 Introduction to American Music	3

Piano

Select 1 course from the following:

MUS 105 Elementary Piano I	2
MUS 106 Elementary Piano II	2
MUS 161 Keyboard Skills for the Music Major	3
MUS 205 Intermediate Piano I	2
MUS 206 Intermediate Piano II	2
MUS 235 Advanced Piano I	2
MUS 236 Advanced Piano II	2

Techniques / Application

Select 2 Units from the following:

MUS 106 Elementary Piano II	2
MUS 115 Voice	2
MUS 120 Opera Workshop	2
MUS 122 Beginning Guitar I	2
MUS 123 Beginning Guitar II	2

	Units
MUS 124 Intermediate Guitar	2
MUS 125 Intermediate Guitar	2
MUS 131 Career Opportunities in the Music Entertainment Industry	3
MUS 137 Standard Percussion Instrumentation/Techniques	1
MUS 138 World Percussion Instrumentation/Techniques	1
MUS 140 Music Production Software/Hardware I	2
MUS 141 Music Production Software/Hardware II	2
MUS 154 Jazz Improvisation I	3
MUS 155 Functional Piano for the Music Major	2
MUS 160 Popular Piano Styles	2
MUS 161 Keyboard Skills for the Music Major	3
MUS 162 Songwriting	2
MUS 170 Sight Reading for the Studio	3
MUS 172 Styles, Technique, and the "Soul" of Popular Singing	2
MUS 205 Intermediate Piano I	2
MUS 206 Intermediate Piano II	2
MUS 210 Intermediate Voice	2
MUS 215 Musical Theatre Production	4
MUS 224 Musical Theatre Workshop Production	4
MUS 230 Advanced Voice (Classical)	2
MUS 231 Advanced Voice (Popular)	2
MUS 235 Advanced Piano I	2
MUS 236 Advanced Piano II	2
MUS 240 Electronic Music III	2

No courses used to satisfy other requirements may be counted in this section.

A course may be used only once to fulfill Techniques/Application requirement.

Performance

Select 6 Units from the following:

MUS 107 Jazz Ensemble	4
MUS 116 Chamber Singers I	4
MUS 117 Vocal Ensemble I	3
MUS 118 Concert Choir I	3
MUS 119 Concert Choir II	3
MUS 129 Pop/Rock Ensemble I	2
MUS 139 Pop/Rock Ensemble II	2
MUS 152 Jazz Combos	1
MUS 145 Pop, Rock, and Jazz Performance Styles	4
MUS 146 Pop/Cumbia Ensemble I	2
MUS 147 Pop/Salsa Ensemble I	2
MUS 121 Chamber Chorale	3
MUS 126 Chamber Singers II	4
MUS 153 Chamber Jazz	4
MUS 157 Percussion Ensemble I	1
MUS 158 World Percussion Ensemble I	1
MUS 170 Sight Reading for the Studio	3

	Units
MUS 207 Laboratory Band	2
MUS 208 Studio Orchestra	4
MUS 216 Brass Choir I	3
MUS 217 Chamber Winds I	4
MUS 226 Brass Choir II	3
MUS 227 Chamber Winds II	4
MUS 232 Women's Ensemble I	4
MUS 233 Men's Ensemble	3
MUS 234 Wind Symphony I	4
MUS 242 Women's Ensemble II	4
MUS 244 Wind Symphony II	4
MUS 252 Fusion Ensemble	1
MUS 277 Vocal Ensemble II	3

A course may be used only once to fulfill performance requirement.

Total Units 18 - 19

Degree Major Student Learning Outcomes

Students completing the Music A.A. degree will:

1. Demonstrate a foundational knowledge in music theory
2. Demonstrate a rudimentary piano proficiency.
3. Display basic proficiency in a specific instrumental, vocal, or creative techniques or styles
4. Exhibit perspective on historical and stylistic components of music and musical literature.
5. Demonstrate competency in performance skills and ability



Social and Behavioral Sciences A.A. Degree

Courses in the social and behavioral sciences focus on people as members of society. They assist in developing an awareness of the methods of inquiry used by the social and behavioral sciences. Critical thinking is stimulated about the ways people act and have acted in response to their societies, and appreciation is developed of how societies and social groups operate. This category includes introductory or integrative survey courses in cultural anthropology, economics, history, political science, psychology, sociology, cultural geography, and related disciplines.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Please select 18 "degree appropriate" units from the courses below.

ANTHROPOLOGY

	Units
ANTH 210 Introduction to Cultural Anthropology	3
or	
ANTH 210H Introduction to Cultural Anthropology - Honors	3
ANTH 212 Introduction to Physical Anthropology	3
ANTH 212L Introduction to Physical Anthropology Lab	1
ANTH 216 Sex and Gender in a Cross Cultural Perspective	3
or	
ANTH 216H Sex and Gender in a Cross Cultural Perspective - Honors	3
ANTH 218H Honors Presentation Seminar	1
ANTH 220 Introduction to Archaeology	3

CHILD DEVELOPMENT

CHLD 100 Introduction to Education and Teaching	3
CHLD 110 Early Childhood Development	3
CHLD 111 Child Development Youth - Adolescence	3
CHLD 112 Principles of Early Childhood Education I	3
CHLD 114 Home-Child-Community Relations	3
CHLD 118 Effective Family Child Care Practices	2
CHLD 120 Literacy for Children	3
CHLD 121 Art for Children	2
CHLD 122 Music and Rhythms for Children	2
CHLD 123 Science Experiences for Children	1
CHLD 124 Mathematics for Children	1
CHLD130 Infant Development and Group Care	3
CHLD 134 Parent-Child Interaction	3
CHLD 140 Before/After-School Programs	3
CHLD 144 Health, Safety and Nutrition for Young Children	3
CHLD 150 Multi-Culture Anti-Bias Classrooms	3
CHLD 154 Observing and Recording Behavior	3
CHLD 156 Practicum in Early Childhood Education	2
CHLD 156L Practicum A Lab	1
CHLD 160 Perceptual Motor and Movement Activities	2
CHLD 164 The Child with Special Needs	3
CHLD 166 Speech and Language Development and Disorders	2
CHLD 168 Developmental Risk: Infants and Toddlers	2
CHLD 169 Managing Challenging and Disruptive Behaviors	1

	Units		Units
CHLD 181	1	HIST 109	3
CHLD 182	1	HIST 110	3
CHLD 183	1	HIST 111	3
CHLD 184	1	HIST 112	3
CHLD 190	3	HIST 120	3
CHLD 191	3	HIST 127	3
CHLD 194	3	HIST 139	3
		HIST 140	3
		HIST 145	3
		HIST 155	3
		HIST 222	3
		HUMANITIES	
ECONOMICS		HUM 101	3
ECON 100	3		
		or	
ECON 101	3	HUM 101H	3
or			
ECON 101H	3	HUM 102	3
ECON 102	3	HUM 110	3
CULTURAL GEOGRAPHY		PHILOSOPHY	
GEOG 102	3	PHIL 101	3
ETHNIC STUDIES		PHIL 106	3
ETHN 101	3	or	
ETHN 116	3	PHIL 106H	3
HISTORY		PHIL 108	3
HIST 103	3	PHIL 110	3
or			
HIST 103H	3	POLITICAL SCIENCE	
		POLI 103	3
HIST 104	3	or	
		POLI 103H	3
HIST 105	3		
		POLI 104	3
HIST 107	3	POLI 105	3
or		POLI 116	3
HIST 107H	3		
		PSYCHOLOGY	
HIST 108	3	PSY 101	3
or		PSY 102	3
HIST 108H	3	PSY 103	3
		PSY 110	3
		PSY 203	3
		PSY 205	3
		PSY 206	3
		PSY 212	3

	Units
PSY 213 Survey of Drug and Alcohol Use and Abuse	3
PSY 220 Introduction to Social Psychology	3
PSY 225 Psychology of Human Sexuality	3
PSY 226 Psychology of Women	3
PSY 250 Honors Topics Seminar	0.5

SOCIOLOGY

SOC 114 Marriage, Family, and Intimate Relations	3
SOC 118 Minorities in America	3
SOC 201 Introduction to Sociology	3
or	
SOC 201H Introduction to Sociology - Honors	3
SOC 202 Contemporary Social Problems	3
SOC 216 Sex and Gender in a Cross Cultural Perspective	3
SOC 218H Honors Presentation Seminar	1

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Social and Behavioral Sciences A.A. degree will:

1. Demonstrate understanding of social and/or behavioral science issues and vocabulary.
2. Demonstrate analytical thinking by comparing and applying social and/or behavioral science or philosophical theories and concepts to human culture, economics, history, politics, or philosophical questions.
3. Develop an understanding of cultural, social, economic, historical, philosophical, and/or political views different from one's own.



**Theatre Arts
A.A. Degree**

This degree is a fundamental exploration in the area of Theatre Arts, highlighting acting, technical theatre/design, theatre history and play analysis.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

	Units
Required Core Courses	
THEA 101 Introduction to Theatre Arts	3
THEA 120 Introduction to Tech for Theatre, TV and Film	3
THEA 201 Acting Fundamentals I	3

Play Performance

Select 3 Units from the following:

THEA 210 Rehearsal and Performance I	3
THEA 293 Theatre for Young Audiences	3
THEA 294 Shakespeare in Production	3

Play Analysis

Select 1 course from the following:

THEA 200 The Art of the Theatre	3
THEA 204 Stage and Screenwriting	3
THEA 241 Fundamentals of Stage Direction	3

Electives

Select 1 course from the following:

THEA 130 Introduction to Theatrical Scenery	3
THEA 140 Introduction to Lighting for Theatre, Television and Film	3
THEA 245 Stage and Project Management for Theatre, TV and Film	3
THEA 250 Theatre Appreciation	3
THEA 284 Acting Shakespeare	3
THEA 292 Special Techniques in Acting	3

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Theatre Arts A.A. degree will:

1. Demonstrate a fundamental knowledge in core theatre elements, including acting, technical theatre, and theatre history.
2. Demonstrate acting techniques in a performance setting.
3. Exhibit fundamental knowledge of play structure and analysis.
4. Explore various options in theatre doctrine to enhance the student's area of interest.



Theatre Arts—Acting Emphasis A.A. Degree

This degree is a fundamental exploration in the area of Theatre Arts focusing on performance styles and acting techniques.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required Core Courses	Units
THEA 101 Introduction to Theatre Arts	3
THEA 120 Introduction to Tech for Theatre, TV and Film	3
THEA 202 Acting Fundamentals II	3

Note: Theatre Arts 201 is a pre-requisite for Theatre Arts 202.

Play Performance

Select 3 Units from the following:

THEA 210 Rehearsal and Performance I	3
THEA 220 Rehearsal and Performance II	3

Acting Techniques

Select 6 Units from the following:

THEA 104 Voice and Movement for the Actor	3
THEA 211 Acting for the Camera	3
THEA 284 Acting Shakespeare	3
THEA 292 Special Techniques in Acting	3

A course may be used only once to fulfill the degree requirement.

Speciality Courses

Select 1 course from the following:

THEA 241 Fundamentals of Stage Direction	3
THEA 293 Theatre for Young Audiences	3
THEA 294 Shakespeare in Production	3

Total Units 21

Degree Major Student Learning Outcomes

Students completing the Theatre Arts Acting Emphasis A.A. degree will:

1. Demonstrate a fundamental knowledge in core theatre elements, including acting, technical theatre, and theatre history.
2. Demonstrate acting techniques in a performance setting.
3. Exhibit proficiency in acting styles and techniques.
4. Exhibit knowledge in a specialized theatrical

area, such as directing, Shakespeare, and theatre for young audiences.



Associate in Science Degrees

Administration of Justice A.S. Degree

Administration of Justice offers men and women a career of personal challenge and rewarding public service. A great need exists for intelligent, well-educated personnel with a firm commitment to professional improvement in the justice system. Citrus College offers courses to prepare students for employment and promotion in the criminal justice system.

Please select 18 "degree appropriate" units from the courses below.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Administration of Justice	Units
AJ 101 Introduction to the Administration of Justice	3
AJ 102 Concepts of Criminal Law	3
AJ 103 Legal Aspects of Evidence	3
AJ 105 Criminal Investigation	3
AJ 106 Patrol Procedures	3
AJ 107 Traffic Control	3
AJ 108 Juvenile Procedures	3
AJ 109 Criminal Procedures	3
AJ 111 Narcotics and Vice Control	3
AJ 112 Community Relations	3
AJ 118 Police Supervision	3
AJ 123 Writing for Criminal Justice Professionals	3
AJ 130 Introduction to Probation and Parole	3
AJ 131 Introduction to Corrections	3
AJ 133 Correctional Writing	3
AJ 135 Control and Supervision in Corrections	3
AJ 136 Correctional Interviewing and Counseling	3
AJ 137 Legal Aspects of Corrections	3
AJ 698C Cooperative Education	3
AJ 699C Cooperative Education	3

Additional Acceptable Course	Units
PHTO 101 Basic Photography	3
Total Units	18

Degree Level Student Learning Outcomes

Students completing the Administration of Justice A.S. degree will:

1. Demonstrate an ability to write clearly and accurately about the administration of justice process using an appropriate vocabulary.
2. Demonstrate critical and analytical thinking about issues in the administration of justice system.
3. Demonstrate a comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of various ethnic groups, races, and genders as they interact with the criminal justice system.
4. Demonstrate an awareness of the sciences and emerging technologies as it impacts the administration of justice.



**Automotive Technology
A.S. Degree**

This program is designed to prepare students who wish to seek employment in the automotive technology industry or qualify for a more responsible position within the field.

Please select 18 "degree appropriate" units from the courses below.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Automotive Technology

AUTO 100	Automotive Technology and Maintenance for the Consumer	3
AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	5
AUTO 151	Engine Service, Diagnosis and Repair	5
AUTO 154	Chassis Service, Diagnosis, and Repair	8
AUTO 156	Automotive Electrical/Electronic Systems I	5
AUTO 162	Drivetrain Service, Diagnosis and Repair	8
AUTO 166	Automotive Electrical/Electronic Systems II	3

	Units	
AUTO 167	Automotive HVAC Service, Diagnosis and Repair	3
AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8
AUTO 281	Advanced Toyota Certified Technician Training	6.5
AUTO 291	Engine Performance Enhancements and Tuning	3
AUTO 295	Engine Design	4
AUTO 296	Cylinder Head Development	4
AUTO 297	Cylinder Block Development	4
AUTO 298	Special Projects	2
AUTO 696B	Special Topics: Automotive Technology	0.5
AUTO 698A	Cooperative Education	1
AUTO 698B	Cooperative Education	2
AUTO 698C	Cooperative Education	3
AUTO 698D	Cooperative Education	4
AUTO 699A	Cooperative Education	1
AUTO 699B	Cooperative Education	2
AUTO 699C	Cooperative Education	3
AUTO 699D	Cooperative Education	4

Additional Acceptable Course

BUS 170	Small Business Management	3
Total Units		18



**Biological and Physical Sciences
(and Mathematics)
A.S. Degree**

Courses in the Biological and Physical Sciences and Mathematics major examine the physical universe, its life forms, and its natural phenomena. They assist in developing an appreciation and understanding of the scientific method and encourage an understanding of the relationships between science and other human activities. This category includes introductory or integrative courses in astronomy, biology, chemistry, geology, physics, physical geography, and other scientific disciplines

Please select 18 "degree appropriate" units from the courses below.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

	Units		Units
ASTRONOMY			
ASTR 115	Planetary Astronomy		
		3	
ASTR 115H	Planetary Astronomy - Honors		
		3	
ASTR 116	Stellar Astronomy		
		4	
ASTR 117	Life In The Universe		
		3	
BIOLOGY			
BIOL 100	Introductory Biology		
		3	
BIOL 102	Human Genetics		
		3	
BIOL 104	Biology: Contemporary Topics		
		3	
BIOL 105	General Biology		
		4	
BIOL 109	Biology for Educators		
		4	
BIOL 116	HIV and AIDS: Insights and Implications		
		3	
BIOL 124	Principles of Biology I		
		5	
BIOL 125	Principles of Biology II		
		5	
BIOL 145	Environmental Science		
		3	
BIOL 200	Human Anatomy		
		4	
BIOL 201	Human Physiology		
		4	
BIOL 220	Microbiology		
		5	
CHEMISTRY			
CHEM 103	College Chemistry		
		5	
CHEM 104	College Chemistry		
		5	
CHEM 106	Physical Science for Educators		
		4	
CHEM 110	Beginning General Chemistry		
		5	
CHEM 111	General Chemistry		
		5	
CHEM 112	General Chemistry		
		5	
CHEM 210	Organic Chemistry		
		3	
CHEM 211L	Organic Chemistry Laboratory		
		1	
CHEM 220	Organic Chemistry		
		3	
CHEM 221L	Organic Chemistry Laboratory		
		1	
COMPUTER INFORMATION SYSTEMS			
CIS 107	Fundamentals of Information Technology		
		4	
CIS 119	Introduction to Web Programming		
		3	
CIS 130	Microcomputer Applications I		
		4	
CIS 150	Web Development with Dreamweaver		
		3	
CIS 154	Web Development with Fireworks		
		2	
CIS 156	Web Development with Flash		
		2	
CIS 162	Electronic Spreadsheets Using Microsoft Excel		
		3	
CIS 168	Designing Web Sites		
		3	
CIS 230	Microcomputer Applications II		
		4	
COMPUTER SCIENCE			
CS 111	Introduction to Programming Concepts and Design		
		4	
CS 140	Java Programming with Game Applications		
		4	
CS 190	Introduction to Flash Game Programming		
		4	
CS 225	Object Oriented Programming with C++		
		4	
EARTH SCIENCE			
ESCI 106	Earth and Space Science for Educators		
		4	
ESCI 118	Physical Geography		
		3	
ESCI 120	Physical Geology		
		4	
ESCI 121	Historical Geology		
		4	
ESCI 122	Geology: Earth History		
		3	
ESCI 124	Environmental Geology		
		3	
ESCI 140	The Geology of Death Valley National Park		
		2	
ESCI 141	The Geology of Yosemite National Park		
		2	
ESCI 142	The Geology of Channel Islands National Park		
		2	
ESCI 143	The Geology of Joshua Tree National Park		
		2	
ESCI 145	The Geology of Sequoia National Park		
		2	
ESCI 146	The Geology of Kings Canyon National Park		
		2	
ENGINEERING			
TECH 100	Principles of Technology		
		3	
IT 104	PC Hardware and Maintenance		
		4	
IT 107	Network Technology		
		4	
IT 108	Networking Operating Systems		
		4	
IT 109	Network and Computer Security		
		4	
FORESTRY			
FOR 101	Introduction to Forestry		
		3	
FOR 102	Introduction to Forest Ecology		
		3	
FOR 103	Plant Identification		
		3	
FOR 104	Introduction to Outdoor Recreation		
		3	
FOR 105	Wildland Fire Management		
		3	
FOR 106	Principles of Wildlife Management and Ecology		
		3	
INFORMATION TECHNOLOGY			
IT 104	PC Hardware and Maintenance		
		4	
IT 107	Network Technology		
		4	
IT 108	Networking Operating Systems		
		4	
IT 109	Network and Computer Security		
		4	
MATHEMATICS			
MATH 148	Intermediate Algebra I		
		2.5	
MATH 149	Intermediate Algebra II		
		2.5	
MATH 150	Intermediate Algebra		
		5	
MATH 151	Plane Trigonometry		
		4	
MATH 160	Survey of Mathematics		
		4	
MATH 162	Introductory Mathematical Analysis		
		4	
MATH 165	Introductory Statistics		
		4	
MATH 165H	Introductory Statistics - Honors		
		4	

	Units
MATH 168 Mathematics for Elementary Teachers I	4
MATH 169 Mathematics for Elementary Teachers II	4
MATH 170 College Algebra	4
MATH 175 Pre-Calculus	4
MATH 190 Calculus with Analytic Geometry I	4
MATH 191 Calculus with Analytic Geometry II	4
MATH 210 Calculus with Analytic Geometry III	4
MATH 211 Differential Equations	4
MATH 212 Introduction to Linear Algebra	4

NATURAL HISTORY

NAT 180A Natural History Series - Deserts A	2
NAT 180B Natural History Series - Deserts B	3
NAT 181A Natural History Series - Coastal Mountains, Coastlines, Tropical Regions and Islands A	2
NAT 181B Natural History Series - Coastal Mountains, Coastlines, Tropical Regions and Islands B	3
NAT 182A Natural History Series - Inland Mountains, Valleys and Alaska A	2
NAT 182B Natural History Series - Inland Mountains, Valleys and Alaska B	3

OCEANOGRAPHY

ESCI 130 Physical Oceanography	3
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PHYSICS

PHYS 106 Physical Science for Educators	4
PHYS 110 Introduction to College Physics	4
PHYS 111 Physics for Life Sciences I	4
PHYS 112 General Physics	4
PHYS 201 Physics: Mechanics	5
PHYS 202 Physics: Electromagnetism	5
PHYS 203 Physics: Optics and Thermodynamics	5

Additional acceptable course under A.S. Natural Sciences:

Philosophy

PHIL 110 Philosophy/Logic	3
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Total Units 18

Degree Level Student Learning Outcomes

Students completing the Biological and Physical Sciences (and Mathematics) A.S. degree will:

1. Use proper vocabulary and notation when describing mathematical concepts. They will be able to read books and documents and extract quantitative information.

2. Develop level appropriate computational skills. These will include numeric calculation, evaluation of expressions, analysis of data, and application of concepts.
3. Investigate and explain physical phenomena through application of empirical knowledge using mathematical and scientific processes and concepts.
4. Develop an understanding of and curiosity towards the physical world. They will develop the analytical skills to devise questions and propose quantitative solutions.
5. Demonstrate computational skills and an understanding of mathematical reasoning that will increase self esteem and set them on the path of lifelong learning.



**Biological Sciences
A.S. Degree**

The associate degree in biological science prepares students for a curriculum at a four-year institution leading to a baccalaureate degree in such areas as microbiology, organismal biology, cell and molecular biology, and teaching.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required Courses		Units
BIOL 124	Principles of Biology I	5
BIOL 125	Principles of Biology II	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
MATH 190	Calculus with Analytic Geometry I	4
MATH 165	Introductory Statistics	4
or		
MATH 191	Calculus with Analytic Geometry II	4
		Total Units 28

Degree Level Student Learning Outcomes

Students completing the Biological Sciences A.S. degree will:

1. Demonstrate an understanding of biological concepts.
2. Acquire scientific information from multiple sources including textbooks, the Internet, personal communication with professionals in the field, and educational computer software.

3. Estimate and/or calculate the characteristics of biological systems and demonstrate an understanding of these calculations in order to better understand the natural processes that produce these characteristics.
4. Formulate scientific hypotheses in order to distinguish between scientific and non-scientific questions and methods.
5. Develop an understanding of relevant biological processes as well as processes from related sciences (e.g. physics, geology, chemistry) and apply these processes to predict the properties of biological systems.
6. Examine how human activity has contributed to positive and negative changes in the environment to better understand and discuss past, current, and future environmental issues.



Business A.S. Degree

The Business Program encompasses a broad area of study that includes business management, business law, marketing, business ethics, personal finance and business communication skills. The Citrus College Business Department conducts the program with outstanding faculty to prepare students for transfer to four-year institutions, for professional careers and/or personal growth. The program combines classroom lectures, demonstrations and practical application within the business environment.

Please select 18 "degree appropriate" units from the courses below.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

ACCOUNTING

	Units
ACCT 100 Accounting	3
ACCT 101 Financial Accounting	4
or	
ACCT 101H Financial Accounting - Honors	4
ACCT 102 Managerial Accounting	4
ACCT 110 Income Tax Accounting	4
ACCT 115 QuickBooks	2

BUSINESS

BUS 130 Introduction to Business	3
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	Units
BUS 132 Ethics in Business	3
BUS 140 International Business	3
BUS 146 Personal Finance	3
BUS 150 Business English	3
BUS 152 Business Communications	3
BUS 160 Business Law and the Legal Environment I	3
BUS 161 Business Law and the Legal Environment II	3
BUS 170 Small Business Management	3
BUS 172 Personnel Management	3
BUS 175 Introduction to Management	3
BUS 176 Management for the Office Professional	3
BUS 185 Elements of Marketing	3
BUS 192 Advertising	3

COMPUTER INFORMATION SYSTEMS

CIS 099 Introduction to Windows and Personal Computers	2
CIS 107 Fundamentals of Information Technology	4
CIS 119 Introduction to Web Programming	3
CIS 130 Microcomputer Applications I	4
CIS 150 Web Development with Dreamweaver	3
CIS 154 Web Development with Fireworks	2
CIS 156 Web Development with Flash	2
CIS 162 Electronic Spreadsheets Using Microsoft Excel	3
CIS 168 Designing Web Sites	3
CIS 230 Microcomputer Applications II	4

COMPUTER SCIENCE

CS 111 Introduction to Programming Concepts and Design	4
CS 140 Java Programming with Game Applications	4
CS 190 Introduction to Flash Game Programming	4
CS 225 Object Oriented Programming with C++	4

OFFICE OCCUPATIONS

OFF 101 Introduction to Microsoft Office Applications	3
OFF 120 Excel Spreadsheet	2
OFF 154 Professional Development Series: Interpersonal Skills	1
OFF 155 Professional Development Series: Business Etiquette and Protocol	1
OFF 156 Professional Development Series: Team Dynamics	1
OFF 157 Professional Development Series: Customer Relations and Rapport	1

	Units
OFF 158 Professional Development Series: Leadership in Organizations	1
OFF 159 Professional Development Series: Career Planning and Networking	1
OFF 160 Professional Development Series: Professional Image	1
OFF 161 Professional Development Series: Interview Styles & Strategies	1
OFF 201 Introduction to Electronic Commerce for Business	2
OFF 215 Introduction to Microsoft Outlook	2
OFF 260 Computer Keyboarding and Document Processing	3
OFF 281 Filing and Records Management	3
OFF 291 Telecommunications for the Office	2
OFF 294 Beginning Microsoft Word	2

REAL ESTATE

REAL 210 Real Estate Principles	3
REAL 212 Real Estate Practice	3
REAL 214 Real Estate Finance	3
REAL 216 Legal Aspects of Estate Practice	3

ADDITIONAL ACCEPTABLE COURSES

ECON 101 Principles of Economics	3
or	
ECON 101H Principles of Economics - Honors	3
ECON 102 Principles of Economics	3
MATH 162 Introductory Mathematical Analysis	4
MATH 165 Introductory Statistics	4
or	
MATH 165H Introductory Statistics - Honors	4

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Business A.S. degree will:

1. Understand the functions of business management and their impact on organizational performance.
2. Understand the environments that impact on organizational growth.
3. Effectively communicate within business organizations.
4. Critically analyze business issues.



**Child Development
A.S. Degree**

The curriculum leads to an associate in science degree and meets the educational requirements for employment as a teacher or assistant teacher in preschools and children's centers.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

**Category A
Three Units of Child Development**

Select one of the following:

CHLD 110 Early Childhood Development	3
or	
PSY 206 Child Growth and Development	3

**Category B
Required Major Courses**

CHLD 112 Principles of Early Childhood Education I	3
CHLD 114 Home-Child-Community Relations	3
CHLD 116 Introduction to Curriculum	3
CHLD 144 Health, Safety and Nutrition for Young Children	3
CHLD 150 Multi-Culture Anti-Bias Classrooms	3
CHLD 154 Observing and Recording Behavior	3

**Category C
Practicum (Fieldwork) Course & Lab**

CHLD 156 Practicum in Early Childhood Education	2
and	
CHLD 156L Practicum Lab	1

Total Units 24

Degree Level Student Learning Outcomes

Students completing the Child Development A.S. degree will:

1. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
2. Demonstrate global consciousness as they work with diverse cultures, families, and individuals and teach children.
3. Acquire knowledge and foundational skills necessary to work in the teaching profession.
4. Apply effective guidance and teaching strategies that support social growth, learning, identity development and promote self-confidence.

5. Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for children.
6. Apply ethical standards and professional behaviors that demonstrate an understanding and a knowledge, and a deepening commitment to the child development profession and early childhood education.



Cosmetology A.S. Degree

The Cosmetology Program leads to an associate of science degree. This degree requires the successful completion of 56 units of coursework. Completion of this degree will also prepare students to be eligible to take the State Board of Cosmetology examination, earn a certificate and become a licensed cosmetologist.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required Coursework	Units
COS 141 Introduction to Cosmetology	12
COS 151 Salon Success	4
COS 161A Haircolor I	4
COS 161B Haircolor II	4
COS 172A Hair Design I	4
COS 172B Hair Design II	4
COS 178A Chemical Texturizing I	4
COS 178B Chemical Texturizing II	4
COS 181A Hairsculpting I	4
COS 181B Hairsculpting II	4
COS 182 Skincare	4
COS 183 Nail Care	4
Total Units 56	

Degree Level Student Learning Outcomes

Students completing the Cosmetology A.S. degree will:

1. Be prepared to pass the State Board Exam and acquire California State licensure.
2. Be successfully trained in the study of: haircutting, haircoloring, chemical training, skin/nails, hairstyling and salon success. This program prepares students for professional employment.



Dental Assisting A.S. Degree

The Dental Assisting Program prepares students for the California State Registered Dental Assistant Examination. This program is accredited by the American Dental Association Commission on Accreditation and the California State Board of Dental Examiners. Upon completion, the graduate is eligible to sit for the California State Registered Dental Assistant Examination and the National Certification Examination.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required Coursework	Units
DENT 100 Dental Assisting Basics	2.5
DENT 101 Introduction to Dental Assisting	3
DENT 102 Dental Materials	2.5
DENT 121 Preclinical Dental Science	2
DENT 122 Infection Control in the Dental Office	1.5
DENT 123 Preventive Dental Health	2
DENT 124 Dental Specialties	2
DENT 125 Dental Practice Management	2
DENT 201 Dental Radiology	2
DENT 202 Registered Dental Assistant	4
DENT 203 Dental Practical Experience	5.5
DENT 204 RDA Clinical Procedures	1
Total Units 30	

Degree Level Student Learning Outcomes

Students completing the Dental Assisting A.S. degree will:

1. Use correct dental terminology and nomenclature in the correct context in order to effectively communicate dental information and concepts to others.
2. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
3. Demonstrate the ability to interact with patients and work effectively as a member of the dental team.
4. Maintain the standard of care during dental treatment and promote oral health.
5. Develop the ability to use and adapt to current technology used in dental practices.

6. Demonstrate proficiency in the current duties of an RDA, practicing within the delegated duties (scope of practice).
7. Develop foundational knowledge of dental procedures and the ability to communicate and apply their concepts and principles.



Drafting and Design Technology A.S. Degree

Drafting and Design Technology includes such majors as architecture, engineering drawing and Computer Generated Imagery (CGI). Students should complete the core courses and one area of emphasis:

Architecture Emphasis: Design principles and CAD are applied to problems in architecture, landscape architecture and urban planning. Proper and efficient methods of sketching, story boarding, models and multifaceted presentations are explored.

Employment opportunities: Entry level - CADperson / Design Person

Engineering Drawing Emphasis: CAD courses and mechanical drawing courses provide a foundation for such majors as architecture, Computer Generated Imagery (CGI) and engineering.

Employment opportunities: Entry level Computer Aided Design (CAD) - CADperson/draftsperson

Computer Generated Imagery (CGI) Emphasis: provide for majors such as architecture, Computer generated Imagery (CGI), engineering and animation. Design principles, CAD and animation systems are applied to problems in animation, architecture, landscape architecture, urban planning and engineering. Proper and efficient methods of sketching, story boarding, 3D digital models, animations and multifaceted presentations are examined.

Employment opportunities: Entry level - Animation Modeler

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Complete all of the following Drafting and Design Technology core courses:

Strongly Recommended DRAF 101 **or** one year of high school drafting **or** one year of Drafting in Industry.

	Units
DRAF 102 Visual Communication	2.5
or	
ARCH 102 Visual Communication	2.5
DRAF 160 Intermediate Computer Aided Design (CAD)	2.5
DRAF 161 Advanced Computer Aided Design (CAD)	2.5
ARCH 100 Introduction to Architecture	3
DRAF 290 Introduction to Maya Practices	3

ARCHITECTURE EMPHASIS

Complete all of the following architectural courses:

ARCH 110 Introduction to Architectural Communication and Functional Design	3
ARCH 111 Basic Architectural Design	3
ARCH 200 Portfolio Preparation	3
ARCH 201 Architectural Design I	3
ARCH 202 Architectural Design II	3
ARCH 250 History of Architecture: Prehistory to Mannerism	3
ARCH 251 History of Architecture: Baroque to the Present Day	3

or

ENGINEERING DRAWING EMPHASIS

Complete all of the following engineering drawing courses:

DRAF 103 Advanced Engineering Drawing	3
PHYS 110 Introduction to College Physics	4

or

COMPUTER GENERATED IMAGERY (CGI) EMPHASIS

Complete all of the following Computer Generated Imagery (CGI) courses:

DRAF 291 Learning Maya Transitions	3
ARCH 200 Portfolio Preparation	3
ART 111 Beginning Drawing	3
ART 115 Figure Drawing I	3
ART 120 Two-Dimensional Design	3
ART 121 Three-Dimensional Design	3
	21

Total Units 20.5 - 34.5

Degree Level Student Learning Outcomes

Students completing the Drafting and Design Technology A.S. degree will:

1. Describe effective architectural, Computer Generated Imagery (CGI) and engineering drafting techniques including graphic communication, orientation, and decision making.
2. Demonstrate the ability to use technology to prepare architectural, Computer Generated Imagery (CGI) and engineering hand drawings, Computer Aided Drawings (CAD), and multimedia presentations.
3. Demonstrate planning techniques and administration of architectural, Computer Generated Imagery (CGI) and engineering document control for design and working drawings.
4. Demonstrate the ability to estimate time, material, labor and equipment for architectural, Computer Generated Imagery (CGI) and engineering design and working drawings.



Emergency Management and Homeland Security A.S. Degree

This Associate in Science degree program will provide both students and currently working emergency managers the required courses and learning domains to apply for employment with emergency management agencies, such as the local cities and county governments in California, non-profit organizations such as the American Red Cross and federal agencies such as the Department of Homeland Security (FEMA). Additionally, those currently working in the field will have a recognized degree.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

REQUIRED COURSES	Units
EMER 162 Principles of Emergency Management	3
EMER 163 Terrorism and Emergency Management	3
EMER 164 Managing Hazardous Materials Incidents	3
EMER 166 Emergency Planning and Methodology	3
EMER 167 Practical Applications of Emergency Management	3

Plus a minimum of 6 units selected from the following:

	Units
EMER 168 Emergency Operations Center (EOC) Management	3
ESCI 180 Introduction to Geographic Information Systems	3
HEAL 161 Emergency Medical Technician - Basic	7
Total Units 21	



Kinesiology A.S. Degree

Kinesiology studies human anatomy and physiology and the mechanics of body movement both theoretically and in practice through physical activities. A diverse curriculum includes lower division theory courses designed for those who want to complete an Associate in Science degree in kinesiology and meet transfer requirements. There is also a basic instructional program with a wide variety of movement experiences for the development of physical activity skills and the knowledge necessary for lifetime wellness. An intercollegiate athletic program offers performance-oriented students opportunities for competition. Kinesiology also offers adapted activities curriculum for students with disabilities.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

12-18 units from the core courses listed below

KIN 169	Introduction to Coaching	3
KIN 170	Fitness for Life	3
KIN 171	Health Science	3
	or	
KIN 171H	Health Science - Honors	3
KIN 172	Introduction to Physical Education	3
KIN 173	Nutrition for Fitness	3
KIN 174	Introduction to Team Sports	3
KIN 175	Introduction to Individual and Dual Sports	3
KIN 176	Elementary School Physical Education	3
KIN 177	First Aid - Responding to Emergencies	3
KIN 182	Care and Prevention of Athletic Injuries	3

Theory Courses

	Units
KIN 184 Volleyball Theory	2
KIN 185 Softball Theory	2
KIN 186 Baseball Theory	2
KIN 187 Techniques and Strategy of Intercollegiate Football	2
KIN 188 Basketball Theory	2
KIN 191 Theory of Intercollegiate Golf	2
KIN 192 Aquatic Theory and Techniques	2
KIN 193 Track and Field Theory and Techniques	2
KIN 194 Soccer Theory	2

Varsity Sports Courses

KIN 209 Women's Varsity Soccer	2
KIN 211 Women's Varsity Volleyball	2
KIN 212 Varsity Swimming	2
KIN 213 Women's Varsity Basketball	2
KIN 214 Women's Varsity Softball	2
KIN 215 Varsity Track and Field	2
KIN 216 Varsity Cross Country	2
KIN 220 Men's Varsity Football	2
KIN 221 Men's Varsity Basketball	2
KIN 224 Men's Varsity Baseball	2
KIN 225 Men's Varsity Golf	2
KIN 227 Women's Varsity Golf	2
KIN 229 Men's Varsity Water Polo	2
KIN 230 Women's Varsity Water Polo	2
KIN 231 Men's Varsity Soccer	2

Biological Science

BIOL 200 Human Anatomy	4
BIOL 201 Human Physiology	4

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Kinesiology A.S. degree will:

1. Identify the dimensions of wellness and recognize positive characteristics of each dimension in order to live a more healthy lifestyle.
2. Demonstrate competency in fundamental techniques to improve individual sport specific skills.
3. Determine current level of fitness as measured by one or more of the following tests: resting heart rate, blood pressure, sit and reach flexibility, skin fold measurements, muscular endurance tests, and cardiovascular sub maximal tests.



**Photography
A.S. Degree**

The Photography Program will prepare students for careers as an assistant to a professional photographer, a lab technician, or a freelance photographer. Students can also obtain positions in retail photographic outlets.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required classes

	Units
PHTO 101 Basic Photography	3
PHTO 102 Intermediate Photography	3
PHTO 103 Advanced Photography	3
PHTO 205 Color Photography	3

Plus three of the following electives

PHTO 125 Photography as an Art Medium	3
PHTO 126 Advanced Photography as an Art Medium	3
PHTO 202 Photojournalism	3
PHTO 206 Intermediate Color Photography	3
PHTO 213 Studio & Environmental Portraiture	3

A course may be taken only once to fulfill the degree requirements.

Total Units 21

A.S. Degree Level Student Learning Outcomes

Students completing the Photography A.S. degree will:

1. Demonstrate computer proficiency in specialized programs related to photographs.
2. Demonstrate knowledge of photographic theory in choosing new products and using them effectively.
3. Review, analyze and critique photographic work of others.
4. Analyze and evaluate personal and other student's images through use of evaluation rubrics based on aesthetic concepts.



Public Works

A.S. Degree

These course offerings prepare new personnel for public works occupations and provide upgrading within these occupations. Job opportunities exist in both the public and private sectors.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

		Units
PUB 150	Public Works I	3
PUB 151	Street Construction and Maintenance	3
PUB 155	Public Works Inspection	3
PUB 157	Asphalt and Portland Cement	3
PUB 160	Public Administration	3
PUB 164	Plan Interpretation and Cost Estimating	3
PUB 166	Supervision in Public Works	3
Total Units		21

Degree Level Student Learning Outcomes

Students completing the Public Works A.S. degree will:

1. Describe and explain the fundamentals of street maintenance.
2. Demonstrate knowledge of equipment and techniques used for street maintenance.
3. Explain preventative methods and materials, emphasizing the importance of the need for longevity, in street construction and maintenance.
4. Properly demonstrate a clear understanding of inspection records, duties, and job diary techniques.
5. Describe and explain the ability to read and interpret plans.
6. Demonstrate a clear understanding of codes and ordinances.
7. Explain how to effectively use resources to administer infrastructure maintenance.



Recording Technology

A.S. Degree

The Recording Technology Program is a hands-on, career education program which develops critical skills in audio engineering, live sound reinforcement, sound for film, television and gaming. The program teaches the audio basics necessary to engineer any kind of music and sound, from rock concerts to classical recordings, movie scenes to video games. Acceptance into the Recording Technology Program is by interview only.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required Pre-Requisite Courses		Units
REC 100	Survey of Entertainment Technology	4
REC 103	Introduction to Audio Engineering	4
REC 140	Music Theory for Engineers	3

Core Audio Courses

REC 105	Fundamentals of Audio Technology	4
REC 115	Recording Studio Workshop I	4
REC 205	Advanced Audio Technology	4
REC 215	Recording Studio Workshop II	4

Digital Audio Courses

REC 125	Digital Audio Technology I	3
REC 225	Digital Audio Technology II	4

Other Required Courses

REC 135	Live Sound Reinforcement	4
REC 145	Critical Listening Skills for Engineers	3
REC 235	Acoustics for Engineers	3
REC 245	Music Business/Audio Careers	3

Total Units 47

Degree Level Student Learning Outcomes

Students completing the Recording Technology A.S. degree will:

1. Exhibit proficiency in technical operation, communication, and production in the recording studio.
2. Demonstrate proficiency in cross-platform computer operation and use of multiple software applications.
3. Successfully integrate as professionals into the entertainment industry by demonstrating competency in music business, acoustics, critical listening and live sound reinforcement.

Registered Nursing A.S. Degree

The Citrus College Associate Degree Nursing (ADN) Program, leading to an associate in science degree with a major in nursing, is approved by the California Board of Registered Nursing (BRN). The purpose of the nursing program is to educate students for entry level registered nursing positions in a variety of multi-cultural health care settings within the community. The program consists of coursework in nursing, science, general education and clinical practice at local hospitals and health agencies. The graduate of this two-year program is eligible to take the National Council for Licensure Examination (NCLEX), and upon successful completion, become licensed as a Registered Nurse (RN) in the State of California. There are fees for obtaining licensure by examination or endorsement, interim permit, and biennial renewal.

California law allows for the denial of registered nursing licensure on the basis of any prior convictions substantially related to nursing practice. More information can be obtained by visiting the BRN website at <http://www.rn.ca.gov/applicants/lic-faqs.shtml>

The Citrus College ADN Program philosophy is based upon the premise that students bring unique learning abilities, life experiences, goals, responsibilities and support systems to the educational experience. The philosophy of the Citrus College ADN Program supports and implements the mission statement of Citrus College. The program and faculty believe that a sound nursing education program is built on concepts relating to the individual, health and illness, the environment, and nursing, which includes nursing education and teaching and learning.

In-depth information about the program prerequisites, which are those requirements that must be completed prior to applying to the ADN Program, can be obtained by visiting the website, through the Counseling Department, or by attending Nursing Information Workshops (posted on the website). To access the ADN Website, visit www.citruscollege.edu, use the A to Z index and select Registered Nursing.

REGARDING LICENSURE

The 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 BRN at 916-322-3350 or access the BRN Website at www.rn.ca.gov.

ENROLLMENT PROCESS

A separate application must be submitted to the Nursing Program. All ADN applicants selected will also be required to apply to Citrus College. Several admission and progression options are available including the Generic Option, the Advanced Placement Option, and the 30-Unit Option. Specific information is available in the application packet, on the Website, and at scheduled information workshops held by nursing counselors. Visit the Website for application dates.

PLACEMENT OPTIONS

1. Generic Option students are those who will complete the entire ADN Program at Citrus College. The application is submitted, and if qualified, cohort selection is made according to the current enrollment process. Students must also take the Testing of Essential Academic Skills, version five (TEAS). Only TEAS tests taken at Citrus College will be accepted. The TEAS tests the prospective student's knowledge of basic math, English, reading and applicable science. Prospective students must score a minimum of 62 percent on the TEAS V.
2. Advanced Placement Option (LVN to RN) students are those documented as Licensed Vocational Nurses in California, with documentation proof of one year of full-time experience. Students choosing this option must apply to the program, complete all program prerequisites and general education, degree and graduation requirements, pass the TEAS V with a minimum of 62 percent, and complete Role Transition/RNRS 200 with a C or better. Placement will then be into the third semester of the ADN Program.
3. The 30-Unit Option is available to California Licensed Vocational Nurses. BRN (Title 16) regulation 1435.5 provides the option of completing 30 semester units in nursing and related science courses in order to be eligible to take NCLEX. The Citrus College ADN Program may accept up to 2 percent of qualified 30-Unit Option applicants into a cohort. To qualify for this option, the applicant must: 1) have a current California Vocational Nurse License (LVN); 2) have previously completed Human Physiology, 4 or 5 units with a lab and Microbiology, 4 or 5 units with a lab-both with a C or better. The application and placement policy for Advanced Placement

also applies to this option (see item 2 above). Candidates completing this option are not graduates of Citrus College, will not be awarded a degree, but are eligible to take the NCLEX. The prospective student should be aware that they may not change their status as a 30-unit option RN with the BRN at any time after licensure. Individuals who become licensed as Registered Nurses using this option may not be eligible for licensure in states other than California and may have difficulty transferring to a BSN program even if degree requirements are completed. The program is accredited by the California Board of Registered Nursing. They are not eligible to wear the Citrus College ADN Nursing pin nor graduate from the Associate Degree Program. Prospective students must score a minimum of 62 percent on the TEAS V.

4. Transfer students are those who desire a transfer of nursing units to Citrus College from another college. The education code allows students to transfer only lower division units to a community college. Requests for transfer are evaluated on a case-by-case basis. Transfer placement will be made on a space available basis and is determined by the course content and number of nursing degree units completed. If the prospective student has earned a single non-progression grade (*D* or *F*), in a registered nursing program at another school, that non-progression grade will be considered the only allowable failure for that student. A single further non-progression grade will result in dismissal from the program, without the ability to return. Prospective students must score a minimum of 62 percent on the TEAS V.
5. Challenge Students are those students admitted to the ADN program with previous documented experience who may be allowed to challenge certain, specified content areas (Education Code, Section 5557537), Title 5 of the California Administrative Code.

The TEAS requirement applies to all entry options.

After all prerequisites have been verified as complete, and there are more applicants than spaces available, selection will be based on the enrollment criteria. The enrollment criteria is based on the recommended Best Practice for Enrollment prepared by the California Community Colleges Chancellor's Office. Please contact the nursing counselors for further clarification of the enrollment process.

DEGREE AWARDED

Associate in Science, Nursing (ADN) – Requires degree applicable coursework including ADN Nursing Program pre-requisites, Nursing General Education, ADN General Education for Associate Degree, and Nursing Option-specific coursework. All requirements must be completed with a grade of *C* or better to progress in the program, graduate with an ADN, and qualify for licensure through NCLEX.

ASSOCIATE DEGREE NURSING PROGRAM (RN)-GENERIC OPTION

See option description above.

ADN NURSING PROGRAM

PREREQUISITES/TAKEN PRIOR TO ENTRY

	Units
BIOL 200 *Human Anatomy	4
BIOL 201 *Physiology	4
BIOL 220 *Microbiology	5
ENGL 101 *Reading and Composition	3
	16 Units

Citrus College has required prerequisites in anatomy, physiology, and microbiology. Students who transfer completed science graduation requirements including anatomy, physiology and microbiology from another school not requiring chemistry and general biology as prerequisites will be granted science credit for graduation. See the nursing counselor for additional information.

ADN NURSING PROGRAM REQUIRED GENERAL EDUCATION COURSES/TAKEN PRIOR TO ENTRY

PSY 205 * Developmental Psychology	3
SPCH 100 * Interpersonal Communications	3
or	
SPCH 101 Public Address	
or	
SPCH 101H Public Address - Honors	
ANTH 210 * Cultural Anthropology	3
or	
ANTH 210H Cultural Anthropology - Honors	
or	
SOC 201 Introduction to Sociology	
or	
SOC 201H Introduction to Sociology - Honors	
	9 Units

ADDITIONAL ASSOCIATE DEGREE REQUIRED COURSES/TAKEN PRIOR TO ENTRY

These requirements are waived for students who have a B.A. or B.S. from a regionally accredited institution in the United States.

	Units
**History or Political Science	3
**Arts-One Course From Area	3
**Humanities-One Course From Area	3
**Kinesiology (P.E.) or Dance Activity	3
**Math (If not satisfied through the mathematics assessment)	0-5
	12-17 Units

Completion of Intermediate Algebra (Math 150 or 148 & 149) or any higher level math course with a grade of C or better and placement at the level of college algebra or higher on the math assessment test.

**See counselor for applicable courses.

Reading: Satisfactory score on the reading component of the placement test of ENGL 101

or

Completion of Reading 099 or English 099 with a grade of C or better or passing the reading competency examination.

**ADN FIRST YEAR-MAJOR REQUIREMENTS
FIRST SEMESTER**

Units	
RNRS 190 * Foundations of Nursing	4
RNRS 191 * Introduction to Medical/Surgical Nursing I	5
RNRS 192 * Pharmacology for Nurses	2

SECOND SEMESTER

RNRS193 * Pediatric Nursing	3.5
RNRS 194 * Obstetrics/Maternity Nursing	3.5
RNRS 195 * Beginning Medical/Surgical Nursing II	5

**ADN SECOND YEAR - MAJOR REQUIREMENTS
THIRD SEMESTER**

RNRS 201 * Medical-Surgical Nursing III	5
RNRS 203 * Mental Health-Psychiatric Nursing	3

Winter Session

RNRS 290 * Gerontological Nursing	2
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FOURTH SEMESTER

RNRS 251 * Medical-Surgical Nursing IV	6
RNRS 252 * Leadership for Professional Nursing Practice	2
	41 Units

*The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of C or better.

ADN PROGRAM PRE-REQUIREMENTS	16
NURSING UNITS FOR LICENSURE	41
ADDITIONAL LICENSURE REQUIREMENTS	9
ADDITIONAL DEGREE REQUIREMENT	12-17
GENERIC OPTION TOTAL UNITS	78-83

LVN TO ADN ADVANCED PLACEMENT OPTION

See option description above.

**NURSING PROGRAM PREREQUISITES/TAKEN
PRIOR TO ENTRY**

BIOL 200 * Human Anatomy	4
BIOL 201 * Human Physiology	4
BIOL 220 * Microbiology	5
ENGL 101 * Reading and Composition	3
	16 Units

Citrus College has required prerequisites in anatomy, physiology, and microbiology. Students who transfer completed science graduation requirements including anatomy, physiology and microbiology from another school not requiring chemistry and general biology as prerequisites will be granted science credit for graduation. See the nursing counselor for additional information.

**ADN PROGRAM GENERAL EDUCATION
COURSES/TAKEN PRIOR TO ENTRY**

PSY 205 * Developmental Psychology	3
SPCH 100 * Interpersonal Communications	3
or	
SPCH 101 Public Address	
or	
SPCH 101H Public Address - Honors	
ANTH 210 * Cultural Anthropology	3
or	
ANTH 210H Cultural Anthroopogy - Honors	
or	
SOC 201 Introduction to Sociology	
or	
SOC 201H Introduction to Sociology - Honors	
	9 Units

**ADDITIONAL GENERAL EDUCATION REQUIRED
FOR ASSOCIATE DEGREE/TAKEN PRIOR TO
ENTRY**

**History or Political Science	3
**Arts-One Course From Area	3
**Humanities-One Course From Area	3
**Kinesiology (P.E.) or Dance Activity	3
**Math (If not satisfied through the mathematics assessment)	0-5
	12-17 Units

Completion of Intermediate Algebra (Math 150 or 148 & 149) or any higher level math course with a grade of C or better and placement at the level of college algebra or higher on the math assessment test.

**See counselor for applicable courses.

Reading: Satisfactory score on the reading component of the placement test of ENGL 101

or

Completion of Reading 099 or English 099 with a grade of C or better or passing the reading competency examination.

MAJOR REQUIREMENTS LVN TO ADN	Units
Summer Session	
RNRS 200 Role Transition	3
*Must be completed with a grade of C or better to enter into the third semester	

THIRD SEMESTER

RNRS 201 * Medical-Surgical Nursing III	5
RNRS 203 * Mental Health-Psychiatric Nursing	3

Winter Session

RNRS 290 * Gerontological Nursing	2
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FOURTH SEMESTER

RNRS 251 * Medical-Surgical Nursing IV	6
RNRS 252 * Leadership for Professional Nursing Practice	2

21 Units

*The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of C or better.

ADN PROGRAM PRE-REQUIREMENTS	16
NURSING UNITS FOR LICENSURE	21
ADDITIONAL LICENSURE REQUIREMENTS	9
ADDITIONAL DEGREE REQUIREMENTS	12-17
ADVANCED PLACEMENT OPTION TOTAL	58-63 Units

LVN TO RN: 30 UNIT OPTION REQUIREMENTS

See option description.

NURSING PROGRAM PREREQUISITES/TAKEN PRIOR TO ENTRY

BIOL 201 * Human Physiology	4
BIOL 220 * Human Microbiology	5

9 Units

Physiology and microbiology must be completed at the time of application. No additional science classes will be required of any student applying for the 30 unit option. Students planning to take BIOL 201 and BIOL

220 at Citrus College must meet prerequisite requirements for those classes. See a counselor for details.

MAJOR REQUIREMENTS LVN TO RN	Units
RNRS 200 Role Transition	3
*Must be completed with a grade of C or better to enter into the third semester	

THIRD SEMESTER

RNRS 201 * Medical-Surgical Nursing III	5
RNRS 203 * Mental Health Psychiatric Nursing	3

Winter Intersession

RNRS 290 * Gerontological Nursing	2
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FOURTH SEMESTER

RNRS 251 * Medical-Surgical Nursing IV	6
RNRS 252 * Leadership for Professional Nursing Practice	2

21 Units

NURSING UNITS FOR LICENSURE:	21
OTHER LICENSURE REQUIREMENTS:	9
30- UNIT OPTION TOTAL UNITS:	30

*The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of "C" or better.

APPLICATION PROCESS

The Citrus College ADN Program offers a once-a-year entry, in each fall semester. The application period for each fall cohort occurs in the previous winter-spring.

During the application period, students applying for admission to the Nursing Program will be required to see a nursing counselor to complete the application process. Students must complete all prerequisites prior to requesting an appointment for application.

- Students who have completed coursework at other colleges must bring the following information to the application 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 must 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 and Records Office).

- Self-Addressed Stamped Envelope
- Social Security Verification
- In progress General Education coursework
- Current LVN License (Required for Advanced Placement Option and 30-Unit Option)
- Documentation of LVN employment for at least 12 consecutive months (Required for Advanced Placement Option only)
- All students will need to bring official proof of high school graduation, GED, or college graduation/degree from an accredited institution in the United States.

Students should also be aware that admission to the ADN Program is contingent upon the student passing 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.

SELECTION CRITERIA

Selection criteria information is available on the ADN Website: <http://www.citruscollege.edu/academics/programs/adn/Pages/default.aspx>

ESSENTIAL FUNCTIONS

All applicants are required, throughout the program, to meet the following essential functions for entry and continuation in the ADN Program:

- Prior to admission to the ADN Program, students demonstrate physical health as determined by a health history and physical examination;
- Entry and continuation in the program requires the student to submit a history and physical and meet required immunizations, titers, PPD/Chest Xray, and any other testing required by college, program and clinical partner contractual requirements, including drug testing;
- A current *Healthcare Provider* CPR card, renewed annually while enrolled;
- Current liability insurance
- The college does not provide transportation to and from required clinical facility rotations.
- Entry and continuation in the program requires that students must earn a minimum grade of C in all nursing and other required courses.

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:

- Exposed to infectious and contagious disease, without prior notification
- 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/cuts
- Contact with patients having different religious, cultural, ethnic, racial, sexual orientation, psychological and physical disability backgrounds, under a wide variety of circumstances
- Handle emergencies or crises
- Subject to many interruptions
- Requires judgment/action in life/death situations
- Exposed to products containing latex

English Language Skills:

Although proficiency in English is not a criterion for admission into the ADN Program, students are encouraged to be able to speak, write, and read English to complete classes successfully and to ensure safe and accurate communication with others.

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Vocational Nursing A.S. Degree

Successful completion of Vocational Nursing Program studies allows the student to become eligible to take the State Board Examination for Licensed Vocational Nurses (NCLEX).

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required Courses	Units
VNRS 150 Fundamentals of Nursing	3
VNRS 151L Fundamentals of Nursing Lab	3
VNRS 152 Pharmacology I	1
VNRS 153A Introductory Nutrition for the Vocational Nurse	1
VNRS 154 Body Structure and Function for the Vocational Nurse I	1.5
VNRS 155 Social-Psychology for the Vocational Nurse	1
VNRS 160 Medical-Surgical Nursing I	3
VNRS 161L Medical-Surgical Nursing I Lab	3
VNRS 162 Pharmacology II	1
VNRS 163 Diet Therapy for the Vocational Nurse	1
VNRS 164 Body Structure and Function for the Vocational Nurse II	1.5
VNRS 165 Growth and Development: Young Adult - Elderly	1
VNRS 170 Medical-Surgical Nursing II	7
VNRS 171L Medical-Surgical Nursing II Lab	7
VNRS 172 Advanced Pharmacology	2
VNRS 173 Psychology for Vocational Nurses	2
VNRS 180 Pediatric Nursing	3.5
VNRS 181 Growth and Development: Infancy-Adolescence	1
VNRS 182 Obstetrical-Gynecological Nursing	4
VNRS 183 Leadership in Nursing	3
Total Units 50.5	

Degree Level Student Learning Outcomes

Students completing the Vocational Nursing A.S. degree will:

1. Use correct medical terminology and nomenclature, in the correct context, in order to effectively communicate health/medical information and concepts to others.
2. Demonstrate the ability to perform accurate calculations of intake and output, drug dosages, and IV rates.

3. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
4. Demonstrate the ability to interact with patients and work effectively as a member of the health care team.
5. Develop the ability to use and adapt to current technologies used in the healthcare setting.
6. Provide patient care that falls within the scope of practice as set forth by the BVNPT.



Water Technology A.S. Degree

This program is designed to prepare students who wish to seek employment in the public water supply industry or qualify for a more responsible position within the industry. These courses will be helpful to students who wish to prepare for the T-1, T-2, T3, T4 and T5 Water Treatment Operator and D1, D2, D3, D4, and D5 Water Distribution Operator certification examinations given by the California Public Health Department. Coursework also provides contact hours for Operator certification maintenance requirements.

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

Required courses for the major:		Units
WATR 150	Introduction to Water Systems	3
WATR 151	Water Resources and Distribution I	3
WATR 153	Water Resources and Distribution II	3
WATR 156	Water Treatment I	3
WATR 157	Water Treatment II	3

Select one (1) course from the following: Units

WATR 162	Water Conservation	3
BIOL 145	Environmental Science	3
PUB 155	Public Works Inspection	3
PUB 160	Public Administration	3
PUB 161	California Occupational Safety and Health	3
PUB 166	Supervision in Public Works	3

Total Units 18

Degree Level Student Learning Outcomes

Students completing the Water Technology A.S. degree will:

1. Demonstrate the safe handling of chemicals used in the water industry and describe the Occupational Safety and Health Administration (OSHA) regulations related to public drinking water.
2. Describe and explain regulatory issues that relate to the public drinking water supply.
3. Diagram and explain the fundamentals of the water distribution system including SCADA (supervisory control and data acquisition), maintenance, pumps, hydraulics, and valves.
4. Given a scenario involving water contamination; identify the contaminants, recommend the best treatment, administer the treatment and then verify the contaminants are below allowable safety thresholds.

What Career and Technical Programs Does Citrus College Offer?

Programs of Study Leading to a Certificate of Achievement

Citrus College grants certificates of achievement in a variety of career/technical subject areas. These certificates of achievement may be used to verify a student's proficiency in the skills and knowledge needed for entry-level employment or for career advancement.

To earn a certificate of achievement, a student must satisfactorily complete 18 units or more in a specific sequence of required courses. The number of units will vary by program; many subject areas require more than 18 units. At least 50 percent of these required courses must be completed at Citrus College. A 2.0 GPA is required.

Programs of Study Leading to a Certificate of Achievement

Administration of Justice

Audio Recording Technology

Automotive Technology

Automotive Service, Diagnosis and Repair -
Master Technician

Automotive Service, Diagnosis and Repair -
Toyota/Lexus/Scion Technician

Automotive Service, Diagnosis and Repair -
Undercar Drivetrain Specialist

Automotive Service, Diagnosis and Repair -
Underhood Specialist

Automotive Research and Development

Business

Accounting

Administrative Office Occupations

Ceramics - One Year

Ceramics - Two Year

Child Development Teacher

Child Development Master Teacher

Child Development Master Teacher - Early
Intervention

Commercial Dance

Computer Generated Imagery

Cosmetology

Cosmetology

Esthetician

Dental Assisting

Digital and Web Design

Drafting

Architectural Design

Computer-Aided Design (CAD) - Architecture
and Drafting

Emergency Management and Homeland Security



Students enrolled in Citrus College's Administration of Justice Program are taught by and network with law enforcement professionals—many of whom are Citrus College graduates.

English

Literature

Writing Competency

Information Technology

Medium and Heavy Truck Service, Diagnosis and
Repair Technician

Photography

Public Works I

Public Works II

Public Works/Landscape Management

Theatre

Emerging Theatre Technologies

Vocational Nursing

Water Technology

Wildland Resources and Forestry

ADMINISTRATION OF JUSTICE

Administration of Justice offers men and women a career of personal challenge and rewarding public service. A great need exists for intelligent, well-educated personnel with a firm commitment to professional improvement in the justice system. Citrus College offers courses to prepare students for employment and promotion in the criminal justice system.

Required Courses:		Units
AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
AJ 103	Legal Aspects of Evidence	3
AJ 109	Criminal Procedures	3
AJ 112	Community Relations	3
ENGL 100	Fundamentals of Composition	3
	or	
ENGL 101	Reading and Composition	3
	or	
ENGL 101H	Reading and Composition - Honors	3
	or	
AJ 123	Writing for Criminal Justice Professionals	3
	or	
AJ 133	Correctional Writing	3
Electives:		
One AJ course (3 units)		3

Employment Opportunity:

Entry-level police cadet/police officer

Total Units 21

Certificate of Achievement Level Student Learning Outcomes

Students completing the Administration of Justice Certificate of Achievement will:

1. Demonstrate an ability to write clearly and accurately about the administration of justice process using an appropriate vocabulary.
2. Demonstrate critical and analytical thinking about issues in the administration of justice system.
3. Demonstrate a comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of various ethnic groups, races, and genders as they interact with the criminal justice system.
4. Demonstrate an awareness of sciences and emerging technologies as it impacts the administration of justice.

AUDIO RECORDING TECHNOLOGY

This is a one-year audio recording program intended to teach the basic of how to engineer any kind of music, from hip-hop to classical to movie scenes.

Required Courses

REC 105	Fundamentals of Audio Technology	4
REC 115	Recording Studio Workshop I	4
REC 125	Digital Audio Technology I	3
REC 135	Live Sound Reinforcement	4
REC 145	Critical Listening Skills for Engineers	3
REC 205	Advanced Audio Technology	4
REC 215	Recording Studio Workshop II	4
REC 225	Digital Audio Technology II	4
REC 235	Acoustics for Engineers	3
REC 245	Music Business/Audio Careers	3

Total Units 36

Certificate of Achievement Level Student Learning Outcomes

Students completing the Audio Recording Technology Certificate of Achievement will:

1. Communicate effectively using proper vocabulary in written and verbal form to facilitate the technical and creative outcomes of a product.
2. Apply acoustic concepts and mathematical formulas to demonstrate understanding of wave theory, room acoustics, materials, and micro phone and speaker placement.
3. Demonstrate understanding of the fundamental principles of audio through developing critical thinking, decision-making and problem solving skills by applying them to the studio, post-production and live sound environments.
4. Develop interpersonal skills, empathy, and respect for others by completing team projects in order to gain key skills expected of professionals in the field.
5. Demonstrate advanced computer competency by completing production assignments utilizing software-based production and editing systems.
6. Understand the technical, creative and interpersonal skills required by the entertainment industry through demonstrating thorough knowledge of digital audio workstations and all audio hardware as appropriate to each course.



AUTOMOTIVE TECHNOLOGY

AUTOMOTIVE SERVICE, DIAGNOSIS, AND REPAIR - MASTER TECHNICIAN

The courses required for the Automotive Service, Diagnosis and Repair - Master Technician certificate meet the National Automotive Technicians' Education Foundation standards and are selected to provide a comprehensive set of job skills needed in the automotive industry. In addition to improving the student's employability, the skills developed in the program will enhance their ability to become an Automotive Service Excellence (ASE) Master Technician. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry.

Required courses within the major All of the following automotive technology courses

	Units
AUTO 101 Fundamentals of Automotive Service, Diagnosis and Repair	5
AUTO 146 Automotive Electrical Systems	4
AUTO 156 Automotive Electrical/Electronic Systems I	5
AUTO 151 Engine Service, Diagnosis and Repair	5
AUTO 154 Chassis Service, Diagnosis, and Repair	8
AUTO 162 Drivetrain Service, Diagnosis and Repair	8
AUTO 166 Automotive Electrical/Electronic Systems II	3
AUTO 167 Automotive HVAC Service, Diagnosis & Repair	3
AUTO 168 Engine Control Systems Service, Diagnosis and Repair	8

Plus four (4) units of the following:

AUTO 230A Automotive Service and Repair Work Experience A	1
AUTO 230B Automotive Service and Repair Work Experience B	2
AUTO 230C Automotive Service and Repair Work Experience C	3
AUTO 230D Automotive Service and Repair Work Experience D	4

Required courses outside the major Select one (1) of the following language arts courses

ENGL 099 Introduction to Reading and Composition	5
ENGL 100 Fundamentals of Composition	3

	Units
ENGL 101 Reading and Composition	3
or	
ENGL 101H Reading and Composition - Honors	3
ESL 100 Fundamentals of Composition	4
ESL 101 Reading and Composition	3

Select one (1) of the following mathematics courses

MATH 115 Business Mathematics	3
MATH 030 Elementary Algebra	4

Students may substitute a higher level math course.

Total Units 54 - 58

Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis, and Repair - Master Technician Certificate of Achievement will:

1. Verify the customer's vehicle complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer's complaint and document the remedy within the "customer pay" labor time available in Mitchell, ALLDATA or other approved labor estimating manuals.



AUTOMOTIVE SERVICE, DIAGNOSIS AND REPAIR - TOYOTA/LEXUS/SCION TECHNICIAN

The courses required for the Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician certificate are selected to provide a comprehensive set of job skills needed by Toyota, Lexus and Scion technicians. In addition to improving the student's employability, the skills developed in each course will enhance their ability to become Automotive Service Excellence (ASE) certified in all eight ASE areas. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement.

Required courses within the major

All of the following automotive courses: Units

AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	5
AUTO 151	Engine Service, Diagnosis and Repair	5
AUTO 154	Chassis Service, Diagnosis, and Repair	8
AUTO 156	Automotive Electrical/Electronic Systems I	5
AUTO 162	Drivetrain Service, Diagnosis and Repair	8
AUTO 166	Automotive Electrical/Electronic Systems II	3
AUTO 167	Automotive HVAC Service, Diagnosis and Repair	3
AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8
AUTO 281	Advanced Toyota Certified Technician Training	6.5

Note: AUTO 281 is a capstone course and must be taken after all other major coursework is completed.

Plus four (4) units of the following:

AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4

Required courses outside the major: Select one (1) of the following language arts courses:

ENGL 100	Fundamentals of Composition	3
ENGL 101	Reading and Composition	3
or		
ENGL 101H	Reading and Composition - Honors	3
ESL 100	Fundamentals of Composition	4
ESL 101	Reading and Composition	3

Choose one (1) of the following mathematics courses: Units

MATH 030	Elementary Algebra	4
MATH 115	Business Mathematics	3

Students may substitute a higher level math course
Total Units 62.5 - 63.5

Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician Certificate of Achievement will:

1. Given any Toyota/Lexus/Scion vehicle complaint; verify the customer's complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer's complaint and document the remedy within the "customer pay" labor time available in the Toyota flat-rate manual.



AUTOMOTIVE SERVICE, DIAGNOSIS & REPAIR - UNDERCAR/DRIVETRAIN SPECIALIST

The courses required for the Undercar/Drivetrain Specialist certificate are selected to provide a comprehensive set of job skills needed for a technician specializing in undercar/drivetrain service, diagnosis and repair. In addition to improving the student's employability, the skills developed in each course will enhance their ability to become Automotive Service Excellence (ASE) A2, A3, A4 and A5 certified. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry.

Required Course:

AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	5
AUTO 154	Chassis Service, Diagnosis, and Repair	8
AUTO 156	Automotive Electrical/Electronic Systems I	5
AUTO 162	Drivetrain Service, Diagnosis and Repair	8

Total Units 26

Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis and Repair - Undercar Drivetrain Specialist Certificate of Achievement will:

1. Given an chassis or drivetrain related complaint; verify the customer’s complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer’s complaint and document the remedy within the “customer pay” labor time available in Mitchell, ALLDATA or other approved labor estimating manuals.



AUTOMOTIVE SERVICE, DIAGNOSIS AND REPAIR - UNDERHOOD SPECIALIST

The courses required for the Underhood Specialist certificate are selected to provide a comprehensive set of job skills needed for a technician specializing in underhood service, diagnosis and repair. In addition to improving the student’s employability, the skills developed in each course will enhance their ability to become Automotive Service Excellence (ASE) A1, A6, A7 and A8 certified. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry.

Required Courses:		Units
AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	5
AUTO 151	Engine Service, Diagnosis and Repair	5
AUTO 156	Automotive Electrical/Electronic Systems I	5
AUTO 167	Automotive HVAC Service, Diagnosis and Repair	3
AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8
Total Units		26

Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician Certificate of Achievement will:

1. Given any engine related, climate control or charging/starting system vehicle complaint; verify the customer’s complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer’s complaint and document the remedy within the “customer pay” labor time available in Mitchell, ALLDATA or other approved labor estimating manuals.



AUTOMOTIVE RESEARCH AND DEVELOPMENT

The High Performance Institute offers a Certificate of Achievement in Automotive Research and Development. The field of automotive research and development offers many exciting career opportunities, including: engineering design, prototype building, vehicle evaluation and engineering, materials engineering, powertrain tuning and design, regulatory affairs and advanced technical research. The Citrus College Certificate of Achievement in Automotive Research and Development area of emphasis is Engine Research, Development and Testing. The Engine Research, Development and Testing concentration provides a solid background in engine design and development, as well as testing procedures using both engine and chassis dynamometers.

The Certificate of Achievement in Automotive Research and Development is a stepping stone to exciting career opportunities. Completion of the certificate is excellent preparation for students desiring to transfer to a four-year university to pursue a degree in engineering, production technology or industrial technology. Students can also choose to step directly into the exciting world of the automotive aftermarket or new vehicle production where a number of entry-level positions await the highly-motivated student.

Required Courses		Units
AUTO 291	Engine Performance Enhancements and Tuning	3
AUTO 295	Engine Design	4
AUTO 296	Cylinder Head Development	4
AUTO 297	Cylinder Block Development	4

Additional Required Studies: Units

Complete a minimum of eight (8) units from the following list of electives

PHYS 110	Introduction to College Physics	4
AUTO 299	Engine Dynamometer Operation and Testing Procedures	2
DRAF 160	Intermediate Computer Aided Design (CAD)	2.5
BUS 130	Introduction to Business	3
BUS 132	Ethics in Business	3
or		
PHIL 108	Philosophy/Ethics	3
BUS 170	Small Business Management	3
AUTO 695A	Special Topics: Automotive Technology	0.5
AUTO 695B	Special Topics: Automotive Technology	1
AUTO 695C	Special Topics: Automotive Technology	2
AUTO 695D	Special Topics: Automotive Technology	3
AUTO 696A	Special Topics: Automotive Technology	0
AUTO 696B	Special Topics: Automotive Technology	0.5
AUTO 696C	Special Topics: Automotive Technology	0.5
AUTO 696D	Special Topics: Automotive Technology	1
AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4

Special Topics Auto 695 A-D or 696 A-D require department approval

Work Experience Auto 230 A-D require department approval

Total Units 23

Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Research and Development Certificate of Achievement will:

1. Be able to test and evaluate the design of systems that affect performance, emissions, energy production and consumption and will either enter the automotive aftermarket industry as a research and development technician or transfer to a four-year college to continue their education in technology and engineering.

BUSINESS

ACCOUNTING

The Accounting Program encompasses an area of study that includes basic accounting, financial and managerial accounting principles, income tax accounting and accounting general ledger software. The Accounting Program of the Citrus College Business Department conducts the program with an outstanding faculty to prepare students for professional careers and/or personal use. The program combines classroom lectures, demonstrations and a wide use of technology to ensure relevant training.

Required Courses: Units

ACCT 101	Financial Accounting	4
or		
ACCT 101H	Financial Accounting - Honors	4
ACCT 102	Managerial Accounting	4
BUS 130	Introduction to Business	3
BUS 132	Ethics in Business	3
OFF 101	Introduction to Microsoft Office Applications	3
or		
OFF 120	Excel Spreadsheet	2
Plus one of the following:		
BUS 146	Personal Finance	3
BUS 150	Business English	3
BUS 152	Business Communications	3
BUS 160	Business Law and the Legal Environment I	3

Total Units 19 - 20

Certificate of Achievement Level Student Learning Outcomes

Students completing the accounting Certificate of Achievement will:

1. Understand the role of accounting within the business environment.
2. Develop the ability to record and process business transactions, measure financial and managerial performance and calculate tax implications of business activity.
3. Understand the tools used to commonly measure business performance.

4. Recognize and understand the importance of accounting standards and regulatory provisions.



ADMINISTRATIVE OFFICE OCCUPATIONS

Students who receive the Administrative Office Occupations certificate are prepared for management assignments in the business office environment. This certificate is recommended for both experienced office staff as well as entry-level office workers who are seeking to increase their potential for promotion. Certificate recipients will have expert office skills and in-depth software knowledge. The courses leading to this certificate provide training in office information systems, human relations, business communications and business records management.

Required Courses

OFF 101	Introduction to Microsoft Office Applications	3
OFF 120	Excel Spreadsheet	2
OFF 215	Introduction to Microsoft Outlook	2
OFF 260	Computer Keyboarding and Document Processing	3
OFF 281	Filing and Records Management	3
OFF 285	Administrative Office Procedures	3
OFF 291	Telecommunications for the Office	2
OFF 294	Beginning Microsoft Word	2
OFF 154	Professional Development Series: Interpersonal Skills	1
BUS 150	Business English	3
	or	
BUS 152	Business Communications	3

Select one of the following Professional Development Series courses:

OFF 155	Professional Development Series: Business Etiquette and Protocol	1
OFF 156	Professional Development Series: Team Dynamics	1
OFF 157	Professional Development Series: Customer Relations and Rapport	1
OFF 158	Professional Development Series: Leadership in Organizations	1
OFF 159	Professional Development Series: Career Planning and Networking	1
OFF 160	Professional Development Series: Professional Image	1
OFF 161	Professional Development Series: Interview Styles & Strategies	1

To qualify for this certificate all courses must be completed with "C" or better.

Total Units 25

Certificate of Achievement Level Student Learning Outcomes

Students completing the Administrative Office Occupations Certificate of Achievement will:

1. Perform all General Office Clerk tasks--use e-mail to communicate with others; understand and utilize filing procedures; examine incoming materials and code it numerically, alphabetically or by subject matter; enter data electronically in various storage devices; use electronic calendars; use correct spelling, grammar, and punctuation in prepared documents; file data on computer; keyboard and file data on computers as well as access information; keep payroll records and prepare invoices; make photocopies and take inventory; set up spreadsheets; work with customers and answer questions; format letters, memos, tables and reports using current office application programs; compose routine letters memos and e-mail messages.



CERAMICS – ONE YEAR

Required Courses		Units
ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
ART 140	Beginning Ceramics	3
ART 141	Intermediate Ceramics	3
ART 145	Ceramic Design and Decoration	3

Plus Two (2) Electives

ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 130	Beginning Painting	3
ART 180	Beginning Clay Sculpture	3
ART 115	Figure Drawing I	3
PHTO 101	Basic Photography	3

Employment Opportunity

Studio Potter, Ceramic Shop (retail)

Total Units 21

Certificate of Achievement Level Student Learning Outcomes

Students completing the Ceramics - One Year Certificate of Achievement will:

1. Utilize proper vocabulary in the study and discussion of Visual Arts and Art History.
2. Analyze and create examples in a variety of styles within a studio environment.
3. Research, identify, and evaluate historical periods in Art History.
4. Recognize how societies' world views influence Visual Arts and Art History traditions.



CERAMICS - TWO YEAR

Required Courses:	Units
Ceramics - One Year Certificate of Achievement	21
ART 112 Intermediate Drawing	3
ART 121 Three-Dimensional Design	3
ART 240 Advanced Ceramics I	3
ART 241 Advanced Ceramics II	3

Plus Two (2) Electives

ART 180 Beginning Clay Sculpture	3
ART 181 Intermediate Clay Sculpture	3
ART 182 Advanced Clay Sculpture I	3
ART 183 Advanced Clay Sculpture II	3
PHTO 101 Basic Photography	3
BUS 185 Elements of Marketing	3

Employment Opportunity

Studio Potter, Ceramics Shop (Retail)

Total Units 39

Certificate of Achievement Level Student Learning Outcomes

Students completing the Ceramics - Two Year Certificate of Achievement will:

1. Utilize proper vocabulary in the study and discussion of visual arts and art history.
2. Analyze and create examples in a variety of styles within a studio environment.
3. Research, identify, and evaluate historical periods in art history.
4. Recognize how societies' world views influence visual arts and art history traditions.



CHILD DEVELOPMENT TEACHER

Courses in this certificate program lead to the child development Certificate of Achievement or careers in the field of child development and early childhood education.

Employment Opportunity

Completion of the program prepares students to work as a child development aide, assistant teacher, or teacher in a variety of early childhood programs.

Required Courses

	Units
CHLD 110 Early Childhood Development	3
or	
PSY 206 Child Growth and Development	3
CHLD 112 Principles of Early Childhood Education I	3
CHLD 114 Home-Child-Community Relations	3
CHLD 154 Observing and Recording Behavior	3

Plus 9 Units of Electives

CHLD 116 Introduction to Curriculum	3
CHLD 120 Literacy for Children	3
CHLD 121 Art for Children	2
CHLD 122 Music and Rhythms for Children	2
CHLD 123 Science Experiences for Children	1
CHLD 124 Mathematics for Children	1
CHLD 134 Parent-Child Interaction	3
CHLD 144 Health, Safety and Nutrition for Young Children	3
CHLD 150 Multi-Culture Anti-Bias Classrooms	3
CHLD 160 Perceptual Motor and Movement Activities	2
CHLD 164 The Child with Special Needs	3
CHLD 166 Speech and Language Development and Disorders	2

Required Supervised Teaching Experience

CHLD 156 Practicum A in Early Childhood Education	2
CHLD 156L Practicum A Lab	1

Also Required

16 units of general education: one course minimum in each of the categories - English/Language Arts, math or science, social sciences, humanities and/or fine arts, any general education elective excluding kinesiology. These GE courses must qualify for graduation credit.

16

PERMIT INFORMATION: This certificate meets the educational requirements for the Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with the grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 175 days at 3+ hours per day of qualifying work experience with young children within four years. Specific details may be found at www.ctc.ca.gov

Total Units 40

Certificate of Achievement Level Student Learning Outcomes

Students completing the Child Development Teacher Certificate of Achievement will:

1. Acquire knowledge and foundational skills necessary to work in the teaching profession.
2. Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for children.
3. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
4. Apply effective guidance and teaching strategies that support social growth, learning, and identity development and promote self-confidence.



CHILD DEVELOPMENT - MASTER TEACHER

This certificate is designed for the early childhood professional who is seeking career advancement and the educational requirements for the lead teacher or "Master Teacher" job title category or employment category.

Employment Opportunity

Prepares the employed child development teacher to function as a lead or mentor teacher to students in training or other adults working in the same environment. May be eligible to participate in the Mentor Teacher Program, which includes a stipend for professional development and for supervising identified students in training.

Required Courses

Completion of the Child Development Teacher certificate of achievement and the following course work:

Total Units 40

		Units
CHLD 194	Personnel Issues in Early Childhood Education Programs	3

Required: Six units of area specialization 6

Note: The "area of specialization" units are above and beyond the child development unit requirements for the teacher certificate. The six units in the "area of specialization" may not be counted twice and should focus on one specific area of service, instruction, or curriculum.

Examples of specializations: infant/toddler, teacher/family relations, music/movement experiences, children with special needs, speech and language development, health and safety, art and creative experiences, multicultural/bilingual curriculum, child abuse/children at risk, literacy/children's literature.

NOTE: Administration and core courses are NOT acceptable specializations. CHLD 110, 111, PSY 206, CHLD 114, 190, 191 and 194 cannot be used for the "area of specialization."

PERMIT INFORMATION: This certificate meets the educational requirements for the Master Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with a grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 350 days of 3+ hours per day of qualifying work experience with young children within 4 years. Specific details may be found at www.ctc.ca.gov

Total Units 49

Certificate of Achievement Level Student Learning Outcomes

Students completing the Child Development - Master Teacher Certificate of Achievement will:

1. Acquire knowledge and foundational skills necessary to work in the teaching profession.
2. Demonstrate global consciousness in order to be an effective professional in working with children and families from diverse cultural backgrounds.
3. Apply ethical standards and professional behaviors that demonstrate an understanding and a knowledge, and a deepening commitment to the child development profession and early childhood education.
4. Apply effective guidance and teaching strategies that support social growth, learning, and identity development and promote self-confidence.

CHILD DEVELOPMENT MASTER TEACHER - EARLY INTERVENTION

This certificate is designed for the experienced teacher who desires to develop the additional skills and knowledge necessary to work with exceptional children in a special education or inclusive setting.

Employment Opportunity

This inclusive training program meets the education requirements for child development master teacher. Emphasis is placed on working with young children with special needs in preschool and in early intervention programs.

Required Courses

	Units
CHLD 110 Early Childhood Development	3
or	
PSY 206 Child Growth and Development	3
or	
CHLD 112 Principles of Early Childhood Education I	3
CHLD 114 Home-Child-Community Relations	3
CHLD 120 Literacy for Children	3
CHLD 150 Multi-Culture Anti-Bias Classrooms	3
CHLD 154 Observing and Recording Behavior	3
CHLD 156 Practicum in Early Childhood Education	2
CHLD 156L Practicum A Lab	1
CHLD 160 Perceptual Motor and Movement Activities	2
CHLD 164 The Child with Special Needs	3
CHLD 166 Speech and Language Development and Disorders	2
CHLD 168 Developmental Risk: Infants and Toddlers	2
CHLD 169 Managing Challenging and Disruptive Behaviors	1
CHLD 194 Personnel Issues in Early Childhood Education Programs	3

Also, 16 diversified general education units within the areas of English, math/science, social sciences, humanities or fine arts, any general education excluding PE. GE classes must count for graduation credit. Please see an academic counselor or adviser. 16

PERMIT INFORMATION: Certificate meets the educational requirements for the Master Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with the grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 350 days of 3+ hours per day of quali-

fyng work experience with young children within 4 years. Specific details may be found at www.ctc.ca.gov

Recommended: 100 hours of the 350 hours should be in a special education setting if the student is seeking the State Permit.

Total Units 50

Certificate of Achievement Level Student Learning Outcomes

Students completing the Child Development Master Teacher - Early Intervention Certificate of Achievement will:

1. Apply ethical standards and professional behaviors that demonstrate understanding, knowledge, and a deepening commitment to the child development profession and early childhood education.
2. Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for children.
3. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
4. Apply effective guidance and teaching strategies that will support social growth, learning, identity development and promote self-confidence.



COMMERCIAL DANCE

Dance classes at Citrus College prepare students for many opportunities in the world of dance. Classes are offered in jazz dance, classical ballet, tap dance and modern dance.

Required Courses

	Units
DANC 102 History of Dance	3
DANC 130 Alignment and Correctives	2
DANC 172 Composition in Group Forms	2
DANC 259 Intermediate Tap I	1
DANC 260 Intermediate Jazz Dance I	1
DANC 262 Intermediate Ballet I	1
DANC 269 Intermediate Tap II	1
DANC 272 Intermediate Ballet II	1
DANC 289 Dance Concert Production	3

ELECTIVES: Plus 34 units of the following:

DANC 159 Beginning Tap	1
DANC 160 Jazz Dance Techniques	1
DANC 161 Beginning Modern Dance	1
DANC 162 Beginning Ballet	1

	Units
DANC 171 Introduction to Choreography/ Improvisation	2
DANC 259 Intermediate Tap I	1
DANC 260 Intermediate Jazz Dance I	1
DANC 261 Intermediate Modern Dance I	1
DANC 262 Intermediate Ballet I	1
DANC 269 Intermediate Tap II	1
DANC 270 Intermediate Jazz Dance II	1
DANC 272 Intermediate Ballet II	1
DANC 289 Dance Concert Production	3
MUS 214 Musical Theatre Techniques	3

The above elective classes may be taken multiple times.

Total Units 49

Certificate of Achievement Level Student Learning Outcomes

Students completing the Commercial Dance Certificate of Achievement will:

1. Demonstrate a functional knowledge of alignment, ballet, tap, jazz and modern dance techniques through the beginning and intermediate level.



COMPUTER GENERATED IMAGERY (CGI)

This program provides coursework for majors such as architecture, computer generated imagery (CGI), engineering and animation. Design principles, CAD and animation systems are applied to problems in animation, architecture, landscape architecture, urban planning and engineering. Proper and efficient methods of sketching, story boarding, 3D digital models, animations and multifaceted presentations are examined.

Employment Opportunities

Entry level - Animation Modeler

Required Courses:	Units
ARCH 200 Portfolio Preparation	3
ART 111 Beginning Drawing	3
ART 115 Figure Drawing I	3
ART 120 Two-Dimensional Design	3
DRAF 160 Intermediate Computer Aided Design (CAD)	2.5
DRAF 161 Advanced Computer Aided Design (CAD)	2.5

	Units
DRAF 290 Introduction to Maya Practices.	3

Select one of the following courses:

ARCH 102 Visual Communication	2.5
or	
DRAF 102 Visual Communication	2.5

Total Units 22.5

Certificate of Achievement Level Student Learning Outcomes

Students completing the Computer Generated Imagery (CGI) Certificate of Achievement will:

1. Describe effective Computer Generated Imagery (CGI) techniques including graphic, communication, orientation, and decision making.
2. Demonstrate the ability to use technology to prepare Computer Generated Imagery (CGI) drawings, Computer Aided Drawings (CAD), animations and multimedia presentations.
3. Demonstrate Computer Generated Imagery (CGI) planning techniques and administration of file control for CGI design and animation.
4. Demonstrate the ability to estimate time, material, labor and equipment for Computer Generated Imagery (CGI) design and animation.



COSMETOLOGY

COSMETOLOGY

The cosmetology certificate is a comprehensive curriculum that prepares students for a wide range of careers within the beauty industry. The curriculum offers theoretical and practical disciplines as well as interactive demonstrations and hands-on applications that train students to possess knowledge, language and skills for career opportunities in haircutting, hairstyling, colorist, chemical specialist, skin and nail spas, sales and entrepreneurship. Students will understand the importance of professionalism and artistic endeavor in this diverse industry through inspiration and challenge. This program of study also enables students to prepare for and pass the California State Board Exam.

Students must complete all of the following courses:

COS 141 Introduction to Cosmetology	12
COS 151 Salon Success	4
COS 161A Haircolor I	4
COS 161B Haircolor II	4
COS 172A Hair Design I	4

	Units
COS 172B Hair Design II	4
COS 178A Chemical Texturizing I	4
COS 178B Chemical Texturizing II	4
COS 181A Hairsculpting I	4
COS 181B Hairsculpting II	4
COS 182 Skincare	4
COS 183 Nail Care	4
Total Units 56	

Certificate of Achievement Level Student Learning Outcomes

Students completing the Cosmetology Certificate of Achievement will:

1. Be prepared to pass the State Board Exam and acquire California State licensure.
2. Be trained theoretically and practically in the disciplines of: haircutting, haircoloring, chemical training, skin/nails, hair styling necessary for the professional stylist.
3. Be inspired and challenged artistically through industry competitions, projects, community service and collaborative work with partnering college disciplines.

ESTHETICIAN

This program is designed to educate and train students in the fundamental skills needed to successfully complete and pass the California State Board Exam. The program provides a distinct education in esthetic applications, values, theoretical science and State Board preparedness which includes, but is not limited to, makeup design, training in electrical modalities, hair removal, facials for specific skin types and proper sanitation and disinfecting procedures. The program also provides interpersonal interaction with clients and other students. The focus is on personal satisfaction, study skills, trained applications, and professionalism which are required to become a successful licensed esthetician for an entry-level career in the field of esthetics.

The need for professional estheticians continues to grow in new and exciting ways, providing ample room for personal success in a variety of career paths. This program prepares students for operational and financial success as estheticians.

Required Courses	Units
COS 199 A Esthetician I	8
COS 199 B Esthetician II	8
COS 199 C Esthetician Salon Success	3
Total Units 19	

Certificate of Achievement Level Student Learning Outcomes

Students completing the Esthetician Certificate of Achievement will:

1. Understand the components of creating a professional atmosphere.
2. Recognize different facial treatment philosophies.
3. Master the art of makeup design and hair removal to ensure success in the industry.
4. Develop confidence, proficiency and appreciate the specialized knowledge required for a lucrative career within a professional environment.
5. Successfully complete 600 hours and pass the California State Board exams.

DENTAL ASSISTING

The Dental Assisting Program prepares students for the California State Registered Dental Assistant Examination. This program is accredited by the American Dental Association Commission on Accreditation and the California State Board of Dental Examiners. Upon completion, the graduate is eligible to sit for the California State Registered Dental Assistant Examination and the National Certification Examination. Students must maintain a minimum grade of "C" in all dental courses.

DENT 100 Dental Assisting Basics	2.5
DENT 101 Chairside Assisting	3
DENT 102 Dental Materials	2.5
DENT 121 Preclinical Dental Science	2
DENT 122 Infection Control in the Dental Office	1.5
DENT 123 Preventive Dental Health	2
DENT 124 Dental Specialties	2
DENT 125 Dental Practice Management	2
DENT 201 Dental Radiology	2
DENT 202 Registered Dental Assistant	4
DENT 203 Dental Practical Experience	5.5
DENT 204 RDA Clinical Procedures	1

Employment Opportunity

Dental Assistant, Registered Dental Assistant

Total Units 30

Certificate of Achievement Level Student Learning Outcomes

Students completing the Dental Assisting Certificate of Achievement will:

1. Use correct dental terminology and nomenclature in the correct context in order to effectively communicate dental information and concepts to others.
2. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
3. Demonstrate the ability to interact with patients and work effectively as a member of the dental team.
4. Maintain the standard of care during dental treatment and promote oral health.
5. Develop the ability to use and adapt to current technology used in dental practices.
6. Demonstrate proficiency in the current duties of an RDA, practicing within the delegated duties (scope of practice).
7. Develop foundational knowledge of dental procedures and the ability to communicate and apply their concepts and principles.



DIGITAL AND WEB DESIGN

The digital and web design certificate is designed to introduce and develop the basic skills necessary for success as an entry level graphic, digital or web designer. Fundamental to the core of a strong design sensibility, the computer is an essential tool for design success and a complement to composition, design principles, layout, and typography.

Required Courses:		Units
ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
ART 150	Computer Art Basics	3
ART 153	Digital Media Production I	3
ART 158	Commercial Graphic Design	3
ART 162	Computer Graphics I	3
ART 167	Web Design I	3
ART 168	Animation I	3
ART 189	Art Portfolio and Resume Production	3
PHTO 101	Basic Photography	3
Total Units		30

Certificate of Achievement Level Student Learning Outcomes

Students completing the Digital and Web Design Certificate of Achievement will:

1. Develop design sensibility.
2. Become adept in the use of appropriate computer graphics software.
3. Gain a greater understanding of the industry expectations for an entry level designer.
4. Prepare for university level courses.
5. Bbuild a professional level portfolio.



DRAFTING

ARCHITECTURAL DESIGN

Design principles, complex animation and CAD systems are applied to problems in architecture, landscape architecture and urban planning. Proper and efficient methods of sketching, producing documents, models, 3D digital models, animations and multifaceted presentations are examined.

Employment Opportunity

Entry level - CAD Person/Design Person

Computer Aided Design (CAD)-Architecture and Drafting - Certificate of Achievement required to be completed first.

19.5

Required Courses:		Units
ARCH 201	Architectural Design I	3
ARCH 202	Architectural Design II	3
ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3
DRAF 290	Introduction to Maya Practices	3
ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
Total Units		40.5

Certificate of Achievement Level Student Learning Outcomes

Students completing the Architectural Design Certificate of Achievement will:

1. Describe effective architectural design principle techniques including graphic communication, orientation, and decision making.
2. Demonstrate the ability to use advanced technology to prepare architectural design drawings, Computer Aided Drawings (CAD), animations and multimedia presentations.
3. Demonstrate complex planning techniques and administration of document control for architectural designs, presentations and animations.
4. Demonstrate the ability to estimate time, material, labor and equipment for sophisticated architectural designs, presentations and animations.



COMPUTER AIDED DESIGN (CAD) - ARCHITECTURE AND DRAFTING

This Computer Aided Design (CAD)-Architecture and Drafting Certificate of Achievement provides a foundation for such majors as architecture, drafting and computer generated imagery (CGI).

Employment Opportunities

Entry level Computer Aided Design (CAD) - Cadperson/Draftsperson

Strongly Recommended

DRAF 101 Beginning Computer Aided Design (CAD) or one year of high school drafting or industry drafting experience

Required Courses		Units
ARCH 100	Introduction to Architecture	3
ARCH 110	Introduction to Architectural Communication and Functional Design	3
ARCH 111	Basic Architectural Design	3
DRAF 160	Intermediate Computer Aided Design (CAD)	2.5
DRAF 161	Advanced Computer Aided Design (CAD)	2.5

Select one of the following:

ARCH 102	Visual Communication	2.5
or		
DRAF 102	Visual Communication	2.5

Select one of the following:		Units
ARCH 200	Portfolio Preparation	3
or		
DRAF 103	Advanced Engineering Drawing	3
		Total Units 19.5

Certificate of Achievement Level Student Learning Outcomes

Students completing the Computer Aided Design (CAD)-Architecture and Drafting Certificate of Achievement will:

1. Describe effective drafting techniques including graphic communication, orientation, and decision making.
2. Demonstrate the ability to use technology to prepare hand drawings, Computer Aided Drawings (CAD), and multimedia presentations.
3. Demonstrate planning techniques and administration of document control for design and working drawings.
4. Demonstrate the ability to estimate time, material, labor and equipment for design and working drawings.



EMERGENCY MANAGEMENT AND HOMELAND SECURITY

The certificate of achievement in emergency management and homeland security offers the required courses and learning domains for students to apply for employment with emergency management agencies, such as the local cities and county governments in California and non-profit organizations such as the American Red Cross, and federal agencies such as the Department of Homeland Security and FEMA.

Required Courses		Units
EMER 162	Principles of Emergency Management	3
EMER 163	Terrorism and Emergency Management	3
EMER 164	Managing Hazardous Materials Incidents	3
EMER 166	Emergency Planning and Methodology	3

Plus a minimum of 3 units selected from the following:

EMER 167	Practical Applications of Emergency Management	3
EMER 168	Emergency Operations Center (EOC) Management	3
ESCI 180	Introduction to Geographic Information Systems	3
		Total Units 15

ENGLISH

LITERATURE

This certificate of achievement requires the successful completion of 12 units of literature courses and may be used as verification of literature knowledge or competency for entry-level jobs in fields such as tutoring, editing and publishing, journalism, theater and entertainment.

Reading and Composition Units

Select one of the following:

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3

English Literature:

Select one of the following:

ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3

U.S. American Literature

Select one of the following:

ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U.S. American Literature II	3

World Literature

Select one of the following:

ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3

Total Units 12

Certificate of Achievement Level Student Learning Outcomes

Students completing the Literature Certificate of Achievement will:

1. Critically analyze and evaluate the subtext of literature selections in order to demonstrate knowledge of literary terminology.
2. Employ established modes of reasoning in the defense and development of thesis/judgments to clearly demonstrate knowledge of critical analysis tools in all written work.
3. Identify and evaluate the writer's use of literature as a persuasive tool to identify and assess the effectiveness of literary works.
4. Critically analyze and synthesize source material to demonstrate ability to write at the college level.



WRITING COMPETENCY

This certificate of achievement requires the successful completion of 12 units of English composition course work and may be used as verification of writing competency for entry-level jobs in fields including composition tutoring, editing and publishing, journalism, pre-law, theater and entertainment, freelance writing, and university or college teacher assisting.

Reading and Composition

Select one of the following:

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ESL 101	Reading and Composition	3

Composition and Critical Thinking

Select one of the following:

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3

Composition

Select one of the following:

COMM 101	Reporting and Writing News	3
ENGL 100	Fundamentals of Composition	3
ESL 100	Fundamentals of Composition	4

Rhetoric

Select the following

ENGL 104	Advanced Rhetoric: The Classical Essay	3
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Total Units 12 - 13

Certificate of Achievement Level Student Learning Outcomes

Students completing the Writing Competency Certificate of Achievement will:

1. Employ a variety of rhetorical techniques in order to write multi-paragraph essays.
2. Use correct spelling, grammar, punctuation and capitalization in order to demonstrate knowledge of the conventions of the English language.
3. Use the Internet and word processing programs in order to compose and revise written work.
4. Critically analyze and synthesize source material to demonstrate ability to write at the college level.



INFORMATION TECHNOLOGY

The information technology certificate of achievement prepares students for careers as: computer technicians, IT sales associates, field service technicians, server administrators, system administrators, web support specialists, IT project managers, software support technicians, device integration specialists, as well as storage and backup specialists. Throughout the course of the program, students will develop the skills sought after by IT employers. These include networking, security, IP communications, project management, software support, device integration, as well as ethics. During the program the students will have the opportunity to complete industry certifications from CompTIA which include A+, Network+, Server+, and Security+. Program content will also cover industry certifications for Macintosh and Microsoft.

Required Courses		Units
IT 104	PC Hardware and Maintenance	4
IT 107	Network Technology	4
IT 108	Networking Operating Systems	4
IT 109	Network and Computer Security	4
	or	
CIS 109	Network and Computer Security	4

Complete a minimum of six (6) units from the following electives:

BUS 130	Introduction to Business	3
BUS 132	Ethics in Business	3
CS 111	Introduction to Programming Concepts and Design	4
IT 110	Virtual Computing	4
IT 698B	Cooperative Education	2
IT 698D	Cooperative Education	4
IT 699B	Cooperative Education	2
IT 699D	Cooperative Education	4
PHIL 110	Philosophy/Logic	3
SPCH 100	Interpersonal Communication	3

A course may be used only once to fulfill the certificate requirements. IT 698/699 may be taken more than once; however, no more than four units may be used towards the certificate requirements.

Total Units 22

Certificate of Achievement Level Student Learning Outcomes

Students completing the Information Technology Certificate of Achievement will:

1. Use and possess broad based knowledge of information and concepts related to installing

and maintaining computer hardware, installing and maintaining computer networks, and solving computer hardware and network problems.

2. Apply their knowledge and skills in diverse areas of Information Technology in order to certify in various industry certifications.
3. Have the knowledge, skill and behaviors necessary to obtain an entry-level position as a computer hardware installer/technician, computer network technician, field service technician, network and communication specialist/technician or other related field of information.



MEDIUM AND HEAVY TRUCK SERVICE, DIAGNOSIS AND REPAIR TECHNICIAN

The courses listed in the Medium and Heavy Duty Truck Service, Diagnosis and Repair Technician certificate of achievement are selected to provide a comprehensive set of job skills needed by medium and heavy duty truck technicians, bus technicians and heavy equipment technicians. In addition to improving the student's employability, the skills developed in the program will enhance their ability to become an Automotive Service Excellence (ASE) medium/heavy truck, truck equipment, school bus, transitbus and/or alternative fuels certified technician.

Required Courses		Units
AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	5
AUTO 149	Diesel Engine Management Systems	4
AUTO 156	Automotive Electrical/Electronic Systems I	5
MTRK 151	Medium and Heavy Truck Engines Service, Diagnosis, and Repair	5
MTRK 152	Medium and Heavy Truck Drivetrain Service, Diagnosis, and Repair	5
MTRK 154	Medium and Heavy Truck Chassis Service, Diagnosis, and Repair	5

Plus a minimum of four (4) units from the following electives:

AUTO 166	Automotive Electrical/Electronic Systems II	3
AUTO 167	Automotive HVAC Service, Diagnosis & Repair	3
AUTO 230A	Automotive Service and Repair Work Experience A	1

	Units
AUTO 230B Automotive Service and Repair Work Experience B	2
AUTO 230C Automotive Service and Repair Work Experience C	3
AUTO 230D Automotive Service and Repair Work Experience D	4
AUTO 695/ Special Topics (department approval required)	0.5-4
AUTO 698/ Internship	1-2
699	

Total Units 32

Certificate of Achievement Level Student Learning Outcomes

Students completing the Medium and Heavy Duty Truck Service, Diagnosis and Repair Technician Certificate of Achievement will:

1. Listen to and verify the operator’s concern, review past maintenance and repair documents, determine necessary action and perform the service or repair to industry standards.
2. Obtain ASE Truck technician certification in at least three areas.



PHOTOGRAPHY

The photography certificate of achievement prepares a student for a career as an assistant to a professional photographer, a photographic lab technician or an independent professional free-lance photographer. Students will be prepared for positions in retail photographic outlets.

Required Courses

PHTO 101 Basic Photography	3
PHTO 102 Intermediate Photography	3
PHTO 103 Advanced Photography	3
PHTO 205 Color Photography	3

Electives: Plus three (3) of the following:

PHTO 125 Photography as an Art Medium	3
PHTO 126 Advanced Photography as an Art Medium	3
PHTO 202 Photojournalism	3
PHTO 206 Intermediate Color Photography	3
PHTO 213 Studio and Environmental Portraiture	3

A course may be used only once to fulfill the certificate requirements.

Total Units 21

Certificate of Achievement Level Student Learning Outcomes

Students completing the Photography Certificate of Achievement will:

1. Demonstrate computer proficiency in specialized programs related to photographs.
2. Demonstrate knowledge of photographic theory in choosing new products and using them effectively.
3. Review, analyze and critique photographic work of others.
4. Analyze and evaluate personal and other student's images through use of evaluation rubrics based on aesthetic concepts.



PUBLIC WORKS I

These course offerings prepare new personnel for public works occupations and provide upgrading within these occupations. Job opportunities exist in both the public and private sectors.

Required Courses

PUB 150 Public Works I	3
PUB 151 Street Construction and Maintenance	3
PUB 155 Public Works Inspection	3
PUB 157 Asphalt and Portland Cement	3

Select one (1) of the following:

PUB 154 Soils - Trenching and Grading	3
PUB 156 Concrete Structures and Inspection	3
PUB 158 Municipal and Urban Tree Care	3
PUB 161 California Occupational Safety and Health	3
PUB 162 Traffic Control Standards, Practices, and Policies	3
PUB 165 Environmental Management in Public Works	3

Employment Opportunity

Public Works employees

Total Units 18

Certificate of Achievement Level Student Learning Outcomes

Students completing the Public Works I Certificate of Achievement will:

1. Describe and explain the fundamentals of street maintenance.
2. Demonstrate knowledge of equipment and techniques used for street maintenance.
3. Explain preventative methods and materials, emphasizing the importance of the need for longevity, in street construction and maintenance.
4. Properly demonstrate a clear understanding of inspection records, duties, and job diary techniques.
5. Describe and explain the ability to read and interpret plans and demonstrate a clear understanding of codes and ordinances.
6. Explain how to effectively use resources to administer infrastructure maintenance.



PUBLIC WORKS II

This certificate prepares those already working in the public works field for promotion to supervisor or manager. Job opportunities exist in both the public and private sectors.

Employment Opportunity

Public works crew leader, street division supervisor, maintenance supervisor, field operations manager

Students must first complete the Public Works I Certificate of Achievement **18 Units**

Required Courses

PUB 160	Public Administration	3
PUB 164	Plan Interpretation and Cost Estimating	3
PUB 166	Supervision in Public Works	3
CIS 130	Microcomputer Applications I	4
MATH 150	Intermediate Algebra	5

Select one of the following:

BUS 172	Personnel Management	3
BUS 175	Introduction to Management	3
BUS 176	Management for the Office Professional	3
PUB 154	Soils - Trenching and Grading	3
PUB 156	Concrete Structures and Inspection	3
PUB 158	Municipal and Urban Tree Care	3
PUB 159	Urban Forest Management Planning	3

		Units
PUB 161	California Occupational Safety and Health	3
PUB 162	Traffic Control Standards, Practices, and Policies	3
PUB 165	Environmental Management in Public Works	3
		Total Units 39

Certificate of Achievement Level Student Learning Outcomes

Students completing the Public Works II Certificate of Achievement will:

1. Demonstrate techniques of Public Works administration in planning, finance, and personnel.
2. Demonstrate the ability to estimate time, material, labor and equipment needed for Public Works projects.
3. Describe effective methods of personnel management including communication, orientation, training, motivation, decision making, performance evaluation, and disciplinary action.
4. Demonstrate the ability to use technology to prepare electronic spreadsheets, database management systems, and multimedia presentations.



PUBLIC WORKS/LANDSCAPE MANAGEMENT

This program of study will prepare students who want to enter or seek a promotion in the public landscaping field. Job opportunities include public works maintenance worker, arborist, landscape and park maintenance workers. This program is a partnership between Citrus and Mt. San Antonio colleges, with course requirements that must be taken at each college (courses in Public Works are offered through Citrus, while horticulture and landscape courses are offered at Mt. SAC). Upon completion of the program requirements, students may apply for and receive a certificate of achievement from either of the two colleges.

Required Courses

PUB 150	Public Works I	3
PUB 158	Municipal and Urban Tree Care	3

Mt. San Antonio College Required Courses:

AGOR 1	Horticultural Science	3
AGOR 39	Turf Management	3

Total Units 12

THEATRE

EMERGING THEATRE TECHNOLOGIES

The following courses are required for an Emerging Theatre Technologies Certificate of Achievement.

Required Courses		Units
THEA 101	Introduction to Theatre Arts	3
THEA 130	Introduction to Theatrical Scenery	3
THEA 140	Introduction to Lighting for Theatre, Television and Film	3
THEA 150	Introduction to Intelligent Lighting Systems for Theatre	3
THEA 160	Computer Aided Design for Theatre	4
THEA 245	Stage and Project Management for Theatre, TV and Film	3
THEA 260	Introduction to Show Production Systems	3
THEA 698C	Cooperative Education	3
THEA 699A	Cooperative Education	1
REC 135	Live Sound Reinforcement	4
REC 255	Advanced Live Sound Reinforcement	4
Total Units		34

Certificate of Achievement Level Student Learning Outcomes

Students completing the Emerging Theatre Technologies Certificate of Achievement will:

1. Increase their ability to speak articulately and listen actively by attending various performance classes and productions, having interactions with faculty and students from other disciplines as well as their own, and being exposed to outside professionals in the areas of acting and design, in order to improve industry-specific interpersonal skills.
2. Develop and expand writing skills to broaden communication abilities.
3. Students will become proficient in technical theatre and computer aided design through in-class utilization of appropriate design software, to gain the ability to make creative and analytical decisions throughout the artistic process.
4. Investigate their personal skill set through research projects, practicum, progressive classroom assignments and varied rehearsal techniques in order to create, evaluate and execute realistic goals.
5. Develop a variety of learning strategies through an introduction to various theatrical styles and techniques presented by outside professionals and adjunct professors to increase educational

flexibility.

6. Interact with audiences of all ages and backgrounds through touring, public, and outreach performances, to internalize the importance of strong community relationships, citizenship and integrity.



VOCATIONAL NURSING

Successful completion of the program allows the student to become eligible to take the State Board Examination for Licensed Vocational Nurse-NCLEX.

Required Courses		Units
VNRS 150	Fundamentals of Nursing	3
VNRS 151L	Fundamentals of Nursing Lab	3
VNRS 152	Pharmacology I	1
VNRS 153	Introductory Nutrition for the Vocational Nurse	1
VNRS 154	Body Structure and Function for the Vocational Nurse I	1.5
VNRS 155	Social-Psychology for the Vocational Nurse	1
VNRS 160	Medical-Surgical Nursing I	3
VNRS 161L	Medical-Surgical Nursing I Lab	3
VNRS 162	Pharmacology II	1
VNRS 163	Diet Therapy for the Vocational Nurse	1
VNRS 164	Body Structure and Function for the Vocational Nurse II	1.5
VNRS 165	Growth and Development: Young Adult - Elderly	1
VNRS 170	Medical-Surgical Nursing II	7
VNRS 171L	Medical-Surgical Nursing II Lab	7
VNRS 172	Advanced Pharmacology	2
VNRS 173	Psychology for Vocational Nurses	2
VNRS 180	Pediatric Nursing	3.5
VNRS 181	Growth and Development: Infancy-Adolescence	1
VNRS182	Obstetrical-Gynecological Nursing	4
VNRS183	Leadership in Nursing	3

Employment Opportunity

Vocational Nurse

Total Units 50.5

Certificate of Achievement Level Student Learning Outcomes

Students completing the Vocational Nursing Certificate of Achievement will:

1. Use correct medical terminology and nomenclature, in the correct context, in order to effectively communicate health/medical information and concepts to others.
2. Demonstrate the ability to perform accurate calculations of intake and output, drug dosages, and IV rates.
3. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
4. Demonstrate the ability to interact with patients and work effectively as a member of the health care team.
5. Develop the ability to use and adapt to current technologies used in the healthcare setting.
6. Provide patient care that falls within the scope of practice as set forth by the BVNPT.



WATER TECHNOLOGY

This program is designed to prepare students who wish to seek employment in the public drinking water supply industry or qualify for a more responsible position within the industry. These courses will be helpful to students who wish to prepare for the T-1, T-2, T3, T4, and T5 Water Treatment Operator and D1, D2, D3, D4, and D5 Water Distribution Operator certification examinations given by the California Department of Public Health. Coursework also provides contact hours for Operator Certification maintenance requirements.

Required Courses	Units
WATR 150 Introduction to Water Systems	3
WATR 151 Water Resources and Distribution I	3
WATR 156 Water Treatment I	3
WATR 153 Water Resources and Distribution II	3
WATR 157 Water Treatment II	3

Select one course from the following:

BIOL 145 Environmental Science	3
PUB 155 Public Works Inspection	3
PUB 160 Public Administration	3
PUB 161 California Occupational Safety and Health	3
PUB 165 Environmental Management in Public Works	3
WATR 162 Water Conservation	3

Employment Opportunity

Pumping station operator, water line worker, water maintenance mechanic helper, water motor installer, water service dispatcher, treatment plant operator

Total Units 18

Certificate of Achievement Level Student Learning Outcomes

Students completing the Water Technology Certificate of Achievement will:

1. Describe and explain regulatory issues that relate to the public drinking water supply.
2. Diagram and explain the fundamentals of the water distribution system including SCADA (supervisory control and data acquisition), maintenance, pumps, hydraulics, and valves.
3. Given a scenario involving water contamination; identify the contaminants, recommend the best treatment, administer the treatment and then verify the contaminants are below allowable safety thresholds.
4. Demonstrate the safe handling of chemicals used in the Water industry and describe the Occupational Safety and Health Administration (OSHA) regulations related to public drinking water.



WILDLAND RESOURCES AND FORESTRY

A certificate of achievement in wildland resources and forestry prepares students for pre-professional careers and transfer into a four-year university leading to a baccalaureate degree in such areas as biology, botany, conservation, ecology, education, environmental science, forestry, horticulture, organismal biology, natural resources, rangeland management, recreation, soil science, wildland fire management and wildlife management.

The wildland resources and forestry student is also prepared to enter professional programs/careers of specialized study/work in such areas as agriculture, conservation biology, resource ecology, entomology, environmental protection, fisheries and wildlife, forest management, hydrology, limnology, natural resource, naturalist, park ranger, soil science, silvicultural practice, wildlife law enforcement and zoology. Those students who do not intend to transfer may take the courses for either direct vocational application or for general interest.

FORESTRY

Required Courses		Units
FOR 101	Introduction to Forestry	3
FOR 102	Introduction to Forest Ecology	3
FOR 103	Plant Identification	3
FOR 104	Introduction to Outdoor Recreation	3
FOR 105	Wildland Fire Management	3
FOR 106	Principles of Wildlife Management and Ecology	3
ESCI 180	Introduction to Geographic Information Systems	3

Employment Opportunity

Entry level positions for federal, state and private employers. Areas of opportunity include biological technician, conservation scientist, environmental technician, forestry aid, forest biologist, forestry technician, naturalist, park assistant, resource ecologist, survey technician aid, and wildlife biologist.

Total Units 21

Certificate of Achievement Level Student Learning Outcomes

Students completing the Wildland Resources and Forestry Certificate of Achievement will:

1. Express knowledge of scientific terminology as it relates to the management of wildland and other renewable resources.
2. Collect data and interpret data, tables and graphs to demonstrate an understanding of the types of data available in the realm of wildland resources.
3. Generate scientific hypotheses to distinguish between scientific and non-scientific questions and methods that relate to wildland resources to meet the emerging mandates for conservation, biodiversity, ecosystem management, and long-term sustainability.
4. Examine how human activities have contributed to changes in the wildland environment to better understand and discuss past, current, and future issues related to wildland resources.
5. Select and use the appropriate scientific apparatus.



Forestry classes prepare students for careers in conservation and sustainability.

How Can I Earn a Skill Award from Citrus College?

Programs of Study Leading to a Skill Award

Some Citrus College academic programs, based on the satisfactory completion of a course or a sequence of courses, issue a Skill Award. Total units taken for a Skill Award may not exceed 17.5 units. A Skill Award may verify and provide documentation of proficiency for entry-level employment requirements, job up-grades and application into fields that require documentation of specific coursework.

Programs of Study Leading to a Skill Award:

Automotive Technology

Engine Rebuilding and Machining

Child Development

Child Development Associate Teacher
 Infant & Child Development Associate Teacher

Health Sciences

Emergency Medical Technician
 Home Health Aide
 Nurse Assistant

Office Technology

General Office Clerk
 Information/File Clerk



AUTOMOTIVE TECHNOLOGY
ENGINE REBUILDING AND MACHINING

Required Courses	Units
AUTO 295 Engine Design	4
AUTO 296 Cylinder Head Development	4
AUTO 297 Cylinder Block Development	4

EMPLOYMENT OPPORTUNITY

Entry level engine machinist

Total Units 12



CHILD DEVELOPMENT

CHILD DEVELOPMENT ASSOCIATE TEACHER

This entry-level program allows the student to explore the field of child development and prepares the student to work as a child development aide or assistant teacher in the field of early childhood education.

Employment Opportunity: This program prepares you to work as a child development aide or assistant teacher in a variety of programs.

Required Courses

CHLD 110 Early Childhood Development	3
or	
PSY 206 Child Growth and Development	3
CHLD 112 Principles of Early Childhood Education I	3
CHLD 114 Home-Child-Community Relations	3

Plus Three (3) Units of Electives **Units**

CHLD 109	Introduction to Early Childhood Education	3
CHLD 116	Introduction to Curriculum	3
CHLD 120	Literacy for Children	3
CHLD 121	Art for Children	2
CHLD 122	Music and Rhythms for Children	2
CHLD 123	Science Experiences for Children	1
CHLD 124	Mathematics for Children	1
CHLD 144	Health, Safety and Nutrition for Young Children	3

PERMIT INFORMATION

This Skill Award meets the educational requirements for the Associate Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with the grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 50 days of 3+ hours per day of qualifying work experience with young children within two (2) years. Specific details may be found at www.ctc.ca.gov.

Total Units 12

Skill Award Level Student Learning Outcomes

Students completing the Child Development Associate Teacher Skill Award will:

1. Demonstrate the ability to apply theories of early childhood education and child development.
2. Demonstrate global consciousness to work effectively with children, their families, and individuals from diverse cultures.



INFANT AND CHILD DEVELOPMENT ASSOCIATE TEACHER

Required Courses

Completion of the Child Development Associate Teacher Skill Award	12
plus	
CHLD 130 Infant Development and Group Care	3

Employment Opportunity

This program prepares students to work as a child development aide or assistant in a public or private preschool, Headstart program or day care center, or as a teacher in a private infant or preschool program.

Total Units 15



HEALTH SCIENCES

EMERGENCY MEDICAL TECHNICIAN

Required Courses

HEAL 161	Emergency Medical Technician - Basic	7
		Total Units 7

Skill Award Level Student Learning Outcomes

Students completing the Emergency Medical Technician Skill Award will:

1. Use correct medical terminology and nomenclature in the correct context in order to effectively communicate health/medical information and concepts to others.
2. Demonstrate an understanding of the ethical responsibilities of EMS and other healthcare providers.
3. Calculate various I.V. drip rates for patients undergoing I.V. therapy.
4. Develop problem solving and self assessment skills and make appropriate decisions regarding a variety of procedural situations.
5. Identify the signs and symptoms of common medical emergencies related to various body systems.
6. Demonstrate the ability to interact with patients and work effectively as a member of the emergency medical services team.
7. Discuss various EMS systems both local/state and international.
8. Develop the ability to use and adapt to current technology used in emergency medical services practices.
9. Demonstrate understanding of administering patient prescribed drugs to patients.
10. Demonstrate proficiency in the current duties of an EMT, practicing within scope of practice.



HOME HEALTH AIDE

Required Courses

NRS 102	Home Health Aide	Units
		2

Employment Opportunity

Home Health Aide

Total Units 2



NURSE ASSISTANT	Units
Required Courses	
NRS 101 Nurse Assistant	5

Employment Opportunity: Certified Nurse Assistant, Acute Care Nurse Aide

Total Units 5

Skill Award Level Student Learning Outcomes

Students completing the Nurse Assistant Skill Award will:

1. Communicate in English verbally and in writing using appropriate medical terminology.
2. Collect, calculate and interpret observations.
3. Develop problem-solving skills and make appropriate decisions regarding a variety of situations.
4. Provide culturally specific healthcare to all people.
5. Develop the ability to use and adapt to current technologies used in the healthcare setting.
6. Provide patient care that falls within the scope of practice as set forth by the California Department of Health Services.



OFFICE TECHNOLOGY

The general office clerk award is given upon completion of a series of courses that provide the student with mid-level office skills and employment training for positions in the business office environment. In addition to all of the courses required for the information/file clerk award, the student will take additional courses designed to significantly increase the student's knowledge and proficiency in professional office responsibilities.

GENERAL OFFICE CLERK

Required Courses	
OFF 101 Introduction to Microsoft Office Applications	3
OFF 215 Introduction to Microsoft Outlook	2
OFF 260 Computer Keyboarding and Document Processing	3
OFF 281 Filing and Records Management	3
OFF 291 Introduction to Technology	2
OFF 294 Beginning Microsoft Word	2

Select two Professional Development Series Courses

OFF 154 Professional Development Series: Interpersonal Skills	1
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	Units
OFF 155 Professional Development Series: Business Etiquette and Protocol	1
OFF 156 Professional Development Series: Team Dynamics	1
OFF 157 Professional Development Series: Customer Relations and Rapport	1
OFF 158 Professional Development Series: Leadership in Organizations	1
OFF 159 Professional Development Series: Career Planning and Networking	1
OFF 160 Professional Development Series: Professional Image	1
OFF 161 Professional Development Series: Interview Styles and Strategies	1

Total Units 17

Skill Award Level Student Learning Outcomes

Students completing the General Office Clerk Skill Award will:

1. Perform all Information/File Clerk tasks such as: use e-mail to communicate with others; understand and utilize filing procedures; examine incoming materials and code it numerically, alphabetically or by subject matter; enter data electronically in various storage devices; use electronic calendars; use correct spelling, grammar, and punctuation in prepared documents.
2. File data on the computer.
3. Keyboard and file data on computers as well as access information.
4. Keep payroll records and prepare invoices.
5. Make photocopies and take inventory.
6. Set up spreadsheets.
7. Work with customers and answer questions.
8. Format letters, memos, tables and reports using current office application program.
9. Compose routine letters, memos and e-mail messages.



INFORMATION/FILE CLERK

The information/file clerk award is given upon completion of a series of courses that provide the student with entry-level office skills and employment training for entry-level positions in the business office environment.

Required Courses	Units
OFF 260 Computer Keyboarding and Document Processing	3
or	
OFF 057 Computer Keyboarding	1

		Units
OFF 101	Introduction to Microsoft Office Applications	3
OFF 215	Introduction to Microsoft Outlook	2
OFF 281	Filing and Records Management	3
Select one of the following Professional Development Series courses		
OFF 154	Professional Development – Interpersonal Skills	1
OFF 155	Professional Development Series— Business Etiquette and Protocol	1
OFF 156	Professional Development Series: Team Dynamics	1
OFF 157	Professional Development Series: Customer Relations and Rapport	1
OFF 158	Professional Development Series: Leadership in Organizations	1
OFF 159	Professional Development Series: Career Planning and Networking	1
OFF 160	Professional Development Series: Professional Image	1
OFF 161	Professional Development Series: Interview Styles & Strategies	1
Total Units 10 - 12		

Skill Award Level Student Learning Outcomes

Students completing the Information/File Clerk Skill Award will:

1. Use e-mail to communicate with others.
2. Understand and utilize filing procedures.
3. Examine incoming materials and code it numerically, alphabetically or by subject matter.
4. Enter data electronically in various storage devices.
5. Use electronic calendars.
6. Use correct spelling, grammar, and punctuation in prepared documents.



The Office Technology Skill Award provides training in office practices and management.

How Do I Transfer to a Four-Year College or University?

Transfer Policies and Guidelines

University of California

The University of California System (UC) consists of 10 campuses.

Berkeley
 Davis
 Irvine
 Los Angeles
 Merced
 Riverside
 San Diego
 San Francisco (Medical Center)
 Santa Barbara
 Santa Cruz

Each campus within the UC system has its own unique geographic and academic character. The UC offers bachelor's, master's, and doctoral degrees in a variety of subject areas.

Articulation agreements between California Community Colleges and individual UC campuses can be found on www.assist.org. Articulation agreements can help identify courses to select for course transferability, major preparation and general education requirements.

Many UC campuses offer individual admission agreements that guarantee students space on campus or in a particular major, provided they complete specific academic requirements while at a community college. The Citrus College Career/Transfer Center has Transfer Admission Guarantees (TAGs) with Davis, Irvine, Merced, Riverside, San Diego, Santa Barbara and Santa Cruz. Students are urged to secure UC admission by submitting a TAG during the TAG application filing period, September 1 - 30. TAG criteria can be found at www.universityofcalifornia.edu/admissions/transfer/index.html

Transfer Eligibility Requirements

The UC considers a student a transfer applicant if they are enrolled in a regular session at a college or university after high school, not including summer session. The student's college record cannot be disregarded; they cannot apply as a freshman. A maximum of 70 semester units of transferable credit will be accepted for courses completed at a community college.

The UC gives junior-level community college students first priority over other transfer applicants, including those from four-year institutions and UC's own inter-campus transfer students.

Junior-Level Transfer

To be considered for UC admission as a junior, you must fulfill both of the following:

1. Complete 60 semester (90 quarter) units of transferable college credit with a GPA of at least 2.4 (2.8 if you're a nonresident). No more than 14 semester (21 quarter) units may be taken Pass/No Pass.
2. Complete the following course pattern requirements, 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:
 - arts and humanities
 - social and behavioral sciences
 - physical and biological sciences

Each course in this pattern must be worth at least three semester units and you must earn a grade of C or better in each course. For information about which community college courses are UC transferable and which are approved for UC Transfer Admissions Eligibility, visit www.assist.org.

Lower-Division Transfer

While all UC campuses welcome a large pool of junior-level transfers, most admit only a limited number of lower-division students:

- If you were eligible for admission to UC when you graduated from high school — meaning you satisfied the subject, examination and scholarship requirements or were identified by UC during your senior year as Eligible in the Local Context (ELC) and completed the subject and examination requirements in your senior year — you are eligible for transfer if you have a 2.0 GPA in your transferable college coursework (2.8 GPA for non-residents).
- If you met the scholarship requirement in high school, but did not satisfy the 15-course subject requirement, you must take transferable college courses in the missing subjects, earn a C or

better in each required course and have an overall 2.0 GPA in all transferable coursework to be eligible to transfer (a 2.8 GPA is required for nonresidents).

Nonresident

The minimum admission requirements for nonresidents are very similar to those for residents. Non-California residents must consult with the admissions office at one of the UC campuses for details. In all cases, however, nonresidents must have a grade point average of 2.8 or higher in all transferable college coursework.

Intersegmental General Education Transfer Curriculum (IGETC)

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from a community college to a campus in either the University of California (UC) or the California State University (CSU) systems without the need to complete additional lower-division general education courses. The IGETC is not an admission requirement for transfer to UC or CSU, nor is it the only way to fulfill prior to transfer the lower-division, general education requirements of UC or CSU. Students pursuing majors that require extensive lower-division preparation may not find the IGETC option to be advantageous. Students who have taken Advanced Placement (AP) examinations may be able to use them towards credit for IGETC.

IGETC Area 1: English Communication

CSU - 3 courses required, one each from Group A, B and C

UC - 2 courses required, one each from Group A and B

A - English Composition

1 course, 3 semester units

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ENGL 102	Introduction to Literature	3

B - Critical Thinking-English Composition

1 course, 3 semester units

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Advanced Rhetoric: The Classical Essay	3

C - Oral Communication (CSU requirement only)

1 course, 3 semester units

SPCH 101	Public Address	3
SPCH 103	Argumentation and Debate	3

IGETC Area 2: Mathematical Concepts and Quantitative Reasoning

1 course, 3 semester units

A: Mathematics

MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 170	College Algebra	4
MATH 175	Pre-Calculus	4
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	4
MATH 210	Calculus with Analytic Geometry III	4
MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PSY 203	Research Methods in Psychology	3

IGETC Area 3: Arts and Humanities

At least 3 courses, with at least one course from the arts and one course from the humanities, 9 semester units

A - Fine Arts

ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3
ART 100	Art History and Appreciation - Fundamentals	3
ART 101	Art History and Appreciation - Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 110	Introduction to the Visual Arts	3
ART 199	Motion Picture Appreciation	3
ART 200	History of Motion Pictures	3
ART 201	History of Motion Pictures	3
ART 206	History of Latin American Art	3
ART 207	History of Asian Art - China, Korea, and Japan	3
COMM 136	Cultural History of American Films	3
DANC 102	History of Dance	3
MUS 110	History of Music I	3
MUS 111	History of Music II	3
MUS 113	History of Rock and Roll	3
MUS 114	Music Appreciation	3
MUS 218	History of Jazz	3
MUS 225	Introduction to American Music	3

SPAN 130	Latin American Culture and Civilization	3	HIST 130	Latin American Culture and Civilization	3
THEA 101	Introduction to Theatre Arts	3	HIST 131	History of Latin America to 1825	3
THEA 200	The Art of the Theatre	3	HIST 132	History of Modern Latin America	3
B - Humanities			HIST 140	History of the American West	3
ARCH 250	History of Architecture: Prehistory to Mannerism	3	HUM 101	Humanities - Prehistory through the Medieval Period	3
ARCH 251	History of Architecture: Baroque to the Present Day	3	HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
CHIN 102	Chinese II	5	HUM 102	Humanities from the Renaissance through the 19th Century	3
ENGL 102	Introduction to Literature	3	HUM 110	Humanities in the 20th Century	3
ENGL 120	Introduction to Women's Literature	3	JPN 102	Japanese II	5
ENGL 213	Horror Literature	3	PHIL 101	Great Religions of the World	3
ENGL 213H	Horror Literature - Honors	3	PHIL 106	Introduction to Philosophy	3
ENGL 216	American Latino Literature	3	PHIL 106H	Introduction to Philosophy - Honors	3
ENGL 251	Introduction to English Literature I	3	PHIL 108	Philosophy/Ethics	3
ENGL 252	Introduction to English Literature II	3	SPAN 102	Spanish II	5
ENGL 261	Introduction to U.S. American Literature I	3	SPAN 127	Spanish Civilization	3
ENGL 262	Introduction to U.S. American Literature II	3	SPAN 130	Latin American Culture and Civilization	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3	SPAN 201	Spanish III	5
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3	SPAN 202	Spanish IV	5
ENGL 291	Film as Literature	3	SPAN 210	Intermediate Spanish for Speakers of Spanish	5
ENGL 291H	Film as Literature - Honors	3	SPAN 211	Reading and Composition for Speakers of Spanish II	5
ENGL 293	Children's Literature	3	IGETC Area 4 - Social and Behavioral Sciences		
ENGL 293H	Children's Literature - Honors	3	At least 3 courses from at least 2 disciplines or an interdisciplinary sequence, 9 semester units		
ENGL 294	Introduction to Shakespeare	3	4A - Anthropology and Archaeology		
ENGL 296	Introduction to Folklore	3	ANTH 210	Introduction to Cultural Anthropology	3
ENGL 298	Literature of the Bible	3	ANTH 210H	Introduction to Cultural Anthropology - Honors	3
GER 102	German II	5	ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
GER 201	German III	5	ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
GER 202	German IV	5	ANTH 220	Introduction to Archaeology	3
HIST 103	History of World Civilization up to 1500	3	4B - Economics		
HIST 103H	History of World Civilization up to 1500 - Honors	3	ECON 100	Survey of Economics	3
HIST 104	History of World Civilization since 1500	3	ECON 101	Principles of Economics	3
HIST 105	History of World Civilization - The 20th Century	3	ECON 101H	Principles of Economics - Honors	3
HIST 107	History of the United States before 1877	3	ECON 102	Principles of Economics	3
HIST 107H	History of the United States before 1877 - Honors	3	4C - Ethnic Studies		
HIST 108	History of the United States from 1877	3	ETHN 101	Introduction to Ethnic Studies	3
HIST 108H	History of the United States from 1877 - Honors	3	ETHN 116	Introduction to Chicano Studies	3
HIST 127	Spanish Civilization	3			

4D - Gender Studies

ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
SOC 216	Sex and Gender in a Cross Cultural Perspective	3

4E - Geography

GEOG 102	Cultural Geography	3
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4F - History

HIST 103	History of World Civilization up to 1500	3
HIST 103H	History of World Civilization up to 1500 - Honors	3
HIST 104	History of World Civilization since 1500	3
HIST 105	History of World Civilization - The 20th Century	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States from 1877	3
HIST 108H	History of the United States from 1877 - Honors	3
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 110	A Survey History of Africa	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans	3
HIST 127	Spanish Civilization	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 139	History of California	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
SPAN 130	Latin American Culture and Civilization	3

4G - Interdisciplinary, Social & Behavioral Sciences

COMM 100	Mass Media and Society	3
SOC 114	Marriage, Family, and Intimate Relations	3

4H - Political Science, Government & Legal Institutions

POLI 103	American Government and Politics	3
POLI 103H	American Government and	

	Politics - Honors	3
POLI 104	Introduction to Political Science	3
POLI 105	Comparative Politics	3
POLI 116	International Relations	3

4I - Psychology

PSY 101	Introduction to Psychology	3
PSY 110	Psychology of Religion I	3
PSY 203	Research Methods in Psychology	3
PSY 205	Developmental Psychology	3
PSY 206	Child Growth and Development	3
PSY 212	Abnormal Psychology	3
PSY 220	Introduction to Social Psychology	3
PSY 225	Psychology of Human Sexuality	3
PSY 226	Psychology of Women	3

4J - Sociology & Criminology

ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
SOC 118	Minorities in America	3
SOC 201	Introduction to Sociology	3
SOC 201H	Introduction to Sociology - Honors	3
SOC 216	Sex and Gender in a Cross Cultural Perspective	3

IGETC Area 5 - Physical and Biological Sciences

Two (2) courses-one physical sciences course and one biological science course; at least one course must include a laboratory, 7-9 semester units

Courses in bold are lab courses.**5A - Physical Science**

ASTR 115	Planetary Astronomy	3
ASTR 115H	Planetary Astronomy - Honors	3
ASTR 116	Stellar Astronomy	4
ASTR 117	Life In The Universe	3
CHEM 103	College Chemistry	5
CHEM 104	College Chemistry	5
CHEM 110	Beginning General Chemistry	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
CHEM 210	Organic Chemistry	3
CHEM 220	Organic Chemistry	3
ESCI 118	Physical Geography	3
ESCI 120	Physical Geology	4
ESCI 121	Historical Geology	4
ESCI 122	Geology: Earth History	3
ESCI 130	Physical Oceanography	3
PHYS 110	Introduction to College Physics	4
PHYS 111	Physics for Life Sciences I	4
PHYS 112	Physics for Life Sciences II	4
PHYS 201	Physics: Mechanics	5
PHYS 203	Physics: Optics and Thermodynamics	5

5B - Biological Science

ANTH 212	Introduction to Physical Anthropology	3
ANTH 212L	Introduction to Physical Anthropology Lab	1
BIOL 102	Human Genetics	3
BIOL 104	Biology: Contemporary Topics	3
BIOL 105	General Biology	4
BIOL 124	Principles of Biology I	5
BIOL 125	Principles of Biology II	5
BIOL 145	Environmental Science	3
BIOL 200	Human Anatomy	4
BIOL 201	Human Physiology	4
BIOL 220	Microbiology	5

Courses in bold are lab courses.

IGETC Area 6 - Language other than English (UC Requirement Only)

Proficiency equivalent to two years of high school study in the same language

6A - Languages other than English

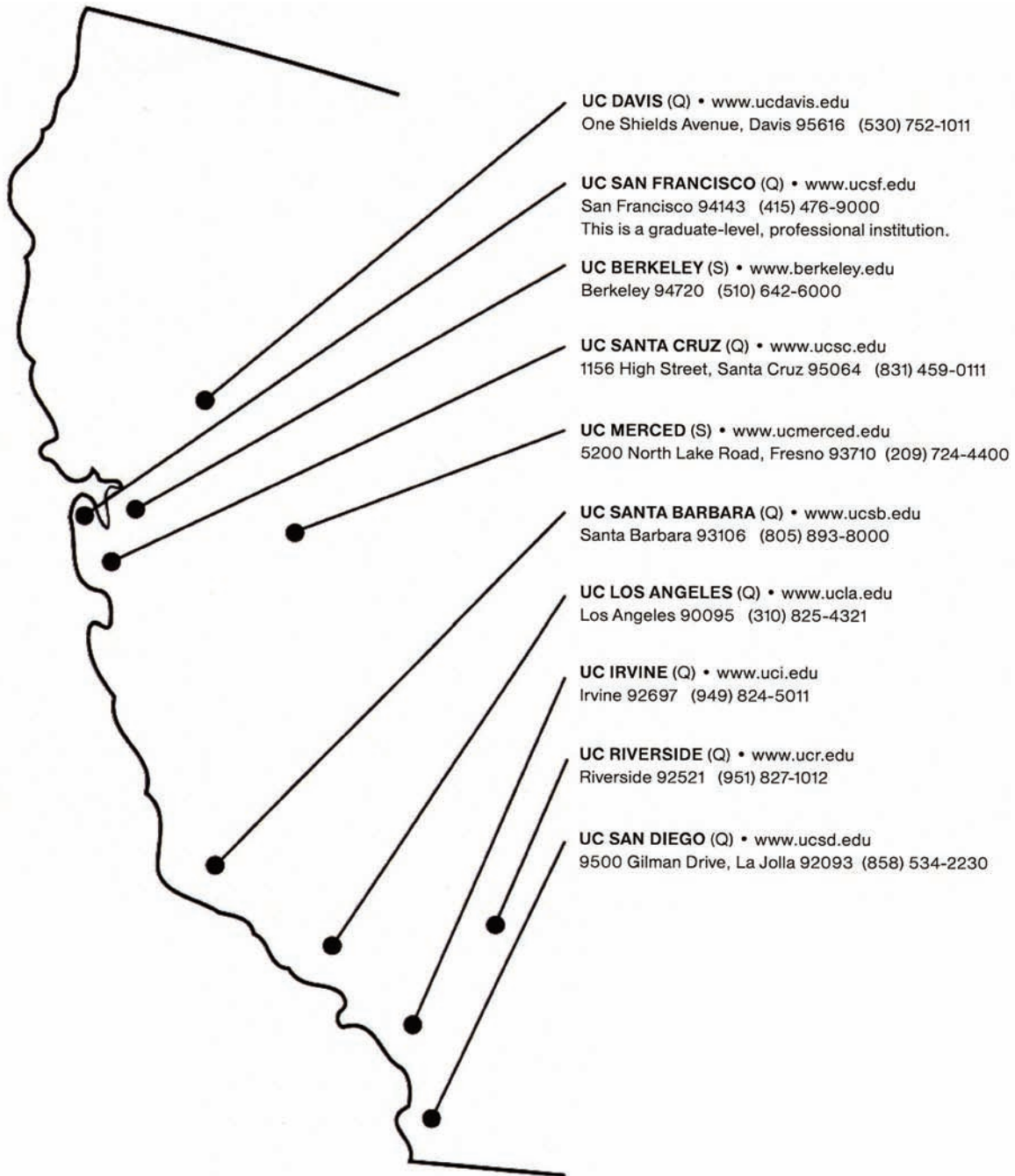
CHIN 101	Chinese I	5
CHIN 102	Chinese II	5
GER 101	German I	5
GER 102	German I	5
GER 201	German III	5
GER 202	German IV	5
JPN 101	Japanese I	5
JPN 102	Japanese II	5
SPAN 101	Spanish I	5
SPAN 102	Spanish II	5
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Speakers of Spanish	5

* Courses listed in multiple areas shall not be certified in more than one area except for courses in languages other than English, which can be certified in both areas 3B and 6A.



Classes in the physical and biological sciences classes are required for transfer to a four-year college or university.

University of California Campuses



S = SEMESTER SYSTEM Q = QUARTER SYSTEM

California State University

The California State University (CSU) is the nation's largest university system, with 23 campuses located across the state, from Humboldt in the north to San Diego in the south.

While part of the CSU system, each campus has a unique identity. CSU campuses have distinct student populations and programs. Many of their programs are offered in the late afternoon and evenings for students who work during the day.

The 23 CSU campuses are:

Bakersfield
 Channel Islands
 Chico
 Dominguez Hills
 Fresno
 Fullerton
 East Bay
 Humboldt
 Los Angeles
 Long Beach
 Maritime Academy
 Monterey Bay
 Northridge
 Pomona
 Sacramento
 San Bernardino
 San Diego
 San Francisco
 San Jose
 San Luis Obispo
 San Marcos
 Sonoma
 Stanislaus

Undergraduate Transfers

The CSU generally considers an undergraduate transfer student as one who has enrolled in a community college or university other than a CSU following high school graduation. Students with fewer than 60 or more transferable semester units are considered lower division transfers. Students with 60 transferable semester units are considered upper division transfers.

Lower-Division Transfers

Most campuses restrict the admission of lower-division transfer students who have earned fewer than 60 transferable semester units. Some campuses may accept applications from lower-division students who are applying to science, technology, engineering or mathematics majors. Lower-division transfers are eligible if they:

- Have a college grade point average of 2.0 or better in all transferable college units attempted;
- Are in good standing at the last college or university attended, i.e., eligible to re-enroll;
- Meet the eligibility index required of a first-time freshman;
- Meet the college-preparatory course requirements for a first-time freshman or have successfully completed necessary courses to make up any deficiencies in their high school records.

If lower-division transfer students cannot meet the high school eligibility standards, they should continue to complete courses at Citrus College or at another accredited college or university. Students should consider applying when they are eligible for consideration as upper-division transfers.

Upper-Division Transfers

Grades are obviously an important factor in admission as an upper-division transfer. It is important to note that there are different ways grades are used in the admission process.

Students who have completed a minimum of 60 transferable units with a 2.0 or higher grade point average in all transferable course

work are eligible to transfer. The 60 transferable units must include at least 30 units of General Education and one course each from A1, A2, A3, and B4 of the CSU General Education Pattern.

Students are strongly encouraged to complete as many lower division major preparatory requirements as possible prior to transfer. Grade point average requirements are higher for high-demand campuses or majors. A maximum of 70 transferable semester units in a community college may be applied to the baccalaureate degree. High demand majors may require supplemental preparation that must be met prior to transfer.

To make admission decisions, CSU admissions offices look at three factors:

- College grades
- Completed college coursework, especially in general education
- Whether the student is in good standing at the last college or university attended

Remember these are minimums, and in the case of high-demand majors and campuses, a 2.0 GPA may not be high enough to be admitted. High-demand majors may require a higher GPA in specific core/major prep courses, a higher cumulative GPA, or a combination of both.

The key to a successful transfer is early planning to ensure that students complete courses to meet the admission, general education, and lower-division major preparation requirements.

Obviously, the better a student prepares at Citrus College, the more likely admission requirements at their first-choice CSU campus will be met.

Associate Degrees for Transfer

Citrus College now offers Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) degrees. The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to the California State University (CSU) system for any community college student who completes an AA-T or AS-T degree. Please refer to page 50 for more information.

Additional information can also be obtained by visiting <http://calstate.edu/transfer/degrees/AAAS-TDegreeRequirements.shtml>

An Important Note about Planning For Transfer

In general, courses listed as preparation for a major may also be applicable as general education requirements. Students should refer to the catalog of the institution offering their intended major to determine lower-division major requirements, as well as those that are recommended or required in preparation for the major.

In addition, the ASSIST website at www.assist.org, is the official California statewide database listing a selection of campus-approved articulation/transfer agreements, general education requirements, and information on UC and CSU transferable courses. Students are also advised to contact a Citrus College counselor for more information and for details regarding other transfer agreements and options not available on ASSIST.



Citrus College students who transferred to four-year colleges and universities gathered to celebrate the next step in their educational journeys.

The California State University General Education - Breadth Requirements

Citrus College may certify that a student has satisfied the minimum general education requirements of 39 lower division transfer units in accordance with CSU Executive Order 1033. It is also possible to transfer to a California State University campus upon completion of the Intersegmental General Education Transfer Curriculum (IGETC). The number of units which may be certified are as follows:

AREA A - COMMUNICATION IN THE ENGLISH LANGUAGE AND CRITICAL THINKING

9 semester or 12 quarter units required with at least one course each from A1, A2 and A3

A1 - Oral Communication

SPCH 100	Interpersonal Communication	3
SPCH 101	Public Address	3
SPCH 106	Small Group Communication	3

A2 - Written Communication

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ENGL 102	Introduction to Literature	3
ESL 101	Reading and Composition	3

A3 - Critical Thinking

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Advanced Rhetoric: The Classical Essay	3
PHIL 110	Philosophy/Logic	3
SPCH 103	Argumentation and Debate	3

AREA B - PHYSICAL UNIVERSE AND ITS LIFE FORMS

9 semester or 12 quarter units required with at least one course each from physical science, life science (at least one to contain a laboratory component) and mathematics/quantitative reasoning

B1 - Physical Science (courses listed in bold face type also meet the B3 Laboratory Activity requirement)

ASTR 115	Planetary Astronomy	3
ASTR 115H	Planetary Astronomy - Honors	3
ASTR 116	Stellar Astronomy	4
ASTR 117	Life In The Universe	3
CHEM 103	College Chemistry	5
CHEM 104	College Chemistry	5
CHEM 106	Physical Science for Educators	4

CHEM 110	Beginning General Chemistry	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
CHEM 210	Organic Chemistry	3
CHEM 220	Organic Chemistry	3
ESCI 106	Earth and Space Science for Educators	4
ESCI 118	Physical Geography	3
ESCI 119	Physical Geography w/o lab	3
ESCI 120	Physical Geology	4
ESCI 121	Historical Geology	4
ESCI 122	Geology: Earth History	3
ESCI 124	Environmental Geology	3
ESCI 130	Physical Oceanography	3
PHYS 106	Physical Science for Educators	4
PHYS 110	Introduction to College Physics	4
PHYS 111	Physics for Life Sciences I	4
PHYS 112	Physics for Life Sciences II	4
PHYS 201	Physics A: Mechanics	5
PHYS 202	Physics: Electromagnetism	5

B2 - Life Science

ANTH 212	Introduction to Physical Anthropology	3
BIOL 102	Human Genetics	3
BIOL 104	Biology: Contemporary Topics	3
BIOL 105	General Biology	4
BIOL 109	Biology for Educators	4
BIOL 124	Principles of Biology I	5
BIOL 125	Principles of Biology II	5
BIOL 145	Environmental Science	3
BIOL 200	Human Anatomy	4
BIOL 201	Human Physiology	4
BIOL 220	Microbiology	5

B3 - Laboratory Activity

ANTH 212L	Introduction to Physical Anthropology Lab	1
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B4 - Mathematics/Quantitative Thinking

MATH 151	Plane Trigonometry	4
MATH 160	Survey of Mathematics	4
MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 168	Mathematics for Elementary Teachers I	4
MATH 169	Mathematics for Elementary Teachers II	4
MATH 170	College Algebra	4
MATH 175	Pre-Calculus	4
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	4
MATH 210	Calculus with Analytic Geometry III	4

MATH 211	Differential Equations	5	ENGL 102	Introduction to Literature	3
MATH 212	Introduction to Linear Algebra	4	ENGL 120	Introduction to Women's Literature	3
AREA C - ARTS, LITERATURE, PHILOSOPHY AND FOREIGN LANGUAGE					
9 semester or 12 quarter units required with at least one course each in arts and humanities					
C1 - Arts, Dance, Music, Theater					
ARCH 250	History of Architecture: Prehistory to Mannerism	3	ENGL 262	Introduction to U.S. American Literature II	3
ARCH 251	History of Architecture: Baroque to the Present Day	3	ENGL 271	Introduction to World Literature: Ancient Early Modern	3
ART 100	Art History and Appreciation Fundamentals	3	ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ART 101	Art History and Appreciation Ancient	3	ENGL 291	Film as Literature	3
ART 102	Art History and Appreciation Medieval	3	ENGL 291H	Film as Literature - Honors	3
ART 103	Art History and Appreciation Renaissance to Rococo	3	ENGL 293	Children's Literature	3
ART 104	Art History and Appreciation 19th Century Art	3	ENGL 293H	Children's Literature - Honors	3
ART 105	Art History and Appreciation Early 20th Century Art	3	ENGL 294	Introduction to Shakespeare	3
ART 110	Introduction to the Visual Arts	3	ENGL 296	Introduction to Folklore	3
ART 111	Beginning Drawing	3	ENGL 298	Literature of the Bible	3
ART 112	Intermediate Drawing	3	GER 101	German I	5
ART 140	Beginning Ceramics	3	GER 102	German II	5
ART 199	Motion Picture Appreciation	3	GER 201	German III	5
ART 200	History of Motion Pictures	3	GER 202	German IV	5
ART 201	History of Motion Pictures	3	HIST 103	History of World Civilization up to 1500	3
ART 206	History of Latin American Art	3	HIST 103H	History of World Civilization up to 1500 - Honors	3
ART 207	History of Asian Art - China, Korea, and Japan	3	HIST 104	History of World Civilization since 1500	3
COMM 136	Cultural History of American Films	3	HIST 105	History of World Civilization The 20th Century	3
DANC 102	History of Dance	3	HIST 107	History of the United States before 1877	3
MUS 110	History of Music I	3	HIST 107H	History of the United States before 1877 - Honors	3
MUS 111	History of Music II	3	HIST 108	History of the United States from 1877	3
MUS 113	History of Rock and Roll	3	HIST 108H	History of the United States from 1877 - Honors	3
MUS 114	Music Appreciation	3	HIST 127	Spanish Civilization	3
MUS 218	History of Jazz	3	HIST 130	Latin American Culture and Civilization	3
MUS 225	Introduction to American Music	3	HIST 131	History of Latin America to 1825	3
THEA 101	Introduction to Theatre Arts	3	HIST 132	History of Modern Latin America	3
THEA 200	The Art of the Theatre	3	HIST 140	History of the American West	3
THEA 201	Acting Fundamentals I	3	HUM 101	Humanities - Prehistory through the Medieval Period	3
THEA 202	Acting Fundamentals II	3	HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
C2 - Humanities					
ARCH 250	History of Architecture: Prehistory to Mannerism	3	HUM 102	Humanities from the Renaissance through the 19th Century	3
ARCH 251	History of Architecture: Baroque to the Present Day	3	HUM 110	Humanities in the 20th Century	3
CHIN 101	Chinese I	5			
CHIN 102	Chinese II	5			
COMM 200	Visual Communications	3			

JPN 101	Japanese I	5
JPN 102	Japanese II	5
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
PHIL 106H	Introduction to Philosophy - Honors	3
PHIL 108	Philosophy/Ethics	3
SPAN 101	Spanish I	5
SPAN 102	Spanish II	5
SPAN 127	Spanish Civilization	3
SPAN 130	Latin American Culture and Civilization	3
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Speakers of Spanish	5
SPAN 211	Reading and Composition for Speakers of Spanish II	5

AREA D - SOCIAL, POLITICAL AND ECONOMIC INSTITUTIONS AND BEHAVIOR, HISTORICAL BACKGROUND

Nine semester or 12 quarter units required with courses in at least 2 disciplines

D0 - Sociology and Criminology

ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
SOC 118	Minorities in America	3
SOC 201	Introduction to Sociology	3
SOC 201H	Introduction to Sociology - Honors	3
SOC 216	Sex and Gender in a Cross Cultural Perspective	3

D1 - Anthropology and Archeology

ANTH 210	Introduction to Cultural Anthropology	3
ANTH 210H	Introduction to Cultural Anthropology - Honors	3
ANTH 212	Introduction to Physical Anthropology	3
ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
ANTH 220	Introduction to Archaeology	3

D2 - Economics

ECON 100	Survey of Economics	3
ECON 101	Principles of Economics	3
ECON 101H	Principles of Economics - Honors	3
ECON 102	Principles of Economics	3

D3 - Ethnic Studies

ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano Studies	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
SOC 118	Minorities in America	3

D4 - Gender Studies

ANTH 216	Sex and Gender in a Cross Cultural Perspective	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
PSY 226	Psychology of Women	3
SOC 216	Sex and Gender in a Cross Cultural Perspective	3

D5 - Geography

ANTH 210	Introduction to Cultural Anthropology	3
GEOG 102	Cultural Geography	3

D6 - History

HIST 103	History of World Civilization up to 1500	3
HIST 103H	History of World Civilization up to 1500 - Honors	3
HIST 104	History of World Civilization since 1500	3
HIST 105	History of World Civilization - The 20th Century	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States from 1877	3
HIST 108H	History of the United States from 1877 - Honors	3
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 110	A Survey History of Africa	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans	3
HIST 120	British Civilization	3
HIST 127	Spanish Civilization	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 139	History of California	3
HIST 140	History of the American West	3
HIST 145	History of Mexico	3

HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
SPAN 127	Spanish Civilization	3
SPAN 130	Latin American Culture and Civilization	3

D7 - Interdisciplinary Social and Behavioral Science

COMM 100	Mass Media and Society	3
HIST 120	British Life and Culture	3
HIST 127	Spanish Civilization	3
LING 101	Introduction to Language and Linguistics	3
SOC 114	Marriage, Family, and Intimate Relations	3
SPAN 127	Spanish Civilization	3

D8 - Political Science, Government, and Legal Institutions

POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3
POLI 104	Introduction to Political Science	3
POLI 105	Comparative Politics	3
POLI 110	Current American Political Affairs	3
POLI 116	International Relations	3

D9 - Psychology

CHLD 110	Early Childhood Development	3
PSY 101	Introduction to Psychology	3
PSY 110	Psychology of Religion I	3
PSY 203	Research Methods in Psychology	3
PSY 205	Developmental Psychology	3
PSY 206	Child Growth and Development	3
PSY 212	Abnormal Psychology	3
PSY 220	Introduction to Social Psychology	3
PSY 225	Psychology of Human Sexuality	3
PSY 226	Psychology of Women	3

AREA E - LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT

3 semester units

E - Lifelong Understanding and Self-Development

BIOL 116	HIV and AIDS: Insights and Implications	3
BUS 146	Personal Finance	3
COUN 145	Career/Life Planning	3
KIN 170	Fitness for Life	3
KIN 171	Health Science	3
KIN 171H	Health Science - Honors	3
KIN 173	Nutrition for Fitness	3
PSY 206	Child Growth and Development	3
PSY 213	Survey of Drug and Alcohol Use and Abuse	3

PSY 225	Psychology of Human Sexuality	3
SOC 114	Marriage, Family, and Intimate Relations	3



Citrus College students who transfer to four-year colleges often graduate with honors.

California State University Campuses



S = SEMESTER SYSTEM Q = QUARTER SYSTEM

Does Citrus College Offer Courses for Growth and Development?

Continuing Education, Noncredit Education and Community Education

Continuing Education

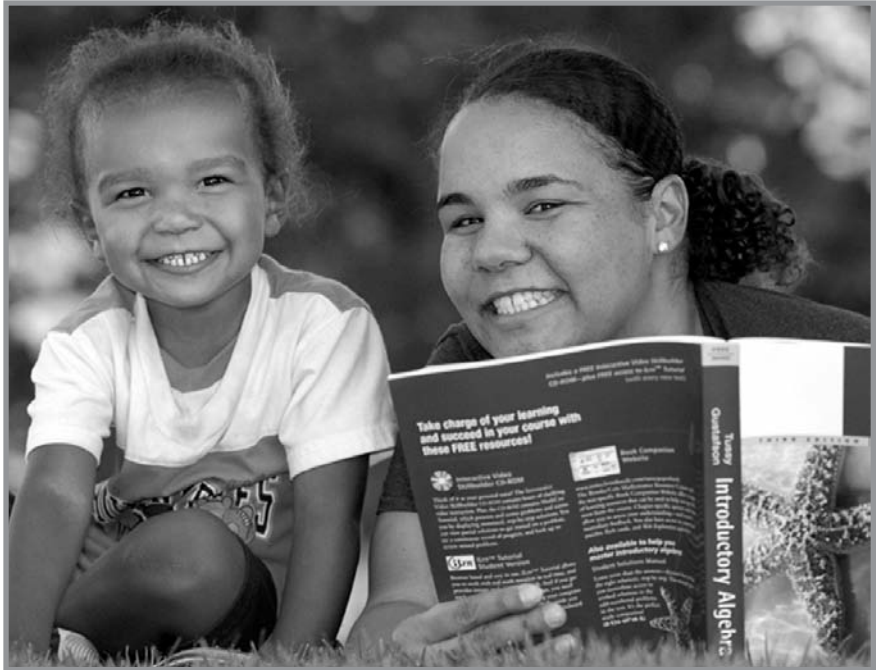
Citrus College Continuing Education offers lifelong personal and professional development opportunities to members of the community. Classes are designed to sharpen professional skills or help students learn new activities they can enjoy in their leisure time. Continuing education classes provide opportunities for learning that enrich the lives of individuals and improve the quality of living in our community.

Noncredit Education

Noncredit education supplements students' continued growth and job skills development through classes that include basic skills, career development, health and fitness, vocational preparation and job retraining. Enrollment in noncredit classes is free and continues throughout the school year. See pages 225 to 226 for a list of available classes. All noncredit classes offered are subject to budget and enrollment.

Potential Citrus College students who are undecided about college may begin or continue their college experience with noncredit classes. Counseling services are available from the Counseling and Advisement Department. To schedule an appointment with a noncredit counselor, call (626) 914-8530.

Noncredit education provides English as a Second Language (ESL) classes in the traditional classroom format for limited English speaking students.



Noncredit classes at Citrus College allow students who may be undecided about college to explore college classes.

Visit the Continuing Education department in the Lifelong Learning Center or call (626) 852-8022 for more information.

Community Education

Citrus College Community Education offers lifelong personal and professional development learning opportunities to members of the community. Moderately-priced classes, workshops, seminars and activities are available for persons who want to develop their professional skills, start or grow a business, enrich their cultural experiences, their lives and their relationships, or participate in entertainment and recreational activities.

The college also partners with ED2Go and GES Career Training Programs to help students

prepare for rewarding careers through online classes.

Customized training is also available for businesses and organizations that have staff development needs.

Community Education classes, activities and events are available on days and at times that meet the needs of today's active adults. Class lengths vary from a few hours to several meeting dates.

Community Education classes are supported by fees collected from course participants. Class schedules, published three times per year, are mailed to Citrus Community College District residents and can be accessed online at www.citruscollege.edu/ce

Institutional Memberships and Professional Certifications

Citrus College is proud of its memberships and certifications with some of the most credible and prestigious organizations in the country. These affiliations include, but are not limited to, the following:

Automotive Engine Rebuilders Association (AERA)
Automotive Service Councils of California (ASC)
Specialty Equipment Market Association (SEMA)
Toyota/Lexus/Scion Technician Training & Education Network (T-TEN)
California Child Development Administrators Association
California Association of Postsecondary Educators of the Disabled
American Choral Directors Association
Society of Professional Audio Recording Services
National League of Nursing
Associated Collegiate Press
Honors Transfer Council of California
Council of Chief Librarians, California Community Colleges
Southern California Library Cooperative



The Citrus College campus spans 104 acres and consists of 44 buildings and eight outdoor facilities. The college was commended in its accreditation report for the attractiveness of its campus and facilities. A clean, welcoming campus is a positive reflection of the college culture and facilitates the learning process.

How are Citrus College's Academic Programs Organized?

Academic Divisions, Departments, and Subjects (with subject codes)

(All telephone numbers are area code 626)

Career, Technical and Continuing Education Programs

Continuing Education
852-8022
Noncredit (NC)

Cosmetology

914-8710
Cosmetology (COS)

Public Services

852-6402
Public Works (PUB)
Water Technology (WATR)

Technology & Engineering

852-6402
Automotive Technology
 Automobile and Light Truck
 Technology (AUTO)
 Motorcycle Technology (MOTO)
 Medium and Heavy Truck
 Technology (MTRK)
Architecture (ARCH)
Computer Information Systems
 (CIS)
Drafting Technology (DRAF)
Information Technology (IT)
Office Technology & Computer
 Applications (OFF)

Counseling

914-8530
Counseling (COUN)
Disabled Student Programs &
 Services (DSPS)
914-8675

Fine and Performing Arts

Fine Arts
914-8580
Art (ART)
Photography (PHTO)

Performing Arts

914-8580
Dance (DANC)
Music (MUS)
Recording Technology (REC)

Theatre Arts (THEA)

Kinesiology (formerly PE)

914-8650
Kinesiology (KIN)

Language Arts

914-8856
Communications (COMM)
English (ENGL)
English as a Second Language
 (ESL)
Reading and College Preparation
 (READ)
Speech (SPCH)

Foreign Languages

914-8856
Chinese (CHIN)
German (GER)
Japanese (JPN)
Spanish (SPAN)

Mathematics, Business and Health Sciences

914-8792
Mathematics (MATH)
Accounting (ACCT)
Business (BUS)
Computer Science (CS)
Real Estate (REAL)

Health Sciences

914-8720
Dental Assisting (DENT)
Emergency Management (EMER)
Health Sciences (HEAL)
Nursing (NRS)
Registered Nursing/Associate
 Degree in Nursing (RNRS)
Vocational Nursing (VNRS)

Natural and Physical Sciences

Natural Sciences
914-8789
Biology (BIOL)
Wildland Resources and Forestry
 (FOR)
Natural History (NAT)

Physical Sciences

914-8789
Astronomy (ASTR)
Chemistry (CHEM)
Earth Sciences (ESCI)
Physics (PHYS)

Social and Behavioral Sciences

Social Sciences
914-8860
Economics (ECON)
Geography (GEOG)
History (HIST)
Humanities (HUM)
Leadership (LEAD)
Philosophy (PHIL)
Political Science (POLI)

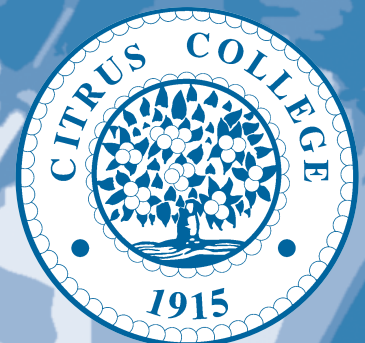
Behavioral Sciences

914-8860
Administration of Justice (AJ)
Anthropology (ANTH)
Child Development (CHLD)
Ethnic Studies (ETHN)
Psychology (PSY)
Sociology (SOC)

Course Code Directory

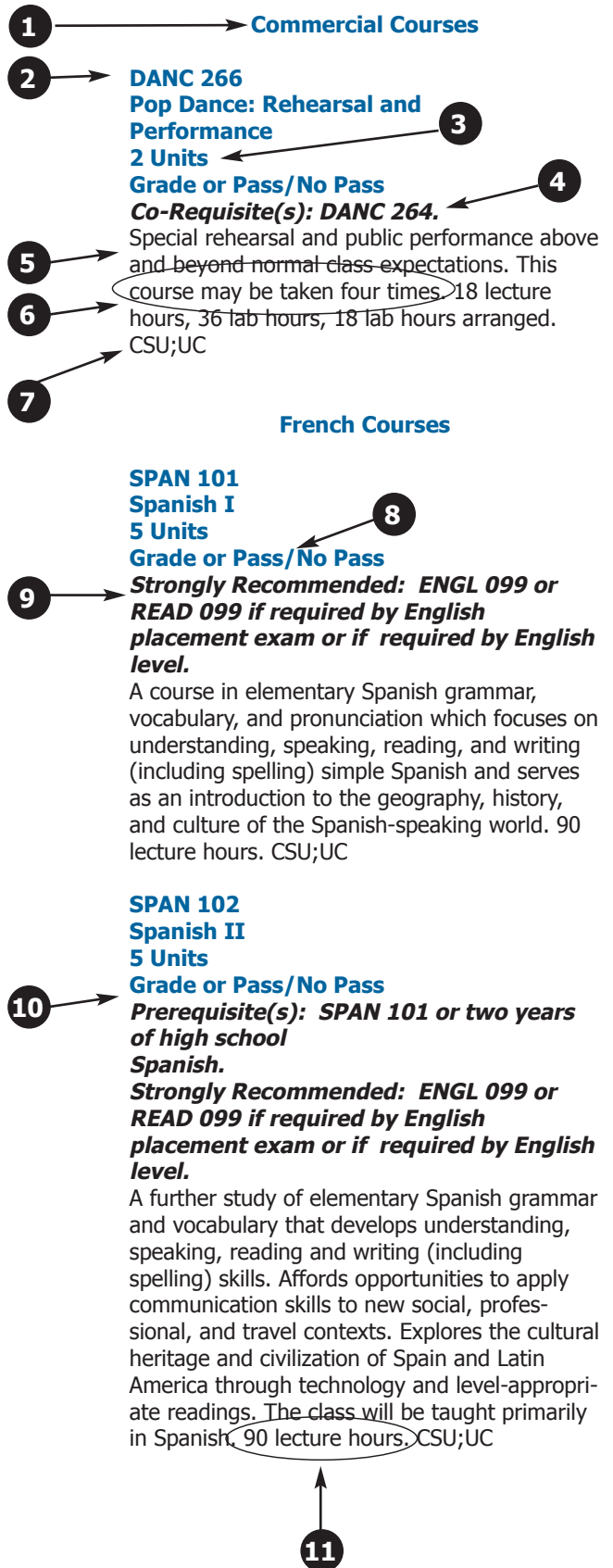
ACCT	Accounting	ENGL	English	PHTO	Photography
AJ	Administration of Justice	ENGR	Engineering	PHYS	Physics
ANTH	Anthropology	ESCI	Earth Science	POLI	Political Science
ARCH	Architecture	ESL	English as a Second Language	PSY	Psychology
ART	Art	ETHN	Ethnic Studies	PUB	Public Works
ASTR	Astronomy	FOR	Forestry	READ	Reading
AUTO	Automotive Technology	GEOG	Geography, Cultural	REAL	Real Estate
BIOL	Biology	GER	German	REC	Recording Technology
BUS	Business	HEAL	Health Sciences	RNRS	Registered Nursing
CHEM	Chemistry	HIST	History	SOC	Sociology
CHIN	Chinese	HUM	Humanities	SPAN	Spanish
CHLD	Child Development	IT	Information Technology	SPCH	Speech
COMM	Communications	JPN	Japanese	THEA	Theatre Arts
COS	Cosmetology	KIN	Kinesiology	VNRS	Vocational Nursing
COUN	Counseling	LEAD	Leadership	WATR	Water Technology
CIS	Computer Information Systems	LING	Linguistics		
CS	Computer Science	MATH	Mathematics		
DANC	Dance	MOTO	Motorcycle Technology		
DENT	Dental Assisting	MTRK	Medium And Heavy Truck Technology		
DRAF	Drafting Technology	MUS	Music		
DSPS	Disabled Student Programs & Services	NAT	Natural History		
ECON	Economics	NC	Noncredit		
ELEC	Electronics	NRS	Nursing		
EMER	Emergency Management and Homeland Security	OFF	Office Technology		
		PHIL	Philosophy		

citrus college course descriptions



A Guide to Understanding the Course Descriptions

1. Course and Department Name
2. Course Number
The course numbering system distinguishes between courses that are degree applicable and those that are not. Units from courses numbered 001-099 are appropriate for financial aid and athletic eligibility, but may not be applied toward the units required for a degree. Units numbered 100-299 may apply toward the associate degree.
3. The units of credit that can be earned during a semester
4. Concurrent enrollment required in a related course
5. Course Description
6. Number of times a course may be taken for credit
7. Transferable course: designating that the course is transferable to the California State University (CSU) or the University of California (UC). To verify the transfer policies of other colleges and universities, consult a counselor.
8. Grade or P/NP: the student can choose to take the course to receive a pass/no pass grade instead of a letter grade.
9. The recommended reading level or skill preparation a student is expected to have in order to succeed in the coursework.
10. Prerequisite: a requirement that must be satisfied before enrolling in the course.
11. The number of lecture hours and lab hours the course offers during the semester or session in which it is offered.





Student Focus



Excellence



Collaboration

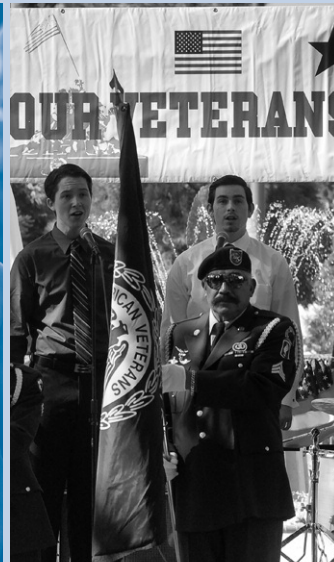
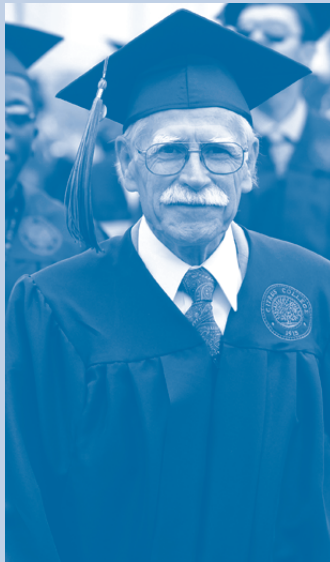
our values facilitate student success

Diversity

Lifelong Learning

Integrity

*Technological
Advancement*



Accounting (Business Department)

Accounting is the systematic recording, analysis, explanation and interpretation of the financial transactions of a business. Topics covered in the accounting courses offered at Citrus College include basic accounting, financial and managerial accounting principles, income tax accounting, and accounting general ledger software. Accounting courses satisfy general education requirements for an associate degree, an associate degree in liberal arts with an emphasis in business technology, and lower division transfer. ACCT 101 Financial Accounting and ACCT 102 Managerial Accounting are undergraduate requirements for the bachelors in arts degree in business. Students may earn a certificate of achievement in accounting. The Honors Program includes one course: ACCT 101H Financial Accounting - Honors.

Accounting Courses

ACCT 100 Accounting 3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The objective of this course is to provide an elementary accounting background for business students. Course content includes development of the accounts through journalizing, cash journal entries, sales and purchases, posting, trial balance, work sheet and resultant financial statements. 72 lecture hours.

ACCT 101 Financial Accounting 4 Units Grade Only

Strongly Recommended: ACCT 100 or high school bookkeeping, or related job experience.

The objectives of this course are to learn the content and meaning of the basic financial statements and their impact on the decision-making process in the business environment. This course will provide a broad overview of the importance of ac-

counting in the business process as well as introduce the student to the double entry system of accounting, how to record, process and report on the business transactions and events and to consider the operating cycles in business. Topical areas covered in this class will include cash, accounts, inventory, property, plant and equipment, intangible assets, current liabilities and stockholder equity. The importance of internal controls will be reviewed and the components of the income statement will also be discussed. 72 lecture hours. CSU;UC

ACCT 101H Financial Accounting - Honors 4 Units Grade Only

Strongly Recommended: ACCT 100 or high school bookkeeping; or related job experience.

Examines the fundamental concepts of financial accounting such as: the basic financial statements: the double entry system of accounting; financial analysis and internal controls. Analyze financial data to evaluate performance and formulate appropriate course of action in the business environment. Students are expected to work and participate at an honors level which includes advanced critical thinking skills, more in depth analysis of financial statements and presentation skills as demonstrated by group presentations, class participation and case study analysis. 72 lecture hours. CSU;UC

ACCT 102 Managerial Accounting 4 Units Grade or Pass/No Pass

Prerequisite(s): ACCT 101.

The objectives of this course are to finish reviewing financial accounting concepts and to discuss cost and managerial accounting. Financial accounting concepts such as long-term debt and cash flows will be covered before moving into the area of managerial accounting. Managerial accounting objectives are to provide management and employees timely feedback on the performance of the company operations so that management can plan ahead and make appropriate business decisions. Tools and techniques to evaluate efficiency

and profitability such as process costing, break-even analysis, variance analysis and capital budgeting will be reviewed. 72 lecture hours. CSU;UC

ACCT 110 Income Tax Accounting 4 Units

Grade or Pass/No Pass

A course designed to study the federal income tax process, federal income tax laws that apply to individuals, and the application of tax principles to specific problems. Topics include gross income and exclusions, business deductions and itemized deductions, losses, certain tax credits and property transactions. Study is also made of California income tax laws in those areas which differ from federal tax law. 72 lecture hours. CSU

ACCT 115 QuickBooks 2 Units

Grade or Pass/No Pass

Instruction in QuickBooks, a computerized accounting system for business. Applies basic accounting concepts. 36 lecture hours.

Administration of Justice (Behavioral Sciences Department)

Administration of Justice examines the structure, function, laws, procedures, and decision-making processes of agencies that deal with crime management. Administration of Justice courses provide both the theoretical background and practical experience necessary for employment and promotion in the criminal justice system and related fields, such as community responders and volunteers, and for transfer to four-year institutions. Courses in Administration of Justice satisfy general education requirements for an associate degree and transfer. In addition, students may earn an associate degree or a certificate of achievement in Administration of Justice.

Administration of Justice Courses

AJ 101

Introduction to the Administration of Justice 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The history and philosophy of administration of justice in America: recapitulation of the system; identifying the various sub-systems; role expectations, and their inter-relationships; theories of crime, punishment, and rehabilitation; ethics, education and training for professionalism in the system. 54 lecture hours. CSU;UC

AJ 102

Concepts of Criminal Law 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The philosophy and historical development of law, including the provisions of the U.S. Constitution. The concepts and definitions necessary to relate court decisions to statutes including those specific to correctional institutions. 54 lecture hours. CSU;UC

AJ 103

Legal Aspects of Evidence 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Origin, development, philosophy and constitutional basis of evidence, constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. 54 lecture hours. CSU

AJ 105

Criminal Investigation 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Fundamentals of investigation and the techniques of crime scene recording and search. The collection and preservation of physical evidence, modus operandi processes, sources of information, interview and interrogation, follow-up, and case preparation. 54 lecture hours. CSU

AJ 106

Patrol Procedures 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is a study of the responsibility, techniques, and methods of police patrol. This includes the areas of patrol distribution, selective enforcement, pull-over and approach methods, emergency pursuit driving, search of suspects and buildings, field interrogations, and procedures in handling "police-called-for" services. 54 lecture hours. CSU

AJ 107

Traffic Control 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study covering traffic law enforcement regulation and control, fundamentals of traffic accident investigation, and the California Vehicle Code. 54 lecture hours. CSU

AJ 108

Juvenile Procedures 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The techniques of handling juvenile offenders and victims; the prevention and repression of delinquency; juve-

nile law and procedure; the organization of community resources; and diagnosis and referral. 54 lecture hours. CSU

AJ 109

Criminal Procedures 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Legal processes from pre-arrest, arrest through trial, sentencing and correctional procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; a study of case law methodology and case research as the decisions impact upon the procedures of the justice system. 54 lecture hours. CSU

AJ 111

Narcotics and Vice Control 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

History, identification, and effects of narcotics. Current narcotic and vice problems. Special emphasis on laws affecting the control of narcotics and vice. 54 lecture hours. CSU

AJ 112

Community Relations 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An in-depth exploration of the roles of the administration of justice practitioners and their agencies. Through interaction and study the student will become aware of the interrelationships and role expectations among the various agencies and the public. Principal emphasis will be placed upon the professional image of the system of justice administration and the development of positive relationships between members of the system and the public. 54 lecture hours. CSU;UC

AJ 118
Police Supervision
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Covers duties and responsibilities of first line police supervisors, including: leadership qualities, civil service disciplinary procedures, employee morale, performance evaluation, employee selection and transfer procedures, grievance procedures, and psychological aspects of supervision. Emphasis on special problems of supervising sworn police personnel. 54 lecture hours. CSU

AJ 121
Death Investigation
3 Units
Grade Only

Prerequisite(s): AJ 101.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A multimedia examination of the medico-legal investigation of death. Focuses on natural and accidental deaths, suicides, and homicides. Special attention to deaths by gunshot wounds, burns, sharp force injury, blunt force trauma, and multi-casualty incidents. 54 lecture hours. CSU

AJ 123
Writing for Criminal Justice Professionals
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Techniques for communicating facts, information, and ideas effectively in a simple, clear, and logical manner in various types of criminal justice reports: letters, memoranda, directives, and administrative reports. Emphasis is on criminal justice terminology, use of English, and organization of information. Students will practice note taking and report writing as well as presentation of testimony in court. 54 lecture hours. CSU

AJ 130
Introduction to Probation and Parole
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of the role of probation and parole in today's criminal justice system. Career opportunities available in probation and parole work will be included. 54 lecture hours. CSU

AJ 131
Introduction to Corrections
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of the field of correctional science. Historical development, current concepts and practice, explanations of criminal behavior; functions, and objectives of the criminal justice system concerned with institutional, probation, and parole processes as they modify the offender's behavior and survey of professional career opportunities in public and private agencies. 54 lecture hours. CSU

AJ 133
Correctional Writing
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The practical aspects of gathering, organizing, and preparing written reports for correctional activities on local, state, and federal levels. Emphasis on techniques of communicating facts and ideas effectively in the criminal justice system context. Practical experience in note taking, report writing, and testifying in court. 54 lecture hours. CSU

AJ 135
Control and Supervision in Corrections
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Supervision of inmates in the local, state, and federal correctional institutions. Emphasis on the role of the offender and the correctional worker on a continuum from institutional living through crisis situations. Included are inmate subculture, violence and effects of crowding along with coping techniques for correctional officers. Causes and effects of abusive tactics. 54 lecture hours. CSU

AJ 136
Correctional Interviewing and Counseling
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The techniques in counseling and interviewing available to practitioners in Corrections. The student will learn the use of appropriate techniques and theories in confidence building which may be used by the correctional employee in client interviews and counseling. 54 lecture hours. CSU

AJ 137
Legal Aspects of Corrections
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The historical legal framework, concepts, and precedents that guide correctional practice. Course material will broaden the individual's perspective of the corrections environment, the civil rights of prisoners, and responsibilities and liabilities of corrections officials. 54 lecture hours. CSU

Anthropology (Behavioral Sciences Department)

Anthropology is the holistic study of human behavior from biological, historical, cultural, and social perspectives. Anthropology analyzes the place of humans in the natural world and explores cultural assumptions across the globe. Anthropology courses satisfy general education requirements for an associate degree, an associate degree in liberal arts with an emphasis in social and behavioral sciences, and lower division transfer. The Honors Program includes three anthropology courses: ANTH 201H Introduction to Cultural Anthropology – Honors, ANTH 216H Sex and Gender in a Cross Cultural Perspective – Honors and ANTH 218H Honors Presentation Seminar.

Anthropology Courses

ANTH 210 Introduction to Cultural Anthropology 3 Units Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will critically examine various societies around the world using basic cultural concepts such as marriage, family, art, food production, political organization, and religion. The class is designed to foster a pluralistic view of the world, teach introductory anthropological concepts, and strengthen critical thinking skills. College level reading is strongly advised for success in the course. 54 lecture hours. CSU;UC

ANTH 210H Introduction to Cultural Anthropology - Honors 3 Units Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will critically examine various societies around the world using cultural concepts such as marriage, family, art, food production, political organization, and religion. The class is designed to foster a

pluralistic view of the world, teach introductory anthropological concepts, and strengthen critical thinking. College level reading is strongly advised for success in the course. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of anthropological readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

ANTH 212 Introduction to Physical Anthropology 3 Units Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory study of the biological origin of humans. The course will emphasize the biology of humans, human evolution, taxonomy, pre-human fossil identification, and adaptation to the environment. CONCURRENT ENROLLMENT WITH ANTH 212L IS REQUIRED TO RECEIVE LAB SCIENCE CREDIT. College level reading is highly recommended for success in the course. 54 lecture hours. CSU;UC

ANTH 212L Introduction to Physical Anthropology Lab 1 Unit Grade Only

Co-Requisite(s): ANTH 212. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is the lab component for Introduction to Physical Anthropology 212. In the lab students will have an expanded opportunity to work with anatomy, skeletal identification, taxonomy, and evolutionary trends. Concurrent enrollment with ANTH 212 is required. College level reading is highly recommended for success in the course. 54 lab hours. CSU;UC

ANTH 216 Sex and Gender in a Cross Cultural Perspective 3 Units Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ANTH 210 or SOC 201.

A cross-cultural look at different groups ideas of sex and gender. The course will focus on attitudes, beliefs, and socialization techniques. Theories behind the formation of gender will be explored. Both Anthropological and Sociological terms and concepts will be utilized for a cross disciplinary approach. This is primarily a seminar style course, college level reading and participation is necessary for successful completion. ANTH 216 and SOC 216 are the same course. 54 lecture hours. CSU;UC

ANTH 216H Sex and Gender in a Cross Cultural Perspective - Honors 3 Units Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ANTH 210 or SOC 201. Must be a member of the Citrus College Honors Program in good standing, or recommendation from an Honors Instructor.

A cross-cultural look at different groups' ideas of sex and gender. The course will focus on attitudes, beliefs, and socialization techniques. Theories behind the formation of gender will be explored. Both Anthropological and Sociological terms and concepts will be utilized for a cross disciplinary approach. College level reading is strongly advised for success in the course. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of readings, presentation, and leadership skills demonstrated through class participation/presentation. 54 lecture hours. CSU;UC

ANTH 218H Honors Presentation Seminar

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Must be a member of the Citrus College Honors Program in good standing, or recommendation from an Honors instructor.

A course designed to help honors students further their research skills, professional presentation skills, and to promote transfer. Research topics from previous honors classes will be enhanced with further research and presented in a professional manner in class. Materials will also be submitted to local honors conferences for presentation to peers. Honors students should be in good standing and must be recommended by an honors professor. ANTH 218H and SOC 218H are the same course. 18 lecture hours. CSU

ANTH 220 Introduction to Archaeology

3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory study of the science of archaeology. The course will emphasize the evolution of human material culture, the laws and theories governing the science of archaeology, archaeological processes, and the realities of archaeology versus popular culture definitions. College level reading is strongly recommended for success in the course. 54 lecture hours. CSU;UC

Architecture (Architecture Department)

The Architectural program concentrates on the built environment. The curriculum visualizes architecture as a cultural, creative, and technical practice and discipline with direct social impact. A balance of architectural, art and technical design courses provides students with a diverse foundation of knowledge in the fields of architec-

ture, landscape architecture, urban planning, CAD, and CGI which prepares them for transfer and/or certificates for careers in a wide range of fields.

Architecture Courses

ARCH 100 Introduction to Architecture

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course for students interested in exploring the fields of architecture and architectural technology and developing a working knowledge of planning and design. 54 lecture hours. CSU

ARCH 102 Visual Communication

2.5 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, DRAF 101.

Visual communication of axonometric, oblique, and one, and two-point perspective drawings. Natural and man-made forms are analyzed. Color and texture of form are studied as they are revealed by light, shade, and shadow. Students' perceptions of subject matter are translated into convincing visual expressions by learning the graphic skills and the use of a variety of media. Students sketch, draw, and render projects. ARCH 102 and DRAF 102 are the same course. 36 lecture hours, 36 lab hours. CSU

ARCH 110 Introduction to Architectural Communication and Functional Design

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ARCH 100 and DRAF 101.

Introduction to architectural graphic communication skills including tradi-

tional pencil drawing and computer drawing. Students analyze and apply architectural theory, principles, techniques and three dimensional model making. The course includes an examination of presentation types and how they can be utilized to communicate architectural ideas. 36 lecture hours, 72 lab hours. CSU

ARCH 111 Basic Architectural Design

3 Units

Grade Only

Prerequisite(s): ARCH 110. Strongly Recommended: DRAF 101.

Architectural design including: details of construction, framing of walls, ceilings, roofs, exterior elevations, interior elevations and cabinet details. Design techniques for completing a set of working drawings is also covered. This course provides students with a detailed analysis of material applications and the fundamental knowledge of methods of construction. Material fee. 36 lecture hours, 72 lab hours. CSU

ARCH 200 Portfolio Preparation

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ARCH 110, ARCH 111 or ART 111 and ART 120.

A course for students to develop individual student portfolios. Development of portfolios will include architectural Computer Generated Imagery (CGI), multimedia, other design technology techniques, free hand drawing, 2D - 3D art and rendering. Students will develop knowledge of how to interview in various design professions. 36 lecture hours, 54 lab hours. CSU

ARCH 201 Architectural Design I

3 Units

Grade Only

Prerequisite(s): ARCH 110.

Explores the tools required to begin the formulation of design concepts and structure. This exploration is supported by discussion, observation,

and hands-on experimentation, including research of precedents. The goal is to develop a process of design that draws from many sources in order to solidify a concept. Craftsmanship, clarity, and eloquence are highly valued in the construction of design submittals and in written and verbal presentations. A portfolio of the assigned design exercises completes the course requirements. 36 lecture hours, 72 lab hours. CSU;UC

ARCH 202
Architectural Design II
3 Units
Grade Only

Prerequisite(s): ARCH 110.
Strongly Recommended: DRAF 101.

Designing and detailing business and manufacturing buildings. Code requirements, special materials, and functional requirements are addressed. Students analyze and incorporate environmental site factors, simple program requirements and basic knowledge of building materials. The design process of sustainability, climate and lighting issues are incorporated as integral components of an architectural design solution. A portfolio of the assigned design exercises completes the course requirements 36 lecture hours, 72 lab hours. CSU;UC

ARCH 250
History of Architecture:
Prehistory to Mannerism.
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Development of architecture from Prehistory, ancient Egypt, ancient Greece, Rome to the Mannerism period. Influence of geography, religion and socio-economic movements on architecture are explored. The role of a built environment in social, cultural, and political life: how buildings are constructed, what they mean, effects they have on world, and ways they imagine new futures and shape private and public life. This course Spotlights new possibilities for shaping the world in which we live, with an emphasis on how architecture extends

to cities, roads, books, and films. Consideration is given to historical context and cultural genealogy of particular buildings and environments, material and economic conditions of building, and more. 54 lecture hours. CSU;UC

ARCH 251
History of Architecture: Baroque to the Present Day
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

History of Architecture: Baroque to the Present Day. Exploration of the role of a built environment in social, cultural, and political life: how buildings are constructed, what they mean, effects they have on world, and ways they imagine new futures and shape private and public life. This course Spotlights a series of contemporary case studies for what each reveals about new possibilities for shaping the world in which we live, with an emphasis on how architecture extends to cities, roads, books, and films. Consideration is given to historical context and cultural genealogy of particular buildings and environments, material and economic conditions of building, and more. 54 lecture hours. CSU;UC

Art
(Fine Arts Department)

Art includes the study of art history and appreciation as well as theoretical and skills-based courses in traditional artistic expression and new-genre digital arts. Areas of study include:

- Fine arts, which focus on painting, drawing, design, and ceramics; Drawing and painting often lead to transfer or become fundamental training necessary for commercial art vocational pathways. Ceramics is collaborating with tile companies to develop a custom tile design and manufacturing program.
- Photography which prepares students for careers as commercial advertising photographers,

photo journalists, portrait and wedding photographers, and photographic laboratory technicians; and

- Commercial art which prepares students for entry-level positions as graphic, digital, or web designers with an emphasis on the use of a computer as a tool to implement the basic principles of design composition, layout, and typography.

Courses in art satisfy general education requirements for the associate degree, an associate degree in liberal arts with an emphasis in arts and humanities, and lower division transfer. Students may earn certificates of achievement in photography, ceramics, or digital and web design.

Art Courses

ART 100
Art History and Appreciation - Fundamentals
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the basic art principles and elements and how they are applied to art forms from prehistoric times to the present. 54 lecture hours. CSU;UC

ART 101
Art History and Appreciation - Ancient
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course covers the history of western art from its prehistoric beginnings to the fall of Rome. Some of the course content is concerned with the appreciation of art as well as its history. 54 lecture hours. CSU;UC

ART 102
Art History and Appreciation - Medieval
3 Units
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by

English placement exam or if required by English level.

This course covers the history of western art from the fall of Rome to the beginning of the Renaissance. Some of the course content is concerned with the fundamentals of art appreciation as well as its history. 54 lecture hours. CSU;UC

ART 103
Art History and Appreciation - Renaissance to Rococo
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course covers the history of western art from the early Renaissance through the Rococo period. This course is concerned with both the history of art and the fundamentals of the appreciation of art. 54 lecture hours. CSU;UC

ART 104
Art History and Appreciation - 19th Century Art
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course covers the history and fundamental appreciation of western art from the French Revolution to c. 1900 A.D. 54 lecture hours. CSU;UC

ART 105
Art History and Appreciation - Early 20th Century Art
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course covers the history of western art from the late 19th century to mid 20th century. The course is concerned with the fundamentals of art appreciation as well as the history of our times. 54 lecture hours. CSU;UC

ART 110
Introduction to the Visual Arts
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to further the general education of all students. Students will be introduced to the visual arts through aesthetics, critique, history, and by creating art using various mediums. 36 lecture hours, 72 lab hours. CSU;UC

ART 111
Beginning Drawing
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A basic course in drawing and composition to develop a student's ability to perceive and define shape, mass, contour, volume, space and light, using a variety of media and subject matter. This course is required of all art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 112
Intermediate Drawing
3 Units

Grade Only

Prerequisite(s): ART 111.

Emphasis is on conceptual art through advanced, imaginative and subjective approaches to drawing. Includes experimental use of media, theoretical and conceptual approaches to content, and examination of aesthetics within contemporary drawing concerns. Required of all art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 115
Figure Drawing I
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the structural understanding of the human form, based on study of the figure in history, theory, and aesthetics and its practical application to drawing from

the live model. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU;UC

ART 116
Figure Drawing II
3 Units

Grade Only

Prerequisite(s): ART 115.

A continuation of the structural study of the figure with emphasis on the exploration of expressive concepts, media, and techniques. Included will be reading for historical, theoretical, and aesthetic application to class material. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU;UC

ART 120
Two-Dimensional Design
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An investigation of the elements of art: especially color and composition. Emphasis is placed on individual solutions to visual problems by observing the principles of design. Required of all art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 121
Three-Dimensional Design
3 Units

Grade or Pass/No Pass

Experiments involving the design elements and principles in the creation of three-dimensional form and spatial relationships. Critical evaluation of designs for aesthetic, technical, and theoretical concerns. Required of all art majors. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 122
Color Theory and Composition
3 Units

Grade Only

Prerequisite(s): ART 120.

The course advances beyond color theory and composition received in ART 120. Emphasis is on the use of color to communicate concepts through the study of established color theory. Excellent for illustrations, graphics, and fine art majors. 36 lecture hours, 72 lab hours. CSU;UC

ART 130
Beginning Painting
3 Units
Grade Only

An objective approach to form, space, and color concepts using oil or acrylic paint. Includes critical examination of paintings for technical and aesthetic concerns, content, and historical/cultural influences. 36 lecture hours, 72 lab hours. CSU;UC

ART 131
Intermediate Painting
3 Units
Grade Only

Prerequisite(s): ART 130.

Development of expressive painting concepts and techniques in oil and acrylic, with emphasis on historical, theoretical, and cultural meanings. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU;UC

ART 140
Beginning Ceramics
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course explores basic techniques of pottery making. It includes handbuilding and throwing on the potter's wheel. Emphasis is on understanding the qualities of clay, appreciation of basic pottery forms, simple glazing technique and the development of personal expression. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 141
Intermediate Ceramics
3 Units
Grade Only

Prerequisite(s): ART 140.

This course further develops basic pottery skills by introducing new forms on the potter's wheel and additional decorating and glazing techniques. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 142
Experimental Ceramics
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course for beginning to advanced students to explore the creative possibilities of clay in a workshop setting. Individual projects using handbuilding or the potter's wheel will be used to create sculpture or pottery. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 143
Ceramic Handbuilding
3 Units
Grade Only

This course is an introduction to ceramic hand building techniques and processes. Traditional methods of forming, joinery and construction are introduced. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 145
Ceramic Design and Decoration
3 Units
Grade Only

Prerequisite(s): ART 141.

This course involves hand built and wheel thrown projects that investigate problems in pottery form and surface enhancement. Other related topics include the effect of various firing methods and exhibit preparation. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 146
Ceramics: Tile and Mosaic
3 Units
Grade Only

This course will explore techniques in creating and glazing handmade tile, from Cuenca to Cuerda Seca. The tile industry, cutting, grouting and installation will also be explored. Mosaic techniques will be a secondary focus. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 149
Studio Problems in Ceramics
1 Unit
Grade Only

Prerequisite(s): ART 141.

Independent study involving intermediate or advanced projects in studio ceramics. Materials used include clay, engobe, stain and glaze. Firing techniques, studio practices, display and exhibition design is included. This course may be taken four times. Material fee. 18 lecture hours, 18 lab hours. CSU;UC

ART 150
Computer Arts Basics
3 Units
Grade Only

This introductory computer art course is designed for people interested in learning the basics of computer art. Adobe Illustrator and Photoshop are utilized to create computer graphics and Microsoft Word is used for word processing. PC computers with the Windows operating system, printers, scanners, and digital cameras are also explored in this course. This course may be taken three times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 153
Digital Media Production I
3 Units

Grade or Pass/No Pass

Strongly Recommended: ART 150 or portfolio review.

An overview of multimedia production and associated technology. The course will use Illustrator, Photoshop and other software in the development of graphic presentations for use in business and communications. Students will be provided an opportunity to produce computer graphics merging images and text for large format printing. This course may be taken two times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 158
Commercial Graphic Design
3 Units
Grade or Pass/No Pass

Strongly Recommended: ART 111, ART 120, and ART 150.

Students will examine graphic design in advertising, corporate identity, video, billboards and print media. Uti-

lizing Illustrator, Photoshop and Quark software, students will apply principles of color theory, layout and typography to their design concepts preparing them for print. This course may be taken three times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 162
Computer Graphics I
3 Units

Grade or Pass/No Pass
Strongly Recommended: ART 150 and/or ART 158.

An introduction and skill development course using the computer as a tool for graphic design and page layout projects where basic design, personal creativity, typography, illustration, and production techniques are implemented. An emphasis is placed on understanding the role of graphic design and the designer in contemporary society and how computer technology plays a major part in this rapidly developing career field. Software includes: current software applications. This course may be taken three times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 163
Computer Graphics II
3 Units

Grade or Pass/No Pass
Prerequisite(s): ART 162.

This course advances the experiences in ART 162, through additional projects in graphic design, layout, and presentation. Adobe Illustrator, Photoshop, QuarkXPress, In-Design, and Dreamweaver computer software is used in combination with digital imaging hardware to create visual communication projects relating to business, education, and public services. Work produced is to be of portfolio quality. This course may be taken two times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 167
Web Design I
3 Units

Grade or Pass/No Pass
Strongly Recommended: ART 150 or portfolio review.

An overview of World Wide Web with emphasis on design and publishing. This course utilizes various develop-

mental tools in the design of pages to be used on the Internet for commercial or personal use. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 168
Animation I
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ART 150 and/or portfolio review.

The focus of this course is to introduce the fundamentals of two-dimensional animation with emphasis on the computer as a tool. Student projects involve scripting, storyboarding, action, transition, timing, character development, and portfolio enhancement. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU

ART 180
Beginning Clay Sculpture
3 Units

Grade Only
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Clay sculpture classes will include clay techniques, application of color, sculpting methods, and sculpture concepts. Students will learn the fundamentals of building and coloring ceramic hand built sculpture. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 181
Intermediate Clay Sculpture
3 Units

Grade Only
Prerequisite(s): ART 180.
Intermediate clay sculpture classes will include modeling techniques, application of color, clay sculpting methods and sculpture concepts. Students may work with human models, animals, birds and other topics with emphasis on composition and craftsmanship. This course may be taken two times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 182
Advanced Clay Sculpture I
3 Units

Grade Only

Prerequisite(s): ART 181.

Clay sculpture classes will include clay techniques, application of color, sculpting methods and sculpture concepts. Students will design and construct medium size hand built sculpture of the human model, human head, animal, bird, or other topic. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 183
Advanced Clay Sculpture II
3 Units

Grade or Pass/No Pass

Prerequisite(s): ART 182.

Clay sculpture classes will include clay techniques, application of color, sculpting methods, and sculpture concepts. Students will design and construct large handbuilt sculpture pieces of the human model, human head, animals, or other topic. This course may be taken two times. Material fee. 36 lecture hours, 72 lab hours. CSU;UC

ART 184
Sculpture and Metalwork
3 Units

Grade Only

Prerequisite(s): ART 121.

An introduction to sculpture materials and techniques. Student explores the potential of expressive form, structure, and space in various materials and processes. Study of aesthetics, technique and theoretical concerns as applied to sculpture. This course may be taken two times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 189
Art Portfolio and Resume
Production
3 Units

Grade or Pass/No Pass

Prerequisite(s): ART 153, ART 158, ART 162 and ART 167.

An advanced course to prepare a portfolio that best represents the student's art/design work for the purpose of a job interview or advanced university placement. The final presentation will be based upon the stu-

dent's studio discipline and may include traditional studio work, computer (CGI) art and graphic design. Additionally, the production of a professional appearing resume plus participation in mock interviews will be a part of the class. 36 lecture hours, 72 lab hours.

ART 199
Motion Picture Appreciation
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in which the student will learn how to analyze films on technical, aesthetic, and thematic levels. Historically significant films will be used as source material. 54 lecture hours. CSU;UC

ART 200
History of Motion Pictures
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in motion picture history covering the years 1895-1945. The historically significant technical and thematic developments of world cinema are analyzed in detail in the context of production systems. 54 lecture hours. CSU;UC

ART 201
History of Motion Pictures II
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A second semester introductory course continuing with the study of motion picture history covering the years 1945-present. The historically significant thematic developments in world cinema are analyzed in a technical and production context. 54 lecture hours. CSU;UC

ART 206
History of Latin American Art
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Survey of the art of Mexico and Central and South America from the Spanish Colonial period forward to the present. 54 lecture hours. CSU;UC

ART 207
History of Asian Art - China, Korea, and Japan
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Survey of the arts of ancient China and their influence on the historical development of Korean and Japanese art forms throughout the 19th century, Asian culture and philosophies, and their relation to the developing art forms. 54 lecture hours. CSU;UC

ART 230
Advanced Painting
3 Units

Grade or Pass/No Pass
Prerequisite(s): ART 130 and ART 131.

Personalized exploration of expressive painting concepts and techniques in oil and acrylic paint. Includes critical examination of paintings for technical and aesthetic concerns, content, and historical/cultural influences. This course may be taken three times. 36 lecture hours, 72 lab hours. CSU

ART 240
Advanced Ceramics I
3 Units

Grade Only
Prerequisite(s): ART 141.

An advanced course in pottery with an emphasis on larger forms and development of a distinctive style. Also included is glaze technology and basic kiln operation. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU; UC

ART 241
Advanced Ceramics II
3 Units
Grade Only

Prerequisite(s): ART 240.

A broader experience in ceramics is the emphasis of this course. Independent visits to craft galleries and special exhibits, research on selected topics and time to explore new ideas in clay. This course may be taken four times. Material fee. 36 lecture hours, 72 lab hours. CSU; UC

ART 253
Digital Media Production II
3 Units

Grade or Pass/No Pass
Prerequisite(s): ART 153.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the interactive aspects of computer graphics and the association with multimedia, entertainment and advertising. This course will use currently available software in the development of creative and innovative multimedia presentations appropriate to industry, business and community. This course may be taken two times. Material fee. 36 lecture hours, 72 lab hours. CSU

ART 267
Web Design II
3 Units

Grade or Pass/No Pass
Prerequisite(s): ART 167.

Advanced application and integration of WEB software and various scripting languages. Students create web environments and applicably utilize various programs, including but not limited to, Dreamweaver, Fireworks, Flash and Adobe PhotoShop. Emphasis will be placed on design, animation, quality, and application to employment-related situations. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

ART 268
Animation II
3 Units

Grade or Pass/No Pass
Prerequisite(s): ART 168.

This intermediate level animation course focuses on the development of one's personal creativity and the

improvement of computer skills with the goal of producing a personal video portfolio. This course may be taken two times. 36 lecture hours, 72 lab hours. CSU

Astronomy

(Physical Sciences Department)

Astronomy studies celestial bodies and their structure, origin, and development. Courses in astronomy satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the major requirements for the associate degree in Biological and Physical Sciences and Mathematics.

Astronomy Courses

ASTR 115

Planetary Astronomy 3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The astronomy of the solar system including the history of astronomy, Newton's and Kepler's laws, light, telescopes, the Sun, terrestrial and giant planets, satellites, comets, meteors, and the origin of the solar system. 54 lecture hours. CSU;UC

ASTR 115H

Planetary Astronomy - Honors 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.

The astronomy of the solar system including the history of astronomy, Newton's and Kepler's laws, light, telescopes, the Sun, terrestrial and giant planets, satellites, comets, meteors, and the origin of the solar system. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of astronomical readings, presentation and leadership skills demonstrated through class participation/presentation, and

service learning in the community. 54 lecture hours. CSU;UC

ASTR 116

Stellar Astronomy 4 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.

The fundamental areas of stellar astronomy including the structure, classification and evolution of stars, galaxies and the universe, interstellar matter, and the theories of Newton and Einstein. Laboratory exercises include: energy and forces, light, optics, telescopes, stars and their classification, and galaxies. 54 lecture hours, 54 lab hours. CSU;UC

ASTR 117

Life In The Universe 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.

The origin and evolution of life on Earth, the processes and conditions relevant to life elsewhere in the universe, and the ongoing search for extraterrestrial life. 54 lecture hours. CSU;UC

Automotive Technology (Technology & Engineering Department)

Automotive Technology, a career technical program, provides the theoretical background and practical experience necessary to gain entry-level employment or advancement in the automotive technology industry. The program has a contract with Toyota Motor Sales that provides students with training aides, diagnostic equipment and a dealer network that helps with job placement. The program offers courses that lead to an associate degree in Automotive Technology as well as to certificates of achievement in Automotive Service, Diagnosis, and Repair—Master Technician; Automotive Service, Diagnosis, and Repair—

Toyota/Lexus/Scion Technician; Automotive Service, Diagnosis, and Repair—Undercar/Drivetrain Specialist; Automotive Service, Diagnosis, and Repair—Underhood Specialist; and Automotive Research and Development.

Automotive Technology Courses

AUTO 100

Automotive Technology and Maintenance for the Consumer 3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Intended for non-majors. Automobiles and light trucks will be explained from the point of view of the consumer. Operation of essential automotive technologies is central to the course goal of skill development in the inspection of various automobile systems for needed repairs and/or maintenance performed by the end-user. Appropriate lab activities in automobile inspection, service and repair are included. 54 lecture hours, 18 lab hours. CSU

AUTO 101

Fundamentals of Automotive Service, Diagnosis and Repair 5 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Intended for automotive majors, this class serves as the pre-requisite for all automotive certificate and/or degree-applicable courses. Automobiles and light trucks will be explored from the point of view of the service technician. Scientific principles and operation of essential automotive technologies are central to the course goal of preparing students for entry into the automotive core curriculum. Appropriate lab activities in automobile inspection, service and repair are included. 72 lecture hours, 54 lab hours. CSU

AUTO 149
Diesel Engine Management Systems
4 Units

Grade or Pass/No Pass

Prerequisite(s): *AUTO 148 or AUTO 168 or MTRK 151.*

Intended for Automotive and Medium/Heavy Truck students, this course covers the theory of operation of 4-stroke diesel engines along with the theory of operation, testing and inspection, and service repair of air-inlet systems (including forced induction), exhaust systems, fuel-delivery systems (including mechanical and electronic engine controls), and emission-control systems. Course prepares students for ASE A9 and/or T2 certification. 72 lecture hours. CSU

AUTO 151
Engine Service, Diagnosis and Repair
5 Units
Grade Only

Prerequisite(s): *AUTO 101.*

Strongly Recommended: *READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. The course covers essential engine theory, inspection, diagnosis, service and repair. Engine disassembly, inspection, measurements and assembly are covered, with emphasis on in-vehicle repairs. Course prepares students for ASE Engine Repair (A1) certification exam. 54 lecture hours, 135 lab hours. CSU

AUTO 154
Chassis Service, Diagnosis, and Repair
8 Units
Grade Only

Prerequisite(s): *AUTO 101 and AUTO 156.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course

is one component of the T-TEN and TEC programs. The course covers essential chassis system theory, along with inspection, diagnosis, service and repair of the following undercar systems: brake, steering, suspension, alignment, wheel/tire, ride control and ABS. Course prepares students for ASE Suspension and Steering (A4) and ASE Brakes (A5) certification. 108 lecture hours, 135 lab hours. CSU

AUTO 156
Automotive Electrical/Electronic Systems I
5 Units

Grade or Pass/No Pass

Prerequisite(s): *AUTO 101 or one year minimum industry experience based on departmental approval or related coursework. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher and ENGL 099 or higher.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. This class covers essential electrical and electronic systems theory, along with inspection, diagnosis, service and repair of specific electrical systems including the battery, starting systems, charging systems, lighting systems, gauges, and instrument-panel warning lights. Prepares students for ASE Electrical & Electronic Systems (A6) certification. 68 lecture hours, 72 lab hours. CSU

AUTO 162
Drivetrain Service, Diagnosis and Repair
8 Units
Grade Only

Prerequisite(s): *AUTO 166.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher and ENGL 099 or higher.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. This course focuses on the service, diagnosis and repair

of the manual and automatic automotive drivetrain systems. Appropriate lab activities in automobile drivetrain inspection, service and repair are included. The course prepares students for the ASE Automatic Transmission and Transaxle (A2) and Manual Drivetrain and Axles (A3) certification exams. 108 lecture hours, 135 lab hours. CSU

AUTO 166
Automotive Electrical/Electronic Systems II
3 Units
Grade Only

Prerequisite(s): *AUTO 156.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher and ENGL 099 or higher.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. This class covers advanced electrical and electronic systems theory, along with inspection, diagnosis, service & repair of specific accessory systems including supplemental restraint, navigation, entertainment, power windows/locks/seats, customizable body electronics, hybrid vehicle controls and multiplex systems. Prepares students for ASE Electrical & Electronic Systems (A6) certification. 36 lecture hours, 54 lab hours. CSU

AUTO 167
Automotive HVAC Service, Diagnosis & Repair
3 Units
Grade Only

Prerequisite(s): *AUTO 156.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher and ENGL 099 or higher.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. This class covers essential heating, ventilation and air conditioning system theory, along with inspection, diagnosis, service &

repair of specific HVAC subsystems including: Refrigeration, air distribution and automatic temperature control. Course prepares students for ASE Heating and Air Conditioning (A7) certification. 36 lecture hours, 54 lab hours. CSU

AUTO 168
Engine Control Systems Service, Diagnosis and Repair
8 Units
Grade Only

Prerequisite(s): AUTO 151 and AUTO 166.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 or higher.

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. The course covers essential engine management system theory, along with inspection, diagnosis, service & repair of the following systems: Ignition, air and fuel delivery, electronic engine controls, and auxiliary emission controls. Course prepares students for ASE Engine Performance (A8) certification. 108 lecture hours, 135 lab hours. CSU

Automotive Topic Courses

AUTO 230A
Automotive Service and Repair Work Experience A
1 Unit
Pass/No Pass

Prerequisite(s): Department consent required prior to enrollment.

Strongly Recommended: Completion of 16 units in automotive technology coursework.

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty adviser. Lab hours are arranged and completed at the place of employment. The AUTO 230 A-D series of courses may be taken in any combination for a maximum of

four units. 9 lecture hours, 160 lab hours arranged.

AUTO 230B
Automotive Service and Repair Work Experience B
2 Units
Pass/No Pass

Prerequisite(s): Department consent required prior to enrollment.

Strongly Recommended: Completion of 16 units in automotive technology coursework.

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty adviser. Lab hours are arranged and completed at the place of employment. The AUTO 230 courses may be taken four times for a maximum of four units. 9 lecture hours, 320 lab hours arranged.

AUTO 230C
Automotive Service and Repair Work Experience C
3 Units
Pass/No Pass

Prerequisite(s): Department consent required prior to enrollment.

Strongly Recommended: Completion of 16 units in automotive technology coursework.

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty adviser. Lab hours are arranged and completed at the place of employment. The AUTO 230 A-D series of courses may be taken in any combination for a maximum of four units. 9 lecture hours, 480 lab hours arranged.

AUTO 230D
Automotive Service and Repair Work Experience D
4 Units
Pass/No Pass

Prerequisite(s): Department consent required prior to enrollment.

Strongly Recommended: Completion of 16 units in automotive technology coursework.

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty adviser. Lab hours are arranged and completed at the place of employment. The AUTO 230 A-D series of courses may be taken in any combination for a maximum of four units. 9 lecture hours, 640 lab hours arranged.

AUTO 281
Advanced Toyota Certified Technician Training
6.5 Units
Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Must also currently be a full-time journeyman level technician with two years of dealership experience or four years experience at an independent.

An advanced-level course specifically designed to meet the Toyota Certified Technician Program requirements for certification in the following University of Toyota technical training courses: 021, 263, 302, 453, 553, 623, 652, 753, and 852. Only individuals meeting the requirement of the T-TEN Professional Certificate or the current T-TEN students that have completed the NATEF core classes may attend. Offered for Pass/No Pass grading only. 88 lecture hours, 88 lab hours.

AUTO 291
Engine Performance Enhancements and Tuning
3 Units
Grade Only

Prerequisite(s): AUTO 168 or consent of department.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if

required by English level.

This class covers the engine performance enhancements available for automobiles, light trucks and motorcycles. The subject areas covered include stand-alone engine management systems, fuel systems, turbochargers, superchargers, nitrous oxide, ignition systems, and the use of the chassis dynamometer as a tuning tool. 36 lecture hours, 54 lab hours.

AUTO 295
Engine Design
4 Units
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to teach engine design principles and analysis of cylinder heads, cylinder blocks, crankshafts, piston and rings, connecting rods, camshaft, valve train systems. The course will also cover the design and tuning of intake and exhaust systems, turbocharging and supercharging and the use of basic and advanced engine design formulas. 72 lecture hours. CSU

AUTO 296
Cylinder Head Development
4 Units
Grade Only

Prerequisite(s): AUTO 295 or one year of work experience in the automotive field with an emphasis on engine machining or repair.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to teach the skills necessary to develop a cylinder head for total performance. Emphasis will be placed on cylinder head development and reconditioning, head CCing, and basic flowbench operation. 54 lecture hours, 54 lab hours.

AUTO 297
Cylinder Block Development
4 Units
Grade Only

Prerequisite(s): AUTO 295 or one year work experience in the automotive field with an empha-

sis on engine machining or repair.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to teach the skills necessary to develop and rebuild a cylinder block for total performance. Emphasis will be placed on cylinder block development and reconditioning, including operation of align-honing, surfacing, boring, and honing machine operation. 54 lecture hours, 54 lab hours.

AUTO 298
Special Projects
2 Units
Grade or Pass/No Pass

Prerequisite(s): AUTO 295 and AUTO 296 or AUTO 296 and AUTO 297 or AUTO 262 and AUTO 291 and AUTO 292 and AUTO 293 or consent from instructor.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This laboratory class is designed to provide hands-on application of skills and techniques acquired in the High Performance Institute (HPI) program series of classes. The HPI program has a number of designated special projects that students will take part in. Students take an active role in planning, preparation, and completion of projects during the semester. 108 lab hours.

AUTO 299
Engine Dynamometer Operation and Testing Procedures
2 Units
Grade Only

Prerequisite(s): AUTO 295 or one year experience in the automotive field with an emphasis on engine machining or chassis dynamometer operation.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course covers engine dynamometer operation and testing procedures with evaluation of test results for performance tuning. 18 lec-

ture hours, 54 lab hours.

AUTO 695A
Special Topics: Automotive Technology
0.5 Unit
Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. This course may be taken four times. Regardless of the unit combination, however, no single-subject, special topics class may be repeated. 9 lecture hours.

AUTO 695B
Special Topics: Automotive Technology
1 Unit
Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. May be taken four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 18 lecture hours.

AUTO 695C
Special Topics: Automotive Technology
2 Units
Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. May be taken four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 36 lecture hours.

AUTO 695D
Special Topics: Automotive Technology
3 Units
Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. May be taken

four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 54 lecture hours.

AUTO 696A
Special Topics: Automotive Technology
0 Units

Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. May be taken four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 9 lab hours.

AUTO 696B
Special Topics: Automotive Technology
0.5 Units

Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. May be taken four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 18 lab hours.

AUTO 696C
Special Topics: Automotive Technology
0.5 Units

Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis. May be taken four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 36 lab hours.

AUTO 696D
Special Topics: Automotive Technology
1 Unit

Grade or Pass/No Pass

This course covers special and emerging topics not found in other courses within the discipline. Topics

vary and are determined by the department. See the department for current term emphasis. May be taken four times regardless of the unit combination, however, no single-subject, special topics class may be repeated. 54 lab hours.

Biology
(Natural Sciences Department)

Biology is the science of life and living organisms, including their structure, function, and growth. Courses in biological sciences satisfy general education requirements for the associate degree and lower division transfer and lead to associate degrees in Biological Science and in Biological and Physical Sciences and Mathematics.

Biology Courses

BIOL 100
Introductory Biology
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A preparatory biology course which serves as an introduction to scientific method, cell structure and function, cell division, genetics, energy relationships, nutrient processing and usage, biological diversity and environmental relationships. 54 lecture hours.

BIOL 102
Human Genetics
3 Units
Grade Only

Prerequisite(s): MATH 030.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

General principles of genetics and reproduction in wellness and disease as applied to humans. Topics include Mendelian inheritance, extensions and exceptions to Mendelian inheritance, multifactorial traits, DNA structure, function, and replication, cell division, population genetics, evolution, immunity, cancer, and genetic technologies. 54 lecture hours. CSU;UC

BIOL 104
Biology: Contemporary Topics
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A general biology lecture course for non-majors which will cover basic life processes and address contemporary issues in biology. Biological principles covered will include chemical foundations of biology, cell structure and function, cell reproduction, and genetics. Contemporary issues may include such areas as public health, biotechnology, and environmental science. 54 lecture hours. CSU;UC

BIOL 105
General Biology
4 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030 and high school biology or chemistry.

The general biology course, lecture and laboratory, for non-majors, with emphasis upon molecular biology, cell structure and function, energy relationships, human physiological systems (including reproductive anatomy, reproductive cycles, development, and immunity), genetics, evolution, ecological interrelationships, and discussion of contemporary issues. The laboratory provides the student with expanded first-hand experience in specific areas of course content. 54 lecture hours, 54 lab hours. CSU;UC

BIOL 109
Biology for Educators
4 Units
Grade Only

Prerequisite(s): MATH 030 or concurrently enrollment.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of biology and the interrelationships among living organisms.

Emphasis is placed upon the chemical basis of life, the role of cells in the formation of complex organisms, the relationship between structure and function in complex organisms like plants and animals, the role that genetics plays in the evolution of life, and the relationship between living organisms and the physical world around them. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. 54 lecture hours, 54 lab hours. CSU

BIOL 116
HIV and AIDS: Insights and Implications
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course covering the most common sexually transmitted diseases (STD's) with emphasis on the complex biological, sociological, and psychological aspects of the AIDS epidemic. Topics include history of the infections, agent(s), current medical knowledge, transmission, risk reduction, and societal responses. Common myths and misunderstandings will be identified to distinguish them from accepted scientific information. Selected topics will be presented by guest speakers. 54 lecture hours. CSU;UC

BIOL 124
Principles of Biology I
5 Units
Grade Only

Prerequisite(s): MATH 150.

A principles of biology course designed for biology majors and pre-med. students. Detailed study of basic structure and function of living material, with emphasis on cell and molecular biology, genetic mechanisms and their control, reproduction and development, evolution. 72 lecture hours, 54 lab hours. CSU;UC

BIOL 125
Principles of Biology II
5 Units
Grade Only

Prerequisite(s): MATH 150.

A principles of biology course designed for biology majors and pre-med. students. Detailed study of basic structure and function of living material, with emphasis on the diversity of living material, animal and plant form, function, reproduction and development, evolution, and ecological relationships. 72 lecture hours, 54 lab hours. CSU;UC

BIOL 145
Environmental Science
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, BIOL 104 or BIOL 105.

A lecture course exploring contemporary global environmental concerns. Basic concepts covered will include the Earth's life support systems, population dynamics, environmental pollution, food production, and natural resource utilization. Emphasis will be placed on recognizing global environmental problems, and exploring various solutions for them. 54 lecture hours. CSU;UC

BIOL 200
Human Anatomy
4 Units
Grade Only

Prerequisite(s): BIOL 105 or BIOL 124.

Biology 200 is a lecture/laboratory course in human anatomy focusing on the structures and organs of the human body. Students will be required to learn and understand the structures from the molecular to gross levels, using the microscope, standard anatomical (plastic) models, and preserved specimens (sheep heart, sheep brain, and cat). Required of pre-nursing students. 54 lecture hours, 54 lab hours. CSU;UC

BIOL 201
Human Physiology
4 Units
Grade Only

Prerequisite(s): BIOL 200 and CHEM 103 or CHEM 104 or CHEM 110 or CHEM 111 or CHEM 112.

An advanced course in human physiology emphasizing nervous, muscle, cardiovascular, immune, respiratory,

urinary, gastrointestinal, reproductive, & endocrine systems. Required of pre-nursing students. 54 lecture hours, 54 lab hours. CSU;UC

BIOL 220
Microbiology
5 Units
Grade Only

Prerequisite(s): CHEM 103 or CHEM 104 or CHEM 110 or CHEM 111 or CHEM 112 and BIOL 104 or BIOL 105 or BIOL 124.

An introduction to the biology of microorganisms including bacteria, viruses, fungi, and protozoa. Metabolism, genetics, culture methods, identification, and control of common microbes are considered. Emphasis is placed on the virulence mechanisms and control of human pathogens and on the principles of immunology and host defense. Laboratory work includes techniques common to the control, culture, and identification of microbes. Required of pre-nursing students and medical technologists. 54 lecture hours, 108 lab hours. CSU;UC

Business
 (Business Department)

Business is the study of the practices and products of commerce. Areas of concentration within this program include business management, business law, marketing, advertising, business ethics, personal finance, real estate, international business, and business communication skills. Business courses satisfy general education requirements for an associate's degree, an associate's degree in business, and lower division transfer requirements.

Business Courses

BUS 130
Introduction to Business
3 Units
Grade Only

This is a foundation course in business administration. It is recommended for all students planning further study in this field. Lecture, discussion and problems involve such topics as business finance, personnel, production, distribution, government

regulations, and managerial controls. 54 lecture hours. CSU;UC

BUS 132
Ethics in Business
3 Units
Grade Only

This course emphasizes development of managerial decision-making skills utilizing ethical business standards for improvement of business organizations, communities, government, and international trade. 54 lecture hours. CSU

BUS 140
International Business
3 Units
Grade Only

A comprehensive overview of international business for beginning and experienced business people with a global perspective on international trade including foreign investments, impact of financial markets, international marketing, and the operation of multi-national corporations. 54 lecture hours. CSU

BUS 146
Personal Finance
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is an integrative approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. Students will examine their relationships with money, set personal goals, and develop a plan to meet those goals. Topics include consumerism, debt, healthcare, investing, retirement, long-term care, disability, death, and taxes. 54 lecture hours. CSU

BUS 150
Business English
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in business writing, which includes a common-

sense approach to the use of English grammar, punctuation and style in the business context, and strategies for effective writing of business-related communications. Recommended for business majors. 54 lecture hours. CSU

BUS 152
Business Communications
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, BUS 150.

A study of principles and strategies for developing effective written and oral communication skills for use in the workplace and in business. Several types of written and oral forms of business communication are highlighted. Recommended for business majors. 54 lecture hours. CSU

BUS 160
Business Law and the Legal Environment I
3 Units

Grade or Pass/No Pass
 A study of law, with an emphasis on the law's relationship to business. Topics covered include the legal environment of business, court procedures, jurisdiction, torts and crimes in the business environment, intellectual property, principles of contract law, commercial transactions, and ethical business practices. 54 lecture hours. CSU;UC

BUS 161
Business Law and the Legal Environment II
3 Units

Grade or Pass/No Pass
 A study of law, with an emphasis on the law's relationship to business. Topics covered include agency, employment law, consumer law, environmental law, sole proprietorships, franchises, partnerships, corporations, insurance, real and personal property, landlord-tenant law, wills and trusts, elder law, creditors' rights and remedies, secured transactions, bankruptcy law, negotiable instruments, antitrust law, professional liability, and international law. 54 lecture hours. CSU;UC

BUS 170
Small Business Management
3 Units

Grade or Pass/No Pass

The study of business organization emphasizing the small independently-owned business. Instructional topics include discussion of the benefits of small business, creation of a new venture, marketing, managing, financial, and administrative controls. 54 lecture hours. CSU

BUS 172
Personnel Management
3 Units
Grade Only

The study of personnel management emphasizing employer/employee relationships, communications, employee selection, job analysis and description, job motivation and productivity, employee benefits, principles of collective bargaining, labor relations, O.S.H.A., and affirmative action. 54 lecture hours. CSU

BUS 175
Introduction to Management
3 Units

Grade or Pass/No Pass

A course focusing on communication, decision making, and leadership for administrative and managerial positions in business, government, the professions, and the volunteer sector. 54 lecture hours. CSU

BUS 176
Management for the Office Professional
3 Units

Grade or Pass/No Pass

An overview of office management for administrative professionals. Topics include: concepts and trends in administrative office management, centralizing/decentralizing managerial authority, communication in the office, managing a culturally diverse workplace, managing the ergonomic office environment, automating the office, managing office information systems, and improving office productivity. 54 lecture hours. CSU

BUS 185
Elements of Marketing
3 Units
Grade Only

A course focusing on the moving of goods, services, and ideas from producer to consumer. Topics include: functions and institutions of marketing; marketing research and customer motivation; buying, selling, pricing and competition; transportation, storage and packaging; banking, communication, and insurance. 54 lecture hours. CSU

BUS 192
Advertising
3 Units
Grade or Pass/No Pass

A study of media advertising, including magazine, television, radio, newspaper, and direct mail; the purpose and cycles of advertising; laws affecting advertising; and economic effects of advertising. 54 lecture hours. CSU

Chemistry

(Physical Sciences Department)

Chemistry, a natural science, studies the composition, structure, properties, and reactions of matter, especially of atomic and molecular systems. Courses include organic and inorganic chemistry as well as quantitative analysis. Chemistry courses satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the major requirements for the associate degree in Biological and Physical Sciences and Mathematics.

Chemistry Courses

CHEM 103
College Chemistry
5 Units
Grade or Pass/No Pass
Prerequisite(s): MATH 030.

The first semester of a year program includes chemistry of inorganic compounds; covers topics of nomenclature, stoichiometry, bonding, chemical equations, gas laws, solutions, acids and bases, nuclear processes and chemical equilibrium. Required for students transferring to four-year college nursing programs

and students majoring in physical therapy, occupational therapy and home economics. 72 lecture hours, 72 lab hours. CSU;UC

CHEM 104
College Chemistry
5 Units
Grade or Pass/No Pass
Prerequisite(s): CHEM 103 or CHEM 110.

The second semester of a year program includes chemistry of organic compounds; covers topics in biochemistry including carbohydrates, fats, proteins, metabolism, nucleic acids, and nutrition. Required for students transferring to four-year college nursing programs and students majoring in physical therapy, occupational therapy and home economics. 72 lecture hours, 72 lab hours. CSU;UC

CHEM 106
Physical Science for Educators
4 Units
Grade Only
Prerequisite(s): MATH 030 or concurrent enrollment.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of chemistry and physics and the relationships among these disciplines. Emphasis is placed on the ways in which chemistry and physics affect everyday life. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. PHYS 106 and CHEM 106 are the same course. 54 lecture hours, 54 lab hours. CSU

CHEM 110
Beginning General Chemistry
5 Units
Grade or Pass/No Pass
Prerequisite(s): MATH 150 or concurrent enrollment.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in the funda-

mental principles of chemistry. Topics covered are those necessary for understanding chemical structure and reactivity, and for performing scientific calculations. There is an emphasis on laboratory work and communication skills. The course is designed for science and engineering majors, pre-medical students, and as a general education class. 54 lecture hours, 126 lab hours. CSU;UC

CHEM 111
General Chemistry
5 Units
Grade or Pass/No Pass
Prerequisite(s): MATH 150 and CHEM 110 or passing score on Chemistry Placement Exam.

A general course in the fundamental principles of chemistry. Topics covered include periodicity, stoichiometry, nomenclature, atomic structure, bonding, chemical calculations, thermodynamics, intermolecular forces, gases and organic chemistry. The course is designed for all science and engineering majors and pre-medical students. 54 lecture hours, 126 lab hours. CSU;UC

CHEM 112
General Chemistry
5 Units
Grade or Pass/No Pass
Prerequisite(s): CHEM 111.

A general course in the fundamental principles of chemistry. Chemistry 112 is a continuation of Chemistry 111 and includes topics of equilibrium, kinetics, acid-base chemistry, electrochemistry, nuclear processes, coordination chemistry and thermodynamics. 54 lecture hours, 126 lab hours. CSU;UC

CHEM 210
Organic Chemistry
3 Units
Grade Only
Prerequisite(s): CHEM 112.

A course in organic chemistry including the properties and reactions of alkanes, alkenes, alkynes, alcohols, ethers, thiols, emphasizing fundamental principles and reaction mechanisms, stereochemistry and IR spectroscopy. First semester of a one-year course, required for students enrolled in pre-professional programs in medicine, dentistry, pharmacy, veteri-

nary science, biology, and chemistry. CHEM 211L required concurrently for most stated majors. 54 lecture hours. CSU;UC

CHEM 211L
Organic Chemistry Laboratory
1 Unit

Grade Only

Prerequisite(s): CHEM 210 or concurrent enrollment.

Introduction to organic laboratory techniques such as melting point, crystallization, distillation, thin layer chromatography, extraction. Synthesis of an ether and an alkene. 54 lab hours. CSU;UC

CHEM 220
Organic Chemistry
3 Units

Grade Only

Prerequisite(s): CHEM 210.

A course in organic chemistry including the properties and reactions of aromatic compounds, aldehydes, ketones, carboxylic acid derivatives, enols, enolates, amines, and selected topics in biochemistry, NMR, and mass spectrometry. Second semester course required for students in pre-professional programs in medicine, dentistry, pharmacy, veterinary science, biology, and chemistry. CHEM 221L is required concurrently for most of the stated majors. 54 lecture hours. CSU;UC

CHEM 221L
Organic Chemistry Laboratory
1 Unit

Grade Only

Prerequisite(s): CHEM 220 or concurrent enrollment.

Synthesis of selected organic compounds, including multi-step processes, techniques of column chromatography, IR spectroscopy. 54 lab hours. CSU;UC

Chinese Courses
(Foreign Languages Department)

The Foreign Languages Department offers proficiency-based instruction in listening, speaking, reading, and writing in these languages: Spanish, German, Chinese, and Japanese. The study of each language includes vocabulary, grammar, syntax, pronunci-

ation, and cultural and historical understanding. Intermediate level courses include a literature component. Courses combine classroom lectures, guided practice, and language activities with individual work conducted online.

CHIN 101
Chinese I
5 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in elementary Chinese (Mandarin) grammar, vocabulary and pronunciation which aims at understanding, speaking, reading and writing simple Chinese and serves as an introduction to Chinese geography and culture. 90 lecture hours. CSU;UC

CHIN 102
Chinese II
5 Units

Grade or Pass/No Pass

Prerequisite(s): CHIN 101 or two years of high school Chinese.

Chinese 102 continues to present the fundamentals of Chinese grammar. Students are further trained to pronounce Mandarin correctly, to build their conversational and written vocabulary, and to read and write approximately 300 more Chinese characters. 90 lecture hours. CSU;UC

Child Development
(Behavioral Sciences Department)

The Child Development Program explores the theories and concepts necessary for the healthy growth and development of children from conception through adolescence. Child development courses provide both the theoretical and practical skills and experiences necessary to obtain a transfer degree or gain employment in the field of early childhood education.

Students who complete the appropriate coursework may earn the Early Childhood Education Associate in Science for Transfer degree (ECE AS-T). The transfer degree focuses on the theoretical background of child devel-

opment and developmentally appropriate practices of education for young children. Students who complete this transfer degree will achieve junior status to the California State University system, and will be given priority admission to our local CSU campus.

Students completing appropriate coursework may earn the following certificates of achievement: Child Development Teacher, Child Development Master Teacher, or Child Development Master Teacher--Early Intervention. Students completing the appropriate courses may earn the following Skill Awards: Child Development Associate Teacher or Infant and Child Development Associate Teacher Skill Award.

Child Development Courses

CHLD 100
Introduction to Education and Teaching
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is an introductory course for students wishing to explore the teaching profession in the K-12 setting. Topics include an introduction to teacher performance expectations and California Standards for the teaching profession. Other topics include pedagogical strategies, curriculum design, California subject matter standards, use of technology in today's classroom and the importance of current issues and legislation. In addition, students will be required to observe 45 hours in K-12 classrooms. 54 lecture hours. CSU

CHLD 109
Introduction to Early Childhood Education
3 Units

Grade Only

This is an introductory course for exploring the philosophy, education, care and careers in early childhood education. It includes an overview of the developmental stages of children and major theories of development

and their application. This course will study the emotional/psychological, cognitive, and physical development of children. It also includes a study of the influence of heredity and environmental factors such as parenting practices and education. 54 lecture hours.

CHLD 110
Early Childhood Development
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will critically examine theories of child development in the physical, intellectual and social-emotional areas as they pertain to the various ages and stages of development in a child's life from prenatal development through early childhood. Practices in teaching that derive from theories and diverse cultural environments will be analyzed and evaluated in light of an understanding of the whole child at different developmental stages. Students will learn to observe and assess developmental stages and gain insight and an appreciation of cultural differences through directed observations. 54 lecture hours. CSU

CHLD 111
Child Development Youth - Adolescence
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course examines the history and philosophy of child development from middle childhood through adolescence (8-18 years). This includes a survey of parenting and educational practices as well as examining the responsibilities of teaching and caring for this age group. 54 lecture hours. CSU;UC

CHLD 112
Principles of Early Childhood Education I
3 Units

Grade Only

This course is designed to introduce students to the theoretical principles

of developmentally appropriate practice as applied to programs and environments with an emphasis on the role of relationships, constructive adult-child-parent interactions, and teaching strategies that support physical, social/emotional, creative and intellectual development for all young children regardless of their individual and diverse needs. Observation, analysis and assessment of programs for young children will be required. The course includes a review of the historical roots of early childhood programs and the evolution of professional practices promoting advocacy, ethics and professional identity. 54 lecture hours. CSU

CHLD 114
Home-Child-Community Relations
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An examination of the developing child in a societal context which focuses on the interrelationships of family, school and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted. The course includes an examination of community resources, the teacher's role and the influences of age, gender, diverse abilities, culture, socio-economic status and public policy factors that affect children and families. 54 lecture hours. CSU

CHLD 116
Introduction to Curriculum
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will present an overview of knowledge and skills related to providing curriculum and environments for young children from birth through age six. Examination of the teacher's role in supporting learning and development in young children with an emphasis on the essential role of play. This course provides

strategies for developmentally appropriate practice based on observation and assessments across the curriculum including the following areas: 1) language and literacy, math and science, 2) creative art and experiences 3) development of physical, social-emotional and cognitive skills. 54 lecture hours. CSU

CHLD 118
Effective Family Child Care Practices
2 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course introduces students to strategies that will help them to create and operate a family day care business. The course will cover issues dealing with licensing and business practices as well as techniques to promote parent-caregiver relationships. Students will also evaluate family day care environments and curriculum. 36 lecture hours.

CHLD 120
Literacy for Children
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will explore techniques for developing literacy skills in the pre-school and early school-age child. Discussion and planning of developmentally appropriate curriculum that supports children's listening, speaking, reading and writing skills. Students will survey children's books and learn techniques to enhance literacy development. A complete language arts program that includes storytelling, puppetry and other relevant literacy experiences will be explored. 54 lecture hours.

CHLD 121
Art for Children
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Designed to provide the student with opportunities to experience personally and evaluate art and crafts materials used with the preschool and early school-age child to discover the development of creativity in themselves and in children. The student will design developmentally appropriate art curriculum and explore ways to support creative thinking and experiences for children. Students will gain appreciation for art within diverse cultures and society at large. 36 lecture hours.

CHLD 122
Music and Rhythms for Children
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will provide the student with basic skills and techniques for using musical instruments, recordings and songs and development of rhythmic movement activities to use with preschool and early school-age children. Discussion and planning of developmentally appropriate curriculum that supports children's music and movement needs. Previous music experience not required. 36 lecture hours.

CHLD 123
Science Experiences for Children
1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course focuses on planning and implementing science experiences with preschool and early school-age children. Discussion and planning of developmentally appropriate curriculum that supports children's understanding of life, earth and physical science concepts. Exposure to formal, informal and incidental science activities and direct use of science materials. Analysis of the teacher's role in incorporating science concepts within the total program for children. 18 lecture hours.

CHLD 124
Mathematics for Children
1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The student will gain knowledge of practical mathematics activities to use with preschool and early-school age children. Planning of developmentally appropriate math curriculum activities. Analysis of relevant theories of child development. Designed to provide the student with opportunities to experience directly and evaluate mathematical materials. 18 lecture hours.

CHLD 130
Infant Development and Group Care
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course focuses on the development of the infant and on the dynamics of infant group care. Methods of providing care designed for physical, emotional, social, and intellectual development will be stressed. The health and safety requirements of the state and county are included. 54 lecture hours. CSU

CHLD 134
Parent-Child Interaction
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course explores dynamics of parent-child relationships. Students will analyze the process of being a parent, considering both internal and external forces that have influences. A focus on children from birth to adolescence will include understanding developmental needs. A problem solving approach to the parent-child interaction will be examined to promote positive relationships within a harmonious family atmosphere. 54 lecture hours. CSU

CHLD 140
Before/After-School Programs
3 Units

Grade Only

An overview of quality school-age childcare programs based on good child development principles and practices. This course includes community resources, environment, staffing, activities, homework assistance, discipline and relationships. This class meets the Title XXII licensing requirements for personnel in school age programs. 54 lecture hours.

CHLD 144
Health, Safety and Nutrition for Young Children
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides an overview of health, safety and nutrition standards, regulations, laws, policies and procedures and focuses on health, safety and nutrition program development and curriculum materials in early childhood education settings. Key components that ensure physical and mental health and safety for both children and staff will be identified. Emphasis will be placed on the importance of collaborating with families and health professionals. 54 lecture hours. CSU

CHLD 150
Multi-Culture Anti-Bias Classrooms
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to assist students in becoming more effective teachers of individuals from backgrounds other than their own. The course will involve self-reflection of one's own understanding of educational principles as one integrates anti-bias goals to better inform teaching practices and program development. Students will examine the development of social identities in diverse societies including theoretical

and practical implications affecting young children, families, programs, teaching and education/schooling. Included is an examination of culturally relevant and linguistically appropriate approaches that support all children in becoming competent members of a diverse society. 54 lecture hours. CSU

CHLD 154
Observing and Recording Behavior

3 Units

Prerequisite(s): CHLD 110 and CHLD 111 or PSY 206 and CHLD 112.

This course will focus on principles of observation, collection, organization, and uses of data. Observation as the basis for evaluation of children's skills and the formulation of lesson plans will be the basis of field work assignments. Students will practice a variety of techniques in a variety of different settings. Students will organize data gathered for use in lesson planning and parent conferencing. Three hours lecture per week. 54 lecture hours. CSU

CHLD 156
Practicum in Early Childhood Education

2 Units

Grade Only

Prerequisite(s): CHLD 116 and CHLD 154.

Co-Requisite(s): CHLD 156L.

This course is designed to provide the student with opportunities to plan and implement developmentally appropriate activities in an early childhood setting. Emphasis is placed on developing professional relationships, planning and implementation of curriculum, environment design. A variety of programs and philosophies will be examined. Students will use practical classroom experiences to make connections between theory and practice and are required to be registered in 156L concurrently. 36 lecture hours. CSU

CHLD 156L
Practicum Lab

1 Unit

Grade Only

Prerequisite(s): CHLD 116 and CHLD 154.

Co-Requisite(s): CHLD 156.

The student will have the opportunity for application of acquired knowledge and teaching skills directly in the early childhood classroom. The students will gain experience teaching activities to children and developing a professional attitude. NOTE: This class should be taken at the same time as CHLD 156 Practicum. 54 lab hours arranged. CSU

CHLD 160
Perceptual Motor and Movement Activities

2 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will focus on evaluation of motor skills, planning and implementation of perceptual motor and movement activities appropriate for normal and motor-delayed young children. Emphasis will be placed on the role of the physical and psychomotor domain in the total development of the young child. Developmental motor activities will be examined that aid children in acquiring movement abilities and fitness, as well as facilitate social interaction and cognitive development. Participants will develop movement experiences for use in the classroom and in the planning of a motor development curriculum. 36 lecture hours.

CHLD 164
The Child with Special Needs

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A presentation of different types of atypical development that interfere with normal physical, cognitive, social, behavioral and emotional growth from preschool through early school-age children. 54 lecture hours. CSU

CHLD 166
Speech and Language Development and Disorders

2 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by

English placement exam or if required by English level.

This course will cover children's acquisition of speech and language skills from birth to age 5. Emphasis will be on normal language, articulation, fluency, and voice development. Included will be children's language learning strategies, adult teaching strategies, language and cultural differences, and an overview of communication disorders, as well as appropriate referral to a professional. 36 lecture hours.

CHLD 168
Developmental Risk: Infants and Toddlers

2 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This class introduces the student to early intervention strategies that are positive and cost-effective for use with children who are developmentally delayed or at risk for developmental delay. Information on Public Law 99-457 is included. Specific strategies for language intervention and child abuse reporting are also included. This class is appropriate for all professionals and paraprofessionals working with young children. 36 lecture hours.

CHLD 169
Managing Challenging and Disruptive Behaviors

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides an overview of challenging and disruptive behaviors in preschoolers. Topics of study include attention deficit disorder, aggression, and other related topics. Students will analyze behavioral issues and explore strategies for classroom management. Students will develop guidance techniques for modifying inappropriate behaviors. 18 lecture hours.

CHLD 181
Infant and Toddler Caregiver:
Relationships

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is one of four one-unit classes in Infant and Toddler Care giving based on the Responsive Care giving approach. Students in this class will examine the impact of teacher/parent relationships on the quality of Infant and Toddler Care giving and review and evaluate techniques for supporting families. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 182
Infant and Toddler Caregiver:
Socialization and Emotional Development

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is one of four one-unit classes in Infant and Toddler Care giving based on the Responsive Care giving approach. Students in this class will study infant and toddler temperaments, stages of social and emotional development, appropriate guidance, and responsive curriculum for group care. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 183
Infant and Toddler Caregiver:
Learning and Development

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is one of four one-unit classes in Infant and Toddler Care giving based on the Responsive Care giving approach. Students in this class will learn to recognize cues and to follow the child's interest in order to facilitate the infant's or toddler's discover-

ies and learning. Students will learn to base the curriculum on the child's interest and readiness. This class partially meets the licensing requirement for 3 units in infant and toddler care and development. 18 lecture hours.

CHLD 184
Infant and Toddler Caregiver:
Environments and Routines

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is one of four one-unit classes in Infant and Toddler Care giving based on the Responsive Care giving approach. Students in this class will learn to set up a safe, intimate, and interesting environment for infants and toddlers. They will also learn the techniques of responsive care giving in daily routines. This class partially meets the licensing requirement for 6 units in infant and toddler care and development. 18 lecture hours.

CHLD 190
Administration of Early Childhood Education Programs I

3 Units

Grade Only

Prerequisite(s): CHLD 110 or CHLD 111 or PSY 206 and CHLD 112 and CHLD 114.

Introduction to the basic principles of administration of early childhood education programs. Includes specific topics of curriculum development and evaluation; staff selection, supervision and evaluation; laws and regulations; site development and supervision; budgeting and fiscal management; parent education; health and safety supervision; time management and problem solving techniques. This class meets state requirements for supervision of Title XXII preschool programs. 54 lecture hours.

CHLD 191
Administration of Early Childhood Education Programs II

3 Units

Grade Only

Prerequisite(s): CHLD 110, CHLD 112, CHLD 114 and CHLD 116 or student may substitute

other courses but must have 12+ units of Child Development coursework.

Introduction to the policies and procedures specific to state funded programs. Includes Title V regulations, evaluation of programs utilizing the state mandated Program Quality Review, development of proposals and grant requests for state or other funding, process of promulgating regulations, affecting proposed regulations, staff development and training, development of program policies. 54 lecture hours.

CHLD 194
Personnel Issues in Adult Supervision and Mentoring

3 Units

Grade Only

Prerequisite(s): CHLD 156 and CHLD 156L.

This course addresses those personnel issues most often encountered by administrators of Early Childhood Education program including: policies and procedures for selection and supervision of staff; pre-service and in-service education; leadership and motivation; team building; conflict resolution; supervision and evaluation. 54 lecture hours.

Communications
 (Language Arts Department)

Communications includes instruction in mass media and laboratory experiences in media arts and journalism. The program includes print journalism, publications, broadcasting, narrowcasting, podcasting, public relations, desktop publishing, film studies, reporting and writing news, multimedia reporting, and visual, digital, and mobile communications. Included in the communications program are critical and analytical thinking skills, sensitivity to cultural diversity, and ethical communication. Courses in communications satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the requirements for an associate degree major in Language Arts. Program offers a transfer degree.

Communications Courses

COMM 100

Mass Media and Society

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey and evaluation of mass media in economic, historical, political, psychological, and sociological terms. Focuses on helping the media consumer understand the power and significance of mass communications: books, newspapers, magazines, radio, television, motion pictures, the Internet, public relations, and advertising. Discusses the rights and responsibilities and inter-relatedness of media in a diverse global society. Required for all communications and journalism majors; also a general interest course. 54 lecture hours. CSU;UC

COMM 101

Reporting and Writing News

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to defining, gathering, and writing the news. Stresses accuracy, objectivity, fairness, and balance. Practice in interviewing techniques, following rules of professional style, and writing basic news story structures for print, broadcast and online publications. Discussion of issues involving press rights and responsibilities, cultural sensitivity, taste, libel, and ethics. Required of all communication and journalism majors. 54 lecture hours. CSU

COMM 103

Freelance Journalism

1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 or higher if required by English placement exam or if required by English level.

This course is designed to accommodate students who want to contribute to the campus newspaper, magazines and/or student publications websites

but are unable to enroll in regular staff classes. Students who are interested in advertising, writing, photography, art, graphics and/or page design may participate in students publications to a limited extent through this class. This course may be taken four times. 54 lab hours. CSU

COMM 104

Public Relations

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of public relations history, theories, and practices with emphasis on applications to business, public agencies and institutions. A practical approach to using the media, creating publicity releases, organizing and executing campaigns. Explores job opportunities of particular interest to communications majors. 54 lecture hours. CSU

COMM 136

Cultural History of American Films

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

In considering the history of American commercial motion picture from its origins to the present, students will study film language, the social composition of audiences, the economics of the film industry, major themes and genres that have appeared in American films, and the relationship between politics and American motion pictures. Meets IGETC fine arts requirement. 54 lecture hours. CSU;UC

COMM 200

Visual Communications

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the history of film and television as visual mass media.

Analysis of seminal films and television programs with emphasis on their evolution as entertainment media and their impact on society. 54 lecture hours. CSU;UC

COMM 230

Desktop Publishing

3 Units

Grade or Pass/No Pass

Strongly Recommended: COMM 101.

Computer instruction and practice. Analysis of story structures and effectiveness of written material, rewriting, correction of errors, proofreading, headline writing, news and picture evaluation, and page design. Hands-on experience working on student publications with the college newspaper and magazine staffs. This course may be taken four times. 36 lecture hours. 54 lab hours arranged. CSU

COMM 240

Newspaper Production Staff

3 Units

Grade Only

Strongly Recommended: COMM 101.

Staff members gather, evaluate, write, photograph, and edit the news for publication in the student media. Working with the editorial board and desktop publishing classes as a production team, the staff plans, budgets, and designs each issue. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

COMM 245

Editorial Board Workshop

2 Units

Grade Only

Strongly Recommended: COMM 101.

A study of the major aspects of editorial responsibilities. Taught in a laboratory setting, the course provides practical instruction and experience for campus editors in writing, editing, and evaluating each issue of the campus newspaper and magazine, as well as formulating editorial policy. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU

COMM 250
Multimedia Reporting
3 Units
Grade Only

Strongly Recommended: COMM 101. Also, ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This convergence journalism course incorporates print and broadcast techniques to produce multimedia pieces for the web. This includes multimedia storytelling incorporating writing, digital photography, shooting and editing video, and recording and editing sound. 54 lecture hours. CSU

COMM 280
Magazine Production Staff
3 Units
Grade Only

Strongly Recommended: COMM 101.

A lecture/laboratory course in which the organization, formula, format, and production methods of magazines are studied and applied in the development of a college magazine. Activities include writing, editing, photography, art, layout, and production. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

Cooperative Education Courses

Cooperative Work Experience (Co-op Ed) links student learning in a Citrus College class to a job that relates to that class. The student, Citrus College instructor, and the worksite supervisor all work together to create learning objectives that the student must accomplish during the semester at their place of employment or training site. The job must pay at least minimum wage though students who volunteer at a nonprofit agency may also receive Co-op Ed credit. The student may enroll in one to four Co-op Ed units, which are determined by the number of hours they will work towards their learning objectives during the semester. Students enrolled in Co-op Ed courses may take classes for a letter grade or as Pass/No Pass. Approval is required prior to enrollment. For more information, contact

the academic department.

Citrus College offers Co-op Ed courses in the following departments and disciplines.

The series 698 A, B, C, D courses are the Non-Profit Volunteer work ranging in units from 1 to 4.

The series 699 A, B, C, D courses are the Paid Work courses ranging in units from 1 to 4.

Administration of Justice
Contact department
(626) 914-8860

AJ 698 C
 AJ 699 C

Art, Photography, Theatre Arts
Contact department
(626) 914-8580

ART 698 A, B, C, D
 ART 699 A, B, C, D
 PHTO 698 A, B, C, D
 PHTO 699 A, B, C, D
 THEA 698 A, C

Automotive Technology, Drafting, Electronics, Heating and Air Conditioning, Information Technology, Motorcycle Technology, Office Technology and Computer Applications.

Contact department
(626) 852-6402

AUTO 698 A, B, C, D
 AUTO 699 A, B, C, D
 DRAF 698 C
 DRAF 699 A
 ELEC 698 A, B, C, D
 ELEC 699 A, B, C, D
 IT 698 B, D
 IT 699 B, D
 MTRK 698 A, B, C, D
 MTRK 699 A, B, C, D
 OFF 698 A, B, C, D

Biology, Chemistry, Earth Science

Contact department
(626) 914-8789

BIOL 698 A, B, C, D
 BIOL 699 A, B, C, D
 CHEM 698 A, B, C, D
 CHEM 699 A, B, C, D
 ESCI 698 A, B, C, D
 ESCI 699 A, B, C, D
 FOR 698 A, B, C, D
 FOR 699 A, B, C, D

Dental Assisting
Contact department
(626) 914-8791

DENT 698 A, B, C, D
 DENT 699 A, B, C, D

Health Occupations
Contact department
(626) 914-8791

HEAL 698 A, B, C, D
 HEAL 699 A, B, C, D

Cosmetology
 (Cosmetology Department)

Cosmetology, a career technical program, prepares students for careers in the beauty industry through training in hair cutting, hair styling, make-up design, skin care, nail care, sales, and entrepreneurship. The program uses Pivot Point methodology. Courses may lead to an associate degree in cosmetology and/or a certificate of achievement in cosmetology. Upon completion of the courses, students are qualified to take the State Barbering and Cosmetology exam to become a licensed cosmetologist.

The Esthetician program, a career technical program that is a subset of Cosmetology, provides students with the fundamental skills and knowledge related to healthy skin care: theoretical science, sanitation and disinfecting procedures, the safe employment of electrical modalities, make-up techniques, and cosmetic hair removal techniques. Courses lead to a certificate of achievement as an esthetician and can also apply toward an associate degree in Cosmetology. The program provides an entry level career as an esthetician. Upon completion of the coursework, students are qualified to take the State Barbering and Cosmetology examination to become a licensed esthetician.

Cosmetology Courses

COS 140
Introduction to Cosmetology
12 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is the introductory course for students majoring in cosmetology. The course includes the exploration of a variety of subjects including sculpting, styling, facials, manicuring, hair coloring, chemical texturizing and practical experience in cosmetology. Material fee. 162 lecture hours, 162 lab hours.

COS 141
Introduction to Cosmetology
12 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is the introductory course for students majoring in cosmetology. The course includes the exploration of a variety of subjects including hair-sculpting, hairstyling, skin care, nail care, hair coloring, chemical texturizing and practical experience in cosmetology. Material fee. 144 lecture hours, 144 lab hours.

COS 151
Salon Success
4 Units
Grade Only

Prerequisite(s): COS 140 or COS 141.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the study of professional ethics, client building skills and State Board rules and regulations from Cosmetology 141. Lecture, demonstration and practical experience in the following areas: communication, character building, goal setting, client retention and public safety. 40 lecture hours, 104 lab hours.

COS 152
Beginning Chemical Hair Reformation
4.5 Units
Grade Only

Prerequisite(s): COS 140.

A continuation of the science and theory of professional hair sculpting, chemical reformation and procedures introduced in COS 140. Lectures, demonstrations, and practical experience in the following areas: permanent waving, chemical straightening,

chemistry of products, and the proper use of professional implements. 45 lecture hours, 117 lab hours.

COS 153
Advanced Chemical Reformation of the Hair
4.5 Units
Grade Only

Prerequisite(s): COS 152.

A continuation of the science and theory of professional haircutting, permanent waving techniques and procedures introduced in COS 152. Lectures, demonstrations, and practical experience in the following areas: hair reformation, trichology, scalp and chemical procedures and treatments. 45 lecture hours, 117 lab hours.

COS 154
Beginning Haircoloring
4.5 Units
Grade Only

Prerequisite(s): COS 140.

A continuation of the science and theory of professional haircoloring techniques and procedures introduced in COS 140. Lectures, demonstrations, and practical experience in the following areas: chemistry of products and hair analysis. 45 lecture hours, 117 lab hours.

COS 155
Advanced Haircoloring
4.5 Units
Grade Only

Prerequisite(s): COS 154.

A continuation of the science, theory, professional haircoloring techniques, and procedures introduced in COS 154. Lectures, demonstrations, and practical experience in the following areas: tinting procedures, bleaching procedures, specialized color application, and corrective hair color. 45 lecture hours, 117 lab hours.

COS 156
Beginning Manicuring
4.5 Units
Grade Only

Prerequisite(s): COS 140.

A continuation and expansion of manicuring, pedicuring techniques and procedures for the professional cosmetologist that were introduced in COS 140. 45 lecture hours, 117 lab hours.

COS 158
Beginning Restructuring of the Hair
4.5 Units
Grade Only

Prerequisite(s): COS 140.

A continuation of the science and theory of professional hairstyling techniques and procedures completed in COS 140. Lectures, demonstrations and practical experience in the following areas: wet hair styling, thermal styling, hair sculpting, safety, and disinfecting. 45 lecture hours, 117 lab hours.

COS 161A
Haircolor I
4 Units
Grade Only

Prerequisite(s): COS 140 or COS 141 or concurrent enrollment.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional haircoloring techniques and procedures introduced in COS 141. Lectures, demonstrations, and practical experience in the following areas: chemistry of products, hair analysis, practical application and design principles. Part one of a two-part course. 40 lecture hours, 104 lab hours.

COS 161B
Haircolor II
4 Units
Grade Only

Prerequisite(s): COS 154 or COS 161A.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science, theory, professional haircoloring techniques, and procedures following COS 161A. Lectures, demonstrations, and practical experience in the following areas: advanced hair coloring procedures, advanced lightening procedures, specialized color application, and corrective haircolor. Part two of a two-part course. 40 lecture hours, 104 lab hours.

COS 163
Beginning Facial Treatment, Skin Care and Make-up
4.5 Units
Grade Only

Prerequisite(s): COS 140.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional skin care, make-up techniques and procedures introduced in COS 140. Lectures, demonstrations and practical experience in the following areas: anatomy and physiology of the face and neck, diseases and disorders of the skin, chemistry of skin care products, electricity and electrical modalities for facials and skin care, light therapy for skin care, and facial treatments including packs and masks. 45 lecture hours, 117 lab hours.

COS 165
Esthetician I
10 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course of skin care treatments, hair removal, make-up application, anatomy and physiology. Disease and disorders of the skin, cosmetic chemistry, electrical current and modalities for skin care and disinfecting. Part one of a two-part course. Material fee. 90 lecture hours, 270 lab hours.

COS 166
Esthetician II
10 Units
Grade Only

Prerequisite(s): COS 165.

This course completes the two-part esthetician program. It includes advanced and customized facial treatments, make-up artistry and color coordination, and product knowledge. 90 lecture hours, 270 lab hours.

COS 167
Cosmetology Licensure Preparation
2 Units
Pass/No Pass

Prerequisite(s): Minimum 1000 course hours earned or valid cosmetology license from another state.

This course will focus on preparing students for the California State Board Examination. Emphasis on consumer safety, sanitary practice, state board skills and procedures. Offered for Pass/No Pass grading only. 36 lecture hours, 36 lab hours.

COS 172A
Hair Design I
4 Units
Grade Only

Prerequisite(s): COS 161B and COS 181B.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional hairstyling techniques and procedures completed in COS 141. Lectures, demonstrations and practical experience in the following areas: wet hairstyling, thermal styling and long hair design. Part one of a two-part course. 40 lecture hours, 104 lab hours.

COS 172B
Hair Design II
4 Units
Grade Only

Prerequisite(s): COS 158 or COS 172A.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional hairstyling techniques and procedures following COS 172A. Lectures, demonstrations, and practical experience in the following areas: Hair care, scalp diseases/disorders, advanced wet/thermal hairstyling, advanced long hair design, and creative artistry in hair design. Part two of a two-part course. 40 lecture hours, 104 lab hours.

COS 178A
Chemical Texturizing I
4 Units
Grade Only

Prerequisite(s): COS 161B and COS 181B.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional permanent waving and straightening techniques and procedures introduced in COS 141. Lectures, demonstrations, and practical experience in the following areas: permanent waving, chemical hair straightening and the chemistry of products. Part one of a two-part course. 40 lecture hours, 104 lab hours.

COS 178B
Chemical Texturizing II
4 Units
Grade Only

Prerequisite(s): COS 152 or COS 178A.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional permanent waving and straightening techniques and procedures introduced in COS 178A. Lectures, demonstrations and practical experience in the following areas: hair reformation, trichology, scalp and chemical procedures and treatments. Part two of a two-part course. 40 lecture hours, 104 lab hours.

COS 181A
Haircutting I
4 Units
Grade Only

Prerequisite(s): COS 140 or COS 141 or concurrent enrollment.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the theory of professional haircutting techniques and procedures introduced in COS 141. Lectures, demonstrations and practical experience in the following areas: Women's haircutting, men's haircutting and clipper cutting. Part one of a

two-part course. 40 lecture hours, 104 lab hours.

COS 181B
Hairsculpting II
4 Units
Grade Only

Prerequisite(s): COS 181A.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the theory of professional haircutting techniques and procedures following COS 181A. Lectures, demonstrations and practical experience continue with advanced techniques applied in ladies and male haircutting. Part two of a two-part course. 40 lecture hours, 104 lab hours.

COS 182
Skincare
4 Units
Grade Only

Prerequisite(s): COS 140 or COS 141 or concurrent enrollment.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional skincare, make-up techniques and procedures introduced in COS 141. Lectures, demonstrations and practical experience in the following areas: anatomy and physiology, skin diseases and disorder, hair removal, electricity and electrical modalities for facials/ skincare and facial treatments. 40 lecture hours, 104 lab hours.

COS 183
Nail Care
4 Units
Grade Only

Prerequisite(s): COS 140 or COS 141 or concurrent enrollment.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A continuation of the science and theory of professional nail care techniques and procedures introduced in COS 141. Lectures, demonstrations, and practical experience in the following areas: natural nail care, artificial nail enhancements, products, proce-

dures and safety measures for the professional cosmetologist. 40 lecture hours, 104 lab hours.

COS 199A
Esthetician I
8 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course of skin care treatments, hair removal, make-up application, anatomy and physiology. This course also includes massage techniques, sanitation and disinfecting, disease and disorders of the skin, cosmetic chemistry, electrical current and modalities for skin care. The course focuses on the basic skills required to achieve a State Board License. Phase one of a three-part course. 72 lecture hours, 216 lab hours.

COS 199B
Esthetician II
8 Units
Grade Only

Prerequisite(s): COS 165 or COS 199A.

This course is phase two of the esthetician program. A basic course which includes state board preparedness, customized facial treatments, the psychology of services, make-up artistry, color coordination, product knowledge and aromatherapy. Must be completed before entering phase three, "Salon Fundamentals". 72 lecture hours, 216 lab hours.

COS 199C
Esthetician Salon Success
3 Units
Grade Only

Prerequisite(s): COS 199B.

This is the final phase in the completion of the esthetician program. This course provides students with basic salon management skills, sales, and client retention, as well as information required to pass the licensed exams. Students will focus on personal satisfaction and skilled habits to ensure success in the industry 36 lecture hours, 79 lab hours.

Computer Information Systems
 (Technology and Engineering Department)

The CIS program includes microcomputer applications and computer support of business organizations. The program offers state-of-the-art training in the use of business application software and hardware to prepare students for professional careers, transfer study, and/or personal use. Students receive hands-on training in laboratory facilities. Faculty members work with industry and business to ensure relevant training. CIS courses satisfy general education requirements for an associate degree, an associate degree in liberal arts with an emphasis in business technology, and lower division transfer.

Computer Information Systems Courses

CIS 099
Introduction to Windows and Personal Computers
2 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course covers computer literacy concepts. It provides an introduction to the personal computer via the Windows operating systems. The course prepares students to operate a computer using the Windows graphical user interface. It is designed for students with no previous computer experience. 36 lecture hours.

CIS 107
Information Systems and Applications
4 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 099.

This course covers essential concepts of information technology. Topics include computer hardware, software, programming concepts, network/In-

ternet technologies, ethics and emerging technologies. 72 lecture hours. CSU;UC

CIS 109
Network and Computer Security
4 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Covers basics of general security concepts, network security, communication security, infrastructure security. Business continuity, disaster recovery, planning and prevention will be covered. This course will lay the foundation for attendees to complete the CompTIA Security+ certification tests. CIS 109 and IT 109 are the same course. 54 lecture hours, 54 lab hours.

CIS 119
Introduction to Web Programming
3 Units

Grade or Pass/No Pass

Prerequisite(s): CIS 099 or CIS 107.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides students with the skills to design and publish Web pages using the latest version of XHTML. Students will also work with XML and JavaScript to create custom Web pages for personal and professional environments. 54 lecture hours. CSU

CIS 130
Microcomputer Applications I
4 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 099 or CIS 107.

Students will use the personal computer to learn an office suite, such as Microsoft Office, that includes word processing, electronic spreadsheets, database management systems, multimedia/presentation graphics, and personal information management. Prepares students to take the Mi-

crosoft Office User Specialist certification exams. This course may be taken two times. 72 lecture hours. CSU;UC

CIS 150
Web Development with Dreamweaver
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 099.

This course is part of a series exploring the Macromedia Suite (Dreamweaver, Flash, Fireworks). This course introduces the basic features of Dreamweaver. Topics include: the Dreamweaver interface, CSS, HTML integration, images, tables, forms, and layers. 54 lecture hours.

CIS 154
Web Development with Fireworks
2 Units

Grade or Pass/No Pass

Prerequisite(s): CIS 099 or CIS 107.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 150.

This course is part of a series exploring the Macromedia Suite (Dreamweaver, Flash, Fireworks). This course introduces the basic features of Fireworks to create, modify, and export graphic objects to Web design software such as Dreamweaver. Topics include: the Fireworks workspace, vector/bitmap graphics, text enhancements, and building interactive graphics. 36 lecture hours.

CIS 156
Web Development with Flash
2 Units

Grade or Pass/No Pass

Prerequisite(s): CIS 099 or CIS 107.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 150.

This course is part of a series exploring the Macromedia Suite

(Dreamweaver, Flash, Fireworks). This course introduces the basic features of Flash to create media-rich elements that integrate with Web pages. Topics include: the Flash interface, creating animations, adding buttons, actions, and sounds. 36 lecture hours.

CIS 162
Electronic Spreadsheets Using Microsoft Excel
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides comprehensive instruction in the use of spreadsheet software to create, edit, store, retrieve, and print spreadsheets and charts. Topics include completing calculations, making decisions, organizing and graphing data, developing professional looking reports, publishing organized data to the Web, and accessing real-time data from Web sites. 54 lecture hours.

CIS 168
Designing Web Sites
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 099.

An introduction to using Web design software to plan, create, and maintain a Web site. This course explores the basic features of MS Expression Web, Microsoft's Web authoring software. Topics covered include: the Expression Web interface, images, links, tables, forms, frames, and style sheets. 54 lecture hours.

CIS 230
Microcomputer Applications II - Advanced MS Office
4 Units

Grade or Pass/No Pass

Strongly Recommended: CIS 130.

A second course in the use of microcomputers for personal and professional productivity. Students will use the personal computer to learn Microsoft Office (i.e., Word, Excel, Ac-

cess, & PowerPoint) at an advanced level. Covers the advantages of using integrated software over a single application. 72 lecture hours. CSU

Computer Science (Mathematics Department)

Computer Science courses educate students in computer programming and software development. The courses are intended primarily for students with transfer goals to computer science programs at four-year universities. Computer Science courses satisfy general education requirements for an associate degree, an associate degree in liberal arts with an emphasis in business technology, and lower division transfer.

Computer Science Courses

CS 111
Introduction to Programming Concepts and Design
4 Units
Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, CIS 107.

An introduction to the principles of computer programming and software development. Topics covered include the program development cycle, developing algorithms, data and control structures, structured programming, and object-oriented programming. Data types, expressions, control structures, functions, file and stream I/O, and structured and abstract data types are introduced in this course. Microsoft's Visual Studio will be used to help illustrate programming concepts common to modern high-level programming languages. 72 lecture hours. CSU;UC

CS 140
Java Programming with Game Applications
4 Units
Grade or Pass/No Pass
Prerequisite(s): CS 111.

An introduction to the Java programming language that allows students to design and solve a wide range of

applications. The materials to be covered will include Java applications, controls structures, arrays, and object-based/oriented programming, and an introduction to Java applets. Some of the applications involve creating graphical games using the Java programming language. Some of the applications involve creating games using the Java programming language. Emphasis is placed on good design techniques and documentation. 72 lecture hours. CSU;UC

CS 190
Introduction to Flash Game Programming
4 Units
Grade or Pass/No Pass
Strongly Recommended: CS 111 and MATH 029.

Introduction to Adobe® Flash game programming using ActionScript. Those areas of Flash proficiency needed for programming games are also introduced in this course. 72 lecture hours. CSU

CS 225
Object Oriented Programming with C++
4 Units
Grade or Pass/No Pass
Prerequisite(s): CS 111.
Strongly Recommended: MATH 150.

This course is a second semester course in object-oriented programming using the C++ language. Problem analysis and algorithm design will serve as the foundation for the use of functions, control structures, user-defined data types, arrays, searching and sorting algorithms, use of streams and external files, structures, data abstraction, and software development methods. 72 lecture hours. CSU;UC

Counseling (Counseling Department)

The Counseling Instructional Program offers specially designed curriculum to meet the broad psycho-social needs of our diverse student population. Counseling courses provide a gateway to understanding the programs and services offered at Citrus College. Course curriculum addresses the issues of transition to college, ed-

ucational planning, college success, transfer, career exploration and decision making, student responsibility, and educational goal setting.

Counseling Courses

COUN 156
College Planning Today for Tomorrow
1 Unit
Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in helping students transition to college life. Students will receive practical information about college services, effective study habits, and individual educational planning. Emphasis is on college and career decisions as catalysts for growth. 18 lecture hours. CSU

COUN 158
Transfer Planning
1 Unit
Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides in-depth information and assistance with the transfer process to four-year colleges/universities. It is designed to enable students to actively participate in planning their educational and career goals by providing information about the process and requirements for transferring from a community college to a university. Lower division major and general education requirements, college/university selection, admission procedures, application deadlines, financial aid and scholarship information are covered. 18 lecture hours. CSU

COUN 159
On Course to Success
3 Units
Grade or Pass/No Pass

This course will assist students in identifying the unique strengths they possess that will lead toward achieving academic mastery, career, and life success. Students will learn how they learn best and utilize this information to build a personal success plan.

Through an exploration and critical analysis of the components of a successful student, students will analyze their reasons for attending college and develop a "success plan" that addresses maintaining motivation, goal setting, improving communication, and maintaining self-esteem, detailing how they may overcome obstacles. 54 lecture hours.

COUN 160
Strategies for College Success
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to give students the opportunity to create and change their habits and vision in order to have a rich, full, and rewarding scholastic life through adoption of positive attitude and critical thinking techniques. The course integrates the intellectual, physiological, social, and psychological aspects of being a college student. Learning strategies will be introduced that can be immediately and continuously applied so that students leave the course with confidence, enthusiasm, and a passion to succeed. 54 lecture hours. CSU;UC

Career Education Courses

Career counseling courses are designed for students who wish to explore in-depth their aptitudes, work experience, and decision-making skills. Career options, job trends, career goals and alternatives are studied in terms of the student's educational and vocational needs, special abilities, and previous training.

COUN 142
Careers In Teaching
1 Unit

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is an exploratory course designed for students considering a career in teaching. Through career assessments, personal exploration,

occupational research and the study of contemporary work issues students will increase their understanding of the teaching profession. Students will be required to complete a field based assignment requiring observation and or assistance in a school or community agency. 18 lecture hours. CSU

COUN 143
Career Exploration
1 Unit

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will provide students with career exploration techniques. Emphasis will be placed on selecting a career based on self-examination of interests, personality, skills, and values through assessment inventories, skill exercises, and career research. 18 lecture hours. CSU

COUN 145
Career/Life Planning
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Through personal exploration, occupational research and the study of contemporary work issues, students will increase their understanding of the relationship of the individual to the economic community and develop individual career plans. Maximum credit allowed for Career Education 143 and 145 is three units. 54 lecture hours. CSU

Dance
 (Performing Arts Department)

The study of dance trains students in various dance genres, including jazz, classical ballet, tap, and modern dance and provides a foundational dance background in history and kinesiology. Both a transfer and a career technical education program, this area of study offers performance opportunities for both dance majors and non-majors. The College has a relationship with Cirque du Soleil which provides students the opportunity for

internships. Courses in dance satisfy general education requirements for the associate degree.

Dance Courses
 (See Also Music)

DANC 102
History of Dance
3 Units

Grade or Pass/No Pass

A survey of dance from tribal, ethnic, and folk dance forms including Renaissance Europe, Louis XIV, the Golden Age of Ballet, and the Diaghilev Era, concluding with 20th Century dance including jazz, African-American influences, neo-classic ballet, modern, hip-hop and world dance. 54 lecture hours. CSU;UC

DANC 130
Alignment and Correctives
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A class for non-dancers and dancers seeking an introduction to the structural aspects that affect movement and gait. Lectures include biomechanical and neuromuscular aspects of the body. Practical hours include in-depth study of Pilates mat techniques and Gyro-kinesis. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU;UC

DANC 158
Hip-Hop Dance Techniques
1 Unit

Grade or Pass/No Pass

A survey of the basic skills of hip-hop dance technique and history. This class provides basic technique, warm-ups, stretching, body control and stamina progressing to hip-hop dance combinations. This class prepares students specifically for occupational dance performance techniques in the hip-hop commercial dance industry. 18 lecture hours, 36 lab hours. CSU

DANC 159
Beginning Tap
1 Unit

Grade or Pass/No Pass

Designed to instruct students in the dance technique of beginning tap.

This course may be taken four times.
18 lecture hours, 18 lab hours.
CSU;UC

DANC 160
Jazz Dance Techniques
1 Unit

Grade or Pass/No Pass

A survey of the basic skills in jazz movement. This class provides basic technique and practice, warm-ups, stretching, body control, and the building of stamina and strength progressing to dance combinations. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 161
Beginning Modern Dance
1 Unit

Grade or Pass/No Pass

The study of dance through varied individual and group experiences in Beginning Modern Dance, with emphasis on increasing the individual's ability to use movement creatively. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 162
Beginning Ballet
1 Unit

Grade or Pass/No Pass

Designed to instruct students in the dance technique of classical ballet. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 172
Composition in Group Forms
2 Units

Grade or Pass/No Pass

Prerequisite(s): *DANC 160 or DANC 161 or DANC 162 or Audition.*

A practical course guiding the student in choreographic structure, designed specifically for group forms. All movement exploration will be on the basis of ballet, jazz or modern dance technique. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

DANC 259
Intermediate Tap I
1 Unit

Grade or Pass/No Pass

Prerequisite(s): *DANC 159 or Audition.*

Designed to instruct students in the intermediate dance technique of tap. More study of the positions and combinations of tap. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

DANC 260
Intermediate Jazz Dance I
1 Unit

Grade or Pass/No Pass

Prerequisite(s): *DANC 160 or Audition.*

Development of the techniques necessary to execute modern jazz dance. This class is designed to further develop the techniques of the student with intermediate instruction in stretching, body control, strength, stamina more challenging dance combinations and progression of personal style. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 261
Intermediate Modern Dance I
1 Unit

Grade or Pass/No Pass

Prerequisite(s): *DANC 161 or Audition.*

A continuing study of modern dance with more in depth instruction in the technique and creative elements of the dance form, including individual and group in-class projects. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 262
Intermediate Ballet I
1 Unit

Grade or Pass/No Pass

Prerequisite(s): *DANC 162 or Audition.*

Designed to instruct students in the intermediate dance technique of classical ballet. A more in-depth study of the positions and combinations of ballet. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 263
Dance for Musical Theatre
4 Units

Grade or Pass/No Pass

Co-Requisite(s): *MUS 116 or MUS 126.*

This course is an in-depth performance experience focusing on styles of body movement for Musical Theatre stage productions. The fundamentals of dance will be reviewed, including basic ballet positions and exercises and basics in tap. Concepts of the history of dance in musical stage will also be explored. This course may be taken four times. 36 lecture hours, 18 lab hours, 90 lab hours arranged. CSU;UC

DANC 264
Popular Dance Techniques
4 Units

Grade or Pass/No Pass

Co-Requisite(s): *MUS 116 or MUS 126.*

This course is an in-depth performance experience focusing on popular dance styles. The fundamentals of dance will be reviewed, and a focus on modern dance styles and techniques will be explored. Concepts of commercial dance techniques for videos and pop stage will also be studied. This course may be taken four times. 36 lecture hours, 18 lab hours, 90 lab hours arranged. CSU;UC

DANC 265
Musical Staging: Rehearsal and Performance
2 Units

Grade or Pass/No Pass

Co-Requisite(s): *DANC 263.*

Special rehearsal and public performance above and beyond normal class expectations. This course may be taken four times. 18 lecture hours, 36 lab hours, 18 lab hours arranged. CSU;UC

DANC 266
Pop Dance: Rehearsal and Performance
2 Units

Grade or Pass/No Pass

Co-Requisite(s): *DANC 264.*

Special rehearsal and public performance above and beyond normal class expectations. This course may be taken four times. 18 lecture hours, 36

lab hours, 18 lab hours arranged.
CSU;UC

DANC 269
Intermediate Tap II
1 Unit

Grade or Pass/No Pass

Prerequisite(s): DANC 259 or Audition.

A more in-depth study of students' abilities and techniques in tap dance. Increased emphasis on style, speed and accuracy of sounds. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

DANC 270
Intermediate Jazz Dance II
1 Unit

Grade or Pass/No Pass

Prerequisite(s): DANC 260 or Audition.

Designed to instruct students in the advanced techniques of advanced jazz dance for the purpose of performance. More challenging dance combinations and instruction in individual body control, strength, stamina, style, and line. This course may be taken four times. 18 lecture hours, 18 lab hours, 18 lab hours arranged. CSU;UC

DANC 271
Intermediate Modern Dance II
1 Unit

Grade or Pass/No Pass

Prerequisite(s): DANC 261 or Audition.

A more advanced study of modern dance through varied individual and group experiences. Includes more complicated exercises and combinations with emphasis on the individual's use of creative movement. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 272
Intermediate Ballet II
1 Unit

Grade or Pass/No Pass

Prerequisite(s): DANC 262 or Audition.

A course in the advanced techniques of classical ballet for the purpose of performance. A more in-depth study of movement vocabulary centered on individual style, strength, and technique. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 279
Advanced Tap I
1 Unit

Grade or Pass/No Pass

Prerequisite(s): DANC 269 or Audition.

An advanced study of students' abilities and techniques in tap dance. Increased emphasis on style, speed and accuracy of sounds. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

DANC 281
Advanced Jazz Dance I
1 Unit

Grade or Pass/No Pass

Prerequisite(s): DANC 270 or Audition.

Designed to instruct students in the advanced techniques of advanced jazz dance for the purpose of performance. More challenging dance combinations and instruction in individual body control, strength, stamina, style, and line. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

DANC 289
Dance Concert Production
3 Units

Grade or Pass/No Pass

Prerequisite(s): Audition.

Live dance concert production. Students will function as dance members in a fully produced dance production. The course is also open to all qualified students who wish to participate in production. This course may be taken four times. 36 lecture hours, 72 lab hours. CSU;UC

Dental Assisting
(Health Sciences Department)

The Dental Assisting Program trains students in the duties of a registered dental assistant as identified in the California Dental Practice Act. Training includes a variety of supportive duties, front office, and laboratory skills as well as training in providing direct patient care. This program combines theory with hands-on experience in local dental offices. Students who successfully complete the course sequence are eligible to take the California Licensing Examination and the National Certification Exam. They will

also earn a Radiation Safety Certificate, a Coronal Polish Certificate and a Pit and Fissure Sealant Certificate. Both the Dental Board of California and the Commission of Dental Accreditation of the American Dental Association accredit the program.

Dental Assisting Courses

DENT 099
Introduction to Dental Assisting
1 Unit

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Open to anyone wanting to explore the possibilities of a career in dental assisting and/or dentistry. This class emphasizes introductory information and skills common to a dental assistant. Includes active learning and hands-on activities. 18 lecture hours, 9 lab hours.

DENT 100
Dental Assisting Basics
2.5 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will give the beginning dental assisting student a foundational knowledge of basic terminology, structures of the oral cavity, tooth morphology, tissues of the teeth, charting, and oral health care. The student will be oriented to the profession of dentistry in terms of governing bodies, professional organizations, ethics and jurisprudence. 45 lecture hours.

DENT 101
Chairside Assisting
3 Units

Grade Only

Prerequisite(s): DENT 100 or concurrent enrollment.

This lecture/lab course provides pre-clinical instruction in four-handed dentistry techniques and prepares the student to assist a dentist at chairside. Content includes: the use and care of dental equipment, oral evacuation, instrument transfer, tray setups, infection control, preparation of

anesthetic syringe, rubber dam, tofflemire matrix, cavity preparation, and rotary and hand instruments. Emphasis is placed on the responsibilities of a chairside dental assistant during general restorative procedures. 45 lecture hours, 45 lab hours, 27 lab hours arranged.

DENT 102
Dental Materials
2.5 Units
Grade Only

Prerequisite(s): *DENT 100 or concurrent enrollment.*

This course presents the basic physical and technical aspects of dental materials utilized in restorative and laboratory dental procedures. It is designed to develop the manipulative skills necessary for the application of these materials. 36 lecture hours, 36 lab hours, 18 lab hours arranged.

DENT 121
Preclinical Dental Science
2 Units
Grade Only

Prerequisite(s): *DENT 100 or concurrent enrollment.*

The study of the basic structure and function of the human anatomy as it relates to the oral cavity. This course provides instruction on oral histology and embryology, head and neck anatomy, and oral pathology with emphasis on their relationship to and affect on dental treatment. 36 lecture hours.

DENT 122
Infection Control in the Dental Office
1.5 Units
Grade Only

Prerequisite(s): *DENT 100 or concurrent enrollment.*

This course is designed to prepare the dental assistant in the prevention of disease transmission in the work environment. Emphasis is placed on knowledge of the infectious disease process, use of barriers, sterilization, disinfection, OSHA requirements, and the concept of standard precautions. 27 lecture hours.

DENT 123
Preventive Dental Health
2 Units
Grade Only

Prerequisite(s): *DENT 100 or concurrent enrollment.*

Fundamental skills involved in assessing the dental patient's health, the affect on dental treatment and the adjustments to dental treatment needed to protect the physical welfare of the patient. This class provides instruction on health history, vital signs, recognition and management of medical emergencies, nutrition, and pharmacology. 36 lecture hours.

DENT 124
Dental Specialties
2 Units
Grade Only

Prerequisite(s): *DENT 100 or concurrent enrollment.*

The scope of this course includes instruction in the fundamental principles, instrumentation and procedures of various dental specialties with emphasis on the role of the auxiliary in each specialty. 36 lecture hours.

DENT 125
Dental Practice Management
2 Units
Grade Only

Prerequisite(s): *DENT 100 and DENT 101 and/or DENT 102.*

This course is designed to provide instruction in the application of skills and responsibilities of a business assistant in a dental practice. Fundamentals in basic bookkeeping procedures, communication skills, appointment scheduling, dental insurance, records management, employment preparation, and banking/financial procedures. Instruction includes integration of material through lecture, practical experience and the use of computers. 36 lecture hours, 9 lab hours.

DENT 201
Dental Radiology
2 Units
Grade Only

Prerequisite(s): *DENT 100, DENT 101 and DENT 102.*

This course encompasses the preclinical and clinical instruction in radiation safety, exposing, processing and

mounting of radiographs utilizing traditional and digital methods. Student must be 18 years of age or older. 18 lecture hours, 54 lab hours.

DENT 202
Registered Dental Assistant
4 Units
Grade Only

Prerequisite(s): *DENT 101, DENT 102, DENT 121, DENT 122, DENT 123 and DENT 124.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course provides preclinical and, where appropriate, clinical practice in functions delegated to the dental assistant and the registered dental assistant under the jurisdiction of the California Dental Practice Act as specified by the rules and regulations of the Board of Dental Examiners. Emphasis is placed on the practical application of each task, competency of performance, demonstrated concern for patient safety, and an acquired background knowledge to support each duty. 60 lecture hours, 81 lab hours.

DENT 203
Dental Practical Experience
5.5 Units
Pass/No Pass

Prerequisite(s): *DENT 122, DENT 124 and DENT 201.*

This course provides the student with the opportunity for application and performance of acquired knowledge and skills while assuming the role of a chairside assistant in a dental school setting or private dental office. Offered for Pass/No Pass grading only. Lecture. 300 lab hours.

DENT 204
RDA Clinical Procedures
1 Unit
Grade Only

Prerequisite(s): *DENT 101, DENT 102, DENT 121, DENT 122, DENT 123 and DENT 124.*

This course covers those duties requiring clinical competence for the RDA: coronal polishing, pit & fissure sealants and mouth mirror inspection. 12 lecture hours, 28 lab hours.

Drafting Technology (Technology & Engineering Department)

Drafting and Design Technology, a career technical and transfer program, uses hands-on experiences to prepare students for entry-level employment or advancement that requires graphic communications, including sketches, mechanical drawings, computer-aided design, and illustrations. Drafting and Design Technology courses fulfill lower division requirements for transfer majors in architecture, electronics, engineering, and architecture and lead to an associate degree in Drafting and Design Technology and certificates of achievement in Drafting and Design Technology; Computer Aided Design (CAD)—Architecture and Drafting Technology; Architectural Design; Computer Generated Imagery (CGI).

Drafting Courses

DRAF 101 **Beginning Computer Aided Design (CAD)** **3 Units** **Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A basic course for pre-engineering, pre-architecture, and other students who have no previous Computer Aided Design (CAD) and mechanical drawing experience. 36 lecture hours, 72 lab hours. CSU

DRAF 102 **Visual Communication** **2.5 Units** **Grade Only**

Strongly Recommended: DRAF 101.

Visual communication of axonometric, oblique, and one, and two-point perspective drawings. Natural and man-made forms are analyzed. Color and texture of form are studied as they are revealed by light, shade, and shadow. Students' perceptions of subject matter are translated into convincing visual expressions by learning the graphic skills and the use of a variety of media. Students sketch, draw, and render projects. DRAF 102 and ARCH

102 are the same course. 36 lecture hours, 36 lab hours. CSU;UC

DRAF 103 **Advanced Engineering Drawing** **3 Units** **Grade Only**

Prerequisite(s): DRAF 101 or one year high school mechanical drafting.

Covers the application of the latest industrial design standards of orthographic projection and dimensioning specifications in the production of mechanical items and assemblies. Advanced problems in instrumental drawing, lettering, geometric construction, multi-view projections, sections, auxiliary views and descriptive geometry. 36 lecture hours, 72 lab hours. CSU

DRAF 160 **Intermediate Computer Aided Design (CAD)** **2.5 Units** **Grade Only**

Strongly Recommended: DRAF 101 or one year of high school drafting. or Industry drafting experience.

An intermediate course in which the CAD system is applied to special problems in design. Techniques in creating symbol libraries are explored. Proper and efficient methods of producing plan views, sections, details and elevations are introduced along with dimensioning fundamentals and sheet layout. 36 lecture hours, 36 lab hours. CSU

DRAF 161 **Advanced Computer Aided Design (CAD)** **2.5 Units** **Grade Only**

Prerequisite(s): DRAF 160.
Strongly Recommended: DRAF 101.

An advanced Computer Aided Design (CAD) course developing 2D and 3D design projects. 36 lecture hours, 36 lab hours. CSU

DRAF 198 **Special Problems** **1 Unit** **Grade Only**

Prerequisite(s): DRAF 101 or one year of High School drafting

or Industry drafting experience.

Supervised projects in specialized topics, perspective, site or model making to meet the needs of students preparing portfolios or for specific job training. 54 lab hours. CSU

DRAF 290 **Introduction to Maya Practices.** **3 Units** **Grade Only**

Strongly Recommended: DRAF 160 or DRAF 161 or Digital Art classes.

Introduction to modeling, animation and rendering using Maya with a focus on establishing a working knowledge of Maya's animation tools and techniques, this course builds a solid foundation for developing character animation and special effects sequences. The course uses the two different sections of the Learning Maya tutorial book to provide the student with an overview of the Maya environment and how it can be applied to their work. 36 lecture hours, 54 lab hours. CSU

DRAF 291 **Learning Maya Transitions** **3 Units** **Grade Only**

Prerequisite(s): DRAF 290.

Explores how modeling, animating and rendering using CAD, and other 3D interfaces transition into Maya. This course builds an advanced foundation using animation and special effects. The course uses the two different sections of the Learning Maya Transitions book to provide the student with an overview of the Maya environment and how it can be applied to their work. 36 lecture hours, 54 lab hours. CSU

Disabled Student Programs & Services (Counseling Department)

DSP&S courses are non-degree-applicable credit courses provide specialized instruction to teach students with disabilities strategies to compensate for their disability-related educational limitations. The courses, offered as funding allows, are in laboratory and lecture modes and are graded pass/no pass.

Disabled Student Courses

DSPS 085

E-Text Basics

1 Unit

Pass/No Pass

The course is designed to teach students with text disabilities to access and effectively utilize electronic text (e-text). Offered for Pass/No Pass grading only. 18 lecture hours.

DSPS 090

Empowerment for Students with Disabilities

2 Units

Pass/No Pass

A course designed to facilitate successful transition to the collegiate level for new students with disabilities. Upon completion of this course, students will be better prepared to assert their needs, make decisions, and practice coping strategies pertinent to their unique situation. This course is offered Pass/No Pass only. 36 lecture hours.

DSPS 103L

Technical Assistance Lab: Adaptive Computer Technology

1 Unit

Pass/No Pass

Specialized instruction designed for students with disabilities who require adaptive computer technologies to effectively access the computer. Students will become empowered through the use of individualized learning materials, adaptive computer technology, and compensatory strategies intended to lessen the impact of the disability for achieving success in college. This course may be taken four times. Offered for Pass/No Pass grading only. 54 lab hours.

Earth Science

(Physical Sciences Department)

Earth Science includes the disciplines of geology and oceanography, both of which study the materials and phenomena associated with the development and evolution of the Earth. Courses in Earth Science satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the major requirements for

the associate degree in Biological and Physical Sciences and Mathematics.

Geology Courses

ESCI 106

Earth and Space Science for Educators

4 Units

Grade Only

Prerequisite(s): *MATH 030 or concurrent enrollment.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of Earth and space science and the interrelationships among these disciplines. Emphasis will be placed upon the comparative study of the Earth and the other planets, their formation and evolution, Earth's atmosphere, hydrosphere, and lithosphere; the dynamics of each, and how they are interrelated. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. 54 lecture hours, 54 lab hours. CSU

ESCI 119

Physical Geology without laboratory

3 Units

Grade Only

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course investigates the dynamic nature of the Earth through the study of earth processes including: plate tectonics, earthquakes and the Earth's interior, mineral and rock systems, crustal deformation, weathering processes, glaciers, and deserts. 54 lecture hours. CSU

ESCI 120

Physical Geology

4 Units

Grade Only

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course investigates the dynamic nature of the Earth through the study of earth processes including: plate tectonics, earthquakes and the Earth's interior, mineral and rock systems, crustal deformation, weathering processes, glaciers, and deserts. 54 lecture hours, 54 lab hours. CSU;UC

ESCI 121

Historical Geology

4 Units

Grade Only

Prerequisite(s): *ESCI 120.*

The geological events of Earth history from the origin of our planet to the present time. Includes a summary of the evolution of the plants and animals of the Earth and a study of the fossils of the various periods of geologic time. Field excursions will be arranged. A transportation fee will be charged. 54 lecture hours, 54 lab hours. CSU;UC

ESCI 122

Geology: Earth History

3 Units

Grade Only

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

An introduction to the study of the Earth's geological history, from the origin of our planet to the present. Topics include the history and development of life, processes of fossilization, the origin of coal and petroleum, and plate tectonics with emphasis on North America. 54 lecture hours. CSU;UC

ESCI 124

Environmental Geology

3 Units

Grade Only

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

Application of geologic principles to selected environmental problems. Topics include earthquakes, volcanism, mass movements, climate change, floods, coastal processes, mass extinctions, meteorite impacts, and population growth. 54 lecture hours. CSU;UC

ESCI 130**Physical Oceanography****3 Units****Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of marine geology and topography, physical processes within the marine environment, such as waves and currents, tides, sea-floor spreading, marine provinces, marine sediments, and environmental relationships. 54 lecture hours. CSU;UC

ESCI 140**The Geology of Death Valley National Park****2 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the geologic materials and processes in Death Valley National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, Aeolian processes, and tectonic features. Includes a weekend trip to the region. A transportation/activities fee may be charged. 36 lecture hours. CSU

ESCI 141**The Geology of Yosemite National Park****2 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the geologic materials and processes in Yosemite National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, igneous processes, glacial processes, and tectonic features. Includes a weekend trip to the region. A transportation/activities fee may be charged. 36 lecture hours. CSU

ESCI 142**The Geology of Channel Islands National Park****2 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the geologic materials and processes in Channel Islands National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, coastal processes, and tectonic features. Includes a weekend trip to the region. A transportation/activities fee may be charged. 36 lecture hours. CSU

ESCI 143**The Geology of Joshua Tree National Park****2 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the geologic materials and processes in Joshua Tree National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, desert processes, and tectonic features. Includes a weekend trip to the region. A transportation/activities fee may be charged. 36 lecture hours. CSU

ESCI 145**The Geology of Sequoia National Park****2 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the geologic materials and processes in Sequoia National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, glacial processes, and tectonic features. Includes a weekend trip to the region. A transportation/

activities fee may be charged. 36 lecture hours. CSU

ESCI 146**The Geology of Kings Canyon National Park****2 Units****Grade or Pass/No Pass**

A study of the geologic materials and processes in Kings Canyon National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, igneous processes, glacial processes and tectonic features. A transportation/activities fee may be charged. May include a backpacking trip to the region with strenuous physical activity. 36 lecture hours. CSU

Geography Courses**ESCI 118****Physical Geography****3 Units****Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the basic physical elements of geography; maps, seasons and time, weather, climate, soils, natural vegetation, and land forms, and their relationships and distribution upon the face of the earth. 54 lecture hours. CSU;UC

ESCI 180**Introduction to Geographic Information Systems****3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction GIS course that will teach the theory and use of GIS software in a number of fields including business, resource management, Earth Sciences, and urban planning. Recommended for anyone using spatial data in their profession. 36 lecture hours, 90 lab hours. CSU;UC

Oceanography Courses

ESCI 130

Physical Oceanography

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of marine geology and topography, physical processes within the marine environment, such as waves and currents, tides, sea-floor spreading, marine provinces, marine sediments, and environmental relationships. 54 lecture hours. CSU;UC

Economics

(Social Sciences Department)

Economics, with applications in both business and the social sciences, examines the production, distribution, and consumption of goods and services as well as the theory and management of economies and how the choices made by individuals, firms, and governments impact scarce resources. In macroeconomics, the topics include economics resources, government expenditures and taxation, unemployment and inflation, monetary policy and the banking system, national income determination, business cycles, and fiscal policy. In microeconomics, the topics include price determination, economic analysis of firms, market structures, distribution of income, labor and unions, international economics and economic growth. Economics courses satisfy general education requirements for an associate degree, a liberal arts degree with an emphasis in social and behavioral sciences/economics, and lower division transfer. The Honors Program includes one economics course: ECON 101H Principles of Economics – Honors. Courses are offered in the day and evening and in early and late start and online.

Economics Courses

ECON 100

Survey of Economics

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is a survey of economics course. It is designed as a beginning economics class. It involves laying the basic principles of economic theory on both the macro and micro levels and showing how the principles can be applied to analyze current economic issues such as national health care, outsourcing, gas prices, the health of the economy, immigration. 54 lecture hours. CSU;UC

ECON 101

Principles of Economics

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.

An introductory course that focuses on aggregate economic analysis. Topics include market systems; economic cycles including recession, unemployment and inflation; national income accounts; macroeconomic equilibrium; money and financial institutions; monetary and fiscal policy; and international trade and finance. 54 lecture hours. CSU;UC

ECON 101H

Principles of Economics - Honors

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.

A macro economics course that focuses on aggregate economic analysis and its applications. Topics include: theory of market systems; economic cycles including recession, unemployment and inflation; national income accounts; macroeconomic equilibrium; money and financial institutions; monetary and fiscal policy; and international trade and finance.

It also tackles the application of the theory to different economic issues like power of business in the energy market, outsourcing and unemployment, lending practices among financial institutions and its effects on the real estate market, the budget deficit, the trade deficit, national health care proposals, and immigration. Students are expected to participate at an honors level which includes research of the application cases, analysis of issues, and strong critical thinking and writing skills to evaluate current policies and generate optimal solutions. 54 lecture hours. CSU;UC

ECON 102

Principles of Economics

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.

Microeconomics. An introductory course that focuses on decision making from the viewpoint of the individual consumer, worker, and firm. Emphasis is on the price system, allocation of resources and income, supply and demand analysis, structure of the American industry, and applications to current economic policy and problems. 54 lecture hours. CSU;UC

Electronics

(Technology & Engineering Department)

The classes in the Electronics Program are designed to prepare students for transfer to four-year institutions or gain employment as technicians in electronics and related fields. Due to rapid changes in electronics technologies, the program also offers opportunities to enhance and upgrade job skills.

Electronics Courses

ELEC 101

Electronics Fundamentals

4 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if

required by English level.**Eligible for Math 030 or higher.**

This course covers the fundamentals of D.C. circuits. The following topics are emphasized: Ohm's Law, power sources, capacitance, Kirchhoff's Laws, and Norton's and Thevenin's theorems. Arithmetic and algebraic analysis of D.C. circuits using scientific calculators. ELEC 201 may be taken concurrently. 54 lecture hours, 54 lab hours. CSU

ELEC 102**Electronics Communications****4 Units****Grade or Pass/No Pass****Prerequisite(s): ELEC 101.****Strongly Recommended: MATH 030.**

This course covers the fundamentals of A.C. circuits. The following topics are stressed: magnetism, reactance, impedance, resonance, transformers, filters, and polyphase systems. 54 lecture hours, 54 lab hours. CSU

ELEC 120**Introduction to Computer Technology****3 Units****Grade Only****Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.**

Introductory course in computer technology. This course is designed to expose the student to the basic principles of computers and networking. Topics covered: basic parts of computers, differences between Macs and PCs, file compression, streaming audio and video, zip drives, basic maintenance of computers, and basic network theories. Recommended for the recording arts technology student. This course may be taken two times. 36 lecture hours, 54 lab hours.

ELEC 201**Digital Electronics****4 Units****Grade or Pass/No Pass****Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.**

This course covers the principles of digital computer logic circuit technology. Course study includes: logic

gates, Boolean algebra, flip-flops, arithmetic circuits, counters, registers, memory, microprocessor structure, and analog-digital interface. ELEC 101 may be taken concurrently. 54 lecture hours, 54 lab hours.

ELEC 202**Solid State Devices****4 Units****Grade Only****Prerequisite(s): ELEC 101.**

The study of semiconductor solid-state and linear integrated circuit theory with the following devices: diodes, bipolar transistors, field effect transistors, operational amplifiers, times, optoelectronics, thyristors, with an introduction to lasers. In the laboratory the student will conduct experiments using electronic test equipment with discrete devices, including linear integrated circuits. 54 lecture hours, 54 lab hours.

**Emergency Management
(Health Sciences Department)**

Emergency management and homeland courses prepare students for employment with emergency management agencies such as local cities and county governments in California, non-profit organizations such as the American Red Cross, and federal agencies such as the Department of Homeland Security (FEMA). Additionally, those currently working in the field can earn a recognized degree. Students may earn a certificate of achievement in Emergency Management and Homeland Security. Coursework satisfies general education requirements for an associate in science degree.

Emergency Management Courses**EMER 162****Principles of Emergency Management****3 Units****Grade Only****Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.**

This course provides an introduction to the principles of Emergency Management and Disaster Planning. Top-

ics covered include; terrorist profiles, trends in terrorism, the emergency operations plan, response consideration to chemical and biological incidents and components of the emergency management system. 54 lecture hours.

EMER 163**Terrorism and Emergency Management****3 Units****Grade Only****Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.**

This course provides an instruction to terrorism and the emergency management of terrorist types of acts. Topics covered include; concepts of emergency management, event management, local plans and resources, general biological terrorism concepts, medical consequences and planning guidelines. This course will present a foundation of the threat and explore mitigation techniques. 54 lecture hours.

EMER 164**Managing Hazardous Materials Incidents****3 Units****Grade Only****Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.**

This course provides an introduction to hazardous materials and management. Topics covered include; recognizing what hazardous materials are, the problems they pose; and how to begin a safe and effective response to a Haz Mat incident. Upon successful completion of the course students are eligible to sit for the California State Specialized Training Institute (CSTI) certification examination. 54 lecture hours.

EMER 166**Emergency Planning and Methodology****3 Units****Grade Only****Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if**

required by English level.

This course provides an introduction to emergency planning and methodology. The course provides a study of pre-plan requirements, hazards and resource assessments, vulnerability analysis, methodology of planning, and public policy considerations. 54 lecture hours.

EMER 167**Practical Applications of Emergency Management**
3 Units**Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides principles and techniques involved in developing an emergency management plan for a public or private sector organization. Explore the processes involved in data gathering, hazard identification and vulnerability assessment, and plan development. Students will prepare a draft of an emergency management plan for an organization of their choice. 54 lecture hours.

EMER 168**Emergency Operations Center (EOC) Management**
3 Units**Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course provides an instruction to design, initiate, and operate an Emergency Operations Center(EOC). The course provides a study of determining the location for an EOC, the physical set-up of the EOC, and the management of EOC operations both in emergency and non-emergent situations. 54 lecture hours.

English**(Language Arts Department)**

The English discipline focuses on the appreciation of literature in its cultural context and the development of composition, critical thinking, and textual analysis in both basic skills and transfer-level courses. English courses provide students with inten-

sive instruction and practice in the composition, revision, and editing of academic essays. English courses are also taught in learning communities. English 101 Reading and Composition satisfies the writing competency requirement for the associate degree. English courses also satisfy general education requirements for the associate degree and lower division transfer, and can be used to fulfill the associate degree majors in English Literature and in Language Arts. Students may also earn one of two certificates of achievement:

- English Literature, which provides verification of literature knowledge or competency for entry-level jobs in tutoring, editing and publishing, journalism, theatre or entertainment.
- Writing Competency which provides verification of writing competency for entry-level jobs in tutoring, editing and publishing, journalism, pre-law, theatre, entertainment, freelance writing, and university or college teacher assisting.

English Courses**ENGL 030****Writing Skills I**
3 Units**Grade or Pass/No Pass**

Strongly Recommended: READ 019 if required by English placement exam or if required by English level. Placement is based on multiple assessment measures or successful completion of non-credit course work below ENGL 030.

This course focuses intensively on English fundamentals including grammar, spelling, prewriting strategies, and basic paragraph development. This course is designed primarily for those students preparing for ENGL 040. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 54 lecture hours, 14 lab hours arranged.

ENGL 040**Writing Skills II****3 Units****Grade or Pass/No Pass**

Strongly Recommended: READ 019 if required by English placement exam or if required by English level. Placement is based on multiple assessment measures or successful completion of ENGL 030.

A review of English fundamentals including grammar, spelling, vocabulary, and standard usage with emphasis on punctuation, basic writing skills, and paragraph development leading to essay composition. This course is designed primarily for those students preparing for ENGL100. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 54 lecture hours, 14 lab hours arranged.

ENGL 098**English Fundamentals****1 Unit****Grade Only**

This course focuses intensively on English fundamentals including grammar, spelling, and basic literacy skills including decoding, vocabulary acquisition, and literal comprehension. 18 lab hours, 36 lab hours arranged.

ENGL 099**Introduction to Reading and Composition****5 Units****Grade Only**

Prerequisite(s): ENGL 030 or ENGL 040 or ENGL 098 or READ 040 or placement at the ENGL 099 level as defined by the College.

An introduction to fundamental techniques of reading and writing including sentence skills, paragraph and essay development, and use of literal and inferential comprehension for critical and analytical thinking, reading and writing at the college level. 90 lecture hours.

ENGL 100
Fundamentals of Composition
3 Units

Grade or Pass/No Pass

Prerequisite(s): ENGL 040 or placement is based on multiple assessment measures.

An introduction to the fundamental techniques and rhetorical devices necessary to effective expository prose, with emphasis on paragraph development, organization, and revision leading to the multiple paragraph essay. This course is designed primarily for students preparing for ENGL 101. 54 lecture hours.

ENGL 101
Reading and Composition
3 Units
Grade Only

Prerequisite(s): ENGL 100 or ESL 100 or placement is based on multiple assessment measures.

A college-level composition course emphasizing exposition, analysis, argument, and research techniques. Extensive writing practice based upon reading selections of culturally diverse fiction, non fiction and verse. 54 lecture hours. CSU;UC

ENGL 101H
Reading and Composition - Honors
3 Units
Grade Only

Prerequisite(s): ENGL 100 or placement is based on multiple assessment measures.

An advanced college level course emphasizing exposition, analysis, evaluation, synthesis, argument, and research techniques. Extensive writing practice based upon reading culturally diverse short stories, novels, and related critical material. In addition, students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of fiction and non-fiction literary readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

ENGL 102
Introduction to Literature
3 Units
Grade Only

Prerequisite(s): ENGL 101 or ENGL 101H or ESL 101.

Exploration of culturally diverse literary texts in multiple genres that express a variety of historical, geographical, and cultural perspectives. Development of critical thinking skills including analysis and interpretation leading to compositions in which cross-cultural awareness is emphasized. 54 lecture hours. CSU;UC

ENGL 103
Composition and Critical Thinking
3 Units
Grade Only

Prerequisite(s): ENGL 101.

This course uses literature as a basis for the teaching of critical thinking and composition. The emphasis is upon the analysis of issues, problems, and situations represented in fiction, drama and poetry, and on the development of effective written arguments in support of the analysis. Meets the IGETC critical thinking requirement. 54 lecture hours. CSU;UC

ENGL 103H
Composition and Critical Thinking - Honors
3 Units
Grade Only

Prerequisite(s): ENGL 101. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This honors course uses literature as a basis for the teaching of in-depth critical thinking and advanced composition. The emphasis is upon the analysis of issues, problems, and situations represented in literature and on the development of effective written arguments in support of the analysis. Critical thinking skills are demonstrated through research papers, in-class presentations, and collaborative exploration of material. Students are expected to demonstrate honors level work which includes strong critical thinking skills, thorough analysis of assigned readings, and presentation and leadership skills demonstrated through class par-

ticipation. Meets the IGETC critical thinking requirement. 54 lecture hours. CSU;UC

ENGL 104
Advanced Rhetoric: The Classical Essay
3 Units
Grade Only

Prerequisite(s): ENGL 101.

In this course, students will develop critical thinking, writing, and research skills beyond the ENGL 101 level by examining and modeling complex classical methods of invention, arrangement, and style for writing assignments. Students will read and critically evaluate (for meaning, purpose, strategy and style) expository and argumentative essays from classical sources and multi-cultural perspectives. Students will test prejudices they hold, prove or disprove a hypothesis, evaluate the opinions of others, explain the effect of the media, and attempt to synthesize opposing arguments on an issue through critical thinking. Meets the IGETC critical thinking requirement. 54 lecture hours. CSU;UC

ENGL 120
Introduction to Women's Literature
3 Units
Grade Only

Strongly Recommended: ENGL 101.

This course emphasizes culturally diverse texts written by and about women. Using a variety of literary genres, including short fiction, novel, poetry, drama, and film, students will critically analyze cultural roles and images of women from a variety of theoretical perspectives. Students will explore the challenges women have faced, the biologically and socially constructed roles they have assumed and sometimes rejected, and the successes and accomplishments they have achieved in a predominantly patriarchal climate. 54 lecture hours. CSU;UC

ENGL 210
Creative Writing I
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by

English placement exam or if required by English level.

Instruction and practice in various forms of creative expression such as short story, the novel, poetry, drama, and/or screenplay. Critical evaluation of professional and student writing. 54 lecture hours. CSU

**ENGL 213
Horror Literature
3 Units
Grade Only**

Prerequisite(s): ENGL 101. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ENGL 103.

An introduction to horror literature, this course is designed to give students an understanding of the application of literary analysis to horror literature. 54 lecture hours. CSU;UC

**ENGL 213H
Horror Literature - Honors
3 Units
Grade Only**

Prerequisite(s): ENGL 101 or ENGL 101H.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ENGL 103 or ENGL 103H.

This honors course is designed to give the student a knowledge and an appreciation of Horror literature, both fiction and non-fiction. Critical analysis of such works from various perspectives is exemplified through research and written analysis. Special emphasis is given to the quality of the impact on literature of selected classics. 54 lecture hours. CSU;UC

**ENGL 216
American Latino Literature
3 Units
Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The study of American Latino literature emphasizing the development of literary expression within the Latino community specifically in the mediums of poetry, short stories, and novels. The course will explore literature

within the context of the Latino culture and examine the impact the works have had on the Latino and literary community. 54 lecture hours. CSU;UC

**ENGL 251
Introduction to English
Literature I
3 Units
Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Significant works of major British writers in historical perspective. First semester: Anglo-Saxon period through the eighteenth century with emphasis on Chaucer, Milton, Donne and Johnson. 54 lecture hours. CSU;UC

**ENGL 252
Introduction to English
Literature II
3 Units
Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Significant works of major British poets, novelists, and essayists from the nineteenth and twentieth centuries are studied from an historical perspective with an emphasis on the Romantic and Victorian periods. 54 lecture hours. CSU;UC

**ENGL 261
Introduction to U.S. American
Literature I
3 Units**

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will explore the context and influence of American literature from the Colonial period to the Civil War. Students will examine specific literary works and their contributions to our personal and cultural context. 54 lecture hours. CSU;UC

**ENGL 262
Introduction to U.S. American
Literature II
3 Units
Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will explore the context and influence of American literature from the Civil War to the present. Students examine specific literary works and their contributions to our culture, the continuation of traditional themes and the emergence of new forms and themes. 54 lecture hours. CSU;UC

**ENGL 271
Introduction to World Literature:
Ancient - Early Modern
3 Units
Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

English 271 is the study of world literature in translation from the ancient world through the early modern period. This course emphasizes the development of literary expression and explores literature within the context of the culture and time in which works were written. This course examines the relationship between historical events and literary works and the impact of works on their age and ensuing eras. 54 lecture hours. CSU;UC

**ENGL 272
Introduction to World Literature:
1600's through Twentieth
Century
3 Units
Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

English 272 is the study of world literature in translation from the early modern period to the twentieth century. This course emphasizes the development of literary expression and explores literature within the context of the culture and time in which works were written. This course examines the relationship between historical events and literary works and

the impact of works on their age and ensuing eras. 54 lecture hours. CSU;UC

ENGL 291
Film as Literature
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ENGL 101.

An introduction to film as literature, this course is designed to give students an understanding of the application of literary analysis to film. 54 lecture hours. CSU;UC

ENGL 291H
Film as Literature - Honors
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ENGL 101 and ENGL 103.

This honors course is an introduction to film as literature, designed to give students an understanding of the application of literary analysis to film. Critical analysis of such works from various perspectives is exemplified through research and written analysis. Special emphasis is given to the quality of writing and illustration of award-winning books and selected classics. 54 lecture hours. CSU;UC

ENGL 293
Children's Literature
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to give the student a knowledge and an appreciation of children's books, both fiction and non-fiction. Special emphasis is given to the quality of writing and illustration of award winning books and selected classics. 54 lecture hours. CSU;UC

ENGL 293H
Children's Literature - Honors
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ENGL 101 or ENGL 103.

This honors course is designed to give the student a knowledge and an appreciation of children's books, both fiction and nonfiction. Critical analysis of such works from various perspectives is exemplified through research and written analysis. Special emphasis is given to the quality of writing and illustration of award-winning books and selected classics. 54 lecture hours. CSU;UC

ENGL 294
Introduction to Shakespeare
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the works of William Shakespeare, including representative tragedies, comedies, and history plays. The course is designed to give students an understanding of the timelessness of Shakespeare's work. 54 lecture hours. CSU;UC

ENGL 296
Introduction to Folklore
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory survey course which includes the basic concepts and vocabulary of traditional folklore and literature. This course emphasizes content, form, process, and context of traditional oral, customary, and material culture: speech and names, riddles, proverbs, folk tales, ballads, myths, customs, festivals, games, crafts, drama, food, etc. 54 lecture hours. CSU;UC

ENGL 298
Literature of the Bible
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Reading and discussion of selected books from English translations of the Old and New Testaments. Emphasis is on the religious, social, political ideas, literary qualities, and textual problems. 54 lecture hours. CSU;UC

Engineering Courses
 (Technology & Engineering Department)

The Engineering Program encompasses an area of study which includes basic and advanced engineering, design, management principles, CAD and Information Technology.

ENGR 135
Engineering Mechanics: Statics
3 Units
Grade Only

Prerequisite(s): MATH 190 and PHYS 201.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A vectorial treatment of the principles of statics with application to engineering problems. Composition and resolution of co-planar and non-planar force systems; equilibrium of rigid bodies; distributed forces; forces in trusses; frames and cables; shear and bending moments in beams; moments of inertia of areas and bodies and graphical methods are used to model force systems and equilibrium conditions as applied to engineering statics problems. 54 lecture hours. CSU;UC

English As A Second Language

(Language Arts Department)

The English as a Second Language (ESL) program offers students a comprehensive selection of courses to improve their knowledge of and skills with English for both personal and academic purposes. The ESL program also introduces international students to American culture and customs. Courses range from pre-collegiate (non-degree-applicable) through transfer levels. ESL 101 Reading and Composition satisfies the graduation requirement in writing competency and satisfies a general education requirement for the associate degree.

ESL 020 English Language Skills II 3 Units Grade or Pass/No Pass *Placement is based on multiple assessment measures.*

A course for high-beginning English language students providing practice in the four language skills: listening, speaking, reading and writing. Emphasis on production and comprehension of simple phrases, basic sentence construction, introductory reading skills and basic vocabulary. One of three core courses in ESL Level 2. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 54 lecture hours, 9 lab hours arranged.

ESL 022 Pronunciation and Conversation II 2 Units Grade or Pass/No Pass *Placement is based on multiple assessment measures.*

A course for low-intermediate students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression and refining pronunciation. Strongly recommended for students enrolled in ESL Level 2 core courses. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours.

ESL 024 Reading/Vocabulary II 2 Units Grade or Pass/No Pass

Placement is based on multiple assessment measures.

A reading and vocabulary course for low-intermediate ESL students. The course is designed to help students expand their vocabulary through oral and written practice and improve their reading comprehension. One of three core courses in ESL Level 2. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours.

ESL 026 Grammar Fundamentals II 2 Units Grade or Pass/No Pass *Placement is based on multiple assessment measures.*

A course for low-intermediate ESL students seeking to improve their grammatical accuracy in writing and speaking. Intensive review and practice of verb tenses, noun forms, adjectives, adverbs and modals, in a communicative context. One of three core courses in ESL Level 2. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours, 9 lab hours arranged.

ESL 030 English Language Skills III 3 Units Grade or Pass/No Pass *Prerequisite(s): ESL 020 or placement in ESL Level 3 on the Accuplacer assessment test. Strongly Recommended: For students enrolled in ESL Level 3 core courses.*

A course for intermediate English language students providing additional practice in the four language skills - listening, speaking, reading and writing. Emphasis on vocabulary building, developing fluency in speaking, increasing written sentence complexity and developing reading skills. One of three core courses in ESL Level 3. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUA-

TION. 54 lecture hours, 9 lab hours arranged.

ESL 032 Pronunciation and Conversation III 2 Units Grade or Pass/No Pass *Strongly Recommended: For students enrolled in ESL level 3 core courses. Placement is based on multiple assessment measures.*

A course for intermediate students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression, refining pronunciation and reducing accent. Strongly recommended for students enrolled in ESL Level 3 core courses. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours.

ESL 034 Reading/Vocabulary III 2 Units Grade or Pass/No Pass *Prerequisite(s): ESL 024 or placement is based on multiple assessment measures.*

A reading and vocabulary course for intermediate ESL students. The course is designed to help students further expand vocabulary and reading skills. Emphasis is on building vocabulary through oral and written practice and improving reading comprehension. One of three core courses in ESL Level 3. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours. ty). 54 lecture hours. CSU;UC

ESL 036 Grammar Fundamentals III 2 Units Grade or Pass/No Pass *Prerequisite(s): ESL 026 or placement is based on multiple assessment measures.*

A course for low-intermediate ESL students designed to improve their grammatical accuracy in spoken and written English. Intensive review and practice of meaning and use of syntactic structures such as verb tense,

modals, noun and adjective forms, questions and negatives, passive voice, adverbs, and articles. One of three core courses in ESL Level 3. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours, 9 lab hours arranged.

ESL 040
English Language Skills IV
3 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 030 or placement in ESL Level 4 on the Accuplacer assessment test.
Strongly Recommended: For students enrolled in ESL level 4 core courses.

This course parallels ENGL 040, preparing high-intermediate ESL students for ESL 100. It includes grammar, vocabulary, usage, and the writing skills of sentence and paragraph development. It also previews essay development and writing. One of three core courses in ESL Level 4. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 54 lecture hours, 9 lab hours arranged.

ESL 042
Pronunciation and Conversation IV
2 Units

Grade or Pass/No Pass
Strongly Recommended: For students enrolled in ESL Level 4 core courses. Placement is based on multiple assessment measures.

A course for high intermediate students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression, refining pronunciation and reducing accent. Strongly recommended for students enrolled in ESL Level 4 core courses. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours.

ESL 044
Reading/Vocabulary IV
2 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 034 or placement is based on multiple assessment measures.

A reading and vocabulary course for high intermediate ESL students, designed to facilitate appropriate strategies for improving reading comprehension and developing vocabulary. Emphasis is on college-level vocabulary and reading skills. One of three core courses in ESL Level 4. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours.

ESL 046
Grammar Review I
2 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 036 or placement is based on multiple assessment measures.
Strongly Recommended: For students enrolled in ESL Level 4 core courses.

A course for high-intermediate ESL students seeking to improve their grammatical accuracy in writing and speaking. Intensive review and oral and written practice of syntactic structures such as verb tense, passive voice gerunds and infinitives, and modal verbs. One of three core courses in ESL Level 4. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours, 9 lab hours arranged.

ESL 053
Bridge to College Literature
2 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 044 or placement is based on multiple assessment measures or successful completion of ESL level 4 core courses.
Strongly recommended: Concurrent enrollment in or successful completion of ESL 100.

This reading and vocabulary course is designed to help ESL students develop the skills necessary for analyzing and writing about literature in English at the college level. NOTE: THE UNITS

FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 36 lecture hours.

ESL 054
Bridge to College Reading
2 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 044 or placement is based on multiple assessment measures.

A reading and vocabulary course for advanced ESL students designed to improve their skills in the reading and analysis of academic text. Students will develop reading comprehension and study strategies in preparation for college-level coursework. 36 lecture hours.

ESL 056
Grammar Review II
2 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 046 or placement is based on multiple assessment measures.
Strongly Recommended: For students enrolled in ESL level 5 core courses.

Strongly recommended: For students enrolled in ESL level 5 core courses. A course for advanced ESL students seeking to improve their grammatical accuracy in writing and speaking. Further review and practice of complex syntactic structures such as verb forms, tag questions, conditional statements, reported speech, modals and phrasal verbs, and subordinate clauses. 36 lecture hours, 9 lab hours arranged.

ESL 100
Fundamentals of Composition
4 Units

Grade or Pass/No Pass
Prerequisite(s): ESL 040 or placement in ESL Level 5 on the Accuplacer assessment test.

This course parallels ENGL 100, preparing high-intermediate and advanced ESL students for college-level writing. It provides a review of English fundamentals and practice in critical thinking, paragraph development and essay writing with an emphasis on exposition. Continued practice in special writing problems common to second language learners. 72 lecture hours, 9 lab hours arranged. UC

ESL 101
Reading and Composition
3 Units
Grade Only

Prerequisite(s): *ESL 100 or placement in ESL Level 6 on the Accuplacer assessment test*

A composition and reading course. Instruction and practice in expository writing and research techniques. The course content parallels ENGL 101, differing in that the reading is primarily non-fiction. (See counselor regarding UC transferability). 54 lecture hours. CSU;UC

Ethnic Studies

(Behavioral Sciences Department)

ETHN 101
Introduction to Ethnic Studies
3 Units
Grade or Pass/No Pass

This course is a historical and cultural survey of ethnic groups and ethnic group relations in the U.S. among Anglos, Native Americans, Asian Americans, African Americans, and Mexican Americans/Latinos from the pre-Columbian period to the present. 54 lecture hours. CSU;UC

ETHN 116
Introduction to Chicano Studies
3 Units
Grade or Pass/No Pass

This course is an introductory survey of Chicano/Latino people in the United States; examining race, ethnicity, gender and sexuality, social class, history, politics, institutional discrimination, culture, migration and globalization, literature, and the arts. 54 lecture hours. CSU;UC

Energy Systems Technology
 (Public Service Department)

This degree program prepares students to work in a variety of building energy system professions. Core classes are taken by all students and pathways are designed to create mastery in specialty fields. Careers include design, installation, and maintenance of building systems.

EST 101
Introduction to Building Systems
1 Unit
Grade or Pass/No Pass

This course is a basic overview of building systems. Topics include construction, bidding, operating systems, codes, heating and air conditioning, electrical and lighting, fire and life safety, plumbing, telecommunications, building automation, and sustainability. 18 lecture hours, 14 lab hours. CSU

EST 150
Green Building Systems
Technology
3 Units
Grade or Pass/No Pass

This course will explore the value of sustainability in building systems. Topics will include sources of energy, governmental regulations, green building certifications, construction management, and green material selection. 54 lecture hours, 16 lab hours. CSU

Wildland Resources
and Forestry

(Natural Sciences Department)

Wildland Resources and Forestry describes the study of natural resources in a biological community. The program includes introduction to forestry, forest ecology, plant identification, outdoor recreation, wildland fire management, wildlife management and ecology, and geographic information systems. Courses in Wildland Resources and Forestry provide extensive field experience for students.

Wildland Resources and
Forestry Courses

FOR 101
Introduction to Forestry
3 Units
Grade or Pass/No Pass

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

Covers the relationship of forests to our national and local life. The various forest sciences and the uses of the forest including timber, water, recreation, grazing, and wildlife. The

forest organizations: federal, state, county and private. 54 lecture hours. CSU;UC

FOR 102
Introduction to Forest Ecology
3 Units
Grade or Pass/No Pass

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

A lecture course examining forest as a biological community, through which sustainability, biodiversity, ecosystem health and integrity, old growth, climate change, rainforest, and clearcutting are evaluated. 54 lecture hours. CSU;UC

FOR 103
Plant Identification
3 Units
Grade or Pass/No Pass

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

A course examining plant identification with emphasis on wildland plants. Other topics include plant physiology, taxonomy, plant communities and plant adaptations. 54 lecture hours. CSU;UC

FOR 104
Introduction to Outdoor
Recreation
3 Units
Grade or Pass/No Pass

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

Covers the historical development of recreation and the role of federal, state and local government in outdoor recreation. Other topics include economic impact, supply and demand, private enterprise, education, planning and management within the realm of recreation. 54 lecture hours. CSU

FOR 105
Wildland Fire Management
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to provide knowledge of the factors affecting fire behavior, fire control techniques and wildland fire prevention. Factors of topography, fuels and weather will be included. 54 lecture hours. CSU

FOR 106
Principles of Wildlife Management and Ecology
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A lecture course examining wildlife management as a science, through which a brief history of wildlife management, ecosystems, population ecology, animal behavior, food and cover, wildlife diseases, predation, endangered species, economics of wildlife, and fisheries are discussed. 54 lecture hours. CSU;UC

Geography
 (Social Sciences Department)

Cultural geography is a study of the patterns of human occupation and land use over the earth's surface and their co-relation with the natural environment with an emphasis on agricultural and industrial economics, settlement patterns, and population studies. The cultural geography course satisfies general education requirements for the associate degree, an associate degree in liberal arts with an emphasis in social and behavioral sciences, and lower division transfer.

GEOG 102
Cultural Geography
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the patterns of human occupation and land use over the earth's surface and their co-relation with the natural environment. Particular emphasis will be given to agricultural and industrial economics, settlement patterns and population studies. 54 lecture hours. CSU;UC

German
 (Foreign Languages Department)

The Foreign Languages Department offers proficiency-based instruction in listening, speaking, reading, and writing in these languages: Spanish, German, Chinese, and Japanese. The study of each language includes vocabulary, grammar, syntax, pronunciation, and cultural and historical understanding. Intermediate level courses include a literature component. Courses combine classroom lectures, guided practice, and language activities with individual work conducted online.

GER 101
German I
5 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in elementary German grammar, vocabulary, and pronunciation which focuses on understanding, speaking, reading, and writing simple German and serves as an introduction to the geography, history, and culture of the German speaking world. 90 lecture hours. CSU;UC

GER 102
German II
5 Units

Grade or Pass/No Pass

Prerequisite(s): GER 101 or two years of high school German. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A further study of elementary German grammar which develops understanding, speaking, reading and writing skills. Includes German culture. 90 lecture hours. CSU;UC

GER 201
German III
5 Units

Grade or Pass/No Pass

Prerequisite(s): GER 102 or three years of high school German.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This intermediate level course is a study of the German language and culture. Emphasis is on developing oral, listening, reading and writing skills in order to acquire proficiency in German. Reading strategies and fundamentals of formal composition are introduced in conjunction with short, level-appropriate literary selections. The class is largely conducted in German. 90 lecture hours. CSU;UC

GER 202
German IV
5 Units

Grade or Pass/No Pass

Prerequisite(s): GER 201 or four years of high school German. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course emphasizing the development of effective skills for reading, understanding, and interpreting more advanced readings in German literature and culture. Extensive practice in oral and written expression at the intermediate-high level is provided. Grammatical concepts are thoroughly reviewed and expanded. 90 lecture hours. CSU;UC

Health Sciences
 (Health Sciences Department)

Health science courses prepare students for a range of entry-level work in the health care and health service occupations. These occupations supply unique skills for the care of individuals, families, and communities as well as provide support for other health care professionals. Students may earn skills awards in the following health care and health services specializations: Activity Coordinator, Activity and Social Service Documentation, Hospital Unit Clerk, and Emer-

gency Medical Technician (EMT). Successful EMT students are eligible to sit for the National Registry EMT examination board exam. The program is accredited by the NREMT and Los Angeles County Department of Health Services.

Health Sciences Courses

HEAL 100 **Emergency Medical Services** **Career Preparation** **3 Units** **Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Health Occupations 100 is designed to provide the student with the knowledge and skills necessary to begin an entry-level career in Emergency Medical Services (EMS) and other allied health-related fields of patient care. This course provides beginning concepts of preparatory sciences directly related to the care of sick and injured persons. It also covers basic knowledge and skills necessary for American Heart Association (AHA) cardiopulmonary resuscitation (CPR) certification. Successful completion or concurrent enrollment in this course is required for enrollment into the Emergency Medical Technician Basic Program. Material fee. 36 lecture hours, 54 lab hours.

HEAL 161 **Emergency Medical Technician - Basic** **7 Units** **Grade Only**

Prerequisite(s): HEAL 100 or concurrent enrollment.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The entry level course in emergency training for those involved in Emergency Medical Services. 108 lecture hours, 54 lab hours.

History (Social Sciences Department)

History is a critical examination of the record of human development, with

attention to changing social, political, economic, and cultural structures. The study of history is the endeavor to understand the present by becoming knowledgeable about the past. As the context of all human activity, students of history strive to understand society and their place in it. History courses satisfy general education requirements for the associate degree, a liberal arts degree in social and behavioral science with an emphasis in history, and lower division transfer. The Honors Program includes three history courses: HIST 103H History of World Civilization up to 1500 – Honors, HIST 107H History of the United States before 1877 – Honors, and HIST 108H History of the United States since 1877 - Honors.

History Courses

HIST 103 **History of World Civilization up to 1500** **3 Units** **Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course is a survey of emerging regional cultures and societies from the earliest civilizations to 1500. Consideration will be given to comparative and integrative analysis of their contributions to the fabric of world civilization. Particular focus will be given to cultural evolutionary parallels and the diffusion of ideas through migration and trade on a global scale. College level reading is strongly advised. 54 lecture hours. CSU;UC

HIST 103H **History of World Civilization up to 1500 - Honors** **3 Units** **Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course is a survey of emerging regional cultures and societies from the earliest civilizations to 1500. Consideration will be given to comparative and integrative analysis of their contributions to the fabric of world civilization. Particular focus will be

given to cultural evolutionary parallels and the diffusion of ideas through migration and trade on a global scale. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of historical readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

HIST 104 **History of World Civilization since 1500** **3 Units** **Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course offers a survey of world civilizations from 1500's regional isolation to modern-day globalism and its issues and problems. Consideration will be given to the political, economic, social, and intellectual forces present in the rise of the modern world. Particular focus will be given to the interrelatedness of historical events and on the comparisons of cultures and societies in a historical perspective. College level reading is strongly advised. 54 lecture hours. CSU;UC

HIST 105 **History of World Civilization - The 20th Century** **3 Units** **Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of the political, economic, social and intellectual forces present in the 20th century. An examination of the global conflicts and encounters that shaped ideas, institutions, and social structures on a global scale. 54 lecture hours. CSU;UC

HIST 107 **History of the United States before 1877** **3 Units** **Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by

English placement exam or if required by English level. Also, ENGL 100.

A survey of the political, economic and social development of the United States to 1877. This course meets the State requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 107H
History of the United States before 1877 - Honors
3 Units
Grade Only

Prerequisite(s): Meet Honors Program entrance requirements that include eligibility for ENG 101 or completion of equivalent.

A survey of the political, economic and social development of North America and the United States to 1877, along with a survey of American historiography and the varying interpretations of these developments. The course meets the state requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 108
History of the United States from 1877
3 Units
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

A survey of political, economic, diplomatic, and social development of the U. S. from 1877 to the present. This course meets the State requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 108H
History of the United States from 1877 - Honors
3 Units
Grade Only

Prerequisite(s): READ 099 or ENGL 099 or placement is based on multiple measures.
Strongly Recommended: ENGL 101.

A survey of political, economic, diplomatic, and social development of the

U. S. from 1877 to the present along with a survey of American historiography and the varying interpretations of these developments. This course meets the State requirement for American history and is designed for college transfer students. 54 lecture hours. CSU;UC

HIST 109
The World in Conflict - The 20th Century, a History
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A critical approach to the history of the 20th Century through major events and issues. 54 lecture hours. CSU;UC

HIST 110
A Survey History of Africa
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of political, economic, social, and cultural history of Africa from ancient period to the present. 54 lecture hours. CSU;UC

HIST 111
History of the African-Americans to 1876
3 Units

Grade or Pass/No Pass
 An exploration of the cultural development and role of the African-American in the history of the United States from the African origins to the end of Reconstruction (1876). 54 lecture hours. CSU;UC

HIST 112
History of the African-Americans since 1876
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An exploration of the cultural development and role of the African-American in the history of the United States from the end of the Reconstruction

period (1876) to the present. 54 lecture hours. CSU;UC

HIST 120
British Life and Culture
3 Units

Pass/No Pass
Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

An overview of British culture and civilization. Offered for Pass/No Pass grading only. 54 lecture hours. CSU

HIST 127
Spanish Civilization
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Spanish Civilization provides an interdisciplinary global understanding of the culture and history of Spain. The course critically analyzes contemporary Spanish society by examining the social and historical traditions and institutions that shape the Spanish way of life in the 20th century. HIST 127 and SPAN 127 are the same course. 54 lecture hours. CSU;UC

HIST 130
Latin American Culture and Civilization
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

Latin American Culture and Civilization is a survey course, providing an interdisciplinary approach to understanding the culture and history of Latin America. The course critically analyzes historical and contemporary social traditions and institutions in order to reach an understanding of modern day Latin America. HIST 130 and SPAN 130 are the same course. 54 lecture hours. CSU;UC

HIST 131**History of Latin America to 1825
3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course is a survey of Latin American history from pre-Columbian times to the independence of Latin American lands. Special emphasis is given to the institutions of the past which have shaped the conditions of the emerging states. Relations between Latin American nations and the United States will also be explored. 54 lecture hours. CSU;UC

HIST 132**History of Modern Latin America
3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students who have previously taken HIST 130 may not receive credit for this course.

The course is a survey of the social, economic and political history of Latin America from independence to the present. The legacy of colonialism will be considered as special emphasis is given to the development of cultural, political, and economic institutions. The course will give attention to the relationships between Latin America and the United States foreign policy. 54 lecture hours. CSU;UC

HIST 139**History of California****3 Units****Grade Only**

Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

A survey of the political, social and economic development of the State of California from early Pre-Columbian American Indian communities and Spanish settlements to the present. 54 lecture hours. CSU;UC

HIST 140**History of the American West
3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

A survey class of the region west of the Mississippi River designed to acquaint the students with the historical significance, events and personalities which made up this period. Primary emphasis will be on the 19th century. 54 lecture hours. CSU;UC

HIST 145**History of Mexico****3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will survey the history of Mexico from the pre-Columbian period through the Conquest and the struggle for independence, the Revolution of 1910 and Mexico's emerging role as a developing country. There will be a special emphasis placed on the growing economic and cultural intertwining of the American and Mexican people in the twentieth century. 54 lecture hours. CSU;UC

HIST 155**History of the Vietnam War****3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

An examination of the background and involvement of America in the Vietnam War. The course will primarily focus on the American involvement in Southeast Asia, but will also examine the origins of Vietnamese nationalism and the struggle for independence in Vietnam and its global implications and manifestations. A Cold War framework developed early in the course will be utilized to understand U.S. involvement in the Vietnam War. The course will conclude with an assessment of the long term effects of the Vietnam War on Ameri-

can society and the rest of the world. 54 lecture hours. CSU;UC

HIST 222**History of World War II****3 Units****Grade or Pass/No Pass**

Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level.

An examination of the circumstances and events leading to US entry into World War II. The course will focus on American involvement in World War II, but will also examine the systemic fracturing of the world order through the rise of Japanese, German, and Italian imperialism, assess the impact of the worldwide economic depression in the 1930s, military strategies and conduct, and analyze the impact of the war on the homefront, as well as, the long-term effects on American policy and the world. 54 lecture hours. CSU;UC

Humanities**(Social Sciences Department)**

As a discipline, Humanities courses examine cultural traditions through an integrative and critical examination of human achievements in art, literature, philosophy, and music. This academic area focuses on the big questions of meaning, ethical and aesthetic value, expression, belief, and the human spirit. Humanities courses satisfy general education requirements for an associate degree, a liberal arts degree with an emphasis in arts and humanities/history, and lower division transfer.

Humanities Courses**HUM 101****Humanities - Prehistory through the Medieval Period****3 Units****Grade Only**

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The humanities are approached on four levels: art, music, literature, and philosophy. Includes the beginnings

in Egypt, Babylonia, and Greece and proceeds chronologically through the Medieval period. 54 lecture hours. CSU;UC

HUM 101H
Humanities - Prehistory through the Medieval Period - Honors
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The humanities are approached on four levels: art, music, literature, and philosophy. Includes the beginnings in Egypt, Babylonia, and Greece and proceeds chronologically through the Medieval period. A critical in-depth reading of several primary sources is conducted in a discussion format. 54 lecture hours. CSU;UC

HUM 102
Humanities from the Renaissance through the 19th Century
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The humanistic studies are approached on four levels: art, music, literature, and philosophy. Begins with the Renaissance and moves to the 19th century period in the middle east and Europe. 54 lecture hours. CSU;UC

HUM 110
Humanities in the 20th Century
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is concerned with critical analysis of the arts and philosophy from the late 19th century to the contemporary period. 54 lecture hours. CSU;UC

Information Technology
 (Technology and Engineering Department)

Information Technology, a career technical program, prepares students for a variety of entry-level occupations or advancement within this field with a focus on networks, security, internet protocol communications, project management, software support, device integration, and ethics. Students in the program have the opportunity to complete industry certifications from CompTIA, which include A+, Network+, Server+, and Security+, as well as certifications from Macintosh and Microsoft. Information technology courses lead to a certificate of achievement in Information Technology.

Information Technology Courses

IT 104
PC Hardware and Maintenance
4 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will be of interest to computer technicians, field service and help desk support personnel, as well as, individuals interested in enhancing their technical skills and knowledge of the PC system. The course starts from the basic entry level concepts, and quickly progresses into discussing advanced topics related to the IT industry. It will lay the foundation for attendees to prepare for the A+ certification tests. 54 lecture hours, 54 lab hours.

IT 107
Network Technology
4 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides information covering the LAN and WAN. Network topologies and protocols are presented. 54 lecture hours, 54 lab hours.

IT 108
Networking Operating Systems
4 Units
Grade or Pass/No Pass

Strongly Recommended: IT 107. This course provides information covering the areas of network operating systems used on local and wide area networks (LANS and WANS), as well as popular server software. May be taken two times. 54 lecture hours, 54 lab hours.

IT 109
Network and Computer Security
4 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Covers basics of general security concepts, network security, communication security, infrastructure security. Business continuity, disaster recovery, planning and prevention will be covered. This course will lay the foundation for attendees to complete the CompTIA Security+ certification tests. IT 109 and CIS 109 are the same course. 54 lecture hours, 54 lab hours.

IT 110
Virtual Computing
4 Units

Grade or Pass/No Pass
 Covers the general concepts of virtual computing including server and desktop virtualization. Students will install and configure virtualization software from multiple vendors. This course will lay the foundation to take industry standard exams. 54 lecture hours, 54 lab hours.

Japanese
 (Foreign Languages Department)

The Foreign Languages Department offers proficiency-based instruction in listening, speaking, reading, and writing in these languages: Spanish, German, Chinese, and Japanese. The study of each language includes vocabulary, grammar, syntax, pronunciation, and cultural and historical understanding. Intermediate level courses include a literature component. Courses combine classroom lec-

tures, guided practice, and language activities with individual work conducted online.

Japanese Courses

JPN 101 Japanese I 5 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in elementary Japanese grammar, vocabulary, and pronunciation which aims at understanding, speaking, reading, and writing simple Japanese and serves as an introduction to Japanese geography and culture. 90 lecture hours. CSU;UC

JPN 102 Japanese II 5 Units

Grade or Pass/No Pass

Prerequisite(s): JPN 101 or two years of high school Japanese.

A further study of elementary Japanese grammar and vocabulary which develops understanding, speaking, reading, and writing skills. Includes additional study of Japanese culture. 90 lecture hours. CSU;UC

Kinesiology (Kinesiology Department)

Kinesiology studies human anatomy and physiology and the mechanics of body movement both theoretically and in practice through physical activities.

A diverse curriculum includes lower division theory courses designed for those who want

- To complete an associate in science degree in kinesiology and transfer,
- A basic instruction program with a wide variety of movement experiences for the development of physical activity skills and with the knowledge necessary for life time wellness,
- An adapted activities curriculum for students with disabilities, and
- An intercollegiate athletic program which offers performance-oriented students opportunities for competition.

Kinesiology courses satisfy general education requirements for an associate in science degree and lower division transfer. The Honors Program includes one kinesiology course: KIN 171H Health Science - Honors.

Kinesiology Courses

Activity Courses

KIN 101 Badminton 1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Development of skills necessary to participate in a game of badminton. Course will improve skills through repetition and supervised instruction. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 102 Bowling 1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will provide a semi-competitive opportunity for the student with basic to advanced bowling skills. This program will provide an opportunity for the student to work on the fundamental and advanced skills of bowling. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 103 Golf 1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will offer a non-competitive environment in which the student can develop the basic fundamentals of golf. Instruction will emphasize woods, long and short irons, bunker play, putting, golf terminology, rules and etiquette. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 104 Self-Defense and Personal Safety 1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The theory and techniques of self-defense and personal safety. Content focuses on methods of recognizing and avoiding dangers plus skills and strategies of employing physical defense when necessary. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 106 Racquetball 1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Instruction and practice of the various fundamental skills and techniques of racquetball that will allow the student to participate in a lifetime activity. Improve skills by repetition and supervised instruction. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 108 Tennis 1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Instruction will be concerned with individual growth of fundamentals and techniques of tennis that will allow the student to participate in a lifetime activity. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 116 Yoga 1 Unit

Grade or Pass/No Pass

This course focuses on the development of the body/mind through the use of specific Yoga postures, breathing techniques, stretches, mental exercises, and relaxation exercises. The goals are to instruct students to achieve greater concentration, self-

discipline, and improved physical/emotional health through instruction and practice of these skills. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 130
Basketball
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Techniques in basketball such as ball handling, passing, receiving, screening, cutting, shooting, team play and strategy of the game. Rules are included. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 134
Softball
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Instruction in the basic skills and techniques of play in softball. Students will be required to understand the statistical aspect of the game. Course will improve proficiency in skills by repetition and supervised instruction. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 135
Volleyball
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Instruction will be centered upon improving proficiency on the development of basic volleyball skills with an emphasis on setting, digging, serving, spiking and team strategies. Development of offensive and defensive strategies for doubles, 3 on 3, 4 on 4. This course may be taken four times.

18 lecture hours, 18 lab hours. CSU;UC

Aquatic Courses

**KIN 142
Swimming - Beginning
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides basic instruction and practice in the fundamental elements of swimming including beginning diving and water safety instruction. The class is designed to develop proficiency in the basic swim strokes. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 143
Swimming - Intermediate/
Advanced
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: KIN 142.

This course is designed to develop knowledge and skill in competitive swimming strokes. Swimming strokes to be taught are the freestyle, back stroke, breast stroke, and dolphin butterfly. The class will emphasize the development of cardiovascular aerobic conditioning. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 147
Swimming for Cardiovascular
Improvement
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Instructor evaluation of swimming skills through application of swimming stroke pretest. This course will emphasize swimming for health and physical fitness. The class is designed to decrease the risk of coronary heart disorders by increasing heart efficiency, vital lung capacity, and the knowledge of each through the use of aerobic and anaerobic conditioning. Participating adults and others seeking a fitness

program may expect to improve their overall fitness level through aquatic training. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 148
Adapted Aquatic Exercises
1 Unit**

Grade or Pass/No Pass

Prerequisite(s): Physician's written diagnosis of physical disability and exercise limitations.

Designed for the student with a physical disability who is unable to participate in regular physical education classes. A medical doctor's written prescription of exercise limitations is required. This course may be taken unlimited times with instructor's permission. 18 lecture hours, 18 lab hours. CSU;UC

Fitness Courses

**KIN 145
Strength Training, Balance and
Agility
1 Unit**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Designed to introduce students to proprioceptive training. Proprioceptive training can improve balance, core strength, quickness, and agility and reduce the risk of injury. This type of training can benefit all movements performed in our daily life, not just those dealing with sports or athletic movements. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

**KIN 150
Adapted Physical Education
1 Unit**

Grade or Pass/No Pass

Prerequisite(s): A medical doctor's written prescription of exercise limitations.

Designed for the student with a physical disability who is unable to participate in regular physical education classes. A medical doctor's written prescription of exercise limitations is required. This course may be taken unlimited times with the instructor's

permission. 18 lecture hours, 36 lab hours. CSU;UC

KIN 151
Body Conditioning
1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will include general conditioning exercises, aerobic exercises, and exercises to develop flexibility and strength. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 152
Weight Training
1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to develop both the large and small group skeletal muscles through a program of weight lifting, circuit training, power lifting, Olympic lifting, and conditioning. This course may be taken four times with the objective of improving proficiency in previously learned skills by further repetition and supervised instruction. A student may not earn more than four units through the combination of KIN 152 and KIN 154. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 153
Walking/Jogging
1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A Walking/Jogging program that consists of cardiovascular activity alternately at a slow to moderate pace. This program is designed to build cardiorespiratory stamina and endurance, attack excessive weight, relieve psychological tension, and enhance one's sense of well being. This course may be taken four times. 18 lecture hours, 18 lab hours. CSU;UC

KIN 154
Advanced Weight Training
2 Units

Grade or Pass/No Pass

Strongly Recommended: KIN 152 or previous weight training experience.

This course is designed to study methods applicable to power lifting, Olympic lifting, and conditioning. Students will participate in formulation of individual workout sessions. Emphasis will be on increasing strength, flexibility, and quickness. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

KIN 156A
Physical Conditioning for Intercollegiate Sports
1 Unit

Grade or Pass/No Pass

Prerequisite(s): Must be a varsity college athlete/ varsity college prospect or with coaches permission.

This course is designed to provide an out-of-season physical conditioning program for the student interested in intercollegiate athletics. KIN 156A and KIN 156B can be taken a combined total of four times. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times. 9 lecture hours, 27 lab hours. CSU

KIN 156B
Physical Conditioning for Intercollegiate Sports
2 Units

Grade or Pass/No Pass

Prerequisite(s): Must be a varsity college athlete/ varsity college prospect or with coaches permission.

This course is designed to provide an out-of-season physical conditioning program for the student interested in intercollegiate athletics. KIN 156A and KIN 156B can be taken a combined total of four times. Student must have a current physical on file with the athletic trainers prior to participation. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU

KIN 159
Cardiovascular Training
1 Unit

Grade or Pass/No Pass

This course will offer a non-competitive environment in which the student can develop a total fitness program. This program will promote areas of muscular strength, flexibility and cardiovascular endurance. A philosophy of "Fitness for Life" will be the ultimate objective. Every student will be encouraged to regulate his/her program so that it will be enjoyable on a long-term basis. This course may be taken four times. 9 lecture hours, 27 lab hours. CSU;UC

KIN 160A
Advanced Physical Conditioning for Intercollegiate Sports
1 Unit

Grade or Pass/No Pass

Strongly Recommended: KIN 156A. Also, a second season varsity college athlete or with coaches permission.

This course is designed to provide an out-of-season physical conditioning program for the second season intercollegiate student athlete. KIN 160A and KIN 160B can be taken a combined total of four times. Student must have a current physical on file with the athletic trainer to participate in this course. This course may be taken four times. 9 lecture hours, 27 lab hours. CSU

KIN 160B
Advanced Physical Conditioning for Intercollegiate Sports
2 Units

Grade or Pass/No Pass

Strongly Recommended: KIN 156A. A second season varsity college athlete or with coaches permission.

This course is designed to provide an out-of-season physical conditioning program for the second season intercollegiate student athlete. KIN 160A and KIN 160B can be taken a combined total of four times. Student must have a current physical on file with the athletic trainers prior to participation. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU

Theory Courses

KIN 169

Introduction to Coaching

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is to study the different aspects of coaching including philosophies and techniques. It will provide the student with a basic understanding of coaching on all levels. The topics included will be recruiting, tryouts, pre and post season development, conditioning, weight training, practice organization, game strategies, motivation techniques, legal aspects, public relations, media, fundraising and ethics. 54 lecture hours. CSU;UC

KIN 170

Fitness for Life

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course explains the mechanics of a proper exercise and diet program through lecture and exercise activities. Various forms of exercise will be presented for trial by each student to develop a personal fitness prescription. 54 lecture hours. CSU;UC

KIN 171

Health Science

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to explore the major areas of health that will have an effect on the well-being of the individual now and in the future. 54 lecture hours. CSU;UC

KIN 171H

Health Science - Honors

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to explore the major areas of health that will have an effect on the well-being of the individual now and in the future. Students are expected to work and participate at an honors level which includes strong critical thinking skills, through analysis of readings, presentation, and leadership skills demonstrated through class participation/presentation during the investigation of health/fitness topics. 54 lecture hours. CSU;UC

KIN 172

Introduction to Kinesiology

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course explores the history and principles of kinesiology, exercise science, and sport. The objectives are to define and investigate the importance of kinesiology education with a view toward developing of a basic philosophy and background for professional education. 54 lecture hours. CSU;UC

KIN 173

Nutrition for Fitness

3 Units

Grade or Pass/No Pass

This course is designed to provide knowledge about the basic principles of nutrition and to study the role nutrition plays in health promotion. 54 lecture hours. CSU;UC

KIN 174

Introduction to Team Sports

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course of study to give the student entering the field of physical education a survey and basic analysis of the team sports: football, baseball, basketball, softball, volleyball, soccer, badminton, tennis, swimming, water polo and track. 54 lecture hours. CSU;UC

KIN 175

Introduction to Individual and Dual Sports

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course of study to give the student entering the field of physical education a survey and basic analysis of individual sports: archery, badminton, bowling, golf, handball, karate, angling, skateboarding, swimming, tennis, track and field, weightlifting and wrestling. 54 lecture hours. CSU;UC

KIN 176

Elementary School Physical Education

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course that will acquaint students with physical education programs for grades K-6. The course will include observation and visitation with elementary age students. The course will include methods, skills, and activities used in teaching elementary physical education. The class is recommended for elementary education and physical education majors. 54 lecture hours. CSU

KIN 177

First Aid - Responding to Emergencies

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Complies with requirements as set forth by the American National Red Cross for first aid responding to emergencies. Students have the option to receive certification cards in Adult CPR/AED, Child and Infant CPR and First Aid. There is a lab fee to receive the certification that will be collected in class. 54 lecture hours. CSU;UC

KIN 182
Care and Prevention of Athletic Injuries
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is an overview of sports medicine, intended for those students in the fields of physical education, coaching and athletic training. This course covers the basics of exercise physiology, biomechanics, human motor learning, sports injuries and other special topics in sports medicine. Material fee. 54 lecture hours. CSU;UC

KIN 184
Volleyball Theory
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course focuses on the biomechanical and technical analysis of intercollegiate volleyball. 36 lecture hours. CSU;UC

KIN 185
Softball Theory
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course prepares the student to administer a softball program. It will include practice organization, administration, and live game strategy. 36 lecture hours. CSU;UC

KIN 186
Baseball Theory
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course prepares the student to administer a baseball program. It will include teaching methods, practice organization, administration, scouting and live game strategy. 36 lecture hours. CSU;UC

KIN 187
Techniques and Strategy of Intercollegiate Football
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A practical study of game techniques and strategy used in intercollegiate football, including techniques of offensive and defensive play. 36 lecture hours. CSU

KIN 188
Basketball Theory
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Development of game techniques and strategy used in intercollegiate basketball. The course will also include teaching methods, practice organization, scouting and administration. 36 lecture hours. CSU;UC

KIN 191
Theory of Intercollegiate Golf
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course is designed to further the development of techniques and strategy of match and medal play for the serious intercollegiate golfer interested in competition. Understanding the proper use of technical golf rules and etiquette in competitive play. 36 lecture hours. CSU;UC

KIN 192
Aquatic Theory and Techniques
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Content focuses on the biomechanical and technical analysis of intercollegiate water polo, swimming and diving. 36 lecture hours. CSU;UC

KIN 193
Track and Field Theory and Techniques
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course prepares the student to administer a track and field program. It will include teaching methods, practice organization, administration and officiating at track and field meets. 36 lecture hours. CSU;UC

KIN 194
Soccer Theory
2 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course focuses on the biomechanical and technical analysis of intercollegiate soccer. 36 lecture hours. CSU

Athletic Courses

KIN 207A
Off-Season Men's Varsity Athletics
0.5 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity athletics. KIN 207A and 207B can be taken a combined total of four times. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times. 45 lab hours. CSU

KIN 207B
Off-Season Men's Varsity Athletics
1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides intermediate and advanced instruction and practice in the practice skills and strategies of varsity athletics. KIN 207A and 207B can be taken a combined total of four times. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times. 90 lab hours. CSU

KIN 208A
Off-Season Women's Varsity Athletics
0.5 Units
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity athletics. KIN 208A and 208B can be taken a combined total of four times. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times. 45 lab hours. CSU

KIN 208B
Off-Season Women's Varsity Athletics
1 Unit
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course provides intermediate and advanced instruction and practice in the skills and strategies of varsity athletics. KIN 208A and 208B can be taken a combined total of four times. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times. 90 lab hours. CSU

KIN 209
Women's Varsity Soccer
2 Units
Grade or Pass/No Pass

Strongly Recommended: Advanced Soccer skills to participate in a competitive collegiate experience.

Intercollegiate competition in women's varsity soccer. This course

may be taken four times. 160 lab hours. CSU;UC

KIN 211
Women's Varsity Volleyball
2 Units
Grade or Pass/No Pass

Strongly Recommended: Advanced volleyball skills to participate in a competitive collegiate experience.

Intercollegiate competition in women's varsity volleyball. This course may be taken four times. 160 lab hours. CSU;UC

KIN 212
Varsity Swimming
2 Units
Grade or Pass/No Pass

Strongly Recommended: Advanced swimming skills to participate in a competitive collegiate experience. Must be a varsity college athlete / varsity college prospect or have coach's permission.

Intercollegiate competition in varsity swimming. This course may be taken four times. 160 lab hours. CSU;UC

KIN 213
Women's Varsity Basketball
2 Units
Grade or Pass/No Pass

Strongly Recommended: Advanced basketball skills to participate in a competitive collegiate experience.

Intercollegiate competition in women's varsity basketball. This course may be taken four times. 160 lab hours. CSU;UC

KIN 214
Women's Varsity Softball
2 Units
Grade or Pass/No Pass

Strongly Recommended: Advance softball skills to participate in a competitive collegiate experience.

Intercollegiate competition in women's varsity softball. This course may be taken four times. 160 lab hours. CSU;UC

KIN 215
Varsity Track and Field
2 Units
Grade or Pass/No Pass
Strongly Recommended: Advanced Track and Field skills to participate in a competitive collegiate experience. Must be a varsity college athlete/varsity college prospect or have coach's permission.

Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. 60 lab hours. CSU;UC

KIN 216
Varsity Cross Country
2 Units
Grade or Pass/No Pass
Strongly Recommended: Advanced cross country skills to participate in a competitive collegiate experience. Must be a collegiate varsity athlete/varsity college prospective athlete or with coach's permission.

Intercollegiate competition in varsity cross country. This course may be taken four times. 160 lab hours. CSU;UC

KIN 220
Men's Varsity Football
2 Units
Grade or Pass/No Pass
Strongly Recommended: Advanced football skills to participate in a competitive collegiate experience.

Intercollegiate competition in men's varsity football. This course may be taken four times. 160 lab hours. CSU;UC

KIN 221
Men's Varsity Basketball
2 Units
Grade or Pass/No Pass
Strongly Recommended: Advanced basketball skills to participate in a competitive collegiate experience.

Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times. 160 lab hours. CSU;UC

KIN 224
Men's Varsity Baseball
2 Units

Grade or Pass/No Pass
Strongly Recommended:
Advanced baseball skills to participate in a competitive collegiate experience.

Intercollegiate competition in men's varsity baseball. This course may be taken four times. 160 lab hours. CSU;UC

KIN 225
Men's Varsity Golf
2 Units

Grade or Pass/No Pass
Strongly Recommended:
Advanced golf skills to participate in a competitive collegiate program.

Intercollegiate competition in men's varsity golf. This course may be taken four times. 160 lab hours. CSU;UC

KIN 227
Women's Varsity Golf
2 Units

Grade or Pass/No Pass
Strongly Recommended:
Advanced golf skills to participate in a competitive collegiate experience.

Intercollegiate competition in women's varsity golf. This course may be taken four times. 160 lab hours. CSU;UC

KIN 229
Men's Varsity Water Polo
2 Units

Grade or Pass/No Pass
Strongly Recommended:
Advanced swimming skills to participate in a competitive collegiate experience.

Intercollegiate competition in men's varsity water polo. This course may be taken four times. 160 lab hours. CSU;UC

KIN 230
Women's Varsity Water Polo
2 Units

Grade or Pass/No Pass
Strongly Recommended:
Advanced swimming skills to participate in a competitive collegiate experience.

Intercollegiate competition in

women's varsity water polo. This course may be taken four times. 60 lab hours. CSU;UC

KIN 231
Men's Varsity Soccer
2 Units

Grade or Pass/No Pass
Strongly Recommended:
Advanced soccer skills to participate in a competitive collegiate experience.

Intercollegiate competition in men's varsity soccer. This course may be taken four times. 160 lab hours. CSU;UC

Leadership Course
 (Leadership Department)

The program is unique in that one of its goals is to ensure the continuation of quality student representation in the participatory decision making efforts of the district. The program seeks to instill within its students a practical sense of dynamics within an organization and some of the techniques that leaders utilize to enhance the effectiveness of the group as well as how to run meetings through the proper use of parliamentary procedure. In addition, the program places a heavy emphasis on self-knowledge based on reflection as the cornerstone of leadership.

LEAD 103
Foundations of Leadership
3 Units

Grade Only
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of the foundational theories and applications of leadership. Leadership is examined from the individual to its applications in the team and organizational settings. Emphasis is placed on the development of the student as a leader. This course is required either as a co-requisite or prerequisite to holding a leadership position in the campus' student government association. 54 lecture hours. CSU;UC

Linguistics
 (Language Arts Department)

LING 101
Introduction to Language and Linguistics
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the study of language and the fundamental concepts in the field of linguistics. Emphasis is on the nature of human language, including differences and universalities of linguistic structures, and the analysis of the syntactic, morphological, and phonological systems of languages. First and second language acquisition and the role of language in society will also be explored. Does not meet Major Prep requirements for Anthropology. 54 lecture hours. CSU;UC

Mathematics
 (Mathematics Department)

Mathematics is the abstract deductive study of structure and pattern which serves as the foundation of science and technology. Transfer courses in mathematics emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Courses satisfy general education requirements for an associate degree in mathematics, an associate degree in liberal arts with an emphasis in mathematics, and lower division transfer.

Mathematics Courses

MATH 017
Basic Math and Study Skills
3 Units
Grade Only

This course focuses on building whole number arithmetic skills to prepare students for MATH 020. This course covers arithmetic operations on whole numbers, a brief introduction to fractions and decimals, and incorporates study skills for success in mathematics courses. 54 lecture hours.

MATH 020
Arithmetic Fundamentals
1 Unit
Pass/No Pass

Prerequisite(s): Placement is based on multiple assessment measures.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The four basic operations of arithmetic on whole numbers, fractions, and decimals, with applications. Ratios, proportions, and percents with applications. The course will be offered on a Pass/No Pass basis only. 18 lab hours. 36 lab hours arranged.

MATH 029
Prealgebra
4 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 020 or placement is based on multiple assessment measures.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to prepare a student for Elementary Algebra. Topics include a review of arithmetic, a study of signed numbers, an introduction to fundamental algebraic concepts, solving equations, and solving applied problems. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION. 72 lecture hours.

MATH 030
Elementary Algebra
4 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 029 or placement is based on multiple assessment measures including cut-scores.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Fundamental operations with polynomials and rational expressions, products and factoring, linear and quadratic equations in one variable, inequalities, exponents, radicals, graphing linear equations, systems of equations, applications, and introduction to functions. 90 lecture hours.

MATH 115
Business Mathematics
3 Units
Grade or Pass/No Pass

Prerequisite(s): MATH 029 or placement is based on multiple assessment measures.

Mathematics to solve typical business problems including banking, discounts, markups, payroll, simple and compound interest, annuities, sinking funds, buying, financial reports, depreciation, inventory, taxes, insurance, stocks, and statistics. Computer assignments using Excel (or a similar application) will be used to cover many of the course topics. 36 lecture hours, 90 lab hours.

MATH 131
Plane Geometry
4 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 030 or placement is based on multiple assessment measures.

A first course in geometry. Elementary logic, properties of geometric figures, parallel and perpendicular lines, ratio and proportion, congruence, area, and volume. 72 lecture hours.

MATH 148
Intermediate Algebra I
2.5 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 030 or placement is based on multiple assessment measures.

Presents the first half of a two-semester alternative to intermediate algebra. This course enables students to complete Intermediate Algebra (MATH 150) at a slower pace. Real number properties, first degree equations and inequalities, absolute value equations and inequalities, formulas, applications, exponents, polynomials, the binomial theorem, factoring, linear systems, and functions. NOTE: BOTH MATH 148 AND MATH 149 MUST BE COMPLETED TO SATISFY ANY PREREQUISITE REQUIRING MATH 150. MAY NOT BE TAKEN CONCURRENTLY WITH MATH 150. STUDENTS MAY NOT EARN MORE THAN FIVE UNITS IN ANY COMBINATION OF MATH 148, 149 AND 150. 54 lecture hours.

MATH 149
Intermediate Algebra II
2.5 Units
Grade or Pass/No Pass

Prerequisite(s): MATH 148 or placement is based on multiple assessment measures.

Presents the second half of a two-semester course in intermediate algebra. This course enables students to complete Intermediate Algebra (MATH 150) at a slower pace. Rational expressions, variation, radicals, complex numbers, quadratic equations, applications, conics, inverse functions, and exponential and logarithmic functions. NOTE: BOTH MATH 148 AND MATH 149 MUST BE COMPLETED TO SATISFY ANY PREREQUISITE REQUIRING INTERMEDIATE ALGEBRA. THIS COURSE MAY NOT BE TAKEN CONCURRENTLY WITH MATH 150. STUDENTS MAY NOT EARN MORE THAN A TOTAL OF FIVE UNITS IN ANY COMBINATION OF MATH 148, 149 AND 150. 54 lecture hours.

MATH 150
Intermediate Algebra
5 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 030 or placement is based on multiple assessment measures.

Real number properties, first degree equations and inequalities, absolute value equations and inequalities, formulas, applications, exponents, polynomials, the binomial theorem, factoring, linear systems, functions, rational expressions, variation, radicals, complex numbers, quadratic equations, conics, inverse functions, and exponential and logarithmic functions. NOTE: THIS COURSE MAY NOT BE TAKEN CONCURRENTLY WITH EITHER MATH 148 OR 149. STUDENTS MAY NOT EARN MORE THAN A TOTAL OF FIVE UNITS IN ANY COMBINATION OF MATH 148, 149 AND 150. 90 lecture hours.

MATH 151
Plane Trigonometry
4 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 131 or high school Geometry or placement is based on multiple assessment measures. Also,

MATH 149 or MATH 150.

Functions, the trigonometric functions: their graphs and identities, laws of sines and cosines, solutions of triangles, trigonometric equations, inverse trigonometric functions, polar coordinates, DeMoivre's Theorem. 72 lecture hours. CSU

MATH 160**Survey of Mathematics****4 Units****Grade or Pass/No Pass**

Prerequisite(s): MATH 149 or MATH 150 or placement is based on multiple assessment measures.

A course in mathematical concepts for the liberal arts student. Topics include sets and logic, problem solving, numeration systems, consumer applications, geometry, probability, statistics, and computer applications. 72 lecture hours. CSU

MATH 162**Introductory Mathematical Analysis****4 Units****Grade or Pass/No Pass**

Prerequisite(s): MATH 149 or MATH 150 or placement is based on multiple assessment measures.

Concepts of function and limits: applied calculus emphasizing techniques of integration and differentiation with applications in social and life sciences, business administration, economics, and engineering technology. 72 lecture hours. CSU;UC

MATH 165**Introductory Statistics****4 Units****Grade Only**

Prerequisite(s): MATH 149 or MATH 150 or placement is based on multiple assessment measures.

Introductory course to statistics and probability, descriptive analysis, and presentation of data, hypothesis testing, statistical inference, normal curve, chi-square, and applications in diverse disciplines. 72 lecture hours. CSU;UC

MATH 165H**Introductory Statistics - Honors 4 Units****Grade or Pass/No Pass**

Prerequisite(s): MATH 149 or MATH 150 or placement is based on multiple assessment measures.

Introductory course to statistics and probability, descriptive analysis, and presentation of data, hypothesis testing, statistical inference, normal curve, chi-square, and applications in diverse disciplines. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of mathematical readings, presentation, and leadership skills demonstrated through class participation/presentation and service learning in the community. 72 lecture hours. CSU;UC

MATH 168**Mathematics for Elementary Teachers I****4 Units****Grade Only**

Prerequisite(s): MATH 149 or MATH 150 or placement is based on multiple assessment measures.

Course is designed for prospective elementary teachers. The course covers sets, logic, number systems, number theory and algebra functions. Techniques in instructional delivery explored. 72 lecture hours. CSU;UC

MATH 169**Mathematics for Elementary Teachers II****4 Units****Grade Only**

Prerequisite(s): MATH 168 or placement is based on multiple assessment measures.

Second class for elementary school teachers. Course covers topics in measurement, geometry, probability and statistics. Techniques in the design of instruction delivery will be explored. 72 lecture hours. CSU;UC

MATH 170**College Algebra****4 Units****Grade Only**

Prerequisite(s): MATH 149 or MATH 150 or placement is based on multiple assessment measures.

Polynomial, rational, exponential, and logarithmic functions; matrices and determinants; theory of equations; analytic geometry, and mathematical induction. 72 lecture hours. CSU;UC

MATH 175**Pre-Calculus****4 Units****Grade Only**

Prerequisite(s): MATH 151 or placement is based on multiple assessment measures.

Preparation for calculus; polynomial, rational, exponential, logarithmic, and trigonometric functions; analytic geometry; mathematical induction. 72 lecture hours. CSU;UC

MATH 190**Calculus with Analytic Geometry I****4 Units****Grade or Pass/No Pass**

Prerequisite(s): MATH 175 or placement is based on multiple assessment measures.

Introduction to differential and integral calculus with applications; functions; limits; and continuity; techniques of differentiation; exponential; logarithmic; and inverse trigonometric functions. 72 lecture hours. CSU;UC

MATH 191**Calculus with Analytic Geometry II****4 Units****Grade or Pass/No Pass**

Prerequisite(s): MATH 190.

Continuation of integral calculus with applications; techniques of integration; sequences and series; analytic geometry; plane curves; parametric equations; and polar coordinates. 72 lecture hours. CSU;UC

MATH 210
**Calculus with Analytic
 Geometry III**

4 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 191.

Vectors, calculus of functions of more than one variable, partial derivatives, multiple integration, vector calculus, Green's Theorem, Stokes' Theorem, and divergence theorem. 72 lecture hours. CSU;UC

MATH 211
Differential Equations
5 Units

Grade or Pass/No Pass

Prerequisite(s): MATH 210.

First and Second Order (Linear and Non-linear) Differential Equations, with emphasis on modeling applications. Numerical Methods. Basic Linear Algebra. Systems of Linear and Non-linear Differential Equations and their applications. Application of Linear Algebra to Systems. Power Series Methods. 90 lecture hours. CSU;UC

MATH 212
Introduction to Linear Algebra
4 Units

Grade Only

Prerequisite(s): MATH 191.

An introduction to linear algebra that complements coursework in calculus. Topics include systems of linear equations, matrix operations, determinants, vectors and vector spaces, eigenvalues and eigenvectors and linear transformations. 72 lecture hours. CSU;UC

Motorcycle Technology
 (Technology and Engineering
 Department)

Motorcycle Technology, a career technical program, provides the theoretical background and practical experience necessary to gain entry-level employment or advancement as motorcycle technicians. Courses lead to a certificate of achievement in Motorcycle Service, Diagnosis and Repair Technician.

**Motorcycle Technology
 Courses**

MOTO 101
**Fundamentals of Motorcycle
 Service, Diagnosis and Repair**
5 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Intended for motorcycle technology majors, this class serves as the prerequisite for all motorcycle technology certificate and/or degree-applicable courses. Motorcycles, ATVs and scooters will be explored from the point of view of the service technician. Scientific principles and operation of essential motorcycle technologies are central to the course goal of preparing students for entry into the motorcycle technology core curriculum. Appropriate lab activities in motorcycle inspection, service and repair are included. 72 lecture hours, 54 lab hours. CSU

MOTO 141
**Motorcycle Engine Mechanical
 Systems Service, Diagnosis &
 Repair**
4 Units

Grade or Pass/No Pass

Prerequisite(s): AUTO 101 or MOTO 101.

Intended for those students majoring in motorcycle technology or those currently employed with a motorcycle service/repair establishment seeking to improve their skills. This course covers essential engine theory, inspection, diagnosis, service and repair. Engine inspection and measurements are covered, with emphasis on in-vehicle repairs. 54 lecture hours, 54 lab hours. CSU

MOTO 142
**Motorcycle Power Transmission
 System Service, Diagnosis &
 Repair**
5 Units

Grade or Pass/No Pass

Prerequisite(s): AUTO 101 or MOTO 101.

Intended for those students majoring in motorcycle technology or those currently employed with a motorcycle service/repair establishment seeking

to improve their skills. The course covers essential power transmission theory; inspection, diagnosis, service & repair of transmissions primary and secondary drive systems including chain, belt, gear, and shaft-drive systems. 72 lecture hours, 54 lab hours. CSU

MOTO 144
**Motorcycle Chassis System
 Service, Diagnosis & Repair**
5 Units

Grade or Pass/No Pass

Prerequisite(s): AUTO 101 or MOTO 101.

Generally intended for those students majoring in motorcycle technology and/or currently employed with a motorcycle service/repair establishment. The course covers essential chassis system theory; inspection, diagnosis, service & repair of the following motorcycle systems: Brake, steering, suspension, alignment, wheels and tires. ABS and linked-brake systems are introduced. 72 lecture hours, 54 lab hours. CSU

MOTO 146
**Motorcycle Electrical System
 Service, Diagnosis & Repair**
4 Units

Grade or Pass/No Pass

Prerequisite(s): AUTO 101 or MOTO 101.

Generally intended for those students majoring in automotive technology and/or currently employed with an motorcycle service/repair establishment. This course covers essential electrical and electronic systems theory, along with inspection, diagnosis, service & repair of specific electrical systems including the battery, starting systems, charging systems, lighting systems, gauges, instrument-panel warning lights and power accessories. 54 lecture hours, 54 lab hours. CSU

MOTO 148
**Motorcycle Engine Management
 System Service, Diagnosis &
 Repair**
5 Units

Grade or Pass/No Pass

Prerequisite(s): AUTO 101 or MOTO 101 and AUTO 146 or AUTO 156 or MOTO 146.

Generally intended for those students

majoring in motorcycle technology and/or currently employed with a motorcycle service/repair establishment. The course covers essential engine management system theory, along with inspection, diagnosis, service & repair of the following systems: Ignition, air and fuel delivery, electronic engine controls, and auxiliary emission controls. 72 lecture hours, 54 lab hours. CSU

MOTO 291
Engine Performance
Enhancements and Tuning
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The class covers the engine performance enhancements available for motorcycle vehicles. The subject areas covered include stand-alone engine management systems, fuel systems, turbochargers, superchargers, nitrous oxide, ignition systems, and the use of the chassis dynamometer as a tuning tool. 36 lecture hours, 54 lab hours.

Medium & Heavy Diesel
Truck Technology
 (Technology and Engineering
 Department)

Medium and Heavy Truck Technology, a career technical program, provides the theoretical background and practical experience necessary to gain entry-level employment or advancement as heavy duty truck, bus, and heavy equipment technicians. Courses lead to a certificate of achievement in Medium and Heavy Truck Service, Diagnosis, and Repair Technician.

Medium & Heavy Diesel Truck
Technology Courses

MTRK 151
Medium and Heavy Truck
Engines Service, Diagnosis, and
Repair
5 Units

Grade or Pass/No Pass
Prerequisite(s): AUTO 101.
Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement

exam or if required by English level. Also, MATH 029 or higher. Intended for those students majoring in Medium and Heavy Duty Truck or those currently employed with a medium and heavy truck service/repair establishment seeking to improve their skills. This course covers essential engine theory, inspection, diagnosis, service and repair. Engine inspection and measurements are covered, with emphasis on in-vehicle repairs. This course prepares students for ASE Truck Gas and Diesel Engine Repair (T-1, T-2) certification exam. 54 lecture hours, 126 lab hours. CSU

MTRK 152
Medium and Heavy Truck
Drivetrain Service, Diagnosis,
and Repair
5 Units

Grade or Pass/No Pass
Prerequisite(s): AUTO 101.
Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level. Also, MATH 029 or higher.

Intended for those seeking a career in the medium and heavy truck service and repair industry. This course focuses on the service, diagnosis and repair of the manual and automatic automotive drivetrain systems. Appropriate lab activities in automobile drivetrain inspection, service and repair are included. The course prepares students for the ASE Automatic Transmission (H3, S3) and Manual Drivetrain(T3) certification exams. 54 lecture hours, 126 lab hours. CSU

MTRK 154
Medium and Heavy Truck Chassis
Service, Diagnosis, and Repair
5 Units

Grade or Pass/No Pass
Prerequisite(s): AUTO 101.
Strongly Recommended: ENGL 099 or ENGL 100 or READ 099 if required by English placement exam or if required by English level. Also, MATH 115 or higher.

Intended for those seeking a career in the medium and heavy duty truck service and repair industry, this course covers essential chassis system theory, along with inspection, diagnosis, service & repair of the

following systems: brake, steering, suspension, alignment, wheel/tire, and ABS. Course prepares students for ASE Suspension and Steering (T4) and ASE Brakes (T5) certification. 54 lecture hours, 126 lab hours. CSU

Music
 (Performing Arts Department)

The study of music provides training in instrumental competency, vocal competency, performance, techniques, and application and provides a foundational background for music appreciation, history and theory. Music offers courses in four areas of concentration: commercial music, history and theory, instrumental, and vocal. Both a transfer and a career technical education program, music offers performance opportunities for music majors and non-majors. Courses in music satisfy general education requirements for the associate degree pending Chancellor's Office approval, and lower division transfer requirements.

Commercial Courses

MUS 129
Pop/Rock Ensemble I
2 Units
Grade Only

Prerequisite(s): Audition.
 A course for vocalists and instrumentalists in the techniques from Doo-Wop, Rockabilly, Rhythm and Blues, "Covers" to Classic Rock, Teen Idols and Girl Groups, with a focus on the small ensemble setting. Students will work extensively on these early rock and pop stylings and within small groups, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours. 36 lab hours arranged. CSU

MUS 131
Career Opportunities in the
Music Entertainment Industry
3 Units
Grade Only

This is a class for students interested in the music entertainment industry. Practices and procedures of artists and performers, record companies, live performance and touring, pub-

lishing, management, promotion, artist, radio station, video, and retail sales will be examined. Emphasis will be on prominent guest lecturers from various fields. 54 lecture hours.

MUS 132
Music Performance for Events
1 Unit
Grade Only

Prerequisite(s): Audition.

Music Performance for Events is designed for the student to learn and enjoy the art of performing music for sports events and related functions. This course will incorporate the selection of, and the ability to perform the appropriate material. This course may be taken three times. 72 lab hours.

MUS 139
Pop/Rock Ensemble II
2 Units
Grade Only

Prerequisite(s): Audition.

A course for vocalists and instrumentalists in the techniques from Motown, Soul, Folk-Rock and Psychedelic Rock of the 60's to contemporary pop and rock, Tex-Mex and Salsa, and contemporary vocal jazz groups, with a focus on the small ensemble setting. Students will work extensively on these rock and pop stylings and within the application of a small group, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours. 36 lab hours arranged. CSU

MUS 140
Music Production
Software/Hardware I
2 Units
Grade Only

An introductory course in the use of production software and hardware in the creation of audio/music products. Included are music sequencing, editing, mixing, effects, and CD production. This course may be taken two times. 36 lecture hours, 18 lab hours arranged. CSU

MUS 141
Music Production
Software/Hardware II
2 Units
Grade Only

Prerequisite(s): MUS 140 and/or

demonstration of basic music production utilizing music production software and hardware on a CD or music production audio product and/or written documentation in which a basic audio product has been produced using music production software.

This course is a continuation of the use of music production software and hardware in the production of a musical/audio product. Included are advanced sequencing, editing, mixing; effects, audio synchronization with video, non-destructive patch modification and CD production. This course may be taken two times. 36 lecture hours. 18 lab hours arranged. CSU

MUS 145
Pop, Rock, and Jazz Performance
Styles
4 Units
Grade Only

Prerequisite(s): Audition.

Introductory study and performance of contemporary Pop, Rock, and Jazz styles. This course will focus on the various fusions of these diverse styles - including appropriate rehearsal and performance techniques. This course may be taken four times. 36 lecture hours, 18 lab hours. 108 lab hours arranged. CSU

MUS 146
Pop/Cumbia Ensemble I
2 Units
Grade or Pass/No Pass

Prerequisite(s): Audition.

Co-Requisite(s): MUS 290 or MUS 291 or MUS 292.

A course for vocalists and instrumentalists in the study, rehearsal, and performance of Cumbia, Vallenato, Merengue, Corridos, and Rancheras and other Central and Interior and South American musical styles (notably excluding Mariachi) with a focus on the medium size (15-20) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of Latin American musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU;UC

MUS 147
Pop/Salsa Ensemble I
2 Units

Grade or Pass/No Pass

Prerequisite(s): Audition.

Co-Requisite(s): MUS 290 or MUS 291 or MUS 292.

A course for vocalists and instrumentalists in the study, rehearsal, and performance of Salsa, Merengue, Bolero and other Caribbean and Coastal South American musical styles with a focus on the medium size (15-20) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of Latin American musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 36 lecture hours. 36 lab hours arranged. CSU;UC

MUS 150
Professional Performance
Techniques
3 Units
Grade Only

Prerequisite(s): Audition.

The Professional Performance Techniques for the musician class provides the musician with the necessary fundamentals, to accurately assess a performance setting and make appropriate decisions for its success. The course stresses detailed style analysis in a broad range of musical settings. Logistical necessities will be examined and the course will culminate with musical performances. This course may be taken four times. 18 lecture hours, 108 lab hours.

MUS 160
Popular Piano Styles
2 Units
Grade or Pass/No Pass

Prerequisite(s): Audition.

This course acquaints the student with the musical concepts employed by the professional pianist in the commercial music field. Concepts include construction and identification of extended (jazz) chords, voicing, accompanying, fills, substitutions, and style in view of solo and ensemble playing. This course may be taken four times. 36 lecture hours, 18 lab hours.

MUS 162**Songwriting****2 Units****Grade or Pass/No Pass****Strongly Recommended: MUS 112.**

This course acquaints the student with commercial songwriting techniques. Included are developing an idea, writing a melody, melodic expansion, chord progressions, form, and light orchestration. This course may be taken four times. 36 lecture hours. 18 lab hours arranged. CSU

MUS 172**Styles, Technique, and the "Soul" of Popular Singing****2 Units****Grade or Pass/No Pass****Strongly Recommended: Audition.**

Development of basic techniques and skills appropriate for singing various styles of commercial and popular music. Emphasis will be on fundamental singing techniques, song interpretation, and the joy of performing. Some music technology and the business of music will also be discussed. Solo and ensemble (back-up) singing performances are included. This course may be taken four times. 36 lecture hours, 18 lab hours arranged.

MUS 207**Laboratory Band****2 Units****Grade Only****Prerequisite(s): Audition****Co-Requisite(s): MUS 290 or MUS 291 or MUS 292.**

Introductory study and performance of jazz and commercial music. Topics include scales, chords, patterns, improvisation and development of musical style. Public performance required. This course may be taken four times. 36 lecture hours, 18 lab hours. 108 lab hours arranged. CSU;UC

MUS 208**Studio Orchestra****4 Units****Grade Only****Prerequisite(s): Audition.**

Study and performance of commercial musical styles including Broadway show styles, variety show, stage pro-

ductions, and recording session. Public and studio performance required. This course may be taken four times. 36 lecture hours, 54 lab hours, 72 lab hours arranged. CSU

MUS 209**Musical Theatre Academy Production****4 Units****Grade or Pass/No Pass****Prerequisite(s): Audition.**

An in-depth survey of the skills necessary for the performer in a live musical theatre production. Emphasis on the audition process, script analysis, role preparation, theatre and rehearsal etiquette and rehearsal technique culminating in a live, full-length fully-produced musical. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 210**Intermediate Voice****2 Units****Grade or Pass/No Pass****Prerequisite(s): MUS 115 or Audition.**

Vocal exercises, analysis, and song memorization for the development of skill in performing literature for the solo voice. This course may be taken four times. 36 lecture hours, 18 lab hours arranged. CSU;UC

MUS 211**Citrus Singers Tour Ensemble (Pop)****4 Units****Grade Only****Prerequisite(s): Audition.**

An advanced course for the vocal performance major. Integration of advanced pop vocal techniques, dance, and body movement, and tour exposure in a professional-quality performance/tour setting. This course may be taken four times. 54 lecture hours, 54 lab hours. CSU;UC

MUS 212**Citrus Singers Summer Ensemble (Classical)****4 Units****Grade Only****Prerequisite(s): Audition.**

An advanced course for the vocal performance major. Advanced classical vocal techniques in a professional quality performance/tour setting. This

course may be taken three times. 54 lecture hours, 54 lab hours. CSU;UC

MUS 213**Professional Performance Techniques (Vocal)****3 Units****Grade or Pass/No Pass****Prerequisite(s): Audition.**

An advanced course for the vocal performance major. Advanced vocal techniques in a professional-quality setting. Emphasis on rehearsal techniques, total presentation, body movement, and audience rapport. This course may be taken four times. 36 lecture hours, 54 lab hours.

MUS 214**Musical Theatre Techniques****3 Units****Grade or Pass/No Pass**

This introductory course provides an overview of the techniques necessary for the performer in a live musical theatre production. Topics include history of American musical theatre, audition technique, rehearsal and performance techniques, and methods of production evaluation. This course may be taken four times. 36 lecture hours, 18 lab hours, 36 lab hours arranged. CSU;UC

MUS 215**Musical Theatre Production****4 Units****Grade or Pass/No Pass****Prerequisite(s): Audition.**

Live musical theatre production. Students will function as principles and ensemble members in a fully produced musical. The course is also open to qualified musicians and technicians who wish to participate in production. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 220**Musical Theatre Academy Techniques****2 Units****Grade or Pass/No Pass****Prerequisite(s): Audition.**

Musical Theatre Academy Techniques course provides students with the vocal training, dance technique, and acting fundamentals needed to perform. The course culminates in a final showcase which allows each student

the training, experience, and exposure of performing for a live audience. This course may be taken four times. 36 lecture hours, 36 lab hours. CSU

MUS 224
Musical Theatre Workshop
Production
4 Units

Grade or Pass/No Pass

Prerequisite(s): Audition.

A practical overview of, and creative workshop on, the process and skills of developing, producing, and performing in a musical. Emphasis on script analysis, character development, production themes, and vocal production, culminating in a live, full-length, fully-produced musical. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU

MUS 228
Jazz Ensemble Tour
7 Units
Grade Only

Prerequisite(s): Audition.

This course prepares the student for a unique instrumental ensemble experience through classroom instruction, laboratory training, and performance. Emphasis on solos as well as ensemble, study of jazz compositions, combined with an in-depth travel experience abroad. Public performance required. This course may be taken four times. 72 lecture hours, 252 lab hours. CSU

MUS 237
Jazz Ensemble II
4 Units
Grade Only

Prerequisite(s): MUS 107 and Audition.

Advanced study and performance of jazz and big band music. This course applies jazz techniques to performance situations for the large ensemble. This course may be taken four times. 36 lecture hours, 72 lab hours, 36 lab hours arranged. CSU

MUS 240
Electronic Music III
2 Units
Grade or Pass/No Pass

Prerequisite(s): MUS 141.

Advanced theory and practice of electronic music synthesis including digi-

tal synthesizer components and electronic sound processing, recording, editing, and mixing techniques. Advanced MIDI applications. 36 lecture hours, 18 lab hours. CSU

MUS 245
Pop, Rock, and Jazz Performance
Styles II
4 Units

Grade or Pass/No Pass

Prerequisite(s): MUS 145 or Audition.

A more in depth study and performance of contemporary Pop, Rock, and Jazz styles. This course may be taken four times. 36 lecture hours, 18 lab hours, 108 lab hours arranged. CSU

MUS 290
Applied Music
2 Units
Grade Only

Prerequisite(s): Audition.

A workshop class in applied music which includes a private one-half hour lesson per week, attendance and participation in a weekly concert hour and skill and repertoire building activities. This course may be taken four times. 18 lecture hours, 108 lab hours arranged. CSU;UC

MUS 291
Applied Music / Individual
Instruction (Classical)
2 Units
Grade Only

Prerequisite(s): Audition.

A workshop class in applied music with an emphasis on classical techniques which includes a private one-half hour lesson per week, attendance and participation in a weekly concert hour and skill and repertoire building activities. This course may be taken four times. 18 lecture hours, 108 lab hours arranged. CSU;UC

MUS 292
Applied Music / Individual
Instruction (Pop)
2 Units
Grade Only

Prerequisite(s): Audition.

A workshop class in applied music with an emphasis on popular techniques which includes a private one-half hour lesson per week, attendance and participation in a

weekly concert hour and skill and repertoire building activities. This course may be taken four times. 18 lecture hours, 108 lab hours arranged. CSU;UC

History & Theory Courses

MUS 100
Musicianship I
2 Units
Grade Only

Co-Requisite(s): MUS 102.

Recommendation by instructor(s) of music courses which require knowledge of sight-singing.

An introductory class for the music major. Practice and skill development in melodic and rhythmic dictation, intervals, and sight-singing. Required of all music majors. 36 lecture hours. CSU; UC

MUS 101
Musicianship II
2 Units
Grade Only

Prerequisite(s): MUS 100 and MUS 102.

Co-Requisite(s): MUS 103.

Recommendation by instructor(s) of music courses which require knowledge of sight-singing
 Continuation of materials and skills developed in Music 100. Continued practice and skill development in melodic and rhythmic dictation, intervals, and sight-singing. Required of all music majors. 36 lecture hours. CSU;UC

MUS 102
Harmony I
3 Units
Grade Only

Co-Requisite(s): MUS 100.

Strongly Recommended: MUS 112.

An introductory class in music theory for the music major. Study of scales, intervals, chord types, and harmonic progression. Required of all music majors. 54 lecture hours. CSU;UC

MUS 103
Harmony II
3 Units
Grade Only

Prerequisite(s): MUS 102.

Co-Requisite(s): MUS 101.

Continuation of materials and skills developed in Music 102. Additional study and analysis of scales, intervals, chord types and harmonic progression. Required of all music majors. 54 lecture hours. CSU;UC

MUS 110
History of Music I
3 Units
Grade Only

This is an in-depth course examining the history of music as well as the lives and contributions of major composers from Antiquity, the Middle Ages, the Renaissance, and the Baroque periods. Required for music majors. 54 lecture hours. CSU;UC

MUS 111
History of Music II
3 Units
Grade Only

This is an in-depth course examining the history of music as well as the lives and contributions of major composers from the Classical, Romantic, and 20th Century periods. Required for music majors. 54 lecture hours. CSU;UC

MUS 112
Music Fundamentals
3 Units
Grade or Pass/No Pass

This course emphasizes basic music skills. Recommended for all students desiring a foundation in beginning theory, notation, ear training, and composition. 54 lecture hours. 18 lab hours arranged. CSU;UC

MUS 113
History of Rock and Roll
3 Units
Grade Only

This course focuses on the rock musician, the music and the manner in which sociological, political, and economic conditions merged in the evolution of this art form. - Listening and classroom discussion will be stressed. 54 lecture hours. CSU;UC

MUS 114
Music Appreciation
3 Units
Grade Only

This course is an introduction to music from the Middle Ages to the 20th Century. Instruction includes basic music theory, a study of promi-

nent composers, and a survey of musical forms. Recommended for the non-music major. Required for music majors. 54 lecture hours. CSU;UC

MUS 170
Sight Reading for the Studio
3 Units
Grade Only

Prerequisite(s): Audition. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MUS 112.

A preparatory course in sight-reading for the aspiring performer/studio musician. Focus is upon polished/professional performance through the application of music theory and analysis to the sight-reading process. This course may be taken four times. 54 lecture hours, 18 lab hours arranged. CSU

MUS 200
Musicianship III
2 Units
Grade Only

Prerequisite(s): MUS 101 and MUS 103.

Co-Requisite(s): MUS 202. Melodic and rhythmic dictation and sight singing. Identification of intervals, chord qualities, scales, phrases and harmonic function. Required for transferring music majors. 36 lecture hours. CSU;UC

MUS 201
Musicianship IV
2 Units
Grade Only

Prerequisite(s): MUS 200 and MUS 202.

Co-Requisite(s): MUS 203. A continuation of MUS 200. This course will include more challenging rhythmic, melodic, and harmonic dictation and solfège. Required for transferring music majors. 36 lecture hours. CSU;UC

MUS 202
Harmony III
3 Units
Grade Only

Prerequisite(s): MUS 103.

Co-Requisite(s): MUS 200. Continuation of first year's study, including seventh chords, secondary dominants, modality, harmonic struc-

ture of the phrase, harmonization of a given part, harmonic rhythm, irregular resolutions of secondary dominants, analysis of melodies, short works for piano, chorales, and songs. Required of all transferring music majors. 54 lecture hours. CSU;UC

MUS 203
Harmony IV
3 Units
Grade Only

Prerequisite(s): MUS 200 and MUS 202.

Co-Requisite(s): MUS 201.

Continuation of first year's study, including seventh chords, secondary dominants, modality, harmonic structure of the phrase, harmonization of a given part, harmonic rhythm, irregular resolutions of secondary dominants, analysis of melodies, short works for piano, chorales, and songs. Required of all transferring music majors. 54 lecture hours. CSU;UC

MUS 218
History of Jazz
3 Units
Grade Only

A survey of jazz music. This course provides an opportunity to explore jazz music, its origins, its many styles, and some of the great names whose artistry influenced its development. The effect of jazz on other musical forms such as classical and rock & roll will be explored as well. 54 lecture hours. CSU;UC

MUS 225
Introduction to American Music
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of American music from the seventeenth century until the present. Units include the Colonial music, spirituals, and gospel music, parlor songs, the ragtime and jazz era, the rise of classical music, music for the stage and screen, the blues, folk and protest music, country and western, and the birth of rock and roll. 54 lecture hours. CSU;UC

Instrumental Courses

MUS 105 Elementary Piano I 2 Units Grade Only

For the beginning music student or non-music major. Covers all basic elements in elementary piano, including music reading, rhythm studies, technique, and scales. 36 lecture hours. CSU;UC

MUS 106 Elementary Piano II 2 Units Grade Only

Prerequisite(s): MUS 105 or Audition and/or minimum of beginning standards of reading and performance for piano.

Continuation of skills and techniques learned in MUS 105. Emphasis on reading skills, major scales, compound meters, ensemble playing, harmonization, and elementary classical keyboard literature. 36 lecture hours. CSU;UC

MUS 107 Jazz Ensemble 4 Units Grade Only

Prerequisite(s): Audition.

Study and performance of jazz and big band music. This course provides an opportunity to learn the techniques applicable to the large ensemble. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 122 Beginning Guitar I 2 Units Grade Only

Stringing, tuning, fingering, playing techniques, notation, chords and chord progressions, reading guitar music, playing simple melodies and accompaniment. 36 lecture hours. CSU;UC

MUS 123 Beginning Guitar II 2 Units Grade Only

Prerequisite(s): MUS 122 or Audition.

This course continues the develop-

ment of skill begun in MUS 122. In addition, the following areas are covered: barre chords, additional accompaniment techniques, major and minor scale patterns in first position. 36 lecture hours. CSU;UC

MUS 124 Intermediate Guitar 2 Units Grade Only

Prerequisite(s): MUS 123 or Audition.

Instruction in scales, chords, and arpeggios in all keys and positions. Improvising, accompanying, sight reading, transposing, and performing of popular and classical styles. 36 lecture hours. CSU;UC

MUS 125 Intermediate Guitar 2 Units Grade Only

Prerequisite(s): MUS 124 or Audition.

This course is a continuation of the first semester intermediate guitar (Music 124). Course includes solo guitar playing techniques, and ensemble playing. 36 lecture hours. CSU;UC

MUS 137 Standard Percussion Instrumentation/Techniques 1 Unit Grade Only

This course, for the percussionist, introduces appropriate exercises in rhythm, technique and consistency. Special selected studies including specific techniques and rhythmic patterns are chosen to advance the student's proficiency on the standard percussion instruments. Study of solo and ensemble literature from different periods of music chosen to suit the student's performance level. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

MUS 138 World Percussion Instrumentation/Techniques 1 Unit Grade Only

This course introduces appropriate exercises in rhythm, technique and consistency. Special selected studies include specific techniques and rhythm patterns which are chosen to

advance the students proficiency on ethnic percussion instruments. Study of instruments and rhythms from Latin American, Middle Eastern, and other ethnic cultures. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

MUS 152 Jazz Combos 1 Unit Grade Only

Prerequisite(s): Audition.

Students will work extensively on improvisation and small group techniques. The study of standard "be-bop" tunes and their application in the small group will be covered. This class will be divided into small ensembles. Public performance required. This course may be taken four times. 48 lab hours, 24 lab hours arranged. CSU;UC

MUS 153 Chamber Jazz 4 Units

Grade or Pass/No Pass

Prerequisite(s): Audition.

Co-Requisite(s): MUS 290 or MUS 291 or MUS 292.

Advanced study and performance of traditional and contemporary jazz. Jazz and world music styles along with their influence will be covered. Public performance and the possibility of touring are required. 36 lecture hours, 18 lab hours, 108 lab hours arranged. CSU;UC

MUS 154 Jazz Improvisation I 3 Units Grade Only

This is a class for music majors and performing artists. Fundamental jazz harmonic theory, techniques, and practices of jazz improvisation in a variety of styles will be introduced and explored. This course may be taken four times. 54 lecture hours. 18 lab hours arranged. CSU;UC

MUS 155 Functional Piano for the Music Major 2 Units

Grade or Pass/No Pass

Strongly Recommended: MUS 112.

Functional piano skills for all music

majors whose primary instrument is not the piano. Implementation of keyboard familiarity and basic technique to music theory (harmony), chord structures in improvisation, melodic study and music production software. 36 lecture hours.

MUS 157
Percussion Ensemble I
1 Unit

Grade or Pass/No Pass
Prerequisite(s): MUS 137 or Audition.

A course for percussionists in the study, rehearsal, and performance of classical, modern and novelty percussion ensemble chamber music with a focus on the small to medium size (4 - 16) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. 18 lecture hours, 36 lab hours. CSU

MUS 158
World Percussion Ensemble I
1 Unit

Grade or Pass/No Pass
Prerequisite(s): Music 138 or Audition.

A course for percussionists in the study, rehearsal, and performance percussion ensemble chamber music from Latin American, Middle Eastern and various other ethnic cultures with a focus on the small to medium size (4 - 16) ensemble setting. Students will explore the rhythmic and stylistic idiosyncrasies of this group of musical styles in sectional and full ensemble settings, with the intention of public performance. Public performance required. This course may be taken four times. 18 lecture hours, 36 lab hours. CSU;UC

MUS 161
Keyboard Skills for the Music Major
3 Units

Grade or Pass/No Pass

A keyboard skills class for music majors. Covers all basic elements of piano; includes skills that are specifically essential for musicians, such as: accompaniment, score reading, harmonization, sight-reading, keyboard

harmony, and ensemble playing. 54 lecture hours

MUS 205
Intermediate Piano I
2 Units

Grade Only
Prerequisite(s): MUS 106 or Audition.

Continued development of essential keyboard skills. This course emphasizes improvisation, melodic harmonization, and reading music at sight. 36 lecture hours. CSU;UC

MUS 206
Intermediate Piano II
2 Units

Grade Only
Prerequisite(s): MUS 205 or Audition.

Continued development of essential keyboard skills learned in Intermediate Piano I. This course emphasizes working with lead sheets, interpretation of chord symbols, advanced scale types, and transcription. 36 lecture hours. CSU;UC

MUS 216
Brass Choir I
3 Units

Grade Only
Prerequisite(s): Audition.

Study and performance of brass ensemble music. This course provides an opportunity to learn performance practices of brass music in various styles through the medium of a large brass ensemble. Literature from the Renaissance through the Classical period will be covered. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 217
Chamber Winds I
4 Units

Grade Only
Prerequisite(s): Audition.

The study and performance of medium-advanced instrumental chamber wind literature. Students will be organized into various chamber music ensembles to prepare, perform and record assigned literature. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 223
Handbell Ensemble
1 Unit

Grade or Pass/No Pass
Prerequisite(s): Audition.

An advanced course for the music major. This course provides the skills of coordination, dexterity and musicianship through the use of 5-octave English handbells. Emphasis is placed on skills necessary for the development of professional quality musical performance in an ensemble setting. This course may be taken four times. 9 lecture hours, 9 lab hours. 27 lab hours arranged. CSU; UC

MUS 226
Brass Choir II
3 Units

Grade Only
Prerequisite(s): Audition.
Study and performance of contemporary brass ensemble music. This course provides an opportunity to learn performance practices of brass music in various styles through the medium of a large brass ensemble. Literature from the Romantic Era to the 20th Century will be covered. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU

MUS 227
Chamber Winds II
4 Units

Grade Only
Prerequisite(s): Audition.
The study and performance of advanced instrumental chamber wind literature. Students will be organized into various chamber music ensembles to prepare, perform and record assigned literature. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 229
Summer Instrumental Music Academy
3 Units

Grade Only
Summer Instrumental Music Academy (SIMA) provides high school and college level wind and percussion musicians the opportunity to review, strengthen and refine performance skills and techniques. SIMA includes large ensemble and small ensemble performance, instrument specific

workshops, performance associated music theory and musicianship, and other unique musical explorations. Topics include sight-reading, musical style and historical contexts, ensemble rehearsal techniques and live and studio performance preparation. SIMA culminates with a series of recording sessions in the Citrus Recording Technology studios. This course may be taken four times. 18 lecture hours, 108 lab hours. CSU

MUS 234
Wind Symphony I
4 Units
Grade Only

Prerequisite(s): Audition.

The study and performance of medium-advanced level wind band literature, with an emphasis on the development of high standards of personal and musical professionalism. Field trips required. This course may be taken four times. 36 lecture hours, 108 lab hours. CSU;UC

MUS 235
Advanced Piano I
2 Units
Grade Only

Prerequisite(s): MUS 206 or Audition.

This course continues the development of skills begun in MUS 105, 106, and 205 with emphasis on increased proficiency. Included in the repertoire are moderately difficult compositions representative of selected stylistic periods of piano literature. This course, or a similar background, is required for music majors. 36 lecture hours. CSU;UC

MUS 236
Advanced Piano II
2 Units
Grade Only

Prerequisite(s): MUS 235 or Audition.

This course is a continuation of the first semester of second year piano and emphasizes the further development of those skills previously set forth. This course, or a similar background, is highly recommended for all transferring music majors. 36 lecture hours. CSU;UC

MUS 244
Wind Symphony II
4 Units
Grade Only

Prerequisite(s): Audition.

The study and performance of advanced wind band literature, with an emphasis on the development of the highest standards of personal and musical professionalism. This course may be taken four times. 36 lecture hours, 32 lab hours, 76 lab hours arranged. CSU;UC

MUS 252
Fusion Ensemble
1 Unit
Grade Only

Prerequisite(s): Audition.

Students will work extensively on contemporary jazz styles including fusion of rock and jazz elements, post "Be-Bop" and avant garde styles. This class will be divided into small ensembles. Public performance required. This course may be taken four times. 48 lab hours, 24 lab hours arranged. CSU;UC

MUS 254
Jazz Improvisation II
3 Units
Grade Only

Prerequisite(s): Audition.

This is a class for music majors and performing artists. Advanced jazz harmonic theory, techniques, and practices of jazz improvisation in a variety of styles will be introduced and explored. This course may be taken four times. 54 lecture hours, 18 lab hours. CSU

Vocal Courses

MUS 115
Voice
2 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Special attention given to beginners with emphasis on basic elements necessary for good singing. This course may be taken four times. 36 lecture hours, 18 lab hours arranged. CSU;UC

MUS 116
Chamber Singers I
4 Units
Grade Only

Prerequisite(s): Audition.

This course includes the study and performance of composition for the mixed choral ensemble. Includes compositions of the Baroque, Classic, and Romantic style period. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 117
Vocal Ensemble I
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Recommended for all students interested in learning and performing repertoire for the small vocal ensemble. Includes standard vocal literature for various combinations of voices with intensive preparation in choral techniques for public concerts. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 118
Concert Choir I
3 Units
Grade Only

Open to all students. Standard choral literature studied; special attention is given to choral tone production, phrasing and interpretation. Participation in public performances is required. This course may be taken four times. 36 lecture hours, 18 lab hours. 36 lab hours arranged. CSU;UC

MUS 119
Concert Choir II
3 Units
Grade Only

A more in-depth study of standard choral literature: special attention is given to tone production, phrasing, and interpretation. Participation in public performances is required. This course may be taken four times. 36 lecture hours, 18 lab hours. 36 lab hours arranged. CSU;UC

MUS 120
Opera Workshop
2 Units
Grade Only

Prerequisite(s): Audition.

Training and performance in solos, trios and small ensembles from the light opera and operatic repertoire. Introduction to standard literature, languages/diction, staging, and performance of this repertoire in scenes or in full opera productions. This course may be taken four times. 18 lecture hours, 54 lab hours. CSU;UC

MUS 121
Chamber Chorale
3 Units
Grade Only

This course prepares the student for more in-depth ensemble experience. Emphasis on study and performance of classical and pop compositions for small vocal ensembles. Public performances are required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 126
Chamber Singers II
4 Units
Grade Only

Prerequisite(s): Audition.

This course includes the study and performance of composition for the mixed choral ensemble. Primary focus is on compositions of the contemporary style period. Public performance required. This course may be taken four times. 36 lecture hours, 126 lab hours. CSU;UC

MUS 222
Women's Tour Ensemble
4 Units
Grade or Pass/No Pass

Prerequisite(s): Audition.

This course prepares the student for a unique ensemble experience through classroom instruction, laboratory training, and performance. Emphasis on solo as well as ensemble study and performance of vocal compositions combined with an in-depth travel experience. Public performance required. This course may be taken four times. 54 lecture hours, 54 lab hours. CSU

MUS 230
Advanced Voice (Classical)
2 Units
Grade or Pass/No Pass

Prerequisite(s): MUS 210.

Advanced vocal exercises and techniques, analysis and repertoire development used in performing classical literature for the solo voice. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU;UC

MUS 231
Advanced Voice (Popular)
2 Units
Grade Only

Prerequisite(s): MUS 210 or Audition.

Advanced vocal exercises and techniques, analysis and repertoire development used in performing popular literature for the solo voice. This course may be taken four times. 36 lecture hours, 18 lab hours. CSU;UC

MUS 232
Women's Ensemble I
4 Units
Grade or Pass/No Pass

Prerequisite(s): Audition.

This course prepares the student for in-depth women's ensemble performance. Emphasis on study and performance of classical compositions for women's ensemble. Public performance is required. This course may be taken four times. 36 lecture hours, 54 lab hours, 72 lab hours arranged. CSU;UC

MUS 233
Men's Ensemble
3 Units
Grade or Pass/No Pass

Prerequisite(s): Audition.

Recommended for all male students interested in gaining knowledge of repertoire for the small men's vocal ensemble. Intensive preparation of choral literature for public concerts. Performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

MUS 242
Women's Ensemble II
4 Units
Grade or Pass/No Pass

Prerequisite(s): Audition.

This course prepares the student for in-depth women's ensemble performance. Emphasis on study and per-

formance of pop compositions for women's ensemble. Public performance is required. This course may be taken four times. 36 lecture hours, 54 lab hours, 72 lab hours arranged. CSU;UC

MUS 277
Vocal Ensemble II
3 Units
Grade or Pass/No Pass

Recommended for all students interested in furthering and expanding their knowledge of repertoire for the small vocal ensemble. Includes more in-depth study of standard vocal literature for various combinations of voices with intensive preparation of choral literature for public concerts. Public performance required. This course may be taken four times. 36 lecture hours, 54 lab hours. CSU;UC

Natural History
 (Natural Sciences Department)

Field work courses in the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of various geographical areas are offered under the umbrella of Natural History. Courses in natural history transfer to CSU as elective units.

Natural History Courses

NAT 180A
Natural History Series -
Deserts A
2 Units
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the desert region will be covered. Possible locations of interest but not restricted to include Death Valley, high desert, Anza Borrego-Salton Basin, Western Colorado Plateau, Eastern Colorado Plateau, Southeastern Arizona, Trans-Pecos or Baja California. There will be three to ten days of class depending in the region visited. A transportation fee may be assessed. This course may be taken four times. 36 lecture hours. CSU

NAT 180B
Natural History Series -
Deserts B
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the desert region will be covered. Possible locations of interest but not restricted to include Death Valley, high desert, Anza Borrego-Salton Basin, Western Colorado Plateau, Eastern Colorado Plateau, Southeastern Arizona, Trans-Pecos or Baja California. There will be three to ten days of class depending in the region visited. A transportation fee may be assessed. This course may be taken four times. 54 lecture hours. CSU

NAT 181A
Natural History Series - Coastal
Mountains, Coastlines, Tropical
Regions and Islands A
2 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the region will be covered. Possible locations of interest include, but are not restricted to San Gabriel Mountains, southern, central and northern California Coastlines, Hawaiian Islands, Channel Islands, Oregon Coast, Galapagos Islands, Costa Rica or Belize. There will be three to ten days of class depending in the region visited. A transportation fee may be assessed. This course may be taken four times. 36 lecture hours. CSU

NAT 181B
Natural History Series - Coastal
Mountains, Coastlines, Tropical
Regions and Islands B
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the region will be covered. Possible locations of interest include, but are not restricted to San Gabriel Mountains, southern, central and northern California Coastlines, Hawaiian Islands, Channel Islands, Oregon Coast, Galapagos Islands, Costa Rica or Belize. There will be three to ten days of class depending in the region visited. A transportation fee may be assessed. This course may be taken four times. 54 lecture hours. CSU

NAT 182A
Natural History Series - Inland
Mountains, Valleys and Alaska A
2 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the region will be covered. Possible locations of interest but not restricted to include Sierra Nevada, Owens Valley, San Andreas Fault Region, Cascades, Banff-Jasper, Alaska, and Rio Grand Valley. There will be three to ten days of class depending in the region visited. A transportation fee may be assessed. This course may be taken four times. 36 lecture hours. CSU

NAT 182B
Natural History Series - Inland
Mountains, Valleys and Alaska B
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the region will be covered. Possible locations of interest but not restricted to include Sierra Nevada, Owens Valley, San Andreas Fault Region, Cascades, Banff-Jasper, Alaska, and Rio Grand Valley. There will be three to ten days of class depending in the region visited. A transportation fee may be assessed. This course may be

taken four times. 54 lecture hours. CSU

Nursing Courses
 (Health Sciences Department)

Nursing, a career technical education program, prepares students to care for individuals, families, and communities so they may attain, maintain, or recover optimal health and quality of life. Refer to other sections of this chapter for information on the Registered Nursing and Vocational Nursing programs. This page describes programs at the entry level of a nursing career; students may earn a skill award in Nurse Assistant. Nursing 101 Nurse Assistant trains students in the theory and skills needed to care for residents in a long-term care facility. Upon successful completion of coursework, students become eligible to take the California Nurse Assistant Examination for Certification.

NRS 100
Introduction to Health
Occupations
3 Units
Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Fundamental skills needed for health related occupations. Includes medical terminology, medical math, the application of computers to health care, techniques and learning tools to evaluate scientific readings, field study and exposure to health career opportunities. Offered for Pass/No Pass grading only. 36 lecture hours, 54 lab hours.

NRS 101
Nurse Assistant
5 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Provision of basic nursing care to residents in a long-term care facility. Upon successful completion of this course, students become eligible to sit for the nurse assistant competency exam for certification. 54 lecture hours, 108 lab hours.

NRS 102
Home Health Aide
2 Units
Grade Only

Co-Requisite(s): NRS 101.

Preparation of individuals to provide safe and proper nursing care and home care services to the elderly, ill, and infirm. Includes 27 hours in an extended care facility. 18 lecture hours, 54 lab hours.

Registered Nursing
 (Health Sciences Department)

Registered Nursing Courses

The registered nursing program prepares students to care for individuals, families, and communities so they may attain, maintain, or recover optimal health and quality of life. The program includes the dual emphasis of nursing theory and clinical practice of direct patient care. The program meets the training requirements identified by the California Board of Registered Nursing and qualifies students to take the licensure examination (NCLEX-RN). Upon successful completion of this examination, students are able to enter practice as a Registered Nurse. Additionally, completion of the Associate in Science Degree in Nursing prepares students for transfer to a four-year institution to study for a baccalaureate in nursing degree. Advanced placement in the program may be granted to students with prior vocational nursing or registered nursing education or equivalent.

RNRS 190
Foundations of Nursing
4 Units
Grade Only

Prerequisite(s): BIOL 200, BIOL 201 and BIOL 220 and admission to the ADRN program.

Co-Requisite(s): RNRS 191 and RNRS 192.

The first course in the nursing sequence, students are introduced to the applications of critical thinking and the nursing process needed to provide basic care to clients in a variety of community, long term and acute care settings. Emphasis is on promoting optimum health across the health-illness continuum. Clinical ex-

periences provide the opportunity to practice basic skills and include campus laboratory and experiences in community settings. 36 lecture hours, 108 lab hours.

RNRS 191
Intro to Medical/Surgical Nursing I
5 Units
Grade Only

Prerequisite(s): BIOL 200, BIOL 201 and BIOL 220 and admission to the ADRN program.

Co-Requisite(s): RNRS 190 and RNRS 192.

Introduction to concepts and practices as they relate to the non-critical young adult through geriatric adult in the medical-surgical environment. Through utilization of the nursing process, the student will begin to recognize alterations in functioning or illness and formulate age-appropriate nursing interventions. Selected psychomotor skills associated with the basic needs, medication administration and intravenous therapy will be studied and practiced. Introduction to Medical-Surgical Nursing I introduces the first year nursing student to concepts and practices as they relate to the adult patient in the Medical-Surgical environment 36 lecture hours, 162 lab hours.

RNRS 192
Pharmacology for Nurses
2 Units
Grade Only

Prerequisite(s): BIOL 200, BIOL 201 and BIOL 220 and admission to the ADRN program.

Co-Requisite(s): RNRS 190 and RNRS 191.

The course introduces students to basic understandings of the interaction between drugs and living systems and prepares students for system application of drug therapy throughout the remainder of the program. The course includes instruction in drug classes and schedules, principles of drug administration, pharmacokinetics, pharmacodynamics across the life span, and legal and ethical issues related to drug administration. 36 lecture hours.

RNRS 193
Pediatric Nursing
3.5 Units
Grade Only

Prerequisite(s): RNRS 190, RNRS 191 and RNRS 192.

Co-Requisite(s): RNRS 194 and RNRS 195.

This course focuses on integration and application of the nursing process as it relates to the nursing care of children and their families. Emphasis is on the concepts and skills related to age and developmentally appropriate family centered care. Clinical experiences will provide opportunities for students to participate in therapeutic activities in a variety of pediatric settings. 36 lecture hours, 81 lab hours.

RNRS 194
Obstetrics/Maternity Nursing
3.5 Units
Grade Only

Prerequisite(s): RNRS 190, RNRS 191 and RNRS 192.

Co-Requisite(s): RNRS 193 and RNRS 195.

This course will enable the student to attain knowledge and skills necessary to provide safe, effective, culturally sensitive physiological and psychosocial care using the nursing process and family centered approach for childbearing clients and their families. Clinical experiences will provide opportunities for students to participate in therapeutic activities during antepartum, intrapartum, and postpartum periods; as well as the care and monitoring of the newborn. 36 lecture hours, 81 lab hours.

RNRS 195
Beginning Medical/Surgical Nursing II
5 Units
Grade Only

Prerequisite(s): RNRS 190, RNRS 191 and RNRS 192.

Co-Requisite(s): RNRS 193 and RNRS 194.

Medical Surgical Nursing II develops the first year nursing student's knowledge and skills as they relate to the adult non-critical moderately complex medical-surgical patient. Through utilization of the nursing process, the student will recognize alterations in functioning or illness and formulate

age-appropriate nursing interventions. Psychomotor skills associated with moderately complex needs, medication administration and intravenous therapy will be studied and practiced. The impact of multiple nursing diagnoses on patient outcomes will be introduced. 45 lecture hours, 135 lab hours.

RNRS 200

Role Transition: LVN to RN 3 Units

Grade Only

Prerequisite(s): BIOL 200, BIOL 201, BIOL 220 or current licensure in California as a Licensed Vocational Nurse equivalents

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course is designed to assist the LVN in transitioning from the LVN role to the expected role of the ADN student. Course content focuses on educational preparation for nursing, competencies expected of the graduate, critical thinking, communication, physical assessment, legal/ethical concerns and study skills. The on-campus lab provides opportunity for students to validate nursing skill and practice physical assessment skills. 36 lecture hours, 54 lab hours.

RNRS 201

Medical-Surgical Nursing III 5 Units

Grade Only

Prerequisite(s): RNRS 193, RNRS 194, RNRS 195 or RNRS 200, and current standing as an LVN in California.

Co-Requisite(s): RNRS 203.
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course examines the nursing care of selected individuals throughout the lifespan who are experiencing complex alterations in wellness involving multiple systems. Care of clients experiencing a high-risk pregnancy and high-risk newborns is also included. Clinical experiences in local health care agencies and computerized simulation manikins and scenarios provide students opportunity to

apply theoretical concepts to actual care of clients. 45 lecture hours, 135 lab hours.

RNRS 203

Mental Health-Psychiatric Nursing 3 Units

Grade Only

Prerequisite(s): RNRS 193, RNRS 194, RNRS 195 or RNRS 200, and current standing as a LVN in California.

Co-Requisite(s): RNRS 201.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course presents the principles of mental health and the social, economic, cultural and physiological factors that predispose a person to dysfunctional human behavior. Emphasis is placed on the therapeutic role of the nurse in promoting, preventing, maintaining and restoring individuals to optimal mental well-being. Concepts of therapeutic communication, age-related concerns, treatment modalities, and delivery of mental health services are included. Clinical laboratory experiences are provided in community care facilities. 27 lecture hours, 81 lab hours.

RNRS 251

Medical-Surgical Nursing IV 6 Units

Grade Only

Prerequisite(s): RNRS 201 and RNRS 203.

Co-Requisite(s): RNRS 252.

This course is a continuation of the nursing care of selected individuals throughout the life span who are experiencing complex alterations in wellness involving multiple systems. Care of clients experiencing multi-system failure and severe trauma is also included. Clinical experiences in local health care agencies provide students opportunity to apply theoretical concepts to actual care of patients. 54 lecture hours, 162 lab hours.

RNRS 252

Leadership for Professional Nursing Practice 2 Units

Grade Only

Prerequisite(s): RNRS 201.

Co-Requisite(s): RNRS 251.

This course socializes students into the graduate registered nurse role. It focuses on the exploration and analysis of contemporary nursing practice, current trends, and issues impacting nursing care delivery. Advanced leadership and management concepts are discussed as part of the nursing role. Clinical experiences will be provided in RNRS 251. 36 lecture hours.

RNRS 290

Gerontological Nursing 2 Units

Grade Only

Prerequisite(s): RNRS 195.

This course provides knowledge regarding the care of geriatric clients, including facts and theories of aging and cultural perspectives as well as specific information about each body system and alterations associated with aging. The course concludes with a discussion of gerontological issues. 18 lecture hours, 54 lab hours.

Vocational Nursing (Health Sciences)

Vocational nursing, a career technical education program, provides the educational opportunity for students to develop the social, technical, and professional skills required of a licensed vocational nurse. The program prepares the student for the NCLEX-VN examination for state licensure through the Board of Vocational Nurses and Psychiatric Technicians. Upon successful completion of this examination, students are able to enter practice as Licensed Vocational Nurses. Successfully completed vocational nursing coursework may be applied toward an associate degree as electives.

Vocational Nursing Courses

VNRS 150

Fundamentals of Nursing 3 Units

Grade Only

Prerequisite(s): NRS 100 and current admission to the Vocational Nursing program.

Co-Requisite(s): VNRS 151L.

This course presents the evolution of

nursing through history until the present time, defines the paradigm of health and illness, explores the issues of culture and ethnicity, and examines the nurse-client relationship. The course presents a wide variety of basic nursing procedures used in the practice of vocational nursing, including how to do the procedure, as well as why and when these procedures should be done. The course presents special tools of nursing: the nursing diagnosis and the nursing process, which are used to provide individualized care to clients. 54 lecture hours.

VNRS 151L
Fundamentals of Nursing Lab
3 Units

Pass/No Pass

Prerequisite(s): *NRS 100 and current admission to the Vocational Nursing program.*
Co-Requisite(s): *VNRS 150.*

Clinical application of theoretical concepts of basic nursing functions. Offered for Pass/No Pass grading only. 162 lab hours.

VNRS 152
Pharmacology I
1 Unit
Grade Only

Prerequisite(s): *NRS 100.*

A beginning course in pharmacology. Elementary use of drug formulas, conversions, and dosage forms. Interpreting medical orders, and reading drug labels by learning common abbreviations; calculating I.V. flow rates is also included. 18 lecture hours.

VNRS 153
Introductory Nutrition for the Vocational Nurse
1 Unit
Grade Only

Prerequisite(s): *NRS 100 and current admission to the Vocational Nursing program.*

This course introduces the fundamentals of nutrition to the nursing student by discussing the relationship of food and health and the body's utilization of the six essential nutrients. Content also includes the five basic food groups, the food guide pyramid, and how to define and achieve a well-balanced diet. This course establishes the foundation needed for further study of nutrition in VNRS 163. 18 lecture hours.

VNRS 154
Body Structure and Function for the Vocational Nurse I
1.5 Units
Grade Only

Prerequisite(s): *NRS 100.*

Co-Requisite(s): *VNRS 150, VNRS 151L, VNRS 152, VNRS 153 and VNRS 155.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

Vocational nursing students will explore the basic facts of human anatomy and the principals of physiology with selected clinical examples. 27 lecture hours.

VNRS 155
Social-Psychology for the Vocational Nurse
1 Unit
Grade Only

Prerequisite(s): *NRS 100.*

Co-Requisite(s): *VNRS 150, VNRS 151L and VNRS 152.*

This course introduces basic concepts of psychology while helping students relate them to their patient and themselves. It includes information about personality development, wellness, and personal care, assertiveness, job-related communication, cultural and spiritual differences, employability skills, the role of the LVN, general legal aspects and nursing ethics. 18 lecture hours.

VNRS 160
Medical-Surgical Nursing I
3 Units
Grade Only

Prerequisite(s): *VNRS 150 and current admission to the Vocational Nursing program.*

Co-Requisite(s): *VNRS 161L.*

This course presents the theory and principles of nursing care for clients with illness and/or injury of the musculoskeletal, integumentary, and gastrointestinal systems. The course presents the principles and skills needed to perform a beginning level assessment of clients with alterations of these systems, within the scope of practice of the LVN. The course presents the application of the nursing process to the planning and care of these clients. 54 lecture hours.

VNRS 161L
Medical-Surgical Nursing I Lab
3 Units
Pass/No Pass

Prerequisite(s): *VNRS 151L current admission to the Vocational Nursing program.*

Co-Requisite(s): *VNRS 160.*

Clinical application of theoretical concepts of nursing care for clients with illness and/or injury of the musculoskeletal, integumentary, and gastrointestinal systems. Offered for Pass/No Pass grading only. 162 lab hours.

VNRS 162
Pharmacology II
1 Unit
Grade Only

Prerequisite(s): *VNRS 150, VNRS 151L, VNRS 152, VNRS 153, VNRS 154 and VNRS 155.*

Fundamental principles of drug action, the application of specific drugs in the treatment of disease, and the appropriate nursing actions to maximize the desired outcome of therapy. 18 lecture hours.

VNRS 163
Diet Therapy for the Vocational Nurse
1 Unit
Grade Only

Prerequisite(s): *VNRS 153 and current admission to the Vocational Nursing program.*

This course presents nutritional needs across the lifespan, including the nutritional needs of healthy adults and the needs of people with certain illnesses, as well as nutritional needs related to pregnancy and lactation. Content includes nutritional assessment and planning, and the use of therapeutic diets in the treatment of certain illnesses. This course builds on the fundamentals of nutrition presented in VNRS 153. 18 lecture hours.

VNRS 164
Body Structure and Function for the Vocational Nurse II
1.5 Units
Grade Only

Prerequisite(s): *VNRS 154 and current admission into the Vocational Nursing Program.*

Co-Requisite(s): *VNRS 160.*

A continuation of body structure and function for the vocational nurse with

clinical case studies. 27 lecture hours.

VNRS 165
Adult Growth and Development
for the Vocational Nurse

1 Unit

Grade Only

Prerequisite(s): VNRS 150 and current admission to the Vocational Nursing program.

Theoretical principles of growth and development. Nursing assessment and promotion of health of the adult from early adulthood through death. 18 lecture hours.

VNRS 170
Medical-Surgical Nursing II
7 Units

Grade Only

Prerequisite(s): VNRS 160, VNRS 161L, VNRS 162, VNRS 163 and VNRS 164.

Co-Requisite(s): VNRS 171L.

Provide advanced nursing students the theory needed to perform skills and procedures for the adult in VNRS 171L. By consistently emphasizing the nursing process and rationale, the approach to each body system includes basic assessment or data collection, planning, implementation, evaluation and documentation. Basic nursing skills are reinforced while advanced skills include those related to the following body systems: cardiovascular, respiratory, neurological, genitourinary, endocrine and special senses. 126 lecture hours.

VNRS 171L
Medical-Surgical Nursing II Lab
7 Units

Pass/No Pass

Co-Requisite(s): VNRS 170 and VNRS 183.

Clinical application of theoretical concepts of medical-surgical nursing of clients with alterations of respiration, circulation, blood and immune system, endocrine, special senses, neurological, and genito-urinary conditions. Offered for Pass/No Pass grading only. 378 lab hours.

VNRS 172
Advanced Pharmacology
2 Units

Grade Only

Prerequisite(s): VNRS 162.

Fundamental principles of drug action

and the application of specific drugs for the treatment of for patients with alterations of respiration, renal system, circulation, the blood, endocrine function, neurological function, vision, and hearing. 36 lecture hours.

VNRS 173
Psychology for Vocational Nurses
2 Units

Grade Only

Prerequisite(s): VNRS 161L, VNRS 162, VNRS 163, VNRS 164 and VNRS 165.

Co-Requisite(s): VNRS 170, VNRS 171L, VNRS 172 and VNRS 183.

Mental health care for patients and their families who are experiencing the pain of mental disorders. Teaches the nurse to plan and deliver care and provide health teaching so that effective self-care is possible when discharge occurs. 36 lecture hours.

VNRS 180
Pediatric Nursing
3.5 Units

Grade Only

Prerequisite(s): VNRS 160, VNRS 161L, VNRS 162, VNRS 163, and VNRS 164. Also, VNRS 181 or concurrent enrollment.

This course covers normal and abnormal conditions of the child from infancy through adolescence. It includes pediatric nursing experience in a local hospital, day care center, and/or clinic. 36 lecture hours, 90 lab hours.

VNRS 181
Growth and Development:
Infancy-Adolescence
1 Unit

Grade Only

Prerequisite(s): VNRS 160.

Basic knowledge of child development and guidelines for use in primary health care settings. 18 lecture hours.

VNRS 182
Obstetrical-Gynecological
Nursing
4 Units

Grade Only

Prerequisite(s): VNRS 160, VNRS 161L, VNRS 162, VNRS 163, VNRS 164 and VNRS 165.

This course covers obstetrical and gynecological conditions of the female

patient, with clinical experience in a local community hospital. 36 lecture hours, 126 lab hours.

VNRS 183
Leadership in Nursing
3 Units

Grade Only

Prerequisite(s): VNRS 160 and VNRS 161L. Also, VNRS 170 and/or VNRS 171L or concurrent enrollment.

Teaches advanced nursing students the theory needed to perform skills and procedures used by nursing team leaders in a clinical setting. 36 lecture hours, 54 lab hours.

Office Technology and
Computer Applications
 (Technology and Engineering
 Department)

The Office Technology and Computer Applications discipline trains students in the use of current office applications using state-of-the-art equipment in preparation for professional careers, transfer study, and/or personal use. The program provides training appropriate for entry-level office jobs and administrative assistant positions; to update students' work skills in computers, management, keyboarding and other office related functions; and employment training in a broad area of study including records management, purchasing, business machine skills, office procedures, filing, word processing, scheduling, business English, publishing, and business mathematics. Students may earn skill awards in Information/File Clerk and General Office Clerk. Students may earn a certificate of achievement in Administrative Office Occupations. Courses satisfy general education requirements for an associate degree in Business with an emphasis in Office Occupations.

Office Technology Courses

OFF 057
Computer Keyboarding
1 Unit

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if

required by English level.

This course introduces touch key-boarding using a computer keyboard and is open to students with no previous keying experience. 18 lecture hours, 18 lab hours.

OFF 101**Introduction to Microsoft Office Applications****3 Units****Grade or Pass/No Pass****Strongly Recommended: OFF 057.**

Introduction to Windows and Microsoft Office Suite applications. Computer applications include word processing, spreadsheets, database management, presentation graphics, scheduling/time management, and the Internet. 54 lecture hours, 36 lab hours. CSU

OFF 120**Excel Spreadsheet****2 Units****Grade or Pass/No Pass**

An introduction to Excel worksheets and workbooks. Include formatting, calculating sums, formulas, charts, enhancing the worksheet, and making decisions using the IF function, completing financial functions, data lists, and large workbooks using templates. 36 lecture hours. CSU

OFF 154**Professional Development****Series: Interpersonal Skills****1 Unit****Grade or Pass/No Pass**

This course provides you with an overview of the key elements needed to succeed in the workplace today. The topics discussed are people skills, persuading others, thinking on your feet, leading others, empowering others, coaching and mentoring others, acquiring political savvy, team-building, and handling conflict. 18 lecture hours.

OFF 155**Professional Development****Series: Business Etiquette and Protocol****1 Unit****Grade or Pass/No Pass**

This course introduces basic business and office etiquette to be successful in today's workplace. Areas of discus-

sion are: business etiquette the basics, corporate dress and presentation, interacting with people, office etiquette, meetings, dining etiquette, drinking and eating etiquette, international customs and table manners, and other dos and don'ts. 18 lecture hours.

OFF 156**Professional Development****Series: Team Dynamics****1 Unit****Grade or Pass/No Pass**

This course introduces teamwork skills including: working in a team, essential elements of a team, how to be a good team player, how to participate in efficient team meetings, and team development. 18 lecture hours.

OFF 157**Professional Development****Series: Customer Relations and Rapport****1 Unit****Grade or Pass/No Pass**

This course will introduce basic customer relations skills including: customer service versus customer relations, employee responsibilities in customer relations, communications skills, telephone expertise, integrating new technologies, maximizing feedback channels, handling customer complaints, and incorporating public relations and marketing. 18 lecture hours.

OFF 158**Professional Development****Series: Leadership in Organizations****1 Unit****Grade or Pass/No Pass**

This course introduces basic leadership skills including: leadership dynamics, leadership responsibilities, leadership development, communication for leaders, leaders professional image, organizational management, strategic planning, and leader as a supervisor. 18 lecture hours.

OFF 159**Professional Development****Series: Career Planning and Networking****1 Unit****Grade or Pass/No Pass**

This course will introduce the basic

concepts to researching careers, networking, job searching preparation for change and accepting the job offer. 18 lecture hours.

OFF 160**Professional Development****Series: Professional Image****1 Unit****Grade or Pass/No Pass**

This course provides an overview of the professional image which can have a profound effect on career advancement of the individual. Areas of discussions are: professional image, professional appearance, professional dress, wardrobe management, manners and etiquette for the professional, personal behavior, communicating professionally, and professional image development. 18 lecture hours.

OFF 161**Professional Development****Series: Interview Styles & Strategies****1 Unit****Grade or Pass/No Pass**

This course provides you with the elements needed to prepare for interviewing in today's businesses. Topics include: The Interview - what is and is not appropriate, frequently asked questions during the interviewing process, interviewing styles, strategies for planning and preparing, strategies for impressing and expressing throughout the interview process, strategies for handling tough questions/obstacles, strategies for assessing, critiquing, evaluating, and negotiating the deal. 18 lecture hours.

OFF 201**Introduction to Electronic****Commerce for Business****2 Units****Grade or Pass/No Pass**

An overview of Electronic Commerce for Business. Topics include: definition of Electronic Commerce, interface design and web site promotion, building an electronic commerce store, electronic security, electronic payment systems, and careers in electronic commerce. 36 lecture hours, 18 lab hours.

OFF 215
Introduction to Microsoft Outlook
2 Units
Grade or Pass/No Pass

An introduction to a scheduling and organizing program. Topics include creating and editing a calendar, contacts, task list, journal, notes, synchronizing personal digital assistant, and communicating with an electronic mail system. 36 lecture hours.

OFF 260
Computer Keyboarding and Document Processing
3 Units
Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course introduces skills and techniques fundamental to touch keyboarding on a microcomputer. This course also introduces document processing of letters, memorandums, reports and tables and is open to students with no previous keying experience. 54 lecture hours, 36 lab hours. CSU

OFF 281
Filing and Records Management
3 Units
Grade or Pass/No Pass

An overview of records management which involves practical fundamentals of records management, basic filing principles, procedures, and systems. Emphasis is on non-correspondence records, information storage, and retrieval systems. Management aspects of records retention, disposition, and the operation of a records management program. 54 lecture hours.

OFF 291
Telecommunications for the Office
2 Units
Grade or Pass/No Pass

An introduction to telecommunications media for the office. Includes using and managing electronic mail, using electronic bulletin boards, voice mail, video conferencing, facsimile machines, finding data through Netscape, using local and wide area networks, and the integration of voice, data, and video systems. 36 lecture hours, 18 lab hours.

OFF 294
Beginning Microsoft Word
2 Units
Grade Only

An introduction to word processing concepts. Topics include: creating and editing text and printing office documents such as, letters from templates, research papers, resume', mail merge, and newsletters. This course will also include proofreading and editing skills. 36 lecture hours.

Philosophy
 (Social Sciences Department)

Philosophy is the study of the nature of reality, knowledge, and values through a critical analysis of fundamental assumptions or beliefs. The study of logic, ethics, and the history of philosophy provides a means of systemizing, assimilating, and evaluating information and the development of philosophical perspective. The study of philosophy is valuable background for students interested in social or natural sciences, or humanities and particularly in law, theology, and education. Philosophy courses satisfy general education requirements for an associate degree, a liberal arts degree with an emphasis in arts and humanities/philosophy, and lower division transfer. The Honors Program includes one philosophy course: PHIL 106H Introduction to Philosophy - Honors

Philosophy Courses

PHIL 101
Great Religions of the World
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The historical development, principal ideas and contributions of the world's religions. 54 lecture hours. CSU;UC

PHIL 106
Introduction to Philosophy
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if

required by English level.

The foundations of philosophy in terms of modes of critical thinking, significant philosophical problems, and a representative sampling of primary philosophical writings. 54 lecture hours. CSU;UC

PHIL 106H
Introduction to Philosophy - Honors
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is a degree-applicable, introductory level course for honors students. Students are expected to work and participate at an honors level, which includes strong critical thinking skills, thorough analysis of philosophical writings, and presentation skills as demonstrated by leading a seminar discussion. 54 lecture hours. CSU;UC

PHIL 108
Philosophy/Ethics
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A critical analysis of concepts of the good life and of morality as articulated by great philosophers, with the aim of cultivating awareness of the importance of a reasoned approach to such questions in one's own life. 54 lecture hours. CSU;UC

PHIL 110
Philosophy/Logic
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course introducing fundamental problems and principles of formal and informal logic, featuring proofs of validity, deductive and inductive reasoning, and detection and analysis of fallacies. 54 lecture hours. CSU;UC

Photography (Fine Arts Department)

Prepares students to enter the field of professional photography with the ability to become successful business people and highly valued employees. Career choices include working as commercial advertising photographers, corporate photographers, portrait and wedding photographers, photographic lab technicians.

Photography Courses

PHTO 101 **Basic Photography** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Fundamental still photography with emphasis on planning a photograph, choice of camera, choice of films and papers, use of natural and artificial light, function of lenses and shutters, and techniques for processing sensitized materials. Also basic computer skills. This course may be taken two times. Material fee. 36 lecture hours, 90 lab hours. CSU;UC

PHTO 102 **Intermediate Photography** **3 Units**

Grade or Pass/No Pass
Prerequisite(s): PHTO 101.

Provides emphasis on lighting, control of lighting and subject contrast, advanced composition and photographic print quality. Students will acquire intermediate level digital image processing skills. Material fee. 36 lecture hours, 90 lab hours. CSU;UC

PHTO 103 **Advanced Photography** **3 Units**

Grade or Pass/No Pass

Prerequisite(s): PHTO 102.

A study of black and white photographic techniques introducing advanced methods and medium and large format as applied to commercial and industrial careers working with more specialized equipment. This course may be taken four times with a gap of one year between repeats. Material fee. 36 lecture hours, 90 lab

hours. CSU

PHTO 125 **Photography as an Art Medium** **3 Units**

Grade or Pass/No Pass

Prerequisite(s): PHTO 102.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Develop skills in the use of graphic arts processes and materials as well as photo techniques currently used by professional photographers, commercial artists, fashion illustrators, cinematographers, and graphic designers. This course can be taken four times. Material fee. 36 lecture hours, 54 lab hours. CSU;UC

PHTO 126 **Advanced Photography as an Art Medium** **3 Units**

Grade or Pass/No Pass

Prerequisite(s): PHTO 125.

A continuation of PHTO 125. This course provides advanced digital techniques and wet lab processes. Utilizing materials relevant to the photography industry today, students will create artistic photographic images. This course may be taken four times. Material fee. 36 lecture hours, 54 lab hours. CSU

PHTO 202 **Photojournalism** **3 Units**

Grade or Pass/No Pass

Strongly Recommended: PHTO 101.

Covers the theory and practice of news photography. Students will capture digital images of live situations on campus and in nearby communities. This course may be taken four times. Material fee. 36 lecture hours, 54 lab hours. CSU

PHTO 205 **Color Photography** **3 Units**

Grade or Pass/No Pass

Prerequisite(s): PHTO 101.

A course on color photography in the digital/electronic format. Instruction includes use of cameras, filters, white balancing, exposure, lighting equipment, and color analysis for color

printing with digital printers. This course may be taken four times. Material fee. 36 lecture hours, 90 lab hours. UC

PHTO 206 **Intermediate Color Photography** **3 Units**

Grade or Pass/No Pass

Prerequisite(s): PHTO 205.

Covers the use of electronic flash equipment and experimental exposures. Students will print from scanned negatives, slides and different electronic file types. Assignments will cover control of color balance, Kelvin temperature and white balance. Material fee. This course may be taken four times. 36 lecture hours, 90 lab hours. Material fee. CSU

PHTO 213 **Studio & Environmental Portraiture** **3 Units**

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also,

PHTO 101, PHTO 102, PHTO 215 and knowledge of Basic Adobe Photoshop applications.

Articulates the principles of taking portraits indoors and outdoors utilizing various lighting equipment for the professional photographer. This course may be taken four times. Material fee. 36 lecture hours, 90 lab hours.

PHTO 215 **Digital Photographic Imaging** **3 Units**

Grade or Pass/No Pass

Strongly Recommended: PHTO 101 and PHTO 205.

In this practical hands-on introduction, the fundamental technical and aesthetic principles of digital photographic processes are addressed, including instruction on DSLR camera operation, composition, and digital retouching and manipulation. Instruction also includes Adobe Photoshop software acquisition techniques and output technologies. Discussion covers contemporary digital imaging and its application within commercial and fine arts. Assignments demonstrate mastery of technical skills and individ-

ual creative expression. Helps if student has own DSLR but not required. This course may be taken four times. Material fee. 36 lecture hours, 90 lab hours. CSU

Physics

(Physical Sciences Department)

Physics, a natural science, is the scientific study of matter and energy and of the interaction between the two. Courses in physics satisfy general education requirements for the associate degree and lower division transfer and can fulfill some of the major requirements for the associate degree in Biological and Physical Sciences and Mathematics.

Physics Courses

PHYS 106 Physical Science for Educators 4 Units Grade Only

Prerequisite(s): *MATH 030 or concurrent enrollment.*

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course provides each prospective multiple subject teacher with an introductory survey of the fundamental concepts of chemistry and physics and the relationships among these disciplines. Emphasis is placed on the ways in which chemistry and physics affect everyday life. This course is recommended for students planning to take the CSET Multiple Subject Exam to become credentialed elementary school teachers in the State of California. PHYS 106 and CHEM 106 are the same course. 54 lecture hours, 54 lab hours. CSU

PHYS 110 Introduction to College Physics 4 Units Grade Only

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 030.*

A general physics course for non-majors that explores fundamental principles of the physical world, including

kinematics, Newton's laws of motion, conservation laws, electromagnetism, waves, optics and modern physics. 54 lecture hours, 54 lab hours. CSU;UC

PHYS 111 Physics for Life Sciences I 4 Units Grade Only

Prerequisite(s): *MATH 151 or concurrent enrollment.*

The first in a two-course sequence in algebra/trigonometry-based physics including mechanics, energy, matter and thermodynamics with an emphasis on how these concepts apply to biological systems. This course is designed for students planning to enter medicine, dentistry, pharmacy, optometry, forestry, and (4 year) nursing. 54 lecture hours, 54 lab hours. CSU;UC

PHYS 111C Physics for Life Sciences I Calculus Supplement 1 Unit Grade Only

Prerequisite(s): *MATH 190 or concurrent enrollment.*

Co-Requisite(s): *PHYS 111.*

Application of calculus to topics covered in PHYS 111. The course is intended for students who require credit for a calculus-based physics for life science course. 18 lecture hours. CSU

PHYS 112 Physics for Life Sciences II 4 Units Grade Only

Prerequisite(s): *MATH 151.*
Strongly Recommended: *PHYS 111.*

One of two algebra/trigonometry based physics courses covering waves, optics, electromagnetism and modern physics with an emphasis on how these concepts apply to biological systems. This course is designed for students planning to enter medicine, dentistry, pharmacy, optometry, forestry, and (4 year) nursing. (For transfer as a calculus-based physics course, students must take PHYS 112C concurrently.) 54 lecture hours, 54 lab hours. CSU;UC

PHYS 201 Physics A: Mechanics 5 Units Grade Only

Prerequisite(s): *MATH 190.*

Fundamental principles of mechanics, vectors, motion, work, energy, momentum, and rotational motion. Required of all majors in engineering, physics, chemistry, and some geology and mathematics majors. 72 lecture hours, 54 lab hours. CSU;UC

PHYS 202 Physics: Electromagnetism 5 Units Grade Only

Prerequisite(s): *PHYS 201 and MATH 191 or concurrent enrollment.*

Electricity and magnetism. Required of all majors in engineering, physics, chemistry, and some geology and mathematics majors. 72 lecture hours, 54 lab hours. CSU;UC

PHYS 203 Physics C: Waves, Optics & Modern Physics 5 Units Grade Only

Prerequisite(s): *PHYS 201 and MATH 191 or concurrent enrollment.*

Core topics are waves, optics and modern physics. This course is intended for students majoring in physical sciences and engineering and is part of a three-semester course. 72 lecture hours, 54 lab hours. CSU;UC

Political Science (Social Sciences Department)

Political science, a social science, is the study of the processes, principles, and structure of government and political institutions; and the analysis of issues that governments face in developing policies in the current domestic and global context. Political science contributes to an understanding of democracy that equips students to fulfill the obligations of citizenship. Political science courses satisfy general education requirements for an associate degree, a liberal arts degree with an emphasis in social and behavioral sciences/political science, and lower division trans-

fer requirements.

Political Science Courses

POLI 103

American Government and Politics

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course deals with the origins and functions of the government of the United States with special emphasis on the background and causes of present problems. It meets the United States Constitution graduation requirement and includes local and state government. 54 lecture hours. CSU;UC

POLI 103H

American Government and Politics - Honors

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course deals with the origins and functions of the government of the United States with special emphasis on the background and causes of present problems. It meets the United States Constitution graduation requirement and includes local and state government. Students are expected to work and participate at an honors level which includes demonstrating strong critical thinking skills through analysis of social scientific literature and original research in a seminar style class format. 54 lecture hours. CSU;UC

POLI 104

Introduction to Political Science

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the principles and practices of government. Political theories and contemporary ideologies; nature of the state; constitution and law; public opinion; mass media; the

nature of foreign policy and international politics. 54 lecture hours. CSU;UC

POLI 105

Comparative Politics

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course to acquaint students with the types of governmental systems which people establish in their various localities around the world and the competing values that tend to result in conflicts between opposing groups of people. An in-depth analysis of contending political ideologies, electoral procedures, and governing institutions is the course's main focus. This course is structured to provide a regional and comparative approach to the study of politics at the global level. 54 lecture hours. CSU;UC

POLI 116

International Relations

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An examination of basic theories of international relations and their relevance to contemporary world politics. 54 lecture hours. CSU;UC

Psychology

(Behavioral Sciences Department)

Psychology is the scientific study of behavior and cognitive processes. Using the scientific method, this discipline examines thoughts, emotions, and behavior from biological and physiological perspectives. Courses in psychology satisfy general education requirements for an associate degree in liberal arts with an emphasis in social and behavior sciences, and lower division transfer. The Honors Program includes PSY 250 Honors Topics Seminar. Program offers a transfer program.

Psychology Courses

PSY 101

Introduction to Psychology

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course is an introduction to psychology as an empirical science involving a synthesis of theory and research within the domains of behavior, cognition and affect. Students are expected to work and participate using critical thinking skills, thoughtful analysis/synthesis of readings, presentations and discussions within the class environment. 54 lecture hours. CSU;UC

PSY 102

Psychobiology

3 Units

Grade or Pass/No Pass

Prerequisite(s): PSY 101.

Strongly Recommended: BIOL 104 or BIOL 105 and ENGL 101.

Study of the effects of biology upon behavior, the relationship between psychological processes and the nervous system, muscular, and glandular features of the response mechanism, and the structure and functions of the sense organs. 54 lecture hours. CSU;UC

PSY 103

Elementary Statistics

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, MATH 150.

An elementary course in basic statistical concepts designed especially for students in the social science area. The development of basic skills in descriptive statistics and inferential statistics is stressed. Reliability and validity problems when generalizing from samples to population will be considered. 54 lecture hours. CSU

PSY 110
Psychology of Religion I
3 Units

Grade or Pass/No Pass

This course explores the connection between psychology and religion. It focuses on how different schools of psychological thought view and interpret religious concepts and experiences. The major psychological perspectives that are studied include: Psychoanalytic theory, Behavioristic and Humanistic theories. The psychological principles embedded in religion will be studied. 54 lecture hours. CSU;UC

PSY 203
Research Methods in Psychology
3 Units

Grade Only

Prerequisite(s): PSY 101 and MATH 165 or concurrent enrollment.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in research methodology designed for students in the behavioral and social sciences. The application of basic skills in descriptive and inferential statistics is stressed, as well as critical analysis of experimental and non-experimental research methods in basic and applied research settings. 36 lecture hours, 54 lab hours. CSU;UC

PSY 205
Developmental Psychology
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Developmental Psychology is the scientific study of progressive changes in behavior, cognition, and abilities. Attention is paid to issues related to the roles of nature and nurture in developmental processes. 54 lecture hours. CSU;UC

PSY 206
Child Growth and Development
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by

English placement exam or if required by English level.

This course examines major physical, psychosocial, and cognitive/language developmental milestones as they pertain to the various ages and stages in a child's life from the prenatal development through adolescence. Practices of investigative research methodologies, care giving, education, teaching, and parenting that derive from diverse cultural and theoretical perspectives will be analyzed. Students will learn to observe and children, evaluate individual differences and analyze characteristics of development at various stages. Interactions between maturational and environmental factors will be explored. 54 lecture hours. CSU;UC

PSY 212
Abnormal Psychology
3 Units

Grade or Pass/No Pass

Prerequisite(s): PSY 101.

The purpose of this course is two fold: (1) A description of the various mental disorders as listed in current DSM (2) An investigation of the various therapies used in treatment for these disorders. 3 lecture hours. CSU;UC

PSY 213
Survey of Drug and Alcohol Use and Abuse
3 Units

Grade or Pass/No Pass

Prerequisite(s): PSY 101.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This survey course includes drug classification, drug physiology and psychopharmacology, theories of addiction, history and theories of treatment, dual diagnosis, drug testing and social policy, recovery and rehabilitation, and other related topics. 54 lecture hours. CSU;UC

PSY 220
Introduction to Social Psychology
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if re-

quired by English level.

An introduction to the study of social psychology emphasizes the nature of socially determined behavior as seen in the areas of conformity, propaganda, prejudice, social roles, social process, social perception, and culturally determined personality. 54 lecture hours. CSU;UC

PSY 225
Psychology of Human Sexuality
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory survey of the psychological bases and dimensions of human sexuality with emphasis on the socio-cultural factors involved in intimate relating, sexuality, and loving. 54 lecture hours. CSU;UC

PSY 226
Psychology of Women
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course will examine theory and research on female development from birth to death, taking into consideration psychological, sociological and biological factors. Implications for personal and social change will be emphasized through critical analysis of contemporary gender issues, data and psychological theory. 54 lecture hours. CSU;UC

PSY 250
Honors Topics Seminar
0.5 Units

Grade Only

Co-Requisite(s): Enroll in approved course as determined by honors program.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Seminar is designed to enhance the learning experience for students enrolled in traditional sections of courses when an honors section is not available. Seminar will feature the additional academic components

needed to achieve honors credit. Instructor/student contact is required. This course may be taken three times. 27 lab hours. CSU

Public Works (Public Services Department)

Public Works, a career technical program, provides training for entry-level employment or advancement in public works occupations. Job opportunities include public works maintenance worker, arborist, and landscape or park management worker. Upon completion of the courses in this discipline as well as the general education requirements, students may earn an associate degree in Public Works. Students may also earn certificates of achievement in Public Works I or Public Works II.

Public Works Courses

PUB 150 **Public Works I** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Basic course in street maintenance covering the materials utilized; a review of equipment and techniques used in their applications. Other subjects include street tree programs, street painting and signs programs, street sweeping, weed control, watershed management, and other related subjects. 54 lecture hours.

PUB 151 **Street Construction and Maintenance** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in street maintenance covering materials and methods, with emphasis on preventive maintenance of asphaltic and Portland Cement concrete pavements. Specifications, records and cost accounting systems, as well as revenue sources and budget preparation, will be reviewed.

Other subjects include safety, drainage, equipment records and specifications, review of watershed management, and public relations. Codes which pertain to improvements and repair will be reviewed. 54 lecture hours.

PUB 154 **Soils - Trenching and Grading** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The course will cover the identification and classification of soils: the soils suitable for pavements, the various soil tests, and the application of these tests in the construction and maintenance of public works projects to achieve the desired outcome. 54 lecture hours.

PUB 155 **Public Works Inspection** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A comprehensive course in public works inspection, including Portland cement concrete, asphaltic concrete, soils, base and subgrade materials. Contracts and specifications and plans will be discussed. Utilities, including underground water, sewer and storm drains will be covered, with emphasis on the safety aspects of trenching, tunneling and jacking. Responsibilities of the contractor, the engineer, the inspector and the owner will be included. Surveying and staking will be reviewed. Prime consideration will be given to inspection records, duties and job diary techniques. 54 lecture hours.

PUB 156 **Concrete Structures and Inspection** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An advanced course in public works

inspection covering Portland cement concrete culvert and bridge construction beginning with the field work of site preparation, structural excavation, concrete footings, "false work" structures, structural and reinforcing steel, and concrete placement. Prime considerations will be given to inspection reporting, records, and new advances in technology. 54 lecture hours.

PUB 157 **Asphalt and Portland Cement** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A comprehensive course in asphaltic concrete and Portland Cement concrete construction technology following the standards of the Asphalt Institute, standard specifications for public works construction, American Concrete Institute and the Portland Cement Association. Included will be design production, placement, consolidation and compaction of the materials. Evaluation of surface defects, maintenance and safety will be covered. 54 lecture hours.

PUB 158 **Municipal and Urban Tree Care** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in tree care for persons working in public works or private industry: tree anatomy, physiology, pruning, cabling, identification, root structure and its effects on infrastructure, soil management and irrigation. The course is designed to prepare students to pass the Tree Worker Certification exam given by Western Chapter, International Society of Arboriculture. WCISA contact hours available upon successful completion. 54 lecture hours. CSU;UC

PUB 159
Urban Forest Management
Planning
3 Units

Grade or Pass/No Pass

Strongly Recommended:
Completion of one or more Public
Works courses.

This course will guide students in developing an urban forest management plan. It is intended for those who manage populations of trees: municipalities, golf courses, educational institutions, public gardens, and property managers. Plans will be based on interdisciplinary activities that influence and are related to urban forest activities. Students will create a ready-to-use management plan and receive peer review. 54 lecture hours. CSU

PUB 160
Public Administration
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL
099 or READ 099 if required by
English placement exam or if
required by English level.

A basic course covering the development of the role of public works; the constraints of operation; techniques of administration in planning, finance, and personnel; the traditional model of public works organization and new advances in technology. 54 lecture hours.

PUB 161
California Occupational Safety
and Health
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL
099 or READ 099 if required by
English placement exam or if
required by English level.

A course covering California Occupational Safety and Health standards and the National Occupational Safety and Health Act of 1970 as applied to public works. The safety standards for excavations, trenches, tunnels, rock drilling, construction and hauling equipment, flammable vapors, and toxic substances. 54 lecture hours.

PUB 162
Traffic Control Standards,
Practices, and Policies
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL
099 or READ 099 if required by
English placement exam or if
required by English level.

This course provides a greater awareness and appreciation of the unique design, installation, and maintenance techniques required for the proper control and regulation of traffic according to the Manual on Uniform Traffic Control Devices (MUTCD). For public works personnel. 54 lecture hours. CSU;UC

PUB 164
Plan Interpretation and Cost
Estimating
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL
099 or READ 099 if required by
English placement exam or if
required by English level.

A course in developing the ability to read and interpret plans and estimate time, material, labor and equipment needed for public works projects. 54 lecture hours.

PUB 165
Environmental Management in
Public Works
3 Units

Grade or Pass/No Pass

Strongly Recommended: PUB
150.

This course is an overview of environmental issues in Public Works. Topics include water quality, watershed management, integrated waste management, air pollution control, regulatory compliance, sustainability, and related issues. 54 lecture hours. CSU

PUB 166
Supervision in Public Works
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL
099 or READ 099 if required by
English placement exam or if
required by English level.

Fundamentals of supervision focusing on the public works industry. Topics to be covered include communications, employee orientation and train-

ing, motivating employees, decision making, performance appraisal writing, and disciplinary action. 54 lecture hours.

Reading & College
Preparation
(Language Arts Department)

Reading courses facilitate the development of students' critical and analytical thinking skills in reading and comprehending college-level texts. Courses are offered at the developmental, non-degree-applicable level and college-level. Courses are also taught within learning communities. READ 099 Reading Skills satisfies the associate degree reading competency requirement and is strongly recommended for virtually all transfer courses. Reading is one of the three core measurements for assessment and placement.

Reading Courses

READ 019
Literacy Skills
3 Units

Grade or Pass/No Pass

This course is designed for students who need a non-competitive environment to develop basic literacy skills including decoding, vocabulary acquisition, and literal comprehension. 54 lecture hours.

READ 040
Basic Reading Skills
3 Units

Grade Only

Prerequisite(s): READ 019 or
placement based on multiple
assessment measures.

Development of basic reading strategies which focus on word analysis, vocabulary development, ability to respond orally and in writing to materials read independently from a variety of textual complexities, patterns, and forms including reference, informational, persuasive and literary genres. Designed primarily for students preparing for READ 099. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION 54 lecture hours.

READ 099**Reading Skills****3 Units****Grade or Pass/No Pass**

Prerequisite(s): *READ 040 or ESL 054 and/or placement at the READ 099 level as defined by the College and/or successful completion with a C or better in ESL 054, as a result of previous Accuplacer placement in ESL.*

An introduction to the fundamental techniques of college reading designed to develop student's literal and inferential comprehension while extending critical reading/thinking skills. This course meets the graduation reading competency requirement. Placement based on multiple measure assessment as defined by the College, successful completion of READ 040, or successful completion of ESL 054. 54 lecture hours.

READ 120**College Reading****3 Units****Grade or Pass/No Pass**

Prerequisite(s): *READ 099 or placement based on multiple assessment measures.*

This course develops students' literal, interpretive, and critical comprehension skills; expands their critical reading and analysis skills; increases their reading speed. 54 lecture hours. CSU

Real Estate (Business Department)

The Real Estate Program encompasses an area of study which includes real estate principles, pre-license, finance, legal aspects, appraisal, practice, property management, escrow, and investment analysis.

The Real Estate Program within the Citrus College Business Department prepares students for professional careers and offers courses that are transferable for credit to four year colleges and universities. The program combines classroom lectures, demonstrations, and individual hands-on training in work-experience settings. The faculty works closely with various industry sectors and professional organizations.

Real Estate Courses

REAL 210**Real Estate Principles****3 Units****Grade Only**

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

A basic course for those who plan to enter the real estate field vocationally or who desire a background in the subject. Topics include: economics, history, financing, deeds, leases, and partial preparation for California Real Estate Salesperson License Examination. 54 lecture hours. CSU

REAL 212**Real Estate Practice****3 Units****Grade Only**

Prerequisite(s): *REAL 210.*

The activities of the broker and salesman in the real estate business; the real estate office, listings, valuation of properties, prospecting, advertising, exchanges, property management, land utilization and development, handling sales people, and ethical considerations. This course is required to obtain California Real Estate License. 54 lecture hours. CSU

REAL 214**Real Estate Finance****3 Units****Grade Only**

Prerequisite(s): *REAL 210.*

Principles of real estate finance are surveyed with particular emphasis on home financing. Included are instruments of real estate finance, sources of financing, techniques of loan origination and servicing, plus the role of the federal and state governments. This course is required to obtain California Real Estate Broker License. 54 lecture hours. CSU

REAL 216**Legal Aspects of Estate Practice****3 Units****Grade Only**

Prerequisite(s): *REAL 210.*

An introductory course designed to acquaint the student with the legal aspects and current laws pertaining to real estate. This course is required to obtain California Real Estate Broker

License. 54 lecture hours. CSU

Recording Technology

(Fine Arts Department)

This is a one year audio recording program intended to teach you the basis of how to engineer any kind of music, from hip-hop to classical to movie scenes.

Recording Technology Courses

REC 100**Survey of Entertainment Technology****4 Units****Grade Only**

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course is an introduction to conventional and online entertainment technology. Includes exploring the content and creation of recorded music, television, radio, live theatre, film, video and electronic gaming: lecture, demonstration, field trips and guest professionals; media creation. 72 lecture hours.

REC 102**Record Production Basics****4 Units****Grade Only**

This is a course in the study and implementation of production techniques for the music industry. Students will develop a selected project from an initial concept to a finished product. 36 lecture hours, 108 lab hours.

REC 103**Introduction to Audio Engineering****4 Units****Grade Only**

Strongly Recommended: *ENGL 099 or READ 099 if required by English placement exam or if required by English level.*

This course is an introduction to the current technology, terminology and techniques used in audio engineering for recorded music, video and online media. Includes the history of audio, basic audio electronics, microphones,

consoles, computer-based production systems and related signal processors. 54 lecture hours, 72 lab hours.

REC 105
Fundamentals of Audio
Technology
4 Units
Grade Only

Prerequisite(s): REC 100, REC 103 and REC 140.

This course is an introduction to audio technologies and recording techniques. Units include computer basics for audio production, the production console, microphones, digital recording systems, signal processing, and studio techniques. 54 lecture hours, 72 lab hours.

REC 115
Recording Studio Workshop I
4 Units
Grade Only

Prerequisite(s): REC 100, REC 103 and REC 140.

This applied workshop course provides an introduction to basic audio hardware, software and recording techniques. Units include digital audio workstation set-up and operation, basic microphone techniques, software and hardware-based recording and mixing. 54 lecture hours, 72 lab hours.

REC 125
Digital Audio Technology I
3 Units
Grade Only

Prerequisite(s): REC 100, REC 103 and REC 140.

Strongly Recommended: SPCH 100 or have passed a Multiple Measures Skills assessment.

This course is the study and implementation of MIDI technology in the audio recording industry. The course covers standard software sequencers, controllers, modules, soft-synths and applications of the technology in the industry. 54 lecture hours, 36 lab hours.

REC 135
Live Sound Reinforcement
4 Units
Grade Only

Co-Requisite(s): REC 105 or THEA 120.

This course focuses on the basic ele-

ments of sound reinforcement: acoustics, equalization, microphone placement, and mixing techniques. The major emphasis is on the acoustics, speaker and microphone placement and the effects on the final sonic product. 54 lecture hours. 72 lab hours arranged.

REC 140
Music Theory for Engineers
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in music theory for the Recording Technology major. A study of the elements of music including melody, rhythm, chords, musical forms, and related concepts. Music notation, terminology, rehearsal techniques and score reading is emphasized. 54 lecture hours.

REC 145
Critical Listening Skills for Engineers
3 Units
Grade Only

Prerequisite(s): REC 100, REC 103 and REC 140.

Co-Requisite(s): REC 105, REC 115, REC 125 and REC 135 or have passed a Multiple Measures Skills assessment.

A course in aural skills development for recording engineers. This class will focus on music, acoustic and electronic timbres, general instrument ranges and sonic properties, blend, balance, equalization, panning, reverb, compression, limiting and other tools used in the recording process. 54 lecture hours.

REC 205
Advanced Audio Technology
4 Units
Grade Only

Prerequisite(s): REC 105, REC 115, REC 125, REC 135 and REC 145.

Co-Requisite(s): REC 215, REC 225, REC 235 and REC 245.

This course is an advanced study of new technologies and techniques in multi-track recording, editing and mixing, as well as surround recording

and mixing for post-production. 54 lecture hours, 72 lab hours.

REC 215
Recording Studio Workshop II
4 Units
Grade Only

Prerequisite(s): REC 105, REC 115, REC 125, REC 135 and REC 145.

Co-Requisite(s): REC 205, REC 225, REC 235 and REC 245.

This course is a project-based course intended to solidify the core principles of audio. Projects will include recording, mixing and mastering, post-production and surround mixing techniques. 54 lecture hours, 72 lab hours.

REC 225
Digital Audio Technology II
4 Units
Grade Only

Prerequisite(s): REC 105, REC 115, REC 125, REC 135 and REC 145.

Co-Requisite(s): REC 205, REC 215, REC 235 and REC 245.

This course focuses on the detailed workings of digital audio as a whole, and specifically on the ProTools platform. This is a detailed class in all aspects of digital audio inclusive of tracking, mixing, repair techniques, and plug-ins. 54 lecture hours, 72 lab hours.

REC 235
Acoustics for Engineers
3 Units
Grade Only

Prerequisite(s): REC 105, REC 115, REC 125, REC 135 and REC 145.

Co-Requisite(s): REC 205, REC 215, REC 225 and REC 245.

This course is a study of Acoustics principles and the physics of sound. It includes sound propagation, hearing and sound perception, room resonances, acoustic calculations, studio design and acoustical treatments. 54 lecture hours.

REC 245
Music Business/Audio Careers
3 Units
Grade Only

Prerequisite(s): REC 105, REC 115, REC 125, REC 135 and REC

145.

Co-Requisite(s): REC 205, REC 215, REC 225 and REC 235.

This is a survey focusing on the practices and procedures of record companies, publishing companies, performing rights societies and unions. The course will also study the processes of record and film production as well as career opportunities in these fields. Also includes an introduction to further courses of study in a targeted audio field. 54 lecture hours.

REC 255

Advanced Live Sound Reinforcement

4 Units

Grade Only

Prerequisite(s): REC 135.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course focuses on advanced concepts in sound reinforcement; advanced mixing skills, system maintenance and troubleshooting, sound system design for different types of venues, audio editing for live applications and live recording. 54 lecture hours, 72 lab hours arranged.

Sociology

(Social Sciences Department)

Sociology is the systematic study of social interactions and societies. Sociologists examine group structure, social relationships, and how social processes shape human behavior. Courses in sociology satisfy general education requirements for the associate degree, a degree in liberal arts with an emphasis in social and behavioral sciences, and lower division transfer. The Honors Program includes two sociology courses: SOC 201H Introduction to Sociology – Honors and SOC 218H Presentation Seminar – Honors. Program offers a transfer degree.

Sociology Courses

SOC 114

Marriage, Family, and Intimate Relations

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A consideration of the sociological and psychological factors which influence present day marriages and relationships. Course includes seminar discussions oriented toward understanding these influences as they relate to the individual. 54 lecture hours. CSU;UC

SOC 118

Minorities in America

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This course gives an overview of the psychological, social, economic, and political aspects of minority groups in contemporary American culture. It will emphasize the relationships between these groups and the dominant culture. 54 lecture hours. CSU;UC

SOC 201

Introduction to Sociology

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Emphasis is placed on the study of the basic structure of human society, the main forces that hold groups together or weaken them, as well as conditions that transform social life, and basic social concepts. 54 lecture hours. CSU;UC

SOC 201H

Introduction to Sociology - Honors

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if

required by English level.

Must be a member of the Citrus College Honors Program in good standing, or recommendation from an Honors instructor.

Emphasis is placed on the study of the basic structure of human society, the main forces that hold groups together or weaken them, as well as conditions that transform social life, and basic social concepts. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of sociological readings, presentation, and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

SOC 202

Contemporary Social Problems

3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Emphasis is placed on American society and social problems. Special attention is given to the causes and effects of social problems. Course content includes research, field observation studies, seminar discussion with special resource professionals. College level reading is strongly recommended for success in the course. 54 lecture hours. CSU;UC

SOC 216

Sex and Gender in a Cross Cultural Perspective

3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, ANTH 210 or SOC 201.

A cross-cultural look at different groups ideas of sex and gender. The course will focus on attitudes, beliefs, and socialization techniques. Theories behind the formation of gender will be explored. Both Anthropological and Sociological terms and concepts will be utilized for a cross disciplinary approach. SOC 216 and ANTH 216 are the same course. 54 lecture hours. CSU;UC

SOC 218H
Honors Presentation Seminar
1 Unit
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Must be a member of the Citrus College Honors Program in good standing, or recommendation from an Honors instructor.

A course designed to help honors students further their research skills, professional presentation skills, and to promote transfer. Research topics from previous honors classes will be enhanced with further research and presented in a professional manner in class. Materials will also be submitted to local honors conferences for presentation to peers. Honors students should be in good standing and must be recommended by an honors professor. SOC 218H and ANTH 218H are the same course. 18 lecture hours. CSU

Spanish

(Foreign Language Department)

The Foreign Languages Department offers proficiency-based instruction in listening, speaking, reading, and writing in these languages: Spanish, German, Chinese, and Japanese. The study of each language includes vocabulary, grammar, syntax, pronunciation, and cultural and historical understanding. Intermediate level courses include a literature component. Courses combine classroom lectures, guided practice, and language activities with individual work conducted online.

Spanish Courses

SPAN 101
Spanish I
5 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in elementary Spanish grammar, vocabulary, and pronuncia-

tion which focuses on understanding, speaking, reading, and writing (including spelling) simple Spanish and serves as an introduction to the geography, history, and culture of the Spanish-speaking world. 90 lecture hours. CSU;UC

SPAN 102
Spanish II
5 Units

Grade or Pass/No Pass
Prerequisite(s): SPAN 101 or two years of high school Spanish.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A further study of elementary Spanish grammar and vocabulary that develops understanding, speaking, reading and writing (including spelling) skills. Affords opportunities to apply communication skills to new social, professional, and travel contexts.

Explores the cultural heritage and civilization of Spain and Latin America through technology and level-appropriate readings. The class will be taught primarily in Spanish. 90 lecture hours. CSU;UC

SPAN 127
Spanish Civilization
3 Units

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Spanish Civilization provides an interdisciplinary global understanding of the culture and history of Spain. The course critically analyzes contemporary Spanish society by examining the social and historical traditions and institutions that shape the Spanish way of life in the 20th century. SPAN 127 and HIST 127 are the same course. 54 lecture hours. CSU;UC

SPAN 130
Latin American Culture and Civilization
3 Units

Grade or Pass/No Pass
 Latin American Culture and Civilization is a survey course providing an interdisciplinary approach to understanding the culture and history of

Latin America. The course critically analyzes historical and contemporary social traditions and institutions in order to reach an understanding of modern day Latin America. SPAN 130 and HIST 130 are the same course. 54 lecture hours. CSU;UC

SPAN 141
Intermediate Conversational Spanish
3 Units

Grade or Pass/No Pass
Prerequisite(s): SPAN 102 or two years of high school Spanish.

This course is designed for students who wish to further improve their oral proficiency in Spanish. 54 lecture hours. CSU

SPAN 201
Spanish III
5 Units

Grade or Pass/No Pass
Strongly recommended: ENGL 099 if required by English placement exam or if required by English level. Also, possess fluency in Spanish or completion of SPAN 102.

This intermediate level course was created with both native Spanish speakers and students studying Spanish as a second language in mind. Current social themes and vocabulary support a comprehensive review of Spanish grammar. The discussion of contemporary cultural topics, the reading of authentic texts, and the development of writing skills are all features of this class that help all intermediate Spanish students to refine and enjoy using their language skills. Class is conducted primarily in Spanish. Note that Spanish 3 and 4 do not need to be taken in order. 90 lecture hours. CSU;UC

SPAN 202
Spanish IV
5 Units

Grade or Pass/No Pass
Strongly recommended: ENGL 099 if required by English placement exam or if required by English level. Also, possess fluency in Spanish or completion of SPAN 102.

This intermediate level course, which may be taken before or after Spanish

3, was designed for both native Spanish speakers and students studying Spanish as a second language. Contemporary cultural topics and vocabulary will provide a context for the study of higher level Spanish grammar. Meaningful readings and the refinement of writing skills will help students to further develop their cultural and linguistic competence. This interactive course is conducted primarily in Spanish. 90 lecture hours. CSU;UC

SPAN 210
Intermediate Spanish for Speakers of Spanish
5 Units

Grade or Pass/No Pass

Prerequisite(s): Oral fluency in Spanish.

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course designed to help students who are fluent in spoken, informal Spanish, but who need to improve writing, reading and grammar skills. Emphasis on acquiring formal oral Spanish skills and a knowledge of Spanish and Latin American literature and culture. Equivalent to SPAN 201. 90 lecture hours. CSU;UC

SPAN 211
Reading and Composition for Speakers of Spanish II
5 Units

Grade or Pass/No Pass

Strongly recommended: ENGL 099 if required by English placement exam or if required by English level. Also, possess fluency in Spanish or completion of SPAN 210.

A course for students who are fluent speakers of Spanish but who need to practice and refine their writing skills and formal oral skills. Reading in the literature of Spanish-speaking cultures. Review of grammar. 90 lecture hours. CSU;UC

Speech
 (Language Arts Department)

Speech courses use both theory and practical experience to develop students' understanding of and skills in

oral communication in its various forms and contexts. Included in the speech program are critical and analytical thinking skills, sensitivity to cultural diversity, and ethical communication. Courses in speech satisfy general education requirements for the associate degree and lower division general education transfer requirements and can be used to fulfill some requirements for an associate degree major in Language Arts. The Honors Program includes one speech course: SPCH 101H Public Address – Honors.

Speech Courses
 (See Also Communications)

SPCH 100
Interpersonal Communication
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Introduction to interpersonal communication: verbal and non-verbal face-to-face interactions; understanding messages sent and received; awareness and resolutions of communication barriers. 54 lecture hours. CSU

SPCH 101
Public Address
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introductory course in speaking skills, including the selection, preparation, and delivery of speeches for various audiences and situations. The goal will be the achievement of ethical, purposeful, and effective public speaking. 54 lecture hours. CSU;UC

SPCH 101H
Public Address - Honors
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

This is an honors introductory course in public speaking skills, including research, reasoning, organization,

composition, presentation, and evaluation of informative and persuasive speeches for various audiences and situations. The goal will be the achievement of ethical, purposeful, and effective public speaking. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community. 54 lecture hours. CSU;UC

SPCH 103
Argumentation and Debate
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Basic theories, principles, and methods for various levels and forms of argumentation and debate. Preparation and presentation of practice debates on current issues. 54 lecture hours. CSU;UC

SPCH 106
Small Group Communication
3 Units
Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Principles, techniques, and uses of discussion in contemporary society. Training and practice in informal group discussion, panel discussion, symposium and forum. Emphasis on collaborative decision-making. 54 lecture hours. CSU;UC

Theatre Arts
 (Performing Arts Department)

The discipline of theatre arts includes theoretical and practical courses in all aspects of theatre, providing preparation in acting, directing, and technical theatre through productions. Students take courses to prepare for transfer and/or for professional training. Performance and technical theatre opportunities are available to both majors and non-majors. Courses

satisfy general education requirements for the associate degree, pending Chancellor's Office approval, in theatre arts, theatre arts with an acting emphasis, and theatre arts with a technical and design emphasis, and an associate degree in liberal arts with an emphasis in arts and humanities, and lower division transfer.

Theatre Arts Courses

THEA 101

Introduction to Theatre Arts 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Background and foundation for appreciation and evaluation of theatre arts. Course will include a study of dramatic structure, history of the theatre, plays and playwrights, and a study of contemporary theatre production. 54 lecture hours. CSU;UC

THEA 104

Voice and Movement for the Actor 3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, THEA 201 or concurrent enrollment.

A course in vocal anatomy, physiology, and phonetics as well as the exploration of how the voice and body work. Designed to develop the actor's awareness, relaxation, flexibility, and responsiveness in order to communicate openly and expressively. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC

THEA 120

Introduction to Tech for Theatre, TV and Film 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to the technical areas of lighting, scenery, sound and costumes for theatre, film and television.

Field trips include area theatres and studios. 36 lecture hours, 54 lab hours. CSU;UC

THEA 125

Technical Theatre Production 2 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A course in the technical production of stage scenery, lighting, sound, props, costuming or makeup. This course may be taken four times. 18 lecture hours, 90 lab hours arranged. CSU;UC

THEA 130

Introduction to Theatrical Scenery 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, THEA 120.

A study of the equipment, processes and techniques used in planning and executing scenery for the stage. 36 lecture hours, 18 lab hours, 36 lab hours arranged. CSU;UC

THEA 140

Introduction to Lighting for Theatre, Television and Film 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A visual survey through field trips, lecture, video and computer of lighting design for theatre, television, film and concerts. 36 lecture hours, 54 lab hours. CSU;UC

THEA 150

Introduction to Intelligent Lighting Systems for Theatre 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, THEA 140 and THEA 160.

The study and manipulation of intelli-

gent lighting systems and their use in various aspects of the entertainment field. 36 lecture hours, 54 lab hours arranged. CSU;UC

THEA 160

Computer Aided Design for Theatre 4 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. Also, THEA 120 and THEA 130.

Entertainment design and technical production with an emphasis on the computer as a design and drafting tool. Applications include Vectorworks and Sketch-up. This course may be taken three times. 54 lecture hours, 54 lab hours. CSU

THEA 200

The Art of the Theatre 3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Introduction to theatre as an art form involving the inter-related processes of all elements of theatre with the primary focus being on script analysis. Includes the study of plays throughout history with emphasis on dramatic analysis and cultural significance. This course may be taken two times. 54 lecture hours. CSU;UC

THEA 201

Acting Fundamentals I 3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A beginning level performance class with an introduction to the Stanislavski Method of acting. Provides a foundation in acting through a study of improvisation, vocal technique, historical concepts, and theory through scene and monologue work. This course may be taken four times. 54 lecture hours, 36 lab hours arranged. CSU;UC

THEA 202
Acting Fundamentals II
3 Units

Grade or Pass/No Pass

Prerequisite(s): THEA 201 or Audition.

An extension of the concepts as introduced in THEA 201. A more in-depth approach to contemporary theatre using the Stanislavski method as well as other methods of acting in character and scene study and analysis. Students may perform in an Acting Showcase at semester's end. This course may be taken four times. 54 lecture hours, 36 lab hours arranged. CSU;UC

THEA 204
Stage and Screenwriting
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 101.

Beginning playwrights and screenwriters discover the basic craft of creating scripts for stage, screen, and television. The class will concentrate on current work and/or ideas and examples will be drawn from scripts, videos, and films that have shaped our modern consciousness. This course may be taken four times. 54 lecture hours, 18 lab hours arranged. CSU

THEA 210
Rehearsal and Performance I
3 Units

Grade or Pass/No Pass

Prerequisite(s): Audition.

Participation in the production of a full length play for public performance. This course may be taken four times. 18 lecture hours, 108 lab hours arranged. CSU;UC

THEA 211
Acting for the Camera
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The practice and study of the fundamental techniques required in acting before the camera in film and television in contrast to the variance from stage work. Students will address areas of voice and movement for the camera; blocking; memorization and

audition techniques along with the introduction of quality head shots and resumes. This course may be taken four times. 54 lecture hours, 36 lab hours arranged. CSU;UC

THEA 220
Rehearsal and Performance II
3 Units

Grade or Pass/No Pass

Prerequisite(s): THEA 210.

Continued and more in-depth participation in the production of full-length play for public performance. This course may be taken four times. 18 lecture hours, 108 lab hours arranged. CSU;UC

THEA 241
Fundamentals of Stage Direction
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A study of the director's approach to play analysis, casting, and rehearsal technique leading to a performance. Students will receive practical experience in directing short scenes. This course may be taken two times. 36 lecture hours, 54 lab hours arranged. CSU;UC

THEA 245
Stage and Project Management for Theatre, TV and Film
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A survey of stage management and project management exploring the relationship between the artistry and the execution of show production in the entertainment industry. 36 lecture hours, 54 lab hours arranged. CSU

THEA 250
Theatre Appreciation
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to methods of evaluating theatre in performance. Students will view and critique at least

five off-campus plays per semester. Transportation may be provided. 36 lecture hours, 18 lab hours. 36 lab hours arranged. CSU;UC

THEA 260
Introduction to Show Production Systems
3 Units

Grade Only

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

The study of show production systems. The function and inter-relation of complete entertainment staging systems in a single environment including: physical staging systems, projection systems, truss systems, lighting rig, sound rig, computer and show control methods and rigging, power and distribution, crew and performer safety and access, trouble shooting and maintenance. Includes a study of the technical and design challenges posed by a variety of venues including, theatre, theme parks, exhibit and trade shows, conventions, and cruise lines. College level reading strongly recommended. 54 lecture hours, 36 lab hours. CSU

THEA 284
Acting Shakespeare
3 Units

Grade or Pass/No Pass

Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An exploration of Shakespeare's plays and poetry through scene study, monologues, rehearsal, and performance. This course aims to introduce a process and technique for analyzing play scripts and poetry for performance. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU;UC

THEA 290
Citrus Theatre Academy
3 Units

Grade or Pass/No Pass

Prerequisite(s): Audition. Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Preparation, rehearsal and public performance of college sponsored pro-

ductions in an organized summer theatre company. This course provides continuing development of acting, technical theatre and design skills for Citrus students. When appropriate, students have opportunities to work with outside professionals and learn the skills of an understudy. Participants selected by application and audition. This course may be taken four times. 162 lab hours arranged. CSU;UC

THEA 292 **Special Techniques in Acting** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Students will critically examine the Stanislavski Method of Acting and how it pertains to various acting styles. Examining stylized scenes and monologues from World Theatre will teach the student how the Method can be utilized in acting genres other than contemporary realism. This course may be taken four times. 54 lecture hours. 18 lab hours arranged. CSU;UC

THEA 293 **Theatre for Young Audiences** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

An introduction to theatre for child audiences. Students required to participate in a theatrical production for young audiences and lead children in creative dramatics. May include workshops. Along with on campus performances, may include a tour of a production. In-class and out-of-class rehearsals may be necessary to complete production. This course may be taken four times. 54 lecture hours, 36 lab hours. CSU

THEA 294 **Shakespeare in Production** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level. also, THEA 284.

Translating the Shakespearean text into an hour long performance adaptation. Students are required to participate in a theatrical production of a Shakespearean play for middle and high school students as well as public performance. In-class and out-of-class rehearsals may be necessary in order to complete production. This course may be taken four times. 54 lecture hours, 42 lab hours arranged. CSU

Water Technology (Public Services Department)

Water Technology, a career technical program, prepares students for entry-level employment or advancement in the public drinking water supply, including the distribution and treatment of water. The courses prepare students to take Department of Public Health certification examinations to qualify as a Water Treatment Operator or a Water Distribution Operator. The program also sponsors an annual one-day seminar with multiple fee-based workshops to provide workers throughout southern California with required updated professional development in water technology and to maintain their certifications. Courses in this discipline lead to either an associate degree in Water Technology or a certificate of achievement in Water Technology.

Water Technology Courses (Public Services Department)

WATR 150 **Introduction to Water Systems** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

A basic course in water distribution

and treatment covering water quality control practices, water sources, public health aspects of water regulations, supply, water treatment arithmetic, chemical treatment, filtration, corrosion, disinfection, tastes and odors in water, water system operation and maintenance, valves, pipes, pumps, and meters. The material covered in this course will be helpful to those preparing for the D-1 and D-2 Water Distribution Operator's Certificate examinations and the T-1 Water Treatment Operator's Certificate examination given by the State of California. 54 lecture hours.

WATR 151 **Water Resources and Distribution I** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: MATH 030 and WATR 150.

A course designed for water distribution systems operators. This course continues WATR 150. Topics include: water production, types of reservoirs, water lines, pumps, water chemistry, water treatment, arithmetic, chemical treatment, appurtenances, method of installation, repair of facilities, back up theory, and administrative functions behind the distribution system. This course prepares the student for the D2 and D3 Water Distribution Operator's examinations. 54 lecture hours.

WATR 152 **Cross-Connection Control** **3 Units**

Grade or Pass/No Pass
Strongly Recommended: ENGL 099 or READ 099 if required by English placement exam or if required by English level.

Introduces the principles of cross connection control: identifying a cross connection and the type of backflow prevention required; recycled water; recognizing the responsibilities of the water purveyor, the health agency, and the consumer; and learning basic maintenance and backflow prevention device testing. This course will prepare the student for A.W.W.A. and/or the Los Angeles County Certification. 54 lecture hours.

WATR 153
Water Resources and
Distribution II
3 Units

Grade or Pass/No Pass

Strongly Recommended: MATH 030, WATR 150 and WATR 151.

A course in practical water supply hydraulics with emphasis on the basic principles of hydraulics. The purpose of the course is to clarify pressure, head, buoyancy, friction loss, forces, velocity of flow and size capacity relationship of distribution systems. The course includes the study of pump characteristics, sizing of pumps, water chemistry, water treatment, arithmetic, chemical treatment, and efficiency test procedures. Typical calculations include line loss in series and parallel pipe systems, residual pressure, forces on thrust blocks, and horsepower requirements for pumps. This course prepares the student for the D3, D4, and D5 Water Distribution Operator's examinations. 54 lecture hours.

WATR 155
Water Distribution Operator
Exam Preparation
1 Unit

Grade or Pass/No Pass

Strongly Recommended: WATR 150 or possession of a D-1 Distribution Operator Certification.

A course in drinking water distribution designed as a review for water distribution operators preparing to take the California Department of Public Health D2 or D3 examinations. This course may be taken three times. 18 lecture hours.

WATR 156
Water Treatment I
3 Units

Grade or Pass/No Pass

Strongly Recommended: MATH 030 and WATR 150.

Course covering water resources, water quality, unit operations of water treatment, public health requirements, and the basics of water chemistry and aquatic microbiology. Prepares students for the T1, T2, and T3 Water Treatment Operator's Certificate examinations given by the State of California. 54 lecture hours.

WATR 157
Water Treatment II
3 Units

Grade or Pass/No Pass

Strongly Recommended: WATR 156.

A course covering water resources, water quality, unit operations of advanced water treatment systems, public health, water chemistry and microbiology, and fluoridation. Prepares students for T3, T4, and T5 Water Treatment Operator's Certificate examinations required by the California Department of Public Health. 54 lecture hours.

WATR 162
Water Conservation
3 Units

Grade or Pass/No Pass

This class provides an overview and technical information on the role of the water conservation coordinator in the public water supply industry. Topics include: water supply and cycle, structure and operations of utilities, regulatory agencies, best management practices, water conservation programs and technologies. This class will help the student prepare for the AWWA grade one Water Conservation Practitioner Certification. 54 lecture hours.

WATR 165
Water Systems Operations and
Technology Update
1 Unit

Grade or Pass/No Pass

Strongly Recommended: WATR 151 or WATR 156.

A course in drinking water distribution and treatment designed to update current system operators on the latest improvements in technology and upcoming regulations in the water supply field. Students will be introduced to new technologies and methods used in water systems today and will be given valuable information on the latest adopted and pending regulations from CDHS, OEHHA, CDRW, SWRCB, LARWQCB, AQMD, and CalOSHA. The course will be helpful to those in need of contact hours to fulfill California Department of Health Services requirement for renewal of Distribution and/or Treatment Operator Certificate. This course may be taken three times. 18 lecture hours.

Noncredit Courses

NC 001 **Supervised Tutoring**

This course provides learning assistance through supervised one-to-one or group tutoring. Students receive assistance outside of class time to improve learning and study skills. Content is specific to English, reading and mathematics.

NC 208A **Algebra IA**

This is an integrated course that combines the content of algebra with logical reasoning, statistics, probability, problem solving, real life situations, spatial visualization, and introductory topics in geometry. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

NC 209A **Algebra IIA**

This course introduces linear functions in two variables, solutions of systems of equations by various methods, operations with polynomials and factoring, quadratic functions, rational functions, radicals and elementary probability. This course combines algebraic concepts and geometry in several activities, projects and problems. Through each activity and project the student learns how to write algebraic expressions, understand the relationship among equations and graphs, explore functions, think critically and develop a clear understanding of sequences, series, probability, and exponential functions. Each activity and project is designed for real-life application, visual and hands-on approach to solving problems and use of technology. The course format will include activity-based investigations with hands on activities and concepts and applications compliant with the adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

NC 224B **Geometry B**

This integrated mathematics college preparatory course builds on the Algebra I course. Topics taught include sampling and reasoning, linear systems, matrices, geometry (coordinate geometry, triangles, circles and spheres), probability and binomials. The course format will involve application of mathematics to real world problems, hands-on classroom activities to investigate concepts and applications compliant with the recently adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

NC 300 **Academic ESL I**

Academic ESL I is a course for non-credit students to prepare for credit ESL classes by practicing the four language skills - listening, speaking, reading, and writing. It is an introduction to credit course requirements that include attendance, homework, and assessment. The course includes pronunciation and conversation.

NC 301 **Academic ESL II**

Academic ESL II facilitates the transition of the noncredit ESL student to credit ESL. The course focus is to improve the student's skill of listening to, speaking, reading, and writing the English language. The course includes pronunciation and conversation to build communication skills and fluency.

NC 302 **ESL A: Beginning**

This course develops basic English skills through the practice of listening, speaking, reading, and writing.

NC 303 **ESL B: Intermediate ESL**

This course builds comprehension and communication of spoken English through the practice of the four skills - listening, speaking, reading, and writing. The course emphasizes building confidence in oral expression and refining pronunciation.

NC 501 **Basic Life Skills for Developmentally Disabled Adults**

This course is designed for developmentally disabled adults. It will address skills related to basic functions in everyday life and enhance skills for supported function in the community. This course will address the different cognitive, physical, communication, and social needs of each student. The program allows interaction in a group setting, learning to interact appropriately at all function levels.

NC 607 **Skilled Nursing Facility Activity Leader**

A course designed to meet minimum state certification requirements for activity leaders in skilled nursing care facilities. This course will also be helpful to anyone involved with care in an extended care facility.

NC 632 **Air Conditioning I**

Topics will include fundamentals of refrigeration theory and practice, introductory basic electricity, service of refrigeration equipment and accessories including compressors, condensers, evaporators, and metering devices. Review for EPA exam.

NC 634 **Air Conditioning II**

A course in the fundamentals of air conditioning, including ventilation, evaporation, cycles, charging, air distribution, control, electrical circuiting, venting, duct systems and diffusions. Emphasis on equipment selection, balance, adjustment, maintenance and service. Prepares students for EPA examination.

NC 636 **Heating - Electrical and Gas**

This course includes absorption systems, heating and humidifying, also heat load and heat pump systems, systems controls, boilers, and instruments.

NC 638
Electricity for Heating and Air Conditioning

A course in electricity covering the functions and operations of electric motors and controls used in mechanical systems.

NC 640
HVAC Control Systems

An explanation of HVAC control system theory, control hardware, and both simple and complex control systems, supervisory controls and the use of computers in control systems.

NC 642
Trouble Shooting Heating and Air Conditioning

This course covers the techniques to locate, identify, and correct the problems that occur in heating, air conditioning, and refrigeration systems, both domestic and commercial.

NC 717
Overall Health and Wellness for the Older Adult

This course focuses on the overall wellness and health of the active 55+ learner, including physical and mental health. Each program element is planned to educate individuals to their highest potential level of functioning.

NC 820
High School Completion

An independent study high school dropout prevention program for identified "at risk" students in ninth through twelfth grades, which is designed to assist students complete high school requirements in all required subjects. A computerized instruction system (lab) includes language arts, math, science, social science, and fine arts. Each activity within these areas is designed to correspond to a specific course/subject area and requires 80% mastery before a student can proceed. In addition, students must complete outside reading and writing assignments before units are granted.

BIOL 803
Biology

Biology is a one-year, college preparatory science emphasizing greater awareness of the living world through actual laboratory participa-

tion in studies of plants and animals and their interrelationships.

ENGL 803
Composition I

Students will learn how to write clear, concise, and complete sentences. Instruction in how to write well-organized paragraphs and compositions will be offered. Standard grammatical usage, punctuation and spelling is highlighted.

ENGL 808
Public Speaking

Students in this course will learn to communicate articulately. Written and oral reasoning will receive a major emphasis in all of the assigned activities.

HIST 801
World History I

This course examines world history from its beginning to about 1800. It focuses on cultures and geography and includes China, Japan, India, Africa, the Middle East as well as Western Civilization.

HIST 802
World History II

This course covers the period 1800 to the present and examines the Age of Revolution, Industrial Age, Age of Imperialism, World War and peace and the world today.

HIST 803
United States History I

This course will examine the significant world events, ideas, and people as they relate to the United States today.

HIST 804
United States History II

This course emphasizes understanding of world events, ideas and people from 1860 to the present. Relationships of events, ideas and people to the United States today will continue to be examined.

MATH 801
Arithmetic Fundamentals

For students who need improvement in their fundamental arithmetic skills. Students work at their own pace with individual assistance from the instructor. This is a computer-aided program.

MATH 803
Elementary Algebra I

This course provides an introduction to the language and symbolism of algebra and to the properties of the real number system leading to solution of algebraic equations and inequalities with operations involving polynomials and exponents.

MATH 804
Elementary Algebra II

This course includes introduction to linear functions in two variables and their graphic representation, solution of systems of equations by various methods, operations with polynomials in two variables and rational algebraic expression, introduction to fractional exponents of second degree equations and their solutions by factoring, completing the square and the quadratic formula.

MATH 805
Geometry II

This course is designed as a continuation of Geometry I. Topics covered include area of regions, volume of solids, and similarity of geometric figures. Emphasis is placed upon the practical application of geometry by use of algebraic equations or solutions.

MATH 810
Geometry

This course is designed to introduce students to the study of shapes, position, and sizes of objects both intuitively and by logical proofs using the set concept.

POLI 805
American Government: Politics

The student will examine the premises, structures, and function of the national, state and local governments and the federal systems.

POLI 806
American Government: Economics

The student will examine the premises, structures, and function of the American economic system.

College Policies and Notices: Rules for Safety and Success

Academic Freedom Statement

It is the policy of the Citrus Community College district to support the principles of academic freedom, built upon the free expression and exchange of ideas that are inherent in the search for scholarly truth and upon which a free and democratic society depends. The district affirms the use of a variety of teaching methodologies to fulfill its obligation to raise difficult and meaningful questions in the educational development of students. Faculty are entitled to freely discuss issues germane to their subject matter. This freedom involves the right to introduce controversial topics, as long as the manner of presentation involves objective reasoning and rational discussion.

Academic freedom must be balanced with the obligation of the district to protect the right of students to learn in an environment characterized by civility, open inquiry, and freedom from unlawful discrimination. While faculty have the right to present ideas and conclusions which they believe to be in accord with available evidence, they also have the responsibility to acknowledge the existence of different opinions and to respect the right of others to hold those views. Faculty and students have a responsibility to engage in teaching and learning that honors and respects divergent viewpoints that are grounded in cultures of reason, logic, evidence and responsible scholarship.

When faculty (or any other district employees) speak or write as citizens, care should be taken to avoid the representation of any personal view as that of the district or of Citrus College.

Academic Honesty

See Code of Conduct

Athletic Eligibility

See Athletics: The Fighting Owls section

Drug Free Environment and Drug Prevention Program

References: Drug Free Schools and Communities Act, 20 U.S.C. Section 1145g and 34 C.F.R. Section 861 et seq.; Drug Free Workplace Act of 1988, 41 U.S.C. Section 702

The district is committed to maintaining an environment free from the unlawful possession, use, or distribution of illegal substances and alcohol by students and employees.

With the exception of alcohol products intended fully for use in classroom scientific experiments and not intended for human consumption, the unlawful manufacture, distribution, dispensing, possession or use of alcohol or any other controlled substance is prohibited on district-owned or controlled property, at district-sponsored or supervised functions, or related to or arising from District attendance or activity.

All employees are required to comply with this policy as a condition of their employment and continued employment.

Any student or employee who violates this policy will be subject to disciplinary action, which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion or dismissal. Any employee convicted under a criminal drug and/or alcohol statute for conduct in the

workplace must report this conviction within five days to the superintendent/president.

The superintendent/president shall assure that the college distributes annually to each student the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

Campus Disturbances

The willful disturbance of classes, college activities, or procedures is a misdemeanor. (California Penal Code, Section 626.6)

Cheating and Plagiarism

See Code of Conduct

Code of Conduct

Those representing Citrus College at any conference, trip or athletic event will observe this Code of Conduct.

Basic Responsibilities on Conferences, Trips or Athletic Events

1. Participants, students, and advisers shall recognize their responsibility for proper conduct during a trip to or from, and at the conference or event.
2. Advisers shall recognize their responsibility for the actions of their students. Each student will be directly responsible to the adviser.
3. Rules established by the host organization or location must be observed.
4. Prior to the conference or trip, the student participants and advisers shall have read the Standards of Conduct.

5. Attendance at all meetings, including meals, is considered part of the participant's responsibility while at a conference unless first excused by the advisers.
6. No student may officially or unofficially represent Citrus College at any event away from the campus without an adviser or special permission granted by the Citrus College administration, to be without an adviser.

Standards of Conduct

The superintendent/president shall establish procedures for the imposition of discipline of students in accordance with the due process requirements of state and federal 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 of Trustees shall consider any recommendation for a student's expulsion received from the superintendent/president. 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 following infractions are considered good cause for discipline at Citrus College and are based on local, state and federal law, as well as Citrus Community College district board policy 5500 and administrative procedures 5520.

1. Causing, attempting to cause, or threatening to cause

physical injury to another person.

2. Possessing, selling or furnishing any firearms, knives, explosives, or other dangerous objects. This also applies to copies or models of these items. The exception occurs when the student has obtained prior written permission from a Citrus College employee to possess the items mentioned above. The superintendent/president must approve the request.
3. Unlawfully possessing, using, selling, offering to sell, furnishing, or being under the influence of, any controlled substance, such as alcoholic beverages or intoxicants of any kind and unlawfully possessing, offering, arranging, or negotiating the sale of any drug paraphernalia;
4. Committing or attempting to commit robbery or extortion;
5. Causing or attempting to cause damage to district property or to private property on campus;
6. Stealing or attempting to steal district property or private property on campus, or knowingly receiving stolen district property or private property on campus;
7. Willfully or persistently smoking in any area where smoking is prohibited by law or by college or district regulation;
8. Committing unlawful sexual harassment;
9. Engaging in unlawful harassing or discriminatory behavior based on race,

gender, religion, age, national origin, disability, or any other protected characteristic or classification, defined by law;

10. Willful misconduct resulting in injury or death to a student or to district personnel and/or willful misconduct resulting in cutting, defacing, or other injury to any real or personal property owned by the District or on the Citrus College campus;
11. Disruptive behavior, willful disobedience, open and persistent defiance, or persistent abuse of district personnel;
12. Cheating, plagiarizing (including plagiarism in student publications), or engaging in other forms of academic dishonesty;
13. Committing dishonesty, forgery, alteration or misuse of district documents, records or identification; or knowingly furnishing false information to the district;
14. Unauthorized entry upon or use of district facilities;
15. Committing lewd, indecent or obscene conduct on District-owned or controlled property, or at district-sponsored or supervised functions;
16. Engaging in obscene, libelous, or slanderous expressions, or expressions that incite students to behave in a manner that creates a clear and present danger to students and staff, or incite the commission of unlawful acts on district premises;

17. Violating district administrative procedures or the substantially disrupting the orderly operation of the District business or academic activities;
18. Engaging in persistent, serious misconduct where other means of correction have failed to bring about proper conduct;
19. Unauthorized preparing, giving, selling, transferring, distributing, or publishing any existing and current recording of an academic presentation in a classroom or equivalent site of instruction, for any commercial purpose. This also includes, but is not limited to, handwritten or typewritten class notes, except as permitted by any Board Policy or Administrative Procedure.
20. Violating college rules or regulations including campus policies concerning student organizations, the use of college facilities, or the time, place and manner of public expression;
21. Persistent violation of classroom standards of conduct as established by the instructor;
22. Any actions not listed above that are identified as "good cause" by the Education Code.

For detailed information regarding student discipline, visit www.citruscollege.edu and click Student Life, Student Discipline and Conduct.

Driving and Parking

The Citrus Community College District Board of Trustees have adopted traffic and parking regulations in accordance with the California Vehicle Code. Refer to

the current Schedule of Classes for details.

Grievance Procedures

Student grievance procedures provide every student with a prompt and equitable means of seeking an appropriate resolution for any alleged violation of his or her rights. The rights protected under these procedures include, but are not limited to, those guaranteed by the established rules and regulations of the Citrus Community College District and the Education Code of the State of California.

The student grievance procedure does not apply to student disciplinary actions covered under separate board policies and administrative procedures and parking citations "tickets" obtained on campus.

Students are advised that grievances must be filed within 20 school days of the occurrence. The procedures do not apply to the employment rights of students. Sexual harassment or discrimination complaints are made to the Office of Human Resources.

Citrus College students are, by law, protected against capricious, arbitrary, unreasonable, unlawful, false, malicious or professionally-inappropriate evaluations or actions by an employee of Citrus College.

For information regarding student grievance procedures, contact the Office of the Vice President of Student Services at (626) 914-8532.

Hazing

Hazing is prohibited in California schools. Violators may be punished by a fine not to exceed \$500 or six months in jail.

Sexual Harassment and Sexual Violence Information

No community can be totally risk-free in today's society. However, working together, students, faculty, staff, and visitors can all help to create an atmosphere which is as safe and crime-free as possible. Sections 66281.5 and 67385.7 of the Education Code requires that community college districts adopt and implement procedures to ensure prompt response to victims of sexual harassment and sexual violence which occur on campus, as well as, providing them with information regarding treatment options and services. Citrus College takes the issue of sexual harassment and sexual violence very seriously and is proactive in offering a safe environment for students and visitors. For this, Citrus College offers informational and preventive programs to all students and staff to help prevent the risk of sexual harassment and sexual violence on campus. Additional information is available through the Sexual Violence Prevention Statement on the college website at www.citruscollege.edu.

Sexual Harassment (Board Policy 7102/Administrative Procedure 7102)

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other conduct of sexual nature when:

- Submission to the conduct is made a term or condition of an individual's employment, academic status, or progress;
- Submission to, or rejection of, the conduct by the individual is used as a basis of employment or academic decisions affecting the individual;
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile,

or offensive work or educational environment; or,

- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the community college.

Any student or employee who believes that he/she has been harassed or retaliated against in violation of Board Policy 7102 should immediately report such incidents by following the complaint procedure set forth under Administrative Procedure 7101 – Discrimination Complaint Procedure: Students, Employees, and Job Applicants. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion.

Sexual Assault (Board Policy 3540/Administrative Procedure 3540)

Sexual assault is defined as any kind of unwanted sexual contact. This includes, but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, threat of sexual assault and related conduct that threatens the health and safety of another person. Sexual violence may include sexual assault, rape, date rape, acquaintance rape, domestic violence, stalking, dating violence, forcing a person to watch/engage in pornography, harassment, exposing/flashing, voyeurism and/or fondling.

Any sexual violence or physical abuse, as defined by California law, whether committed by an em-

ployee, student, or member of the public, occurring on college-owned or controlled property, at college-sponsored or supervised functions, or related to or arising from college attendance or activity is a violation of district policies and regulations, and is subject to all applicable punishment, including criminal and/or civil prosecution and employee or student discipline procedures.

Any person who has been the victim of sexual violence or who has information regarding sexual violence on campus is strongly urged to call 911 or the police department or sheriff in the city where the crime took place and report the situation as soon as possible. If you are the victim of sexual assault on campus you may also:

1. Contact Campus Safety 24 hours a day, 7 days a week at (626) 914-8611, extension 8611 when calling from a college phone, or by dialing *11 on any of the campus pay phones and/or the Student Health Center at (626) 914-8671 during normal business hours, located in the Student Services Building.
2. Choose to go directly to a hospital emergency room for medical care. Please keep in mind that there are many community resources that can provide different support services to you in a time of crisis. This includes but is not limited to:
 - Project SISTER Sexual Assault Crisis & Prevention Services offers immediate crisis assistance in seven languages seven days a week. They also provide accompaniment/advocacy services in which trained volunteers support and advise survivors of sexual violence and child abuse at

the hospital, police station, and during court

appearances. 24-hour hotlines: (909) 626-HELP (4357) or (626) 966-4155

- House of Ruth offers many services to victims of domestic violence which include emergency shelter, transitional shelter, legal advocacy and counseling/support groups. 24-hour hotline: (909) 988-5559
 - National Sexual Assault Hotline: (800) 656-HOPE (4673)
 - National Domestic Violence Hotline: (800) 799-7233
3. If the perpetrator is a student at Citrus College, you may choose to contact the Vice President of Student Services at (626) 914-8532 to file an administrative complaint.

Smoking on Campus

See Substance Abuse

Substance Abuse

The Citrus Community College District prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on college property, and as part of any college sponsored or sanctioned event. In addition, the use of tobacco is prohibited in all district buildings and vehicles. (Citrus Community College District Board Policy 7103, Education Code 87335, Standards of Student Conduct, and U.S. Public Law 101-226).

Any student or employee in violation of this policy is subject to disciplinary action, up to and including, expulsion from college or termination from employment for violations of the standard code of conduct. The decision to take disciplinary action in any such instance rests with the Board of Trustees after consideration of

the recommendation of the Superintendent/President.

Notices

Campus Safety

The following are the criminal offenses which occurred on campus from January 1, 2007-December 31, 2010 and reported to the Campus Safety Office and public agencies:

Offense	08	09	10
Murder	0	0	0
Manslaughter	0	0	0
Sex Offense (Forced)	0	0	0
Sex Offense (Non Forced)	0	0	0
Robbery	1	1	1
Aggravated Assault	12	4	2
Burglary	5	1	5
Vehicle Theft	3	7	3
Arson	0	0	0
Drug Law Violation	0	1	5
Liquor Law Violation	4	8	3
Illegal Weapons Possession	1	0	0
Hate Crimes	0	0	0

Registered Sex Offender Information

Information concerning registered sex offenders may be obtained from the Glendora Police Department, 150 S. Glendora Avenue, Glendora, CA 91741 by calling 626-914-8250 or visiting www.meganslaw.ca.gov

Sex offenders are required to register with the police in the jurisdiction in which they reside.

Catalog Rights

Students who maintain continuous enrollment may elect to graduate under the requirements of the Citrus College catalog in effect at the time of admissions to Citrus College or at the intended date of graduation from Citrus College.

Continuous Enrollment

A student is continuously enrolled if he/she receives a grade (A, B, C, D, F, FW, MW, P, NP, or I) in any semester, fall or spring, during each academic year. Continuous enrollment is maintained at

Citrus College if a student transfers to another regionally accredited institution, as long as he/she maintains continuous enrollment at that institution.

Continuous enrollment is defined as attendance in one semester or two quarters (excluding summer or winter) within an academic calendar year at a regionally accredited institution.

Nondiscrimination Policy

Citrus Community College District does not discriminate on the basis of race, color, ancestry, national origin, sex, age (over 40), religious creed, marital status, medical condition (including cancer), physical disability (including HIV and AIDS), mental disability, sexual orientation, gender identity and/or expression, or military status as a Vietnam-era veteran in any policies, procedures or practices.

In addition, it is the stated policy of Citrus Community College District that harassment is prohibited and that regular employees shall not be denied family care leave if eligible under the Fair Employment and Housing Act. All of these categories are protected by the following legislation: Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Fair Employment and Housing Act, California Government Code 12900 et seq., and the Americans with Disabilities Act of 1990.

Students who have questions or concerns about the nondiscrimination policy can contact the human resources staff diversity manager at (626) 914-8830.

Open Enrollment

All courses, course sections, and classes offered by Citrus College are open for enrollment to any

person who has been admitted to the college. Enrollment may be subject to any priority system that the college has established. Enrollment may also be limited to students meeting properly validated prerequisites and co-requisites of certain academic programs, or due to other practical considerations such as exemptions set out in statute or regulation.

Public Safety

See Campus Safety

Student Rights and Privacy Act

Citrus College student records are maintained in accordance with the Education Code, Title 5, California Civil Code, and the U.S. Patriot Act. Written student consent is required for access and release of information defined as educational records in the federal and state laws as described in Citrus College AP 5040.

A student's directory information (student's name, address, telephone number, date and place of birth, major field of study, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and most recent previous public or private school attended) may be released upon request unless the Admissions and Records Office receives written notification that a student reserves the right to authorize, in writing and, on an individual request basis, the access and release of the directory information. Such a notice of restriction will remain in effect until it is countermanded in writing. Additionally, the law provides that a student may request access to the college records which are personally

identifiable to that student, and may challenge the accuracy or the appropriateness of retention of information in the college record.

Student Right-to-Know

In compliance with the Student Right-To-Know and Campus Security Act of 1990, it is the policy of the Citrus Community College District and Citrus College to make available its completion and transfer rates to all current and prospective students. Student Right-To-Know (SRTK) refers to a federally-mandated public disclosure of a college's completion rate and transfer rate. The intent of SRTK is to provide to the consumer a statistic of comparable effectiveness that they can use in the determination of college choice. All colleges nationwide are effectively required to participate in the disclosure of rates by January 2000.

SRTK is a "cohort" study; that is, a group of students who are first-time freshmen, are enrolled full-time and are degree-seeking, is identified in a fall term and their outcomes are measured over a period of time. The outcomes that the two SRTK rates measure are completion (the total number of students in the cohort who earn either a degree, a certificate, or who successfully completed a two-year-equivalent transfer-preparatory program) and transfer (the total number of cohort non-completers who were identified as having enrolled in another institution). The tracking period of the cohorts is three (3) years, at which time the SRTK rates are calculated and made public.

SRTK Rates are derived and reported yearly on the IPEDS-GRS (Integrated Postsecondary Educational Data System-Graduation Rate Survey). The IPEDS-GRS also tracks part-time student cohorts over a six (6) year period; however, full-time cohort status after three years is the only basis for calculating SRTK rates.

Access to the Citrus College Student Right-To-Know Rates and further information about the rates and how they should be interpreted is available through the "Student Right-To-Know Information Clearinghouse" Web site maintained by the Chancellor's Office, California Community Colleges at <http://srtk.cccco.edu/index.asp>

Questions concerning students' rights under the privacy act should be directed to the Admissions and Records Office, 626-914-8511.

Faculty and Administrators

(Date of appointment follows name)

Afzali, Ana (1997)

Spanish
A.S., Westbrook College; B.A.,
University of Maryland; M.A.
Ph.D., University of California,
Los Angeles

Allahbachayo, Salima (2009)

Nursing
B.A., Aga Khan University;
M.S., University of California,
Los Angeles

Allen, Ann (2005)

Director of Child Development
Center
B.S., California State
University, Northridge; M.F.T.,
Philips Graduate Institute;
Ed.D., Nova Southeastern
University

Anderson, Brian (1999)

Mathematics
B.S., Hofstra University; M.A.,
Claremont Graduate School

Anson, Melanie (1988)

Public Address/Speech
B.A., University of California,
Los Angeles; M.A., Ph.D.,
University of Southern California

Arredondo, Dora (2004)

Dental Technology
B.S., University of Phoenix

Avalos, Steve (2000)

Counseling
A.A., Mt San Antonio College;
B.A., California State
University, Long Beach; M.A.,
Azusa Pacific University

Bautista, Susan (2006)

Cosmetology
A.S., Mount San Antonio College

Bigby, Shauna (2006)

College Nurse
A.A., Mount Saint Mary's
College; B.S., University of
Southern California; M.S.
California State University,
Long Beach

Boquien, Connie (1997)

Licensed Vocational Nursing
B.S.N., M.Ed., Saint Louis
University

Borja, Patrick (2004)

Accounting
B.S., M.A., M.B.A., California
State University, Los Angeles

Bosler, Sally (2010)

Librarian
B.A., Azusa Pacific University;
M.Ed., Azusa Pacific University;
MLIS, San Jose State University

Bowman, Deborah (2004)

Licensed Vocational Nursing
B.S., California State
University, Fullerton

Boxley, Jackie (2004)

Physical Education
B.S., California State
University, Fullerton; M.A.,
Azusa Pacific University

Brawner, Mary (1990)

Physical Education
B.S., Fort Hays State
University; M.S., Fort Hays
State University

Brown, Cherie (1998)

Fine Arts
B.A., California State
University, Fullerton; M.F.A.,
University of California, Irvine

Brown, David (1999)

Automotive
A.S., Citrus College

Brown, Rick (2006)

Psychology
B.A., University of Louisville;
M.A., Ph.D., Emory Institute

Buchwald, Rosalinda (1983)

Director of Fiscal Services
B.S., University of La Verne

Call, Jack (1999)

Philosophy
B.A., California State
University, Los Angeles; M.A.,
Ph.D., Claremont Graduate
School

Carr, Darrell (1990)

Photography
A.A., Citrus College; B.A.,
California State University,
Los Angeles

Castillo, Claudia (2004)

Counseling
B.A., California State
University, Fullerton; M.A.
Chapman University

Clark, Jeremy (2001)

Automotive
B.S., California State
University, Long Beach

Cross, Cynthia (2005)

ESL
B.A., University of California,
Riverside; M.A., California
State Polytechnic University,
Pomona

Dau, Carsten (1997)

English
B.A., M.A., Louisiana State
University

Deras, Wendy (2010)

Nursing
A.A., Edison State Community
College; B.S.N., Franklin
University; M.S.N., Wright
State University; M.S.N.,
Duquesne University

Diamond, Fred E. (2011)

Director of Facilities and
Construction
A.S., Long Beach City College;
B.A., Chapman University;
M.B.A., University of La Verne

Duffy, Dyane (2001)

Art
B.A., California State
University, Chico; M.F.A.,
Claremont Graduate School

Durfield, Timothy (2006)

Business
B.S., M.B.A., Azusa Pacific
University; J.D., Western
State University College of Law

Eiland, Thomas (1997)

English
B.A., M.A., California State
Polytechnic University, Pomona

- Eisel, Gunnar** (1989)
Music
A.A., Citrus College; B.A., California State University, Long Beach; M.A., California State University, Fullerton
- Eisel, Roberta** (2000)
English
B.A., California State University, Long Beach; M.A., Occidental College; M.P.A., California State University, Los Angeles
- Ellis, Jeanette** (2006)
Licensed Vocational Nursing
B.S., M.S., University of Phoenix
- Everest, Rob** (1999)
Mathematics
B.A., M.S., Southern Oregon University; M.A., Azusa Pacific University
- Farahani, Badieh** (2006)
Chemistry
B.S.E., University of Michigan; M.S., California State Polytechnic University
- Fernandes, Richard** (1992)
Architectural Drafting
B.A., San Diego State University; M.A., California State University Los Angeles; Ph.D., Pepperdine University
- Fincher, John** (1998)
Language Arts/Speech
B.S., West Georgia College; M.A., California State University, Los Angeles
- Fink, Brenda** (1996)
Human Resources/Staff Diversity Officer
B.A., M.A., University of La Verne; M.B.A., University of Redlands
- Flores, Richard** (1998)
Computer Science & Information Systems
B.A., M.A., California State University Northridge; M.S., Pepperdine University
- Galvan, Alex** (1996)
Music
B.A., M.A., California State University, Los Angeles
- Garate, Elisabeth** (2000)
Spanish
B.A., M.A., California State University, Los Angeles; Ph.D., University of California, Los Angeles
- Ghidella, Richard** (2004)
Business
B.A., M.B.A., California State University, Fullerton
- Glover, Patty** (2004)
Cosmetology
B.S., California State University, San Bernardino
- Gomez, Steven** (2001)
Physical Education
B.S., M.S., California State Polytechnic University, Pomona
- Gong, Catherine** (1994)
Mathematics
B.A., University of California, Santa Cruz; M.A., University of California, Berkeley
- Gonzalez, Rudy** (2006)
Mathematics
B.A., M.S., California State University, Los Angeles
- Gonzales-Tapia, Sara** (2006)
Director of EOP&S, CARE and CalWORKs
B.A., M.Ed., University of California, Los Angeles
- Goodman, Robert** (2000)
Forestry
B.S., California State Polytechnic University, Pomona; M.S., California State Polytechnic University, Pomona
- Graciano, Albert** (2002)
Cosmetology
Teaching Credential, University of California, Los Angeles
- Granger, Lanette** (2010)
Librarian
A.A., Citrus College; B.S., California State Polytechnic University, Pomona; MLIS, San Jose State University
- Grauso, Lynda** (1999)
Licensed Vocational Nursing
A.A., Pasadena City College; B.S.N., University of Phoenix; M.H.A., University of La Verne
- Green, Martin** (2005)
Music
B.M.U., Brigham Young University; M.A., California State University, Fullerton
- Green, Paula** (2005)
Director of Communications
B.A., Pitzer College; M.A., Michigan State University
- Greene, David** (2006)
Licensed Vocational Nursing
A.S., Citrus College; B.S., M.S., University of Phoenix
- Greenwell-Cunningham, Maia** (1997)
Sociology
B.A., University of Idaho; M.A., Washington State University
- Gregg, Judy** (1990)
Human Development
B.A., University of California, Berkeley; M.A., Pacific Oaks College
- Grossman, Bruce** (2004)
Business
B.S., State University of New York, Binghamton; J.D., Washington University
- Guebert, Toby** (1996)
Foreign Language
B.A., M.A., University of Illinois
- Gunderson, Mark** (2000)
Reading
B.A., University of Maryland; M.S., Johns Hopkins University
- Gunstream, Marilyn E.** (1976)
Physical Education
B.A., California State University Los Angeles; M.A., Azusa Pacific University
- Gutierrez, Jesus** (2008)
Mathematics
B.S., University of California, Los Angeles; M.S., California State University, Los Angeles
- Guttman, Kenneth** (1991)
Psychology
B.A., University of California, Los Angeles; M.A., California State University Los Angeles; Ph.D., California School of Professional Psychology

- Hadsell, Cliff** (2004)
Emergency Medical Technician
B.S., University of La Verne;
M.P.A., California State
University, Long Beach; Ph.D.,
University of Nebraska,
Lincoln
- Hahn, Shelly** (1999)
Child Development
B.A., California State
Polytechnic University,
Pomona; M.A., California
State University, Los Angeles
- Han, June** (2007)
Biology
B.S., M.S., University of
California, San Diego; M.A.,
Ph.D., University of California,
Los Angeles
- Hao, Lan** (2006)
Director of Institutional
Research
B.A., Tsinghua University;
M.E., Ph.D., University
of Southern California
- Hartman, Steven** (1987)
Adapted Physical Education
B.S., M.S., Brigham Young
University
- Harvey, Joseph** (1990)
Reading
B.A., M.A., City College of
New York
- Hathaway, George** (1998)
Earth Sciences
B.S., San Diego State
University; Ph.D., University of
California, Los Angeles
- Hays, Dorothy** (2000)
Counseling
B.A., California State
University, Los Angeles; M.A.,
Pacific Oaks College
- Hernandez, Salvador** (2004)
Cosmetology
A.A., East Los Angeles College
- Herrera, Rafael** (2007)
Counseling
A.A., Mt. San Antonio College;
B.A., California State
University, Fullerton; M.S.,
University of La Verne
- Hester, Dana** (1998)
Biological Sciences
B.S., University of Pittsburgh;
M.S., University of Houston;
Ed.D., California State
University, Fullerton
- Hillman, Michael** (1997)
Ceramics
B.A., M.A., California State
University, Long Beach
- Hoehne, William** (2000)
Music
B.M.E., University of North
Texas; M.M., University of
Miami
- Hogan, Gina** (2005)
English
B.S., M.S., M.A., California
State Polytechnic University,
Pomona
- Horton, Carol** (1995)
Vice President, Finance and
Administrative Services
B.S., Western Kentucky
University; M.Ed., University of
Louisville
- Hurtado, Michael** (1973)
Dean of Social & Behavioral
Sciences
B.A., M.S., University of La
Verne; Ph.D., Brigham Young
University
- Iverson, Robert** (2008)
Director of Purchasing &
Warehouse
B.A., California State
University, San Bernardino
- Jackson, Matt** (2001)
Art
B.S., California State
University, Dominguez Hills;
M.A., M.F.A., California State
University, Fullerton
- James, Rhoda** (1995)
Business
B.S.Ed., Chicago State
University; M.A., California
State University, Los Angeles;
Ed.D., University of La Verne
- Johnson, Sandra** (1990)
Art
A.A., Pasadena City College
B.A., M.A., California State
University, Los Angeles
- Kaisler, Denise** (2004)
Astronomy
B.Sc., University of Western
Ontario; M.Sc., McMaster
University; M.S., Ph.D.,
University of California,
Los Angeles
- Kary, David** (1999)
Astronomy
B.S., University of British
Columbia; Ph.D., State
University of New York at
Stony Brook
- Kim, Andrew** (2004)
Behavioral Sciences
B.S., University of California,
San Diego; M.A., Ph.D.,
University of California,
Los Angeles
- Kondo, Arnold** (1997)
Biological Sciences
B.S., University of California,
Davis; M.S., University of
California, Riverside
- Korn, Dennis** (1991)
Automotive Technology
A.S., Chaffey College; B.V.E.,
M.A., California State
University, San Bernardino
- Lancaster, James** (2000)
Dean of Curriculum, Career,
Technical and Continuing
Education
A.S., Cerritos College; B.V.E.,
California State University,
Long Beach; M.A., California
State University, Los Angeles
- Langford, Bruce** (1997)
Music
B.M., California Institute of the
Arts; M.M., Southwestern
Theological School of Music
- Lawrence, Patricia** (1991)
Reading
A.A., San Bernardino Valley
College; B.A., M.A., California
State University, Los Angeles

- Lee, Samuel** (2002)
Dean of Language Arts & Enrollment Management
B.A., California State University, Fresno; M.S., University of Southern California; Ed.D., University of La Verne
- Lindsey, Stephen** (1987)
Business
B.A., Claremont Men's College; J.D., Loyola University
- Longyear, Alicia** (2006)
Student Athletics
B.A., University of Redlands; M.S., University of La Verne; Certificate in Sport Counseling, University of La Verne
- Low, Joyce** (1999)
Mathematics
B.S., M.A., University of Alabama; M.S., University of Southern California
- Lubisich, Senya** (2004)
History
B.A., M.A., Ph.D., University of California, Riverside
- Lucido, Grace** (2005)
Cosmetology
B.V.E., M.A., California State University Long Beach
- Malmgren, Irene** (2005)
Vice President of Academic Affairs
A.A., Santa Ana College; B.A., M.A., California State University, Fullerton; M.A., Chapman University; Ed.D., University of La Verne
- McBurney, Robin** (1997)
Counseling
A.A., Eckerd College; B.A., University of California, Santa Cruz; M.S., California State University, Los Angeles
- McClain, James** (1986)
Dean of Mathematics, Business & Health Sciences
B.S.M.E., Northern Arizona University; M.Ed., M.S.C.S., Azusa Pacific University
- McDonald, Martha** (2004)
Dean of Students
B.A., M.A., Chapman University; Ed.D., California State University, Fullerton
- McGarry, Anna** (1999)
Spanish
B.A., M.A., University of California, Davis; M.A., California State University, Sacramento
- McLeod, Jennifer** (2006)
Disabled Student Programs and Services Coordinator
B.A., Southern California College/Vanguard University; M.S., California School of Professional Psychology/Alliant International University, San Diego
- Medina, Lilia** (2005)
Director of Financial Aid
A.A., Cerritos College; B.A., California State University, Dominguez Hills
- Medrano, Esmeralda** (2006)
Mathematics
B.S., University of California, Los Angeles, M.S., California State University, Los Angeles
- Mendoza, Natalie** (2005)
Counseling
B.S., California State University, Fullerton; M.S., California State University, Los Angeles
- Merandi, Michael** (1986)
Physical Education
B.S., M.A., California State University, Los Angeles
- Mercurio, Vincent R.** (1988)
Disabled Student Programs and Services
A.A., Citrus College; B.A., University of La Verne; M.A., Azusa Pacific University
- Miles, Terrence** (1998)
Physical Science
B.S., California State University, Northridge; M.A., University of California, Santa Barbara
- Mondrala, Scott** (2005)
Biology
A.S., Citrus College; B.S., P.h.D., University of California, Riverside
- Morrish, Maria** (2010)
Cosmetology
License, Royal Hair Institute Barbering College; Instructor Training, Pasadena City College; A.S., Citrus College; B.A., University of San Diego
- Munoz, Gino** (2007)
Music
A.A., Citrus College; B.A., M.M., Azusa Pacific University
- Mustain, James** (2001)
Computer Science & Information Systems
B.A., University of California, Los Angeles; M.S., University of Southern California; M.B.A., California State University, Long Beach
- Nguyenhuu, Rick** (2000)
Mathematics
B.S., California State University, Fullerton; M.S., California State University, San Bernardino
- Odrich, Steve** (1990)
Mathematics
A.A., Los Angeles Valley College; B.A., M.S., California State University, Northridge; M.S., California State University, Los Angeles
- O'Hara, Stephen** (2000)
Recording Arts Technology
- O'Neil, Margaret** (1990)
Journalism
B.A., St. Mary's College; M.A., Creighton University
- Over, Lucinda** (1995)
Dean of Counseling
B.A., M.A., Azusa Pacific University; Ed.D. University of La Verne
- Overly, David** (1991)
English
B.A., University of So. Florida; M.A., University of Southern California; Ph.D., Union Institute and University

- Paek, Hyeyi** (1991)
Mathematics
B.A., University of California, Los Angeles; M.S., California State University, Northridge
- Perri, Geraldine M.** (2008)
Superintendent/President
A.A., Hostos Community College; B.S., M.A., New York University; M.A., Ph.D., Fielding Graduate University
- Perry, Carolyn** (1997)
Human Development
B.A., California State University, Long Beach; M.A., University of La Verne
- Peters, Gerhard** (2007)
Political Science
A.B., Georgetown University; M.A., University of San Diego; M.A., C.Phil., University of California, Santa Barbara
- Plug, Michelle** (2006)
Articulation Officer
B.A., CSU Fullerton; M.S., University of La Verne
- Pohl, Claudia** (1999)
Dental Assisting
A.S., Chaffey College; B.A., California State University, San Bernardino
- Rabito, Eric R.** (1994)
Dean of Natural & Physical Sciences and Library
B.S., California State Polytechnic University, Pomona; M.A., University of California, Riverside; Ed.D., California State University, Fullerton
- Rachford, Mary Ann** (1997)
Multi-Media
A.A., Pasadena City College; B.A., M.A., California State University, Los Angeles; Ed.D., Azusa Pacific University
- Ramos, Gloria** (2004)
Physical Sciences
B.S., M.S., Florida International University
- Renaghan, Maureen** (2000)
Director of Health Sciences
A.S., Rio Hondo College; B.S., M.S., University of Phoenix; DNP, Case Western Reserve University
- Richard, Levi** (2001)
Business
B.A., M.B.A., Azusa Pacific University; DBA, Alliant International University
- Riderer, Lucia** (2005)
Physics
B.S., Babes Bolya University; M.A., California State University, San Bernardino
- Rivadeneyra, Justina** (2001)
Counseling
B.A., M.A., California State University, San Bernardino
- Ross, Glen** (1994)
Political Science
B.A., University of Utah; M.A., Brigham Young University
- Rudd, Rebecca** (2006)
English
A.A., Orange Coast College; B.A., M.A., California State University San Bernardino
- Ryba, David** (1995)
Physical Science
B.S., Harvey Mudd College; Ph.D., University of California, Santa Barbara
- Saldana, Rudy** (1997)
Philosophy
A.A., Mt. San Antonio College; B.A., California State University, Fullerton; M.A., Claremont Graduate School
- Salwak, Dale F.** (1973)
English
B.A., Purdue University; M.A., Ph.D., University of Southern California
- Sammis, Robert** (2008)
Director of Human Resources and District Chief Negotiator
B.A., California State University, Long Beach; J.D., Glendale University College of Law
- Sanchez, Raul** (2010)
Counseling
B.A., California State University, Sacramento; M.E., University of La Verne
- Scott, Christopher** (1997)
Mathematics
B.S., M.S., University of California, Los Angeles
- Shannon, James** (1974)
Psychology
B.A., M.S., California State University, Los Angeles
- Shaw, Nickawanna** (2006)
Physical Education
B.A., Mount Holyoke College; M.S., Smith College
- Shimokawa, Kristie-Ann** (2006)
Noncredit Counseling and Matriculation
B.A., University of Hawaii at Manoa, Honolulu; M.S., California State University, Los Angeles
- Shrope, Douglas** (1994)
Music
B.A., California State University, Los Angeles
- Skalicky, James** (1988)
Psychology
B.S., M.A., Loyola University; Ph.D. Kansas State University
- Slack, Robert** (1987)
Dean of Fine and Performing Arts
A.A., Solano College; B.A., California State University, Chico; M.M., Indiana University
- Smolin, Robert** (2001)
Business
B.A., California State University, Fullerton; M.B.A., California State University, Long Beach
- Solheim, Bruce** (1998)
History
B.A., Campbell University; M.A., Pacific Lutheran University; Ph.D., Bowling Green State University
- Solis, Roberto** (2000)
Computer Science & Information Systems
A.S., National Institute of Technology; B.S., California State University, Los Angeles; M.S., Azusa Pacific University
- Stoner, Bruce L.** (1978)
Electronics
A.A., East Los Angeles College; Vocational Credential, University of California, Los Angeles

- Styles, Christine** (2008)
Economics
B.A., San Diego State University; M.A., Ohio State University
- Swan, Alfie** (1999)
Mathematics
B.S., M.S., California State University, Los Angeles
- Swatzel, James** (2004)
Mathematics
B.S., University of Redlands; M.A., California State University San Bernardino
- Telesca, Lisa** (1995)
English
B.A., M.A., Loyola Marymount University
- Tippins, Ralph** (1990)
Mathematics
B.A., Humboldt State University; M.S., Ohio State University
- Trad, Mohamad** (2001)
Mathematics
B.A., M.A., California State University, San Bernardino
- Tucker, Connie** (1991)
English as a Second Language
B.A., Australian National University; M.A., University of California, Los Angeles
- Tucker, Gail** (1990)
Licensed Vocational Nursing
B.S., B.A., Azusa Pacific University
- Tussy, Alan S.** (1988)
Mathematics
B.S., University of Redlands; M.S., California State University, Los Angeles
- Van Citters, Beverly E.** (1990)
Reading
B.S., M.Ed., Penn State University; Ph.D., University of Pittsburgh
- Van Horn, Tasha** (1998)
Language Arts/Speech
B.A., M.A. California State University, Fullerton
- Vaughan, John** (1999)
Dance
B.F.A., University of North Carolina at Greensboro
- Villa, Elizabeth** (2004)
Counseling
B.A., California State Polytechnic University, Pomona; M.S., University of La Verne
- Villegas, Laura** (1995)
Counseling
A.A., Citrus College; B.A., California State University, Los Angeles; M.A., University of Redlands
- Villeneuve, Anna** (2000)
English
B.A., M.A., Humboldt State University
- Villeneuve, Theresa** (2000)
Journalism
B.A., University of California, Santa Barbara; M.A., University of Colorado
- Volonte, Daniel** (2004)
Theatre Arts
A.A., Citrus College; B.A., M.F.A., California State University, Fullerton
- Waddington, Brian** (2000)
History
B.A., University of California, Berkeley; M.A., San Francisco State University
- Walz, Sheryl** (2005)
Sociology
A.A., Fullerton College; B.A., M.A., California State University, Fullerton
- Welz, Linda** (2005)
Chief Information Services Officer
B.A., Bowling Green State University; M.A., University of South Carolina
- White, Gailynn** (1999)
Sociology
B.A., M.A., Arizona State University
- White, Sheila** (2000)
Mathematics
B.A., M.A., California State University, Fullerton
- Wise, Jody** (2004)
Dean of Physical Education & Athletics
B.A., University of Nebraska, Kearney; M.S., University of Arizona
- Wong, Julie** (1991)
Licensed Vocational Nursing
C.C.R.N, Amer. Assoc. of Critical Care Nurses; B.S., California State University, Long Beach
- Woolum, James** (1999)
Administration of Justice
A.A., Mt. San Antonio College; B.S., California State University, Los Angeles; M.P.A., University of Southern California
- Wurst, Clifton** (1992)
Adapted Physical Education and Aquatics
B.A., University of Dubuque; M.A., Azusa Pacific University
- Yee, Stephanie** (2008)
Counseling
B.A., University of California, Los Angeles; M.S., California State University, Northridge
- Zhuang, Ying** (1999)
Mathematics
B.S., Gueizhou Institute of Technology; M.S., Jiangsu Institute of Technology; M.S., Oklahoma State University

Faculty and Administrators Emeriti

- ABAS, AUDREY** (2012)
DSP&S Counselor
- ALVARADO, BERTHA** (1994)
Cosmetology
- ANDERSON, FRANK D.** (1987)
Physical Education
- ANDRUS, GEORGEANN** (1996)
Biological Sciences
- ANDRUS, PATRICIA** (1989)
Nursing
- BAGGETT, PAT J.** (2002)
Business
- BAKHIT, KATHY** (2012)
Economics
- BARNEY, PATRICIA** (1998)
Associate Dean of Letters
- BARTEL, BARTON** (1997)
Dean of Faculty
- BARTON, EUGENE** (1994)
Physics/Engineering
- BASONE, NELLIE** (1994)
Cosmetology
- BEAN, ELIZABETH E.** (1967)
Zoology
- BILLUPS, ROBERT E.** (2000)
Mathematics
- BOHATCH, GENE** (2010)
Director of International Trade Center
- BOLLINGER, BEN D.** (2005)
Dean of Fine and Performing Arts
- BOWMAN, GALEN** (1984)
Counseling
- BRADLEY, BETTY L.** (1969)
Dental Assisting
- BRATT, GEORGE** (1988)
Mechanical Technology
- BRIONES, ARTHUR M.** (2004)
Dean of Counseling
- BROOKS, ERVALYN** (2012)
Director of Cosmetology
- BUKOWSKI, MARY** (1999)
Cosmetology
- BULLOCK, ROBERT S.** (2001)
Art
- BURNETT, GARY A.** (2001)
Physical Education
- BUSTIN, P. ELAINE** (1987)
Medical Assisting
- CAIN, PATRICK T.** (2001)
Counseling
- CAMPBELL, WARREN** (1992)
Social Sciences
- CARLSON, FREDERIC** (1998)
Speech, Drama
- CARLSON, GEORGE** (2002)
Astronomy
- CARVER, SALLY A.** (2012)
Cosmetology
- CASEY, DAVID** (2012)
Mathematics
- CASSEY, JOHN** (2002)
Social Science
- CHANDLER, DONALD** (1988)
Cosmetology
- CLARK, REGINALD** (2005)
English
- CLAPROOD, ROBERT L.** (2004)
Associate Dean of Physical Education Health and Athletics
- CLARK, CLARA** (1995)
Vocational Nursing
- CLINE, GENA B.** (1972)
College Nurse
- COLLATO, FRANCES** (2001)
Director of Foundation and Grants
- COLLETT, WILLIAM** (1983)
Cosmetology
- COLLINS, MARILYN** (2006)
Director of Health Occupations
- COLVILLE, L. HOLLY** (2012)
Spanish
- CONKLIN, AUGUST** (1981)
Biological Science
- CONLY, EDWARD** (1989)
Physical Education
- CORNETT, WILLIAM** (2009)
Diesel Technology
- COX, MELANIE** (2003)
Dean of Admissions and Financial Aid
- COX, THOMAS C.** (2005)
Automotive Technology
- CULBERTSON, PATRICK** (2008)
English as a Second Language
- CUMMINGS, SHULING** (2011)
Mathematics
- CUNNYNGHAM, WANDA** (2008)
Dean of Career, Technical, Continuing and Contract Education
- DAMRON, TERENCE** (2006)
Dean of Science/Engineering and Health Occupations
- DENNINGHOFF, BEULAH** (1982)
Vocational Nursing
- DESIDERIO, ANTHONY** (1994)
Music
- DIAMOND, HELEN** (1987)
Business
- DIAZ, JOSEPH** (1984)
Counseling
- DIMIT, CAROL J.** (2004)
Dental Assisting
- DOLD, JUDY** (1999)
Dental Assisting
- DWYER, JOHN** (1995)
Counseling
- EBERSOLD, LEO** (1959)
Adult Education, Principal
- EDWARDS, NEIL** (2002)
Physical Education
- EDWARDS, ROY G.** (1987)
Mechanical Technology
- EMERICK, SYLVIA** (1983)
Business
- ENDICOTT, HATTIE W.** (1975)
Cosmetology
- ENG, MARILYN** (2011)
Counseling
- ERICKSON, EDITH** (2000)
Foreign Languages
- EVANS, ROBERT** (2009)
Philosophy
- FISHER, CHARLES** (2003)
Cosmetology
- FRENCH, UNA M.** (1959)
Modern Languages
- GARBY, HELEN M.** (1981)
English
- GASS, ADNEY D. JR.** (1987)
Art
- GERFEN, THOMAS W.** (2006)
Interim Dean CSIS
- GORELICK, GLENN A.** (2007)
Biological Sciences
- GRACIAL, LILIAN** (1988)
Foreign Language
- GREER, MAURICE** (2011)
Physical Education
- GUILLAUME, GORDON** (1994)
Mathematics

- GULDBERG, GLENDON R.** (1991)
Vice President of Instruction
- GULLI, JAMES** (2004)
Dean of Physical Education,
Health and Athletics
- HAINLINE, VAN** (1996)
Biological Sciences
- HALCROW, KATHERINE** (2009)
Librarian
- HALLETT, ROBERT** (1983)
Art
- HAMILTON, B. JEANNE** (2011)
Vice President of Student
Services
- HANDY, ROSS** (1984)
Vice President/Assistant to
President
- HARDIN, BOBBYE** (1989)
Counselor/Financial Aid
Director
- HARDING, PEGGY** (2000)
Reading
- HARGETT, GLENN E.** (1978)
Reading
- HARRINGTON, MICHAEL** (2011)
Director of Facilities and
Support Services
- HAUGH, ROBERT D.** (1981)
Superintendent/President
- HAYDEN, FLOYD S.** (1945)
Superintendent/President
- HERDEG, HAROLD L.** (1952)
Industrial Technology
- HERRING, DENNISON C.** (1979)
Art
- HINRICHSEN, Greg** (2011)
Director, Haugh Performing
Arts Center
- HODSON, ELLENOR** (2005)
Director of Child Development
Center
- HOLLAND, KIM H.** (2011)
Director of Workforce
Development
- HOLLAND, ROBERT** (1993)
Business
- HUMPHREY, LINDA T.** (2004)
English
- HUNSICKER, KARL** (2007)
Mathematics
- HUSUNG, WILLIAM** (1988)
Drafting
- HURLIMANN, PETER** (1994)
Chemistry
- ISHIDA, JOE** (1990)
Mechanical Technology
- ITO, TOSHIKO** (1991)
Cosmetology
- JANSS, JACK C.** (2001)
Associate Dean of Liberal Arts
- JENKINS, ROBERT** (1988)
Art
- JENSEN, JAMES M.** (1977)
History, Government,
Education
- JOHNSON, ANNE** (1990)
Language Arts
- JOHNSON, ARMIN** (1988)
Photography
- JOHNSON, BERNICE** (2004)
Director of Cosmetology
- JOHNSON, MANLEY** (1988)
Behavioral Science
- JONES, MARIE** (1990)
Vocational Nursing
- KAKUUCHI, JACK H.** (1986)
Physical Education
- KEARNEY, DOROTHY L.** (1981)
Dean of Counseling and
Guidance
- KEITH, EDWIN** (1999)
Business
- KELLY, VINCENT** (1998)
Mathematics
- KELLY, DR. WIN** (1984)
Language Arts
- KERR, MARIANNE** (1995)
Physical Education
- LANGE, LILLIAN** (1982)
Cosmetology
- LEASON, CHRISTOPHER** (1994)
Counseling
- LENGEFELD, UELAINE** (2005)
Language Arts
- LEOS, RONALD** (2007)
Political Science
- LERETTE, CAROLINE** (2009)
Cosmetology
- LEVY, RONALD** (1976)
Psychology
- LINDOERFER, SANDRA** (2008)
Director of Human Resources
- LORENZEN, BETTY JO** (1982)
Dental Assisting
- LYNCH, MINNIE J.** (1962)
Business
- MADSEN, DONALD L.** (1981)
Vice President - Student
Personnel
- MAGLIOCCO, FRANK** (1983)
Music
- MALONE, JEAN** (2004) - Vice
President of Human Resources
and District Chief Negotiator
- MANGOLD, CAROL** (1983)
Vocational Nursing
- McCRUMBY, ELAINE** (2002)
Business
- McCUSKER, WILLIAM** (2005)
Director of Computer Center
- McDONNELL, ROBERT I., JR.**
(1987)
Physics and Engineering
- McKEE, JANE M.** (1977)
Sociology
- McLEOD, IRENE** (1958)
Librarian
- MEAD, RACHEL** (2012)
Cosmetology
- MERCURIO, BLAS** (1981)
Foreign Languages
- MEYERS, BILLY** (1986)
Automotive Technology
- MILLER, KENT** (2004)
Physics
- MILLER, ROBERT** (1983)
Chemistry
- MINER, LEO E.** (1987)
Mechanical Technology
- MOORE, ELANIE** (2010)
Art
- MORRIS, MILDRED B.** (1956)
Business
- MORRISON, JOANNE** (2011)
Mathematics
- MURPHY, JOANNE** (1996)
Business
- NEWBY, BARBARA** (2005)
Interim Director, Child
Development Center
- NEWELL, JERRY** (2006)
Psychology
- NUGENT, JAMES R.** (1968)
Mechanical Technology
- PETERSON, DAVE** (2002)
Physical Education
- PRAY, BEVERLY** (2002)
College Nurse
- PRIBBLE, GENE** (2003)
Business
- PURDUM, MARGARET** (1950)
Dean of Women, Language
- RALLS, WILLIAM** (2003)
Physical Education

- RAMOS, CAROLYN** (1990)
Art
- RAMPOLDI, NELLY** (1991)
Foreign Language
- RAWSON, JAN** (1990)
Language Arts
- REYNOLDS, R.E.** (Mack) (1967)
Coordinator of Distributive Education
- RIDAY, GEORGE** (2003)
Behavioral Sciences
- RINGLAND, GEORGE V.** (1971)
Language Arts
- ROLLIN, ARNOLD** (2007)
Dean of Students
- ROMERO, ISAAC J.** (1994)
Executive Vice President of Instruction
- ROY, JOHN** (1983)
Drafting
- RUGELEY, BARBARA** (2010)
Librarian
- SANDHAGEN, ROBERT** (2002)
Cosmetology
- SANGER, C. SALLY** (2004)
Behavioral Science
- SARCHETT, EVELYN** (1988)
School Nurse
- SCHAUDT, JOLYNN** (1988)
Music
- SCHNEIDER, DAVID** (2005)
Interim Director of Computer Center
- SCHOTT, HENRY A.** (1953)
Industrial Technology, Coach
- SCHREIBER, WILLIAM** (2003)
Economics
- SHARPSTEEN, MILDRED** (1989)
Library
- SHIREY, KEITH** (1998)
Philosophy and Political Science
- SMALL, MICHELLE C.** (2003)
Director of Publications and Student Recruitment
- SMITH, BARBARA** (1993)
Counseling
- SMITH, GRANT L.** (1972)
Vice President, Asst. Supt. Business
- SMITH, MARJORIE** (1983)
Physical Education, Health, Athletics
- SMITH, TERRY R.** (2000)
Transportation Technology
- SMITH, WESLEY** (1958) - Social Sciences
- SMYTH, EDMUND O.** (1976)
Vice President - Student Personnel
- SMYTHE, SYLVIA** (2007)
Director of College Success
- SNYDER, EDWARD C.** (1956)
Engineering, Physics
- SOREMEKUN, FOLA** (2012)
History
- SPAUN, JACK** (2003)
Behavioral Science
- STEPHENS, JUNE** (2012)
Executive Director of Development and External Relations
- STEVENS, MARSCHALL** (1996)
Biological Sciences
- STRYCUDA, JOHN A.** (1987)
Physical Education, Health, Athletics
- STURGES, DAVID** (1958)
Biology/Life Science
- SUNDSTRAND, LYNDON** (1994)
Associate Dean of Instruction
- SWOPE, LAURA P.** (1956)
Art
- TAYLOR, EUGENE** (1992)
Political Science
- TAYLOR, ROGER** (1994)
Foreign Languages
- TEFFT, THOMAS** (2000)
Dept Chair Art/Social Sciences
- TELLENBACH, ERIC** (1999)
Associate Dean Mathematics & Computer Science
- THOMAS, JAMES C.** (1978)
Electronics
- THOMAS, LEO** (1985)
Vice President/Instruction, Behavioral Science
- THOMPSON, JOHN** (2009)
Dean of Library
- THOMPSON, MYRTLE** (1992)
Health Occupations
- THROSSELL, JOY** (1988)
Cosmetology
- TRENT, DEE** (1994) Geology and Physical Geography
- TRONAAS, EDWARD** (1993)
Executive Vice President of Instruction
- ULRICH, WILLIAM** (1990)
Language Arts
- VANIMAN, GLENN G.** (1967)
Superintendent/President
- VAUGEOIS, FRED** (2001)
Director of Facilities and Support Services
- VIERA, MICHAEL J.** (2008)
Superintendent/President
- VINCENT, THEODORE J.** (1975)
Astronomy
- WALDORF, EUGENE H.** (1983)
Physical Science
- WATERS, H. P.** (1985)
Handicapped Enabler/Dean of Student Activities
- WATKINS, D. JOAN** (1991)
Vocational Nursing
- WHITE, JOAN E.** (1981)
English and Philosophy
- WILLIAMS, JAMES D.** (2005)
Interim Vice President of Instruction
- WILSON, HAMILTON** (1989)
Cosmetology
- WOOD, JACK** (2011)
Language Arts
- WISDOM, ALINE CROWLEY** (1979)
Librarian
- WOODWARD, DIANE** (2008)
Fine Arts/Dance
- YOUNG, OLGA** (2000)
Counseling
- ZAHAREK, JAMES** (2011)
Administration of Justice
- ZAREMBINSKI, MILADA I.** (1974)
Foreign Language
- ZAVIDOWSKY, BERNARD** (1988)
Language Arts
- ZELLERS, LOUIS E.** (2003)
Superintendent/President

Definitions of Terms

Admissions and Records—The office and staff that admits students and certifies their legal record of college work; also provides legal statistical data for the college.

Application for Admission—A form provided by the college on which the student enters identifying data and requests admittance to a specific semester or session. An application must be filed and processed before registration in classes.

ASCC Sticker—Membership sticker of the Associated Students of Citrus College purchased each semester.

Associate Degree (A.A. or A.S.)—A degree (associate in arts or associate in science) granted by a community college which recognizes satisfactory completion of an organized program of study consisting of at least 60 to 64 semester units.

Bachelor's Degree (B.A., A.B., or B.S.)—A degree granted by a four-year college or university which recognizes a student's satisfactory completion of an organized program of study consisting of at least 120 to 130 semester units.

Certificate of Achievement—A certification granted by a community college which recognizes satisfactory completion of an organized program of study in occupational majors.

Class Section—A group of registered students meeting to study a particular course at a definite time. At Citrus College each section has a course reference number (CRN) which indicates the schedule of class meeting time.

Community College—A two-year college offering a wide range of programs of study, many determined by local community need.

Counseling—Guidance provided by professional counselors in collegiate, vocational, social and personal matters.

Course—A particular portion of a subject selected for study. A course is identified by a subject title and course number; for example: Accounting 101.

Course of Study—A group of courses planned to lead to competence in a particular field of study and the associate degree.

Course Title—A phrase descriptive of the course content; for example, the course title of Accounting 101 is "Principles of Accounting."

Credit by Examination—Course and/or unit credit granted for demonstrated proficiency in a given area.

Credit/No-Credit—Completion of a course with credit granted but no grade.

Deficiency—Grade Point Deficiency: whenever a student's grade point average is less than 2.0; Subject Deficiency: whenever a student lacks a course or courses required for admission, graduation or transfer.

CRN Number—A course reference number assigned to each course section to differentiate the section by class meeting, day, and time.

Department—A division of the college that offers instruction in a particular branch of study, or an office that provides student serv-

ices or administrative support.

Electives—Courses which a student may choose that are not required for a particular major program or general education requirements.

Enrollment—The part of the registration process where students select classes by section number to reserve a seat in the class and be placed on the class roster.

General Education Requirements—(also called Breadth Requirements). A specific group of courses selected from several divisions which are required for graduation and are designed to broaden a student's education.

Grade Points—The numerical value of Citrus College letter grades are: A=4, B=3, C=2, D=1, F=0.

Grade Point Deficiency—Possession of fewer grade points than twice the units attempted.

Grade Point Average—A measure of academic achievement used in decisions on probation, graduation and transfer. At Citrus College the G.P.A. is determined by dividing the total degree applicable course grade points by the number of attempted degree applicable course units in which letter grades of A, B, C, D, or F are recorded.

Lower Division—Courses at the freshman and sophomore level of college.

Major—A subject of college study selected by a student as a field of specialization.

Minor—The subject field of study which a student chooses for secondary emphasis.

Nonresident—A student who does not have residence in the State of California for more than one year immediately preceding the residence determination date.

Pass/No Pass—Students can choose to be evaluated on a grading basis in courses approved for this option. A student must declare the option by no later than 30% of the term, or the fourth Friday of a full semester course by filling out a Pass/No Pass petition in the Admissions and Records office. Instructors have the authority to assign an F (Failing), instead of a No Pass, for cheating or plagiarism and may refer the student for additional disciplinary action.

Placement Test—Tests given prior to admission which are used to assist students in selecting the most appropriate classes.

Prerequisite—A requirement that must be satisfied before enrolling in a particular course, usually a previous course, a test score or consent of instructor.

Probation—A trial period in which a student must improve scholastic achievement.

Registration—The process of enrolling in specific class sections.

Resident—A student who has resided in the State of California for more than one year immediately preceding the residence determination date.

Residence Determination Date—The day immediately preceding the opening day of instruction for any semester or session.

Schedule of Classes—A booklet or online web pages used during registration giving the subject title, course number, course title, units, time, instructor and location of all classes offered in a semester.

Semester—One-half of the academic year, usually 16 weeks.

Transcript—An official list of all courses taken by a student at a college or university showing the final grade received for each course.

Transfer—Changing from one collegiate institution to another after having met the requirements for admission to the second institution.

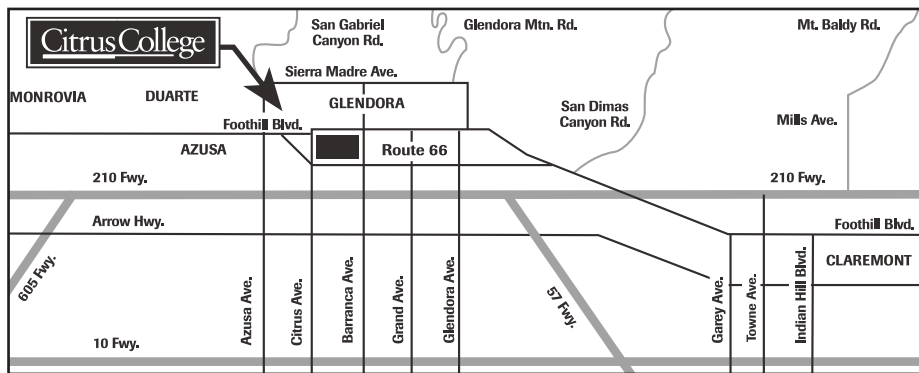
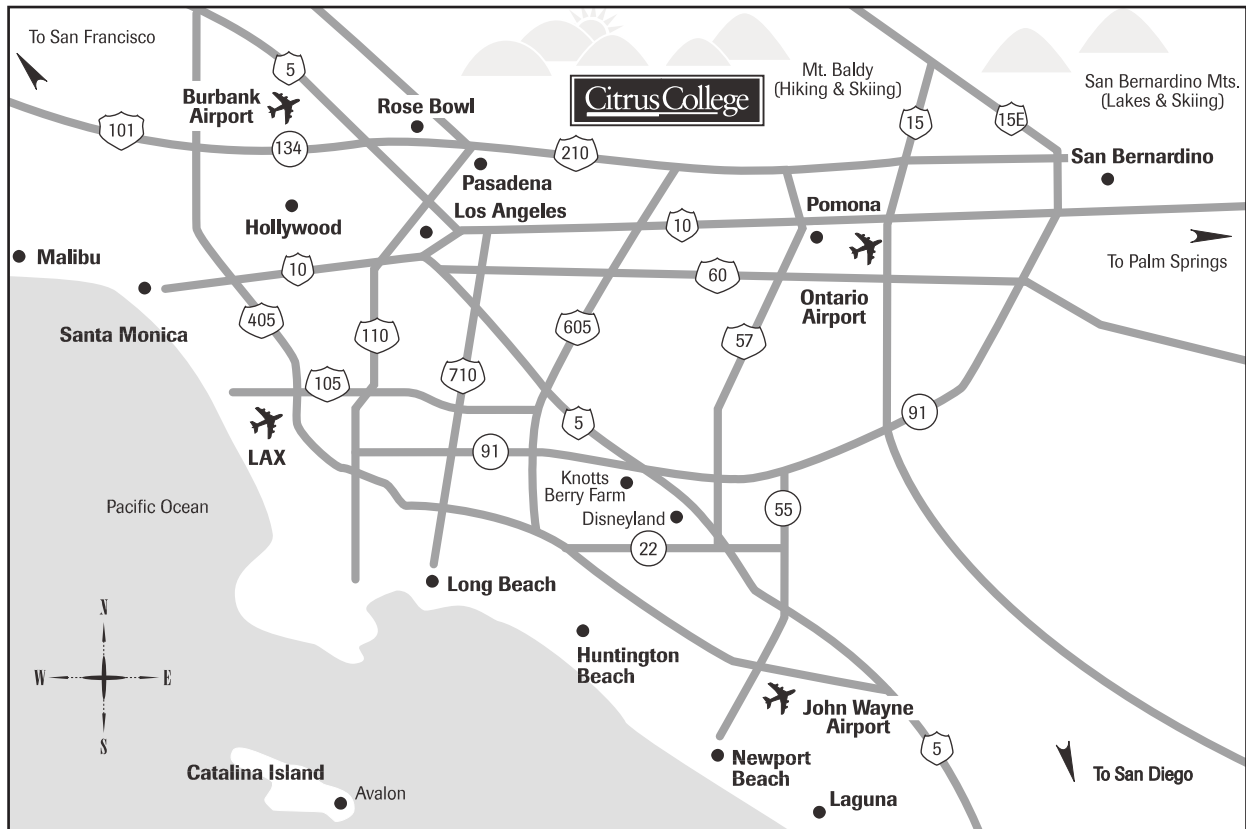
Transfer Courses—Courses for students planning to transfer to a four-year college/university. Courses transferable to the California State University system are indicated by "CSU" and those transferable to the University of California are indicated by "UC" next to the course number in this catalog.

Transferable Units—College units earned through satisfactory completion of courses which have been articulated with four-year institutions.

Units—The amount of college credit earned by satisfactory completion of a specific course taken for one semester. Each unit represents one hour per week of lecture or recitation, or three hours in laboratory or other exercises not requiring outside preparation. In general, two clock hours of preparation outside of class are necessary for each unit of class lecture or recitation in academic subjects.

Units Attempted—Total number of units in the course for which a student has enrolled and has received a grade of *A, B, C, D, F, W, C,* or *NC*.

Freeway Map



Maps not to scale. All visitors must display a parking permit available for \$5 from the information booth at the main campus entrance and the vending machine, located in the S8 Lot. Handicapped parking is available in every lot. To use handicapped parking, you must have a DMV placard.

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