



2016-17

# Catalog

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**CUESTA  
COLLEGE**

San Luis Obispo County  
Community College District

# CUESTA COLLEGE 2016-2017 CATALOG



## SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

### SAN LUIS OBISPO CAMPUS

P.O. Box 8106  
San Luis Obispo, CA 93403-8106  
(805) 546-3100

### NORTH COUNTY CAMPUS

2800 Buena Vista Dr.  
Paso Robles, CA 93446  
(805) 591-6200

### SOUTH COUNTY CENTER

at Arroyo Grande High School  
Office in Room 913  
Corner of Orchard Ave.  
and W. Cherry Ave.  
Arroyo Grande, CA 93420  
(805) 474-3913

[www.cuesta.edu](http://www.cuesta.edu)



**San Luis Obispo County Community College District**  
PO Box 8106, San Luis Obispo, CA 93403-8106  
(805) 546-3100

<http://www.cuesta.edu>

**Accredited by**

Accrediting Commission for Community and Junior Colleges  
of the Western Association of Schools and Colleges

10 Commercial Blvd., Suite 204  
Novato, CA 94949  
(415) 506-0234

An institutional accrediting body recognized by the  
Council for Higher Education Accreditation and the U.S. Department of Education

The Licensed Vocational Nursing Program is approved by the  
Board of Vocational Nursing and Psychiatric Technicians (BVNPT, [www.bvnpt.ca.gov](http://www.bvnpt.ca.gov))  
and by the California Community Colleges Chancellor's Office

The Associate Degree Registered Nursing program is approved by the  
California Board of Registered Nursing (BRN, [www.rn.ca.gov](http://www.rn.ca.gov))  
and by the California Community Colleges Chancellor's Office

The Psychiatric Technician program is approved by the  
Board of Vocational Nursing and Psychiatric Technicians (BVNPT, [www.bvnpt.ca.gov](http://www.bvnpt.ca.gov))  
and by the California Community Colleges Chancellor's Office

The Cuesta College Paramedic Program is accredited by the  
Commission on Accreditation of Allied Health Education Programs (CAAHEP, [www.caahep.org](http://www.caahep.org))  
and approved by the Committee on Accreditation of Educational Programs for the Emergency Medical Services  
Professional (CoAEMSP, [www.coaemsp.org](http://www.coaemsp.org))  
and by the California Community Colleges Chancellor's Office

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*Disclaimer*

*The Board of Trustees of the San Luis Obispo County Community College District affirms that no person shall, on the basis of race, color, religious beliefs, gender, national origin, ethnicity, age, mental or physical disabilities, veteran status, sexual orientation, or marital status, be unlawfully subject to discrimination under any program or activity of the San Luis Obispo County Community College District, and that the lack of English language skills shall not be a barrier to admission to, and participation in, vocational education programs and services of the San Luis Obispo County Community College District.*

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# CUESTA COLLEGE SUPERINTENDENT/PRESIDENT'S MESSAGE

Welcome to the San Luis Obispo County Community College District/Cuesta College. I am pleased to recognize the passion and commitment displayed by our students as they pursue their educational goals; and I am equally pleased to recognize the commitment to excellence and student success by our faculty, staff, and administrators.



Cuesta College is the starting point for those who are beginning their journey toward a degree/certificate; prepare for a transfer to a university, train for a new career path, or a waypoint for those desiring to improve career skills or looking to change direction. The opportunities are vast in a welcoming environment and location conducive to advanced learning and success.

The College has an internationally recognized and award winning Career Technical Education Program, and our transfer students consistently out-perform traditional junior-level students in the University of California and California State University Systems. The Registered Nursing (RN) program has been educating top quality, entry-level nursing students since 1969. The first-time pass rate on the national licensure exam (NCLEX-RN) has been above the 90th percentile for the past ten years, with a stellar 100 percent first-time pass rate for the 2014 and 2015 graduating classes; one of only fourteen of the 147 California colleges and universities offering nursing programs to do so.

Browse our website and discover the opportunities that await you in our online catalog, or visit one of our campuses and discover how Cuesta College can help you pursue your dreams and achieve your goals.

Cuesta College- "Thousands of Success Stories."

A handwritten signature in black ink that reads "G. Stork". The signature is written in a cursive, flowing style.

Gilbert H. Stork, Ed.D

## BOARD OF TRUSTEES



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District 1  
Trustee  
Elected to Office: 2000  
Current Term: 2012-2016



**DR. BARBARA GEORGE**  
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Current Term: 2012-2016



**PATRICK MULLEN**  
District 3  
Trustee Board President  
Elected to Office: 2006  
Current Term: 2014-2018



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Elected to Office: 2014  
Current Term: 2014-2018



**DICK HITCHMAN**  
District 5  
Trustee  
Elected to Office: 2014  
Current Term: 2014-2016



**MICHAEL CONSTABLE**  
Student Trustee  
Term: 2016-2017  
Academic Year

## ADMINISTRATION

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- Dr. Gilbert H. Stork**, Superintendent/President
- Daniel Troy**, Assistant Superintendent/Vice President, Administrative Services
- Dr. Deborah Wulff**, Assistant Superintendent/Vice President, Academic Affairs
- Vacant**, Assistant Superintendent/Vice President, Student Services and College Centers
- Vacant**, Dean of Academic Affairs, Arts, Humanities and Social Sciences
- Dr. Jason Curtis**, Dean of Academic Affairs, Sciences and Mathematics
- Dr. John Cascamo**, Dean of Academic Affairs, Workforce & Economic Development
- Catherine Riedstra**, Dean of Student Services
- Dr. Maria T. Escobedo**, Dean, North County Campus & South County Center
- Melissa Richerson**, Vice President of Human Resources and Labor Relations
- Shannon Hill**, Executive Director, Foundation/Institutional Advancement
- Keith Stearns**, Executive Director, Information Systems and Technology

# 2016-2017 ACADEMIC CALENDAR

<b>SUMMER 2016: JUNE 13 – AUGUST 5</b>			
June	13	Monday	Instruction Begins
July	4	Monday	Independence Day - Holiday (No Classes - Campus Closed)
<b>FALL 2016: AUGUST 15 – DECEMBER 16</b>			
August	9-12	Tuesday-Friday	Flex Day (No Classes - Campus Open)
	15	Monday	Instruction Begins
September	5	Monday	Labor Day - Holiday (No Classes - Campus Closed)
October	7, 10-11	Friday, Monday-Tuesday	Flex Day/No Classes
November	11	Friday	Veterans Day - Holiday (No Classes - Campus Closed)
	24-26	Thursday-Saturday	Thanksgiving - Holiday (No Classes - Campus Closed)
December	10-16	Saturday-Friday	Final Exams
	16	Friday	Instruction Ends - Last Day Of Finals
	23	Friday	Board Holiday (Campus Closed)
	26	Monday	Christmas Day (Observance) - Holiday (Campus Closed)
	27-29	Tuesday-Thursday	Board Holiday (Campus Closed)
	30	Friday	Floating Board Holiday (Campus Closed)
January	2	Monday	New Year's Day (Observance) - Holiday (Campus Closed)
<b>SPRING 2017: JANUARY 17 – MAY 19</b>			
January	11-13	Wednesday-Friday	Flex Day (No Classes - Campus Open)
	16	Monday	Martin Luther King's Birthday - Holiday
	17	Tuesday	Instruction Begins
February	17-18, 20	Friday-Saturday, Monday	Presidents' Day - Holiday (No Classes - Campus Closed)
April	3	Monday	Board Holiday (No Classes - Campus Closed)
	4-8	Tuesday-Saturday	Spring Break (No Classes - Campus Open)
May	13-19	Saturday-Friday	Final Exams
	19	Friday	Instruction Ends - Last Day Of Finals
	29	Monday	Memorial Day - Holiday (Campus Closed)

Note: Flex Days are inservice days for faculty members and no classes are held on these days. While campus may be open (as noted above), Student Services offices may have limited staffing and availability on these days. Please contact individual Student Service offices for office hours.

# COLLEGE HISTORY

The original junior or community college in San Luis Obispo County was initiated as a postgraduate division of San Luis Obispo High School in 1916 and remained in operation until the United States entered into World War I. In 1936, the San Luis Obispo High School District again formed a junior college, which remained in operation until June 1959.

On April 16, 1963, San Luis Obispo County voters approved the formation of a countywide junior college district, serving seven public high school districts. The newly-formed San Luis Obispo County Junior College District served the Arroyo Grande Union High School District, Atascadero Union High School District, Coast Joint Union High School District, Paso Robles Joint Union High School District, San Luis Obispo Union High School District, Shandon Joint Union School District and Templeton Union High School District.

During the 1964-65 college year, the San Luis Obispo County Junior College District offered a limited evening division program with 463 students registering for the fall semester and 696 enrolling for the spring semester. Temporary quarters were established at Camp San Luis Obispo, a California National Guard facility located half-way between San Luis Obispo and Morro Bay. Classes and offices were situated in refurbished barracks, recreation rooms, and mess halls.

Despite the District's modest beginnings, 917 day students and 991 evening students were enrolled in classes by the fall of 1965. Evening division classes also were conducted at three other locations in the county - Arroyo Grande, Atascadero, and Paso Robles. On October 4, 1965, the Board of Trustees of the San Luis Obispo County Junior College District named the new college "Cuesta College." In 1971, the "junior" college district was renamed to "community college."

In 1970, ground was broken for the college's first permanent buildings, located on a 150-acre campus west of Camp San Luis Obispo. During the following 40 years, classroom buildings, a library, observatory, student center, art and music lab building, art gallery, high tech learning center, children's center, performing arts center, and office spaces were constructed on the San Luis Obispo campus.

In fall 1998, the District opened the North County Campus on the 105-acre site in Paso Robles. The campus, built almost exclusively with private gift support, has grown from 1,200 students the first semester to 2,236 day and evening students in fall 2014. In the summer of 2005, the first permanent building opened to students: The Fox Family Building. This building houses Allied Health, Math, and Science. The college broke ground for a second permanent building in spring 2010: The North County Campus Learning Resource Center. The Learning Resource Center was completed in fall 2011 and began serving students in spring 2012. The building was named in honor of donors Dale and Mary Schwartz and dedicated on May 24, 2012.

The South County Center is an off-campus evening

instructional site at Arroyo Grande High School, provided in cooperation with the Lucia Mar Unified School District. During the spring 2016 semester, over 522 evening students were served at this site.

Cuesta College now serves approximately 10,000 students at all college locations. The college has become a center for community use by individuals, families, and community groups on an extended-day and year-round basis.

In 2013, Cuesta College rolled out the "Cuesta College Promise," a scholarship for all newly graduated San Luis Obispo County high school students, providing a fee-free fall semester Cuesta to newly graduated San Luis Obispo County high school students. The scholarship is the result of a nearly \$8 million private donation that was endowed by the Cuesta College Foundation. In 2014, the scholarship was extended to include the spring semester. In its inaugural year, approximately 650 students enrolled at Cuesta College using the Promise Scholarship.

On November 4, 2014, the voters of San Luis Obispo County passed Measure L, a \$275 million general obligation bond to improve Cuesta College. With 62 percent voter approval, Measure L addresses longstanding facility, infrastructure and technology needs.

## College Mission

Cuesta College is an inclusive institution that inspires a diverse student population to achieve their educational goals.

We effectively support students in their efforts to improve foundational skills, transfer to four-year institutions, earn certificates or associate degrees, and advance in the workforce.

Through dynamic and challenging learning opportunities, Cuesta College improves lives by promoting cultural, intellectual, and professional growth. We prepare students to become engaged citizens in our increasingly complex communities and world.

## Vision

Cuesta College is dedicated to accessible, high-quality education for the support and enhancement of student success, professional development, and the community we serve.

## Values

Access - Success - Excellence

## San Luis Obispo Community College District Code of Ethics

The commitment of faculty, staff, and students to ethical conduct that recognizes the value and dignity of each individual informs the mission, vision, and values of the San Luis Obispo County Community College District/Cuesta College. Faculty and staff are also guided by the standards and principles established by their respective professional associations and organizations. All employees and Board members are expected to uphold rules of conduct defined



and established by federal and state law and exhibit behavior that promotes the following principles:

**Integrity:** To demonstrate professional trustworthiness and resist pressures to deviate from professional ethical behavior.

**Civility:** To ensure an honest and supportive climate that promotes the mission of the institution; accept and recognize the benefit of dissenting viewpoints, and recognize that civil behavior is both an individual and a collective responsibility.

**Respect:** To accept individual responsibility to establish a climate of mutual respect for the rights, views, and freedoms of others.

**Fairness:** To treat each other fairly by making decisions and taking actions only after carefully and objectively weighing all information available.

**Confidentiality:** To respect and abide by all pertinent privacy laws and regulations, and maintain the privacy of information that is acquired during the course of our work and do not use confidential information for personal

### **Institutional Goals and Objectives**

Summary: Institutional Goals 2011-2016 and Institutional Objectives 2014-2017

**Institutional Goal 1:** San Luis Obispo County Community College District will enhance its programs and services to promote students' successful completion of transfer requirements, degrees, certificates, and courses.

**Institutional Objective 1.1:** Increase the percentage of transfer directed students who are transfer prepared by 2% annually

**Institutional Objective 1.2:** Increase the percentage of degree or certificate directed students who complete degrees or certificates by 2% annually

**Institutional Objective 1.3:** Increase successful completions in distance education courses by 2% annually

**Institutional Objective 1.4:** Increase English as a second language credit course success and improvement rates by 2% annually

**Institutional Objective 1.5:** Increase basic skills course success and improvement rates by 2% annually

**Institutional Goal 2:** San Luis Obispo County Community College District will build a sustainable base of enrollment by effectively responding to the needs of its local service area.

**Institutional Objective 2.1:** Increase the capture rate of the local 24-40 age cohort by 2% annually

**Institutional Objective 2.2:** Increase the local high school capture rate by 2% annually

**Institutional Goal 3:** San Luis Obispo County Community College District will assess and improve the quality and effectiveness of its participatory governance and decision making structures and processes.

**Institutional Objective 3.1:** Develop and distribute an institutional decision making handbook that clarifies and documents the purpose, membership, meeting schedule, and reporting structure of its participatory governance and decision making bodies

**Institutional Objective 3.2:** Assess participatory governance and decision making structures and processes and revise as needed to ensure that the processes are effective, transparent, and include broad participation

**Institutional Goal 4:** San Luis Obispo County Community College District will implement, assess, and improve its integrated planning processes.

**Institutional Objective 4.1:** Train the internal community about the integrated planning processes

**Institutional Objective 4.2:** Complete all processes outlined in the San Luis Obispo County Community College District Integrated Planning Manual 2012 within the identified timelines

**Institutional Goal 5:** San Luis Obispo County Community College District will strengthen its partnerships with local educational institutions, civic organizations, businesses, and industries.

**Institutional Objective 5.1:** Increase participation at district events for business and civic leaders

**Institutional Objective 5.2:** Increase participation at district events for K-12 districts and universities

### **Accreditation**

San Luis Obispo County Community College District, Cuesta College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949 (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

The Licensed Vocational Nursing Program at Cuesta College is approved by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT, [www.bvnpt.ca.gov](http://www.bvnpt.ca.gov)) and by the California Community Colleges Chancellor's Office.

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The Cuesta College Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, [www.caahep.org](http://www.caahep.org)) and approved by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professional (CoAEMSP, [www.coaemsp.org](http://www.coaemsp.org)) and by the

California Community Colleges Chancellor's Office.

Cuesta College Accreditation at: [www.cuesta.edu/aboutcc/planning/accreditation/](http://www.cuesta.edu/aboutcc/planning/accreditation/)

### **Organizational Memberships**

The San Luis Obispo County Community College District/  
Cuesta College belongs to the following organizations:

#### **Statewide Memberships**

- Accrediting Commission for Community and Junior Colleges
- Community College League of California
- Academic Senate for the California Community Colleges
- California Community College Athletic Association

#### **Local Memberships**

- San Luis Obispo Chamber of Commerce
- Templeton Chamber of Commerce
- Paso Robles Chamber of Commerce
- Cayucos Chamber of Commerce
- Atascadero Chamber of Commerce
- Arroyo Grande/Grover Beach Chamber of Commerce
- Morro Bay Chamber of Commerce
- Los Osos/Baywood Chamber of Commerce
- Cambria Chamber of Commerce
- Pismo Beach Chamber of Commerce
- Nipomo Chamber of Commerce
- San Miguel Chamber of Commerce
- San Luis Obispo Economic Vitality Corporation

### **District/College Planning Documents**

The San Luis Obispo County Community College District uses an integrated planning model that is driven by the District Mission Statement. It involves long-term planning facilitated through the [Educational and Facilities Master Plans](#).

The integrated planning model involves various components, which include a strategic plan and operational plans, resource allocation, implementation, annual program and plan effectiveness assessment, institutional program planning and review, and data analysis. Information may be found on the following online pages:

[Integrated Planning Manual](#)

[District Planning Documents](#)

## INSTITUTIONAL STUDENT LEARNING OUTCOMES (ILO)

The combined statements are the expected student learning outcomes for Cuesta College students graduating with A.A. or A.S. degrees. These students will be able to demonstrate the knowledge, skills, and attitudes contained within all of the six ILO areas based on General Education and discipline-specific courses at the lower division level. In addition, it is expected that all students who attend Cuesta College will be exposed to at least one ILO as a result of their overall experiences with any aspect of the college, including courses, programs, and student services.

<b>Cuesta College</b>	
<b>ILO Categories</b>	<b>Representative Outcomes – Students achieving these outcomes will be able to ...</b>
1. Personal, Academic, and Professional Development	<ul style="list-style-type: none"> <li>a. Recognize, assess, and demonstrate the skills and behaviors that promote academic and professional development</li> <li>b. Recognize, assess, and practice lifestyle choices that promote personal health and mental well-being</li> <li>c. Demonstrate the professional skills necessary for successful employment</li> </ul>
2. Critical Thinking and Communication	<ul style="list-style-type: none"> <li>a. Analyze and evaluate their own thinking processes and those of others</li> <li>b. Communicate and interpret complex information in a clear, ethical, and logical manner.</li> </ul>
3. Scientific and Environmental Understanding	<ul style="list-style-type: none"> <li>a. Draw conclusions based on the scientific method, computations or experimental and observational evidence</li> <li>b. Construct and analyze statements in a formal symbolic system</li> <li>c. Analyze the relationship between people’s actions and the physical world</li> <li>d. Make decisions regarding environmental issues based on scientific evidence and reasoning</li> </ul>
4. Social, Historical, and Global Knowledge and Engagement	<ul style="list-style-type: none"> <li>a. Analyze, evaluate, and pursue their opportunities and obligations as citizens in a complex world.</li> <li>b. Demonstrate understanding of world traditions and the interrelationship between diverse groups and cultures</li> </ul>
5. Artistic and Cultural Knowledge and Engagement	<ul style="list-style-type: none"> <li>a. Identify, create, or critique key elements of inspirational art forms</li> <li>b. Demonstrate knowledge of and sensitivity to diverse groups and cultures through studying the world’s languages, societies, and histories</li> </ul>
6. Technological and Informational Fluency	<ul style="list-style-type: none"> <li>a. Recognize when information is needed, and be able to locate, evaluate, and utilize diverse sources effectively and ethically</li> <li>b. Produce and share electronic documents, images and projects using modern software and technology</li> </ul>



# CUESTA COLLEGE

## STEPS TO SUCCESS



# STEPS TO SUCCESS

The following steps are outlined below to guide students in achieving their educational goal:

## Step 1 - Apply For Admission

## Step 2 - Financial Aid

## Step 3 - Submit Transcripts

## Step 4 - Assessment

## Step 5 - Prerequisites/Corequisites

## Step 6 - Orientation/Counseling

## Step 7 - Registration

## Step 8 - Pay Fees

### Student Success and Support Program

In September 2012, Governor Brown signed the Student Success Act of 2012 (Senate Bill 1456) into law. Now known as the Student Success and Support Program, California Community Colleges are required to provide students with core matriculation services. New students receive enrollment priority based on the completion of these core matriculation components: assessment, orientation, and an abbreviated student education plan. New, non-exempt students are expected to complete these activities. It is recommended that students meet regularly with an academic counselor and take advantage of other academic resources. Students are also directed to develop a comprehensive student education plan upon completing 15 credits, as well as to define their education goal and course of study. Students with an associate degree or higher may be exempt from some of these requirements. These core services are designed to help students successfully meet their college goals. In addition all students should attend classes, complete assigned coursework, and maintain progress toward their college goals.

## STEP 1 APPLY FOR ADMISSION

Para información sobre Admisiones comuníquese con la Oficina de Admisiones de Cuesta College, (805) 546-3140 ó vea la pagina

[http://www.cuesta.edu/students/servs\\_classes/admrreg/apply\\_espanol.html](http://www.cuesta.edu/students/servs_classes/admrreg/apply_espanol.html).

**Resources available online, for the convenience of our students including those attending via distance education, are the following:**

- Apply for Admission, Who May Attend, Residency, International Students, Enrichment Students, Veterans, Allied Health Programs and Information in Spanish all can be found at: <http://www.cuesta.edu/apply>

### Application

All students must complete and sign an official Cuesta College Admission Application (online with electronic signature or in print) to be admitted to the college. All information provided by the applicant on the admission application must be true and accurate as required by law. Students who are enrolling at Cuesta College for the first-time and former students returning after an absence of a semester or more (not including summer) must submit an application available online at [cuesta.edu/apply/](http://cuesta.edu/apply/).

Applications are available beginning:

- November 1 for Fall Semester
- April 1 for Summer Session
- October 1 for Spring Semester

## STEP 2 FINANCIAL AID

**Fill out the FAFSA online** (<http://fafsa.ed.gov>)

- Make sure you have tax information for the preceding year ready. If possible, use the IRS Data Retrieval Tool to transfer data from the IRS directly into your application.
- If you are a dependent student, one of your parents must sign the FAFSA.
- Be sure to enter Cuesta's Federal School Code (001192) in the school data section.
- Allow for one week for your application information to arrive at the schools you listed on the FAFSA.
- Apply before March 2 if you want to apply for a Cal Grant or Cuesta Scholarship.
- If you or your family need help filing the FAFSA, contact the Financial Aid Office for assistance.

**Submit a GPA Verification form** to the California Student Aid Commission (if necessary)

- New applicants for Cal Grants-including entering freshman-must submit some form of GPA verification to CSAC and complete a FAFSA by March 2.
- If you have completed 24 degree applicable units at Cuesta, our Admissions and Records office will submit your GPA verification electronically by the March 2 and September 2 deadlines every year.

Transfer students with units at other California community colleges need to:

1. Provide official academic transcripts to Cuesta College's Admissions and Records office at least two weeks prior to the GPA submission deadline; AND
2. Turn in a GPA verification form to the Admissions and Records office so that we can electronically submit your GPA data to CSAC (see link below)

- If none of the situations above apply to you, you can

have your GPA verified by a college where you have completed 24 degree applicable units or by your high school (if you have not completed 24 degree applicable units at a college).

- Here are links to the GPA verification forms:  
GPA verification Form: [http://www.csac.ca.gov/pubs/forms/grnt\\_frm/gpaform.pdf](http://www.csac.ca.gov/pubs/forms/grnt_frm/gpaform.pdf)
- Non-SSN GPA Verification Form: [http://www.csac.ca.gov/pubs/forms/grnt\\_frm/non\\_ssn\\_gpaform.pdf](http://www.csac.ca.gov/pubs/forms/grnt_frm/non_ssn_gpaform.pdf)

**Apply for the Cuesta Scholarship Program** and any outside scholarships (<http://cuesta.academicworks.com>)

- Cuesta Scholarship applications are due March 2 of every year
- Outside scholarships have varying due dates and eligibility criteria, so do your research into scholarships early!

**Complete any paperwork** required by the Cuesta College Financial Aid office

- Make sure you read and accept the terms and conditions in your myCuesta portal.
- Check your financial aid status on the myCuesta portal to see if our office is requesting any additional documentation. The “student requirements” page will contain links to the forms that we require from you.
- If you want to apply for a student loan and you are a first time borrower, you must complete an online student loan workshop.
- Turn any requested documents into the Financial Aid office as soon as possible. Do not wait until the semester has started or your aid will be significantly delayed!
- Once you have submitted all of the requested forms, your file will be reviewed within 4-8 weeks.
- If you need any assistance with completing your application, please contact the Financial Aid office at (805) 546-3143 or e-mail us at [finaid@cuesta.edu](mailto:finaid@cuesta.edu)

**Choose a disbursement option** through the my Cuesta Card website (<https://mycuestacard.higheroneaccount.com/>)

- An access card is sent to all students in a green envelope-don't throw it away!
- Activate your card by entering the numbers on the website, then choose one of the following disbursement options:
  - Have your funds transferred to your personal checking/savings account;
  - Have a paper check sent to your address on file with Cuesta College; or
  - Open an account with Higher One and have funds transferred in automatically.
- If you do not activate the card and choose an option, your funds will be delayed by at least three weeks.
- Replacement cards can be ordered from the Cashier's Office.

## STEP 3 SUBMIT TRANSCRIPTS

**Resources available online, for the convenience of our students including those attending via distance education, are the following:**

- Submitting transcripts to Cuesta or how to order transcripts along with FAQs to help answer basic questions can be found at: <http://www.cuesta.edu/student/aboutacad/records/index.html>
- Academic policies relating to renewal, academic standing, adding courses, admissions, repeat, drop, FERPA, enrollment verification, Cal Grant GPA verification all can be found at: [http://www.cuesta.edu/student/servs\\_classes/admreg/records/index.html](http://www.cuesta.edu/student/servs_classes/admreg/records/index.html)

Official transcripts from all other institutions must be submitted to the Cuesta College Records Office prior to enrollment. Lower division (freshman/sophomore level) coursework from regionally-accredited colleges and universities will be evaluated and may be transferred to Cuesta College to meet certificate requirements, degree requirements, and requirements for transfer certification. If non-native credits are from a college or university on the quarter system, these credits will be converted to semester credits (quarter credits/1.5=semester credits).

Non-native coursework will be evaluated based on regional accreditation standards using the grades received at that institution. Cuesta College considers a grade of C- as substandard and eligible for repetition.

Official (sealed) copies of transcripts from colleges, universities and high schools attended should be submitted to:

Cuesta College Records Office  
PO Box 8106  
San Luis Obispo, CA 93403-8106

Transcripts should be submitted ahead of registration, in time for academic advising and prerequisite clearance. Final official transcripts, showing all coursework and grades received, must be received before GE certifications and degree and certificate evaluations may be completed. Transcripts are evaluated based on the AACRAO guidelines for regionally-accredited post-secondary institutions.

Upon application for the associate degree or transfer certification, non-native coursework credits will be included and reviewed with the Cuesta College student record. Applications for the associate degree and transfer certification are available in the Admissions and Records Office or website at [http://cuesta.edu/student/serv\\_classes/admreg/](http://cuesta.edu/student/serv_classes/admreg/).

Transcripts submitted to Cuesta College become the property of Cuesta College and will not be released to students, other colleges, or agencies. Plan to request a personal copy from your former college or university if you need one for your records.

## STEP 4 ASSESSMENT

Resources available online, for the convenience of our students including those attending via distance education, are the following:

- Test preparation resources, including sample questions and tutorials, are available to all students on the Assessment Services web site: [http://www.cuesta.edu/student/getstarted/assessment\\_testing/resources.html](http://www.cuesta.edu/student/getstarted/assessment_testing/resources.html)
- Students may also request to take the Cuesta College assessment test remotely. For more information, email [assessment@cuesta.edu](mailto:assessment@cuesta.edu).

Assessment placement results assist students with appropriate course selection and may be used to satisfy mandatory course prerequisites. The math, English, and English as a Second Language (ESL) assessments are computerized and untimed. They are given free of cost.

Assessment tests for math, English, and ESL are offered on a walk-in basis. Please visit our Assessment Services website to view available test dates and locations. Bring photo identification and your Cuesta student number with you on the day of the test. Prior to taking the assessment test, you must be a current Cuesta student or have submitted a Cuesta College admission application, and know your Cuesta student ID#. Prepare for the assessment tests by viewing the resources and study materials on the Assessment Services website.

**First-Time College Student:** First-time college students are expected to complete their English, ESL or math assessment tests prior to registering for courses. Placement levels are determined based upon assessment test results AND prior academic history. Final official high school transcripts should be submitted to the Cuesta College Records Office along with the transcripts from any other colleges attended.

**Disabled Student Accommodation:** Special accommodations are given to students with verified disabilities according to California Education Code Title 5 regulations. Accommodations are made on an individual basis and must be made prior to testing through the Disabled Students Programs and Services Office. For more information, call Disabled Student Programs and Services (DSPS) at (805) 546-3148 (SLO campus) or (805) 591-6215 (NC campus) or visit the DSPS office on either campus. In order to receive examination accommodations for assessment testing as a qualified DSPS student, prior verification of disability is required.

In addition, students may place into math, English or English as a Second Language courses in the following ways:

- Completion of college coursework with a "C" or better in math and English and submittal of a Prerequisite Clearance Request Form A along with a transcript.
- Placement test results from another California Community College, and submittal of assessment

scores (math assessment scores are only valid for 18 months), along with a Test Score Clearance Form.

- If you have met one of the following criteria and have submitted verification:

### MATH

1. Earned "Standard Exceeded" status on the California Assessment of Student Performance and Progress (CAASPP) score report;
2. Passed the AP Calculus AB exam or AP Statistics exam with a score of three or above

### ENGLISH

1. Earned "Standard Exceeded" status on the California Assessment of Student Performance and Progress (CAASPP) score report (must be within 18 months);
2. Passed the AP English Language or Literature Composition Exam with a score of three or above

Test scores may be faxed to (805) 546-3982 or mailed to the Cuesta College Assessment Office, PO Box 8106, San Luis Obispo, CA 93403-8106.

## STEP 5 PREREQUISITES/ COREQUISITES

Prerequisites, corequisites, and advisories are intended to enhance a student's chance of success in a desired course. If a student does not meet prerequisites or corequisites for a course, as listed in the class schedule, the student may not be allowed to enroll or remain enrolled in that course. Successful completion of a prerequisite or corequisite course is achieved by a final course grade of "C" or better.

Cuesta students enrolled in prerequisite courses at the time of registration for the upcoming term will be allowed to enroll in the next level course without knowing the final grade in their current course. A grade of "C" or better must be earned in the prerequisite course to meet the prerequisite requirement. Students that do not successfully complete prerequisite courses will be administratively dropped from the higher level course once grades are final and have been posted.

### Transfer Students

In order to use prerequisite coursework completed at another college, students must submit a Prerequisite Clearance Request Form A along with an official transcript prior to registering for classes. Prerequisite Clearance Request forms can be found at the Counseling Department, or on the prerequisite website: <http://www.cuesta.edu/student/getstarted/prerequisites>

Submit forms in one of the following ways:

- Hand deliver: to the Counseling Department in the Student Services building (SLO Student Services Center, Building 3100 or North County Campus Building N3000.



- FAX: to Prerequisite Analyst at (805) 546-3113.
- Mail to: Cuesta College Assessment Office - Attention: Prerequisites, P.O. Box 8106, San Luis Obispo, CA 93403-8106. If students would like to use official transcripts that were already sent to Cuesta, please note that it may take up to two weeks for official transcripts to be received and processed by Cuesta's Records Office. For most immediate clearance, please include a copy of your transcript with your clearance request.

**FORM A** – Prerequisite Clearance Request: to be used to clear prerequisites with coursework completed at an institution other than Cuesta.

**FORM B** – Prerequisite Challenge: to be used to clear prerequisites that have been met through means other than course completion (previous knowledge, work experience, licensing). Student is responsible for providing evidence to support the claim and must get signatures from the appropriate department chair before prerequisite clearances can be processed.

A student may petition to challenge a prerequisite or co-requisite based on one or more of the following:

- Student has the knowledge or ability to succeed in the course despite not meeting the prerequisite (e.g. student has prior course work, assessment levels,

certification, license or work experience that satisfied the prerequisite, or by other criteria presented by the student).

- The prerequisite is discriminatory or applied in a discriminatory manner.
- The prerequisite approval is in violation of Title 5 regulations or Cuesta College District Policy.
- The prerequisite course has not been made reasonably available ("reasonably available" as defined by the College).

**FORM C** – Prerequisite Clearance Request for Physics: to be used for Physics prerequisites completed at an institution other than Cuesta. Student is responsible for attaining the appropriate signatures from the Physical Science department chairperson before prerequisite clearances can be processed.

## Prior Pre/Corequisite Clearance Required Before Enrolling in:

Course Discipline/Subject	
Biological Science Courses	BIO 201A, 201B, 202, 204, 206, 209C, 209D, 209S, 212L, 220L, 222L
Early Childhood Education Courses	ECE 209, 210
English Courses (Reading/Writing)	ENGL 099, 156, 201A, 201B, 201C
English Courses (Literature)	ENGL 205, 206, 212A, 212B, 213, 215, 216, 217, 231, 245A, 245B, 246A, 246B
Library/Information Technology Courses	LIBT 201, 204, 205, 208, 209, 210, 214, 220
Licensed Vocational Nursing Courses	LVN 101, 101A, 101AL, 101B, 102, 102A, 102AL, 102B, 103, 103A, 103B, 104, 104L
Math Courses (non-transferable)	MATH 007, 021, 122, 123, 126A, 126B, 127, 128
Math Courses (transferable)	MATH 229, 230, 231, 232, 236, 242, 247, 255, 265A, 265B, 283, 287
Medical Assistant Courses	MAST 111, 111L
Paramedic Courses	EMS 102, 102T, 105, 105L, 107A, 107B, 107C, 201, 210, 211, 211L, 212, 213A, 213B
Physical Science Courses	ASTR 210, 210L CHEM 201A, 201B, 210FL, 211, 212A, 212B, 201P, 201X, 245B, 245C GEOL 229A, 229B METE 212 OCEN 210, 210L PHYS 205A, 205B, 208A, 208B, 208C, 208AX, 208BX, 218
Psychiatric Technician Courses	PSYT 110, 207, 208, 209
Registered Nursing [RN] Courses	NRAD 004E, 103H, 120, 201A, 201B, 201D, 202A, 202B, 202D, 203, 203A, 203B, 203D, 204, 204A, 204B, 204D, 219

# STEP 6 ORIENTATION/ COUNSELING

## Counseling

Counselors are master's level professionals who are trained to provide personal, academic, and career counseling services. Counselors are available to meet with students by appointment or on a walk-in basis.

### Counselors can help you with:

- Completion of prerequisite clearance forms
- Student Education Plan (SEP)
- Academic degree planning
- Transfer planning
- Information about programs offered at Cuesta College
- Assistance with Course Selection
- Schedule changes
- Graduation requirements
- College placement tests
- Academic probation and dismissal
- Test anxiety
- Study and note-taking strategies
- Time management
- Academic problems
- Strategies for managing stress, anxiety, and depression
- Crisis intervention
- Community referrals
- Career planning and exploration

### Resources available online, for the convenience of our students including those attending via distance education, are the following:

- Website
- Smart Q&A
- Phone/email appointments
- E-Counseling
- Online orientation
- myCuesta Counseling Channel Announcements

### Walk-in counseling is limited to 15 minutes and is appropriate for:

- Referral to campus and community services
- Short-term academic planning
- Informational quick questions
- Emergency problem solving

Please note: Evaluation of transcripts from other college or Student Education Plans cannot be completed at walk-in.

### Counseling Appointments:

During a counseling appointment, students may identify their educational goals and develop a long-term academic comprehensive plan.

Come in or call the Counseling Office where you'd like to

have your counseling appointment (San Luis Obispo Campus, North County Campus, or South County Center)

- Appointments are available:
  - San Luis Obispo Campus, M-Th, 8:30am-6pm and F, 10:30am-3pm
  - North County Campus, M-Th, hours vary
  - South County Center, T & W, 4:30pm-6:30pm when classes are in session
- Beginning the first working day of the week appointments are scheduled for the following week (ONLY ONE WEEK IN ADVANCE)
- By phone for distance education students

The best time to schedule an appointment is mid-semester (September/October for fall; February/March for spring)

### San Luis Obispo Campus Counseling Services

Building 3100, Student Services Center  
(805) 546-3138, (805) 546-3162; call between 9:00am-5:00 pm

### South County Center

Arroyo Grande High School, (805) 474-3913  
For appointments call San Luis Obispo Campus at (805) 546-3138 or the South County Center at (805) 474-3913, August through May

## Orientation and Abbreviated Student Educational Plan

The Cuesta College new student orientation is designed to help students get off to a good start, learn about the requirements for a certificate, Associate Degree, and transfer, as well as policies and procedures of the college. New students are expected to complete the online orientation and abbreviated Student Education Plan prior to registering for courses.

Once an application has been submitted and confirmation has been received, the online orientation is available to all Cuesta College students by logging into my.Cuesta.edu. The online orientation allows students to choose their goal (AA, CSU, or UC) and proceed on the appropriate path to accomplish their goal.

### myCuesta Follow-up Orientation

The myCuesta Follow-up Orientation is facilitated by a Cuesta College counselor after students have completed the online orientation and are held during the summer months. Please call the Cuesta College Assessment office at (805) 546-3951 for dates and to reserve a spot. Sessions fill quickly.

- Local High School Outreach: Cuesta counselor liaisons to high schools are provided to support the enrollment of local students at Cuesta College.

## Specialized and Targeted Follow-up Orientation and Counseling

Counselors also provide specialized and targeted counseling for the following groups of students:

- CalWORKS: Academic and personal counseling for qualified students

- Career Technical Education: Academic and personal counseling for qualified students
- Extended Opportunity Programs and Services (EOPS): Academic and personal counseling for qualified students
- Disabled Student Programs and Services (DSPS): Academic and personal counseling for qualified students
- International Students: Cuesta College enthusiastically welcomes international students from around the world. The international student counselor provides academic counseling and assists the student with paperwork required for change of status, practical training, extension of stay, reinstatement to student status, and transfer to other institutions of learning
- Reentry Students: The Reentry Program is designed to be a support system for students 25 and older, returning to school after an absence of five or more years
- Student Athletes: Academic and personal counseling for participating students
- AB540 Students: Academic and personal counseling for qualified students
- Foster Youth: Academic and personal counseling for qualified students
- Veterans: Academic and personal counseling for qualified students

### **Comprehensive Student Educational Plan (SEP)**

During a counseling appointment, students may identify their educational goals and develop a long-term academic comprehensive plan. Students are expected to complete a comprehensive SEP upon completion of 15 credits. Prior to making an appointment with a counselor, verify that all official academic transcripts have been received by Cuesta.

### **Transfer Information (www.assist.org)**

ASSIST is an online course planning system developed for prospective community college transfer students. ASSIST provides information about the applicability of community college courses toward UC and CSU General Education and major preparation requirements.

Contact the Transfer Center at (805) 546-3162 for assistance concerning articulation or major requirements

### **English as a Second Language (ESL)**

Application/Evaluation/Orientation/Registration

New students in the English as a Second Language (ESL) program must take the ESL assessment. Students will receive their evaluation results and class recommendations immediately after taking the tests.

Visit the assessment testing calendar for upcoming test dates or call (805) 546-3941 (SLO) or (805) 591-6209 (NCC).

## **STEP 7 REGISTRATION**

**Resources available online, for the convenience of our students including those attending via distance education, are the following:**

- Our registration page helps the student login to the myCuesta web portal with instructions on how to complete the online orientation and steps on how to add/drop your classes. <http://www.cuesta.edu/student/getstarted/register>. The website describes how the waitlist works, what's new in registration, where can you register, and what does the registration error mean. We also provide when online registration is available with other forms and policies to refer for assistance.
- Registration forms and explanations of each form can be found at this page: [http://www.cuesta.edu/student/getstarted/register/reg\\_forms/index.html](http://www.cuesta.edu/student/getstarted/register/reg_forms/index.html).

To comply with legislative mandates, regulate the availability of limited class space, provide for fairness, and facilitate the registration process, procedures to provide priority registration for students on the basis of need are set forth in Administrative Procedures 5055 and listed under Enrollment Priority under the College Policies, Rules, and Regulations section of this catalog. Visit the Cuesta web site for priority registration dates at: <http://cuesta.edu/student/getstarted/register>.

Students add and drop classes online through myCuesta web portal at <https://my.cuesta.edu>. All students are assigned a myCuesta username and temporary password that is emailed to your personal email account from the Admissions Office once an admission application is processed. Login information can also be accessed at the "Student Username and Temporary Password" link on the myCuesta login page.

### **Course Add and Drop Policy**

It is the student's responsibility to add and drop courses by the deadlines posted on the Cuesta web site, in the online Class Finder, and the enrolled student's myCuesta Class Schedule/Receipt. Summer session classes are considered short term courses for add and drop deadlines.

### **Adding Courses**

Students may add classes online by the add deadline, which is the day prior to the census date. The census date is the date course enrollment is reported to the State for apportionment funding. Once a course begins, only the instructor may authorize enrollment by issuing the student an add code if there are seats available in the course at the first class meeting. Add codes must be entered by the student online in myCuesta within the add deadline to officially enroll in a course.

To add a course online, students login to myCuesta at [my.cuesta.edu](http://my.cuesta.edu) and go to the Student tab and My Web Services channel. In the Registration folder, go to "Register Add/Drop Classes" and enter the 5-digit course reference number (CRN) for the course by clicking

“Submit Changes.” The student may enter the 4-digit add code in the box provided and click “Validate” to register after the course begins within the add deadline. Students may also add classes in-person at a registration center and must provide photo identification.

- Full-term course add deadline: The day prior to the posted census date, which is the end of the 2nd week of the term.
- Short-term or Summer course add deadline: Within 20% of the course or the day prior to the posted census date.

#### **Readmit**

A student who was inadvertently dropped by an instructor may be allowed to be readmitted/re-added beyond the normal add deadline with instructor approval. The deadline to be readmitted is by the end of the 12th week of the term or within 60% of a short-term or Summer course. Readmit Cards are available at any registration center.

#### **Transfer**

Instructor or department-arranged transfers will be allowed beyond the normal add deadline for students transferring from one course reference number (CRN) to another of the exact same course or to a lower or higher level class in established prerequisite levels of the same discipline. The deadline to be transferred is by the end of the 12th week of the term or within 60% of a short-term or Summer course. Transfer Cards are available at any registration center and require both instructors’ signatures of approval.

Registration fees for the original CRN to be dropped will be credited while fees associated for the course to be added will be assessed to the student’s account.

#### **Dropping Courses**

To drop a course online, students login to myCuesta at [my.cuesta.edu](http://my.cuesta.edu) and go to the Student tab and My Web Services channel. In the Registration folder, go to “Register Add/Drop Classes” and use the drop-down menu beside the course to select the drop option then click “Submit Changes.” Students may also drop classes in-person at a registration center and must provide photo identification.

#### **Dropping Course for a Full Refund**

Students must drop a course by the Sunday before the start of the term or prior to the first class meeting of a short term or Summer course to receive a full refund of fees, less a \$10.00 processing fee. A written request for a refund must be submitted to the Cashier’s Office by the end of the 4th week of the term or by the end of the following week after a short-term or Summer course ends. No notation (grade or symbol) will be posted on the student’s academic record when a course is dropped within refund deadlines. **Students will be held financially responsible for fees related to classes not dropped within the refund deadlines.**

#### **Dropping Course for a Partial Refund**

The student will receive a partial refund for a course

dropped on or after the first class meeting and within the last day to drop for a refund deadline. The last day to drop with a refund deadline is posted in the online Class Finder by clicking on the CRN and appears on an enrolled student’s myCuesta Class Schedule/Receipt. The deadline is calculated as within 10% of a short-term course or the end of the 2nd week (Sunday) for a full-term course.

A partial refund is the enrollment fee, less a \$10.00 processing fee. The student is responsible for paying all other registration fees associated with a course. See the Fees section of the schedule for more information. A written request for a refund must be submitted to the Cashier’s Office by the end of the 4th week of the term or by the end of the following week after a short-term course ends (includes summer course.) No notation (grade or symbol) will be posted on the student’s academic record when a course is dropped within refund deadlines.

#### **Dropping a Course without a W for Withdrawal**

No notation (grade or symbol) will be posted on a student’s academic record if a course is dropped by the last day to drop without a “W” which is the end of the second week of the term for a full-term course or within 20% of a short-term or Summer course. The last day to drop without a “W” deadline is posted in the online Class Finder by clicking on the CRN and appears on an enrolled student’s myCuesta Class Schedule/Receipt.

- Students who drop all courses and receive no academic grade or symbol (“W”) in a term will not be eligible for priority registration as a continuing student in the next term.

#### **Dropping Courses with a W for Withdrawal**

Students may drop or withdrawal from a course through the end of the 12th week (Sunday) for a full-term course or within 60% of a short term or Summer course and receive a “W” for withdrawal symbol on their academic record. The last day to drop with a “W” deadline is posted in the online Class Finder by clicking on the CRN and appears on an enrolled student’s myCuesta Class Schedule/Receipt.

- A student may earn a no more than a maximum of three (3) withdrawals (“W” symbol) in a non-repeatable course.

#### **Administrative Withdrawal/Cancelled Classes**

Students will be notified by phone, myCuesta email and/or mail if administratively dropped or if a class has been cancelled by action of the college. It is the student’s responsibility to submit a refund request form to the Cashier’s Office.

#### **Petitions**

Forms and petitions are available online at [http://cuesta.edu/student/getstarted/register/reg\\_forms/](http://cuesta.edu/student/getstarted/register/reg_forms/) or at any registration center. All registration forms require the student’s signature, identification, and may require additional approval from a college official before the student is allowed to enroll.

#### **Pass/No Pass (P/NP) Grading Option**

For courses identified as a grading option of GP in the

online Class Finder or Cuesta College Catalog, the student may change the grading option from a letter grade to Pass/No Pass grading (P/NP) within the first 20 percent of the course. Refer to the course listing for the Pass/No Pass grading policy. Students are encouraged to consult Counseling staff if they have questions regarding graded courses for degree and transfer requirements.

#### **Credit Overload**

A Credit Overload petition is to receive permission to enroll in more than 19 credits in the fall or spring term or in more than 9 credits in the summer. Approval from a Cuesta counselor is required.

#### **Schedule Conflict**

A student may not enroll in two or more sections of the same credit course during the same term unless the length of the course provides that the student is not enrolled in more than one section at any given time.

A student may not enroll in two or more courses where the meeting times for the courses overlap, unless:

- The student petitions to enroll in two overlapping sections upon approval by both instructors.
- The student provides a sound justification, other than scheduling convenience, of the need for an overlapping schedule.
- An appropriate district official, Academic Affairs Dean and Director of Admissions & Records, approves the schedule.
- The student makes up the overlapping hours at some other time during the same week under the supervision of the instructor of the course. Appropriate supervision by the instructor of the course is documented describing how the student will make up missed hours at some other time during the same week.
- Students needing additional instruction in the subject matter while enrolled in a course may be referred for individualized tutoring pursuant to section 58170 or supplemental learning assistance pursuant to sections 58172 and 58164.

#### **Registration Centers**

Adds and drops by registered students will be processed at the locations below. South County Center at Arroyo Grande High School is closed during the summer and term breaks.

##### **North County Campus Student Services**

Building N3000, (805) 591-6225

##### **San Luis Obispo Campus Student Services**

Building 3100, Student Service Center, (805) 546-3955

##### **South County Center**

Arroyo Grande High School, (805) 474-3913

#### **Waitlist**

When priority registration begins for a term, students will have the opportunity to enroll, via the myCuesta web portal, in an available waitlist seat for a closed class.

Students must meet all registration requirements for the course, including prerequisites and corequisites, prior to registering for a waitlist seat. If a student drops and a seat opens, the first waitlisted student will be notified via their myCuesta Student email account and will have 24 hours to register for the class. If you do not register before the notification period expires, you will be removed from the waitlist. Students should monitor their myCuesta student email twice daily, morning and evening. It is the student's responsibility to register once notified and pay applicable fees owed.

#### **Waitlist Restrictions**

Students will be blocked from enrolling in a waitlist seat under the following conditions:

- The student is enrolled in another section of the same course or enrolled in another waitlist seat for the same course.
- The class conflicts in time with other classes already on the student's schedule, which includes other wait-listed classes.
- The student has a hold.
- The student has not met prerequisite or co-requisite requirements. Courses with "Department Approval" such as PSYT, LVN, EMS that have special admission requirements.
- Cross-listed (CL) courses, such as mediated Math courses.
- The student has exceeded the repeat limits for the course. This includes work-in-progress which occurs if the student is already enrolled in the course in the prior term (spring for summer registration; summer for fall registration) and has not received a final grade.
- The class is not approved on a Permit to Enroll form for an Enrichment student.
- All waitlist seats are filled.

#### **Auditing**

- The Admissions and Records Office will not under any circumstances certify completion of any course attended by audit, nor will the District provide any transcripts, letters, records or any other documentation of attendance in a course undertaken on an audit basis. Students who audits does not earn units, credits or grades.
- The District will provide students who are otherwise qualified to enroll in credit courses an opportunity to audit specific credit courses.
- Auditing enrollment is permitted on a space available basis, on courses on the approved auditable list, and at the discretion of the instructor in accordance with departmental procedure.
- Admission application is not required. Enrichment students may not audit courses.
- Auditing may be requested after the late application period is over by obtaining an Audit Enrollment Form from the Cashier's Office, acquiring the instructor's,

Dean of Academic Affairs and Vice President of Academic Affairs approval to audit the course, and paying the audit enrollment fee at the Cashier's Office.

- Priority in class enrollment shall be given to students enrolled in the course for credit.
- Auditors who are not currently enrolled must register by the normal procedure and pay a non-refundable fee of \$15.00 per semester unit.
- Auditors enrolled in less than 10 units must pay a non-refundable fee of \$15.00 per unit.
- Auditors who are currently enrolled in 10 or more semester units for credit may audit up to three semester units at no cost. An audit fee of \$15.00 will be charged for each additional semester unit audited above three.
- Once audit enrollment is completed, no student will be permitted to change his/her enrollment to receive credit. A student is not permitted to change his/her enrollment from credit to audit.
- There is currently no limit set on the number of courses a student may audit.

## STEP 8 PAY FEES

### Schedule of Fees Payable at Registration (per term)

Credit (enrollment) fees are subject to change by the California State Legislature. If fees are increased for this term, additional charges will be added to each student's account that must be paid before grades will be released. For tax purposes, students are responsible for retaining receipts as a record of fees paid.

**Enrollment Fee** \$46.00

Note: Per credit, subject to change.

**Non-Resident Tuition** \$211.00

Note: Per credit, in addition to the \$46.00 enrollment fee.

**Health Fee** \$19.00 (Fall/Spring)  
\$16.00 (Summer)

Note: North County Campus and San Luis Obispo Campus only.

**Student Center Fee** \$10.00

Note: \$1.00 per credit Fall/Spring San Luis Obispo campus only - \$10.00 maximum per academic year.

**Student Representation Fee** \$1.00

Note: Fall/Spring only – per term.

**ASCC Student ID Card Fee**

\$10.00 (Fall/Spring)  
\$ 5.00 (Summer)

Note: Renewal fee per term/session.

**Parking Permit Fee**

North County and San Luis Obispo Campuses only – per term, per vehicle.

Automobiles/vans/trucks \$30.00 (Fall/Spring)  
\$15.00 (Summer)

Each additional automobile/van/truck \$30.00 (Fall/Spring)  
\$15.00 (Summer)

Motorcycles/mopeds (per vehicle) \$15.00 (Fall/Spring)  
\$ 8.00 (Summer)

Each additional motorcycle/moped \$15.00 (Fall / Spring)  
\$ 8.00 (Summer)

**Materials Fee.** See course descriptions for specific amounts.

### Fee Descriptions

#### Enrollment Fee

Enrollment fees are charged per unit of enrollment credit and are set by the State of California. These fees are subject to change. If you need help paying this fee, you may qualify for a Board of Governor's Fee Waiver (BOGW). An application is available in the Financial Aid Office or you may complete the free application for Federal Student Aid (FAFSA) application online. Completed BOGW applications and documents of income sources must be submitted to the Financial Aid Office before your registration materials are submitted. Refer to the Financial Aid section for BOGW eligibility requirements. If you are a new applicant, fill out the BOGW application. You must reapply each year for consideration.

#### Non-Resident Tuition

The cost of tuition for international and out-of-state students is in addition to the enrollment fee. If you have questions about residency status, please contact the Admissions Office for assistance.

#### Health Fee

In accordance with the California Education Code and District policy, Cuesta College has a mandatory health fee. Students, excluding those with the exceptions listed, are required to pay the Health fee each term regardless of the number of credits they are taking. This fee is nonrefundable once the term or session begins and is subject to change per local Board action. The health fee is not an eligible tax credit fee.

Health Fee Exemptions: (Education Code Section 76355)

- Students enrolled in non-credit courses.
- Students who are taking classes only at the South County Center (Arroyo Grande High School) and off-campus sites.
- Any student who depends exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization, provided that the student presents documentary evidence of an affiliation with such a bona fide religious sect, denomination, or organization to the Student Accounts/Cashier's Office.
- Any student who is attending Cuesta under an approved Apprenticeship Program.

### Student Center Fee

The Student Center fee is designated for the sole purpose of supporting the Student Center and is charged to all students taking classes at the San Luis Obispo Campus. The fee, which is not to exceed \$10.00 per academic year, is based upon the number of credits taken during this period at the rate of \$1.00 per credit. An academic year consists of fall and spring terms.

The following are examples of Student Center fee calculation for a student taking classes on the San Luis Obispo Campus and at another Cuesta College site for one academic year:

#### FALL TERM

7 credits at San Luis Obispo Campus	\$7.00*
3 credits at North County Campus	\$0.00
Total	\$7.00

#### SPRING TERM

3 credits at San Luis Obispo Campus	\$3.00**
4 credits at North County Campus	\$0.00
Total	\$3.00

\*\$7.00 paid in Fall + \$3.00 paid in Spring = \$10.00 fee paid in full for academic year.

\*\*Fee partially paid for year

This fee is nonrefundable unless the student drops the associated San Luis Obispo campus class on or before the Sunday prior to the start of the term/session for a full-term course or before the first class meeting for a short-term course.

### Student Center Fee Exemptions

The Student Center fee shall not apply to:

- A student enrolled in non-credit courses.
- A student who is a recipient of the benefits under the TANF (Temporary Aid to Needy Families) program, the Supplemental Security Income/State Supplementary Program, or the General Assistance program. To have the fee waived, a student must provide documentation of participation in these programs through the Financial Aid Office prior to registration.
- Students enrolled in courses at North County or South County only.

### Student Representation Fee

A vote of the students during the spring 2002 semester authorized the collection of a mandatory \$1.00 student representation fee from every credit student each semester. Cuesta College waives the Student Representation Fee for Enrichment students and non-credit courses. Monies collected are used by the student government to advocate and lobby for student legislative issues such as eliminating fee hikes, and increasing state funding for community colleges. Other uses include leadership training, meeting with other student leaders and elected officials, and necessary supplies to support students in their advocacy and lobbying efforts.

The fee is charged during the registration process. A student may refuse to pay the fee for religious, political, financial, or moral reasons. Students must sign a waiver

prior to registration. The fee is nonrefundable once the semester begins. The student representation fee is not an eligible tax credit fee. Forms are available in the Admissions and Records Office, Cashier's Office and at the Student Life and Leadership Office at all campus locations. The form is also available on the Web at [www.cuesta.edu/student/documents/admissions\\_records/repfeewaiver.pdf](http://www.cuesta.edu/student/documents/admissions_records/repfeewaiver.pdf) for students to print and complete. The form may be submitted to the Admissions and Records Office or faxed to (805) 546-3975.

Cuesta College waives the Student Representation fee for Enrichment students and Non-Credit courses.

Associated Student Governments are allowed to implement the student representation fee according to Education Code 76060.5. This per-semester fee can be utilized by the ASCC to fund only those purposes listed above.

NOTE: The student representation fee may not be used to support individual candidates or campaigns.

For further information, please contact your ASCC Representative at the San Luis Obispo Campus Student Center, Building 5300.

### ASCC Student ID Card Fee

The Student ID Card provides a college picture ID for use in campus labs, the library, the bookstore, and other locations on campus. The fee helps fund student jobs, student activities, critical campus programs and services, as well as providing discounts within the community. For more information on ASCC Student ID Card benefits, please visit our website <http://cuesta.edu/student/forstudents/studentlife/studentid.html>. This optional fee is nonrefundable/nonreversible once the term or session begins. The ASCC Student ID card is to be purchased/renewed each term, even if a student has already had her or his picture taken. The ASCC card fee is not an eligible tax credit fee.

If the ASCC Student ID card is lost, stolen, or mutilated, the student will be provided, free of charge, one replacement during the student's Cuesta career. For any additional cards there is a \$2 replacement fee. Contact the Student Life and Leadership Office at (805) 546-3289 for picture ID dates, times, and information.

### Parking Fee

Parking permits required for all vehicles parked on all campus property or roadways.

Term permits per vehicle are:

<b>Automobiles/vans/trucks</b>	\$30.00(Fall/Spring)
	\$15.00 (Summer)

<b>Each additional automobile/van/truck</b>	\$30.00 (Fall/Spring)
	\$15.00 (Summer)

<b>Motorcycles/mopeds</b>	\$15.00 (Fall/Spring)
	\$ 8.00 (Summer)

<b>Each additional motorcycle/moped</b>	\$15.00 (Fall/Spring)
	\$ 8.00 (Summer)

Registered students may purchase parking permits online through myCuesta/my Web Services. Online permit purchases must be picked up at the campus police office. This fee is nonrefundable once the term or session begins. The parking permit fee is not an eligible tax credit fee.

For a copy of the College parking regulations, contact the San Luis Obispo Campus Public Safety Office at (805) 546-3205, or the North County Campus Public Safety Office at (805) 591-6205, or go to [http://www.cuesta.edu/student/findingway/public\\_safety](http://www.cuesta.edu/student/findingway/public_safety).

#### **Material Fees**

Credit and noncredit courses with mandatory material fees are identified in the class schedule, class finder and college catalog. Materials fees are charged at the time of registration. Materials fees for classes dropped prior to the start of the term are automatically credited or reversed to student accounts. See the Cashier's Office for help with materials fees for classes dropped within the two-week drop deadlines for Spring/Fall terms and within the ten percent deadline for Summer Session.

#### **Fee Payments**

Students may pay fees, clear incurred debts (with the exception of library fines and parking citations), purchase parking permits or a Regional Transit Authority (RTA) 31-day bus pass, obtain and file refund forms, and handle other situations as they pertain to student accounts at the Cashier's Office.

#### **Registration Fee Payment Policy**

Fees are due at the time of registration and may be paid immediately by credit or debit card online. Students will be held financially responsible for fees related to classes not dropped within the refund deadlines. Students will NOT be dropped from classes for unpaid fees. Fee payment receipts should be saved for education tax credit filing.

#### **Online**

Credit card and debit card payments (VISA, MasterCard, Discover or American Express) are only accepted online through student myCuesta accounts. A convenience fee of \$2 is charged for each credit/debit transaction.

#### **Mail-in**

Please include the student ID number with all mailed payments. Make checks payable to Cuesta College.

Address payments of check or money order to:

Cuesta Cashier's Office, PO Box 8106, San Luis Obispo, CA 93403.

A \$25.00 service fee is charged for all checks returned for insufficient funds, stop payments, etc.

#### **In-Person**

Payments by cash, check or money order can be made at the Cashier's Offices at either

- San Luis Obispo campus, Building 3100, Student Service Center, (805) 546-3949

- North County campus, Building N3000, (805) 591-6217
- Secure payment drop boxes are also available and located outside of the Cashier's Offices for payments made after office hours.

Any unpaid fees will result in a hold placed on the student's records blocking access to future registration, grades, transcripts, and will limit access to certain campus services. Students will NOT be dropped for unpaid fees.

To retain a seat in the class, students are strongly advised to attend the first class meeting. Students, who remain enrolled after the refund deadline, are financially responsible for payment of fees even if they drop the class or are dropped by the instructor after the refund deadline. It is the student's responsibility to drop and add classes.

#### **Refunds for Dropped Courses**

Students must submit a written request for a refund to the Cashier. Students may request a form from the Cashier, print an online form, or submit a letter outlining the request and postmarked by the appropriate date listed below. A \$10.00 processing fee is assessed on enrollment refunds initiated by students. A full refund includes enrollment, non-resident, health, ASCC Student ID Card, Student Center and student representation fee, material, and parking fees (parking permit must be returned in usable condition). Partial refunds include only enrollment and non-resident fees.

Credit balances for dropped courses may remain on the student accounts to be applied to future balances or refunded. Credit enrolled students will receive a My Cuesta Card by mail. Students will need the My Cuesta Card to receive financial aid or dropped class refunds. Students need to be sure to keep their addresses updated through their online myCuesta account and watch the mail for the bright green My Cuesta Card envelope. See the Cuesta website for more information about the My Cuesta Card.

#### **Full Refund**

Students must drop a course by the Sunday before the start of the term to receive a full refund of fees, less a \$10.00 processing fee (only refunds which include the enrollment fee are charged the processing fee). A written request for a refund must be submitted to the Cashier's Office by the end of the second week of Summer Session and by the end of the fourth week for Fall/Spring terms.

#### **Partial Refund**

The student will receive a partial refund for a course dropped on or after the first class meeting and within the last day to drop for a refund deadline. The last day to drop with a refund deadline is posted in the online Class Finder by clicking on the CRN and appears on an enrolled student's myCuesta Class Schedule/Receipt. A written request for a refund must be submitted to the Cashier's Office by the end of the second week of Summer Session and by the end of the fourth week for the Fall/Spring terms.

#### **Military Withdrawal**



Military withdrawal occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. The student must verify such orders with registration staff at the time of the withdrawal. Copies of these orders must be submitted by the student to the cashier with a written refund request. Students withdrawing under this college policy will receive a grade of "MW" for each course from which they withdraw and shall be entitled to a full refund of all enrollment fees paid to the college unless academic credit has been awarded.

#### **Administrative Withdrawal/Cancelled Courses**

Full refunds will be authorized for students who are withdrawn from courses by action of the College. If the course is cancelled, the associated course fees will be credited to the student's account. The credit will be applied to any other fees owed by the student. If there is credit balance on the student's account, the credit will remain on the student's account unless a written request for a refund is submitted by the student to the Cashier's Office. Automatic refunds will not be generated.

#### **Overpayments (excess fee payments)**

If a student overpays registration fees, the amount of the overpayment will be credited to the student's account. The credit may be applied to any additional registration fees incurred.

NOTE: Dropped courses will not generate an overpayment refund. Please refer to "Refunds for Dropped Courses."

#### **EDUCATION TAX CREDIT INFORMATION**

An Education Tax Credit benefit is available to Cuesta students who enrolled in credit courses and were charged eligible fees. In compliance with the Taxpayer Relief Act (TRA) of 1997, Cuesta College will provide a 1098T form to eligible students enrolled in a given calendar year (spring, summer, and fall). The 1098T form reports eligible fees charged within the given calendar year.

Eligible fees include: Enrollment Fee, Student Center Fee, Non-Resident Fee, and Material Fee. A 1098T will not be produced for students whose eligible fees were waived or who received financial aid in an amount greater than eligible charges. Each January, 1098T forms are mailed to the students' permanent addresses on file with Cuesta at that time.

Students are encouraged to keep payment receipts to confirm the amount of fees paid during each calendar year, regardless of the term of enrollment.

If you have questions about the TRA's Hope Tax Credit and Lifelong Learning Credit:

- Consult your tax preparer
- Access the IRS website at [www.irs.gov](http://www.irs.gov).



# CUESTA COLLEGE

## STUDENT SUPPORT SERVICES AND SPECIAL PROGRAMS



# ADMISSIONS AND RECORDS

Para información sobre Admisiones comuníquese con la Oficina de Admisiones de Cuesta College, (805) 546-3140 o vea la página

[http://www.cuesta.edu/students/servs\\_classes/admrrreg/apply\\_espanol.html](http://www.cuesta.edu/students/servs_classes/admrrreg/apply_espanol.html).

**Resources available online, for the convenience of our students including those attending via distance education, are the following:**

- Apply for Admission, Who May Attend, Residency, International Students, Enrichment Students, Veterans, Allied Health Programs and Information in Spanish all can be found at: <http://www.cuesta.edu/apply>

## Eligibility

The college admits students who meet the following requirements and who are capable of benefitting from the instruction offered:

- Any person over the age of 18, or a person under the age of 18 possessing a high school diploma or its equivalent. A copy of the certification (California State Proficiency Exam or GED) is required if under 18 years of age.
- Students 18 years of age or older without a high school diploma, or equivalent, are eligible for provisional admission to Cuesta College.
- Applicants under the age of 18 who are currently enrolled in grades 9-12, are eligible to apply for admission to attend Cuesta College as "special part-time students," with an approved Permit to Enroll in specified advanced scholastic or vocational coursework at Cuesta College. Special part-time students are referred to as "Enrichment" students.
- International students who have met the International Admission Requirements and have been issued an F-1 or M-1 Visa.

An exception to the college admission policy may be made for a pupil currently enrolled in grades 6-8 who has been certified as "highly gifted" by their school district. "Highly gifted pupil" means a gifted and talented pupil who has achieved a measured intelligence quotient of 150 or more points on an assessment of intelligence administered by qualified personnel or has demonstrated extraordinary aptitude and achievement in language arts, mathematics, science, or other academic subjects, as evaluated and confirmed by both the pupil's teacher and principal. Highly gifted pupils shall generally constitute not more than one percent of the K-12 pupil population. (Reference Administrative Procedure 5011)

Students under the age of 18 without a high school diploma, or equivalent, who are not currently enrolled in a secondary institution, are not eligible for admission to Cuesta College. A denied applicant may make an appeal to the Superintendent/President, or designee.

## Application

All students must complete and sign an official Cuesta College Admission Application (online with electronic signature or in print) to be admitted to the college. All information provided by the applicant on the admission application must be true and accurate as required by law. Students who are enrolling at Cuesta College for the first-time and former students returning after an absence of a semester or more (not including summer) must submit an application available online at [cuesta.edu/apply/](http://cuesta.edu/apply/).

Applications are available beginning:

- November 1 for Fall Semester
- April 1 for Summer Session
- October 1 for Spring Semester

## Residency Requirements

Admission of each student includes the determination of California State residency based on California Education Code 68017 and Title 5, Sections 54000-54072. A student who believes that their residency status is incorrect may challenge the non-resident status by completing the Statement of Legal Residence form and submitting it to the Admissions Office for review.

**Resident Student:** A resident student is one who has been a legal resident in California for more than one year and a day immediately preceding the beginning of the term in which the student plans to enroll, and who demonstrates the intent to remain a permanent California resident.

Students determined to be California residents are charged the California State Enrollment fee as set by the California Community College Chancellor's office. (Education Code 68017)

**Non-Resident Student:** A non-resident student is one who has not had a legal residence in California for more than one year and a day immediately preceding the beginning of the term in which the student plans to enroll. Students determined to be non-residents are charged the non-resident tuition in addition to the resident enrollment fee.

A non-resident student may be eligible for an approved non-resident tuition exemption when the appropriate documentation is presented to the Admissions staff. Exemption to non-resident tuition exists when documentation is presented for any one of the following:

- Attended a California high school, or high school equivalent, for a minimum of three years or more and earned a California high school diploma, or equivalent; or attained credits earned in California from a California high school equivalent to three or more years of full-time high school coursework and a total of three years or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools;
- Full-time credentialed employee of a California public school enrolling in college for purposes of fulfilling credential-related requirements;
- Seasonal agricultural worker for at least a total of two

months of each of the past two years;

- Full-time employee, or spouse, or dependent of a fulltime employee of any of the following college/ universities: California Community Colleges, California State University, University of California, or Maritime Academy.
- Applicants, under the age of 19, who have lived under the direct care and control of an adult, other than a parent for two years immediately preceding the resident determination date; and such adult has for the year immediately preceding the residence determination date, had California residence.
- A student who is covered by the federal Veterans Access, Choice, and Accountability Act (Section 702 of the VACA Act [38 U.S.C. 3679(c)] shall be fully exempt from non- resident fees, including nonresident tuition and the capital outlay surcharge charged of nonresident students. The requirements on the VACA Act are listed under the Veterans category.

### Programs with Additional Admission Requirements

Admission to impacted specialized programs may require the completion of a program admission application and Chancellor's recommended and Board-approved admission requirements. Current program admission requirements are published by the respective program and made available on the Cuesta website. The Admission criteria, process and application for specialized programs are valid for the current application cycle only.

### Special Part-Time Students (Enrichment)

An eligible special part-time student must possess an approved Permit to Enroll to enroll in specified advanced scholastic or vocational courses. Cuesta College has defined advanced scholastic or vocational coursework as work that is transferable to a four-year institution and/ or meets vocational degree or certificate requirements. The Permit to Enroll must be completed by the student's current school Principal, or approved designee, identifying the specific course, or courses. The Permit to Enroll is approved by the student's parent, or legal guardian, and by the student. The Permit to Enroll is then submitted to the Cuesta Registration Office for processing. Special Part-time Students, grades 9-12, may enroll in Cuesta College courses on a space available basis and will be required to meet all of the following enrollment requirements:

- Demonstrate the ability to benefit from advanced scholastic or vocational coursework as determined by the student's principal, or designee;
- Satisfactorily meet all course prerequisites;
- Meet the age requirement of any age-restricted courses, posted on the Cuesta web site, for which the student seeks to enroll, or successfully petition for authorization to enroll;
- May enroll in up to a maximum of eleven (11.999) approved semester credits during the fall and spring semesters and a maximum of nine (9.0) approved

semester credits during summer session;

- Special Part-time students are prohibited from auditing courses;
- Special Part-time students are prohibited from enrolling in Kinesiology activity courses.

Special part-time students are eligible for an enrollment fee waiver. Students classified as "non-residents" of California who meets all requirements of Administrative Procedures 5011, shall be exempt from paying nonresident tuition including the California resident enrollment fee. All other fees will be assessed. This exception does not apply to F1/M1 Student Visas. Students receiving this exemption do not receive resident status for the purpose of tuition or financial aid. Students should finalize their residency status in California.

### Age Restricted Course Appeal Process:

An Enrichment student who does not meet the age requirement of an age restricted course may petition to enroll in the course. The petition must be completed by the student and submitted to the relevant division for approval. The instructor and division Chair signatures are required for approval. Denial of a petition is final.

### International Students

International students must complete the International Admission Application, available online at [http://cuesta.edu/student/servs\\_classes/admrreg/admissions\\_international\\_students/index.html](http://cuesta.edu/student/servs_classes/admrreg/admissions_international_students/index.html), and the Cuesta College online admission application to receive a form I-20. A \$100 processing fee must accompany the International Student Application. This fee is subject to change pending Board of Trustee's approval.

The student may then apply to his or her embassy to obtain the F-1 visa to study at Cuesta College.

Applications periods are:

- Spring Term: October 1 – December 15
- Summer Session: April 1 – May 15
- Fall Term: April 1 – July 15

International students must meet the following requirements before an I-20 can be issued:

- Certificate of Financial Responsibility providing evidence of ability to pay ability to pay nonresident fees and has sufficient financial resources for physical maintenance, housing, and educational costs for the duration of their studies at Cuesta College to maintain a minimum of 12 credits a semester;
- Test of English as a Foreign Language (TOEFL) proof of passing with a score of 500 or higher.
- Transcripts of International Student Academic Records - Transcripts must be translated into English and must bear the school seal and be signed by the registrar or other appropriate official;
- Health Certification and Insurance which includes a certificate of a negative skin test or a chest X-ray for

tuberculosis and certification of current health insurance coverage which covers accident or illness while in the U.S;

- Attend the international student orientation prior to enrolling in courses.

F-1 students currently attending another accredited post secondary institution in the United States may apply to transfer their I-20 to Cuesta College. Transferring F-1 international students will be required to confirm their academic standing and eligibility to transfer prior to acceptance. Cuesta College reserves the right to deny admission to an international student who is not in good academic standing at their current institution.

## ATHLETICS

**Location: Building 1300, SLO campus; (805) 546-3207.**

Cuesta College is a member of the Western State Conference. Other community college conference members include Allan Hancock, Antelope Valley, Bakersfield, Citrus, College of the Canyons, Glendale, Los Angeles Pierce, Los Angeles Valley, Moorpark, Oxnard, Santa Barbara, Santa Monica, Ventura and West Los Angeles.

Intercollegiate activities include:

SEASON	MEN	WOMEN
Fall	Cross Country	Cross Country
	Water Polo	Water Polo
	Wrestling	Volleyball
		Soccer
Fall/Spring	Basketball	Basketball
Spring	Baseball	Softball
	Swimming and Diving	Swimming and Diving
	Track & Field	Track & Field

Eligibility rules for intercollegiate competition are prescribed by the Constitution of the Community College League of California and its California Community College Athlete Association (CCCAA). In order to participate in intercollegiate sports, the student:

- Must be registered for classes including athletic course no later than one month after the beginning of the semester;
- Must be enrolled in and regularly attending 12 credits or more;
- After the first season of competition, must complete 24 semester credits or 36 quarter credits before the second season of competition in any one sport, including credits earned during the first season of competition;
- Once a student becomes an athlete, he/she must maintain a 2.0 GPA and pass at least 6 units in the preceding term in which the student is enrolled as a full-time student to be eligible for additional seasons of sports;
- Must have a Student Educational Plan (SEP) on file.

These regulations are subject to change by conference officials and by the Community College League of California.

Athletic eligibility is determined in the Admissions and Records Office. Questions may be referred to the Director of Admissions and Records or the Vice President of Student Services (or designee).

Cuesta College Athletics offers a Program Assisting Student-Athlete Success (PASS), which provides confidential, professional, and voluntary assistance to support students in dealing with issues that may be adversely affecting their academic, athletic, or personal performance. Educational programs are provided to offer preventive information, to assist in identifying problems, and to promote the general well-being of student athletes. Appropriate referrals for assistance will be made to campus and community resources.

The PASS program consists of six components:

- Academic Advisement
- Academic Status
- Learning Assistance
- Student Athlete Success Class
- Scholarship Recognition
- Personal Development

Athletes who intend to transfer and compete at a four-year college or university should consult Counseling Services regarding eligibility, degree, and transfer requirements.

## BOOKSTORE

**Location: San Luis Obispo Campus, Building 5200, Room 5200, (805) 546-3206. North County Campus, Building N1000, (805) 591-6206.**

Cuesta College operates a bookstore as a service to Cuesta College students and the community by making available books and instructional supplies required for course work. In addition, the store maintains a wide selection of college supplies, clothing, and other merchandise that contribute to the general educational experience of the student.

The Cuesta Bookstore is a self-service operation open at posted hours. Textbooks go on sale the first day of registration for the following term. Personal checks, VISA, Discover, or Mastercard are accepted for payment with photo identification. Books may be purchased on-line at <http://bookstore.cuesta.edu>.

Refunds and exchanges are limited to one week from the start of the fall and spring semester, and one week from the start of summer session. The store buys back used textbooks year round.

Other services include textbook rentals, school rings, nursing pins, graduation caps and gowns, and college insignia items.

# BUSINESS & ENTREPRENEURSHIP CENTER

## (Services to Business and Industry)

**Location: Building 2800, SLO campus; (805) 546-3188.**

The Business & Entrepreneurship Center (BEC) program works with private, public and nonprofit resources to build strong, sustainable and successful businesses. The result is wealth creation, job creation and retention and better economic health in California.

By partnering with local, well-respected business growth organizations and community colleges, the BEC and the entrepreneurs they serve can tap into an abundance of resources and the know how already in place, thereby enhancing the long-term growth and viability of these companies. The BEC program supports local economic development corporations, chambers of commerce, community-based business outreach centers and other community-based organizations whose primary mission is to assist small businesses.

The BEC Primary Objectives Include:

Conduct community research; create targeted special projects and services that address the unique needs of the region. The BEC will collect and analyze community data and evaluate the economic needs of the region.

Target existing business clients and/or industry sectors most likely to create economic impacts and retain jobs. Clients and/or industry sectors should also have the potential to achieve significant increases in sales investment, and to boost regional economic wealth.

The BEC will provide fee based-technical assistance (i.e. advanced business consulting services) to regional businesses, industry sectors, city & state agencies, and chambers of commerce thereby, to promote and support growth of the regional economy. Areas of expertise include:

- Marketing Strategies
- Marketing Research
- Strategic Planning
- Growth and Investment Strategies
- Access to Capital
- Financial Analysis
- Operations Analysis
- Operations Management & Improvement
- Customer Service
- E-Commerce
- Economic Research and Analysis
- Business and Contract Law
- International Trade

The Director of Business & Entrepreneurship Center at Cuesta also serves as the Deputy Sector Navigator (DSN) for the Small Business Sector in the South Central Region. The role of the DSN for the Small Business sector, is to create alignment around workforce training and career pathways and coordinate the delivery of training programs in their local area and throughout the region. As the regional liaison, the DSN for the Small Business Sector will communicate sector related best practices to the region, promote sector related careers to K-14, identify new courses in entrepreneurship and/or stackable credentials, and foster faculty professional development.

The grant award is the result of an ongoing reorganization effort of the state's Workforce and Economic Development program titled "Doing What Matters for Jobs and the Economy."

The goals of the "Doing What Matters for Jobs and the Economy" program are to help close the state's "skills gap" by providing in-demand skills training for employers, creating relevant career pathways and stackable credential programs, promoting student success and ultimately helping more Californians find employment.

The Strategy of the Doing What MATTERS for jobs and the economy is a four-pronged framework to respond to the call of our nation, state, and regions to close the skills gap. The four prongs are:

- Give Priority for jobs and the economy
- Make Room for jobs and the economy
- Promote Student Success
- Innovate for jobs and the economy

For more information on Doing What Matters for Jobs and the Economy, please visit <http://doingwhatmatters.cccco.edu>.

## CALWORKS

**Location: SLO campus, EOPS/CARE/CalWORKs Office, Library Building, Room 3134, (805) 546-3204; North County campus, EOPS/CARE/CalWORKs Office, Room N3024, (805) 591-6214.**

The Cuesta College CalWORKs program provides support, services, and resources to CalWORKs recipients to gain self-sufficiency through education and work experience. To qualify, students must be receiving cash aid for themselves, not just their children. Students will receive priority registration, job placement, and academic, personal and career counseling.

**Students must meet the following criteria in order to be eligible for CalWORKs services:**

- The participant/student and at least one dependent must be currently receiving cash aid (CalWORKs/TANF) from the Department of Social Services (DSS). Student may be receiving cash aid and expecting a child or receiving cash aid with a child receiving SSI.
- Enrolled or planning to enroll in Cuesta College classes for the current or following semester.

- School as a component of the student's Welfare-to-Work (WTW) Plan, Self-Initiated Participant (SIP) Plan, or WTW Compliance Plan.
- Cal-Learn participant attending college as part of Cal-Learn activities.

**CalWORKs offers a variety of services to assist students in achieving their educational and employment goals with a focus on transitioning off cash aid to long-term financial self-sufficiency.**

- Assistance meeting Welfare-to-Work (WTW) or Self-Initiated (SIP) plan requirements
- Coordination with Social Services for educational supplies and supportive services
- Case management
- Guidance applying to Cuesta College, completing financial aid paperwork, and registering for classes
- Access to Priority Registration
- Academic and career counseling
- Employment to meet required work activities through work study or job placement
- Open computer lab with printing and copying
- Development of a resume and a job search portfolio
- Referrals to additional supportive services, on or off campus
- Advocacy and education about Rights and Responsibilities
- Academic success coaching and in house tutoring

**Resources available online, for the convenience of our students including those attending via distance education:**

- CalWORKS Confidentiality Waiver: [http://www.cuesta.edu/student/documents/calworks-docs/CalWORKs-Confidentiality-Waiver-Rev\\_12-10-12.pdf](http://www.cuesta.edu/student/documents/calworks-docs/CalWORKs-Confidentiality-Waiver-Rev_12-10-12.pdf)
- CalWORKs Intake Form: [http://www.cuesta.edu/student/documents/calworks-docs/CalWORKs\\_Intake\\_Rev\\_11-26-12.pdf](http://www.cuesta.edu/student/documents/calworks-docs/CalWORKs_Intake_Rev_11-26-12.pdf)

## CAMPUS POLICE

**Location: Building 6600, SLO campus; (805) 546-3205.  
North County Campus, Building; (805) 591-6205.**

The Mission of the Cuesta College Department of Public Safety and Police Department is to assist the education process by providing a safe and secure learning environment for students, staff, faculty, and visiting members of the community.

We offer a wide range of everyday services in addition to law enforcement responsibilities. These services include escort services, stranded motorist assistance, medical aid, crime prevention information and fingerprint services.

In cases of emergency, we provide immediate responses as well as situational warnings and updates through REGROUP notification system. This service is for all students,

staff, and the community. To sign up for the service, go to <http://cuesta.regroup.com> and use your MyCuesta login. REGROUP subscribers will not receive spam, and subscriber information will not be shared with third party marketers. Standard text message rates apply. For more information, visit our official REGROUP page at

[http://cuesta.edu/student/findingway/public\\_safety/alerts.html](http://cuesta.edu/student/findingway/public_safety/alerts.html)

We provide Early Warning notices of any criminal assaults or other acts that could pose an immediate threat to anyone on campus. Additional information can be found on the MEGAN'S LAW website.

The Department of Public Safety and Police Department is here to serve the needs of Cuesta College. Please feel free to contact us for additional information or assistance by calling (805) 546-3205.

The Clery Act, passed in 1990, is basically a "student's rights" document that contains important information about emergencies, evacuations, crime definitions and statistics, how to report a crime, steps that can be taken to prevent sexual and physical assaults, what to do if you are sexually assaulted, available services, and other information relating to crime statistics for the college.

The Campus Sexual Violence Elimination Act is a 2013 amendment to the federal Jeanne Clery Act. SaVE was designed by advocates along with victims/survivors and championed by a bi-partisan coalition in Congress as a companion to Title IX that will help bolster the response to and prevention of sexual violence in higher education. It seeks to address the violence women face on campuses. This legislation updated the Jeanne Clery Act and requires colleges and universities, both public and private to create: transparency, accountability, collaboration, guarantees victims enhanced rights, provide for standards in institutional conduct proceedings, and provide campus community wide prevention educational programming. For more information on the SaVE Act, contact us at (805) 546-3205 or pick-up a booklet at the Campus Police (6600 Bldg).

To reach the Clery Act information, use the Cuesta College Police Department website at [http://cuesta.edu/student/findingway/public\\_safety/clery\\_act.html](http://cuesta.edu/student/findingway/public_safety/clery_act.html) and use the "Clery Act" link.

## CAREER CONNECTIONS (Job Placement)

**Location: Career Connections, Student Center, Room 5310, SLO campus; (805) 546-3252. Continuing Education Center, Building N3032, North County Campus, (805) 591-6273**

Career Connections provides a centralized location where students can identify and receive information about available full and part-time jobs in the community as well as access to job search resources available at Cuesta College.

In collaboration with ASCC, Student Life and Leadership, Counseling, the Career Transfer Center, and others, Career



Connections offers students access to practical workplace experience that relates to the educational goals and academic achievement of the Cuesta student.

Career Connections also provides a centralized location for local businesses to post job openings, conduct interviews, and meet with students on a formal or informal basis.

## CHILDREN'S CENTERS

**Location: Building 4000, SLO campus; (805) 546-3285. Building N4022/N4036, North County Campus, (805) 591-6292.**

The Cuesta College Children's Centers programs are laboratory schools for Early Childhood Education degree students to complete their teacher training courses. Cuesta College has two children's lab programs, at the San Luis Obispo campus, and at the North County campus in Paso Robles. These programs are licensed, planned, facilitated, and operated by Early Childhood Education professional staff and administration.

Our children's enrichment programs are open Monday - Thursday, 7:30 am - 4:30 pm, and Fridays from 7:30 am - 12:30 pm. We follow the campus academic calendar, closed for national holidays, campus holidays, campus board holidays, and during semester breaks. We are licensed for children from 18 months to five years of age with priority for enrollment being student parents attending classes on campus, Cuesta faculty & staff, and then community at large.

Each semester we start a new waiting list for the following semester. At the end of August we begin the wait list for spring semester, and in January we begin the wait list for summer and fall semesters. To inquire about the children's programs and waiting list for the San Luis Obispo campus, please call (805) 546-3285. For the North County campus, please call (805) 591-6292. You will find fees and more information about our programs at the Cuesta College web site, at the search window type in Children's Centers or find us in the department directory at the bottom of the page.

The Cuesta College Children's Programs are fee based (check the web site for fee plans). Many student families have been helped financially through the Community Action Partnership of San Luis Obispo (CAPSLO) Child Care Resource Connection. To find out if you qualify for help with child care fees, please call CCRC and ask about the subsidized child care program. (805) 541-2272.

In addition to the Children's Lab School, CAPSLO operates Head Start and Early Head Start Programs at the San Luis Obispo campus. To find out about hours of operation, eligibility and the waiting lists for these programs, please call CAPSLO at (805) 544-4355, or call these programs directly. For the Early Head Start program (805) 546-3100, extension 2642, and for the Head Start Program (805- 546-3100, extension 2638.

## COMMUNITY PROGRAMS

**Location: Building 4700, SLO Campus, (805) 546-3252**

Cuesta College Community Programs provides a comprehensive source for lifelong learning, career education, recreation opportunities, and cultural development in a friendly, accessible environment for people of all ages. For more information call (805) 546-3252, FAX (805) 546-3107, or visit <http://www.cuesta.edu/communityprograms>.

Cuesta's community education, special events, recreation programs, and aqua fitness classes serve four essential functions in the college district:

- To contribute to the cultural, intellectual, recreational, and social life of the residents of the District, and to offer training for workforce improvement.
- To develop leadership and provide educational services which utilize special skills, interests, and knowledge of college faculty and other professional community instructors.
- To be a center of community life by scheduling college facilities and services on an extended and year-round basis for individuals, families, and community groups.
- To collaborate with community groups, county organizations, and businesses in developing programs and educational services for comprehensive coverage of the district.

## COOPERATIVE EDUCATION WORK EXPERIENCE

Cooperative Work Experience is a collaborative program between students, community employers, and Cuesta College. This course provides the opportunity to earn credits for working, either in a general capacity or toward a major/career path. Staff advisors guide students in accomplishing specific, measurable, and attainable job objectives, with the purpose of leading to successful outcomes. Students learn practical methods for improving communication, teambuilding, and goal-setting skills. For more information about Work Experience and program requirements, call (805) 546-3100, ext. 2522.

## COOPERATIVE AGENCIES AND RESOURCES FOR EDUCATION (CARE)

**Location: SLO campus, Library Building, Room 3134, (805) 546-3144; North County Campus, Building N3024, (805) 591-6214.**

Cooperative Agencies Resources for Education (CARE) is a state-funded program to assist students 18 years or older who are single head of households with child care

expenses. You must be accepted into the EOPS program, receive cash aid from the Department of Social Services, and have a child under the age of 14. Once accepted into the program you will be eligible for grant monies to help cover child care and transportation costs.

**CARE Eligibility:**

- Apply for financial aid and be accepted in the EOPS program
- Must be currently receiving TANF (Temporary Aid to Needy Families)
- Must be at least 18 years old and a single head of household
- Must have at least one child under 14 years old

**CARE Services:**

- Academic and personal counseling to develop coping strategies to meet the added demands of school and home
- Invitations to workshops which address the specific concern and issues that affect single parents
- Grant aid monies to help cover childcare and transportation costs

**Cooperative Agencies and Resources for Education (CARE)**, administered by EOPS, helps single CalWORKs/ Temporary Assistance for Needy Families (TANF) parents by providing support activities related to parenting and student success. Services include referrals to support services, a child care/ transportation grant, and workshops for single parents.

## COUNSELING SERVICES

**SLO Campus: Library Building 3100, Room 3131, first floor, Window 7; (805) 546-3138.**

**NCC Campus: Building 3000, Room 3011; (805) 591-6241**

The mission of Counseling Services is to help students reach their educational and career goals. The specific goals are to assist students with the effective use of campus learning resources, student services, and educational opportunities. Counselors assist students in determining, analyzing, and understanding their interests, aptitudes, abilities, limitations, and opportunities. Counselors are also skilled in providing personal counseling assistance to students as it relates to achieving their educational objectives.

Counselors are available throughout open office hours at the drop-in windows located in Building 3100, Student Service Center, for quick consultations. Counselors provide information about certificate, degree, and transfer requirements, and college policies and procedures. Students should contact Counseling Services Office or the counseling webpage at [www.cuesta.edu/student/counseling](http://www.cuesta.edu/student/counseling) to schedule private half-hour appointments with counselors. Students should, before the time of

their appointments, study this catalog, the catalog of any college or university to which they may seek transfer, and the schedule of classes for the upcoming term at Cuesta. To obtain the most benefit from the appointment, students need to be able to discuss their long-range educational goals as well as the courses desired in the ensuing term. Students are responsible for making final decisions concerning their college programs.

New students are expected to complete the online orientation and abbreviated student educational plan (SEP) prior to registering for courses. Once an Application for Admissions has been submitted and confirmation has been received, the online orientation is available to all Cuesta College students by logging into [my.cuesta.edu](http://my.cuesta.edu). The online orientation allows students to choose their goal (AA, CSU, or UC) and proceed on the appropriate path to accomplish their goal.

In-person myCuesta Monday or Welcome Wednesday follow-up orientations facilitated by Cuesta College counselors, after student have completed the online orientation, are held during the summer months. Please call the Cuesta College Assessment office at (805)546-3951 for dates and to reserve a spot. By the end of the orientation, students will have developed a plan of classes to take their first semester at Cuesta College. All students are encouraged to meet with a counselor for educational and career planning. Counselors help students write individual Student Educational Plans (SEP) that list all the courses needed and in the correct sequence to reach their educational goals.

Appointments to meet with a counselor may be made one week in advance beginning the first working day of the week and are available from 8:30 a.m. to 4:00 p.m. Monday through Thursday and from 10:30 a.m. to 4:00 p.m. on Friday.

## CUESTA PROMISE

**OUR PROMISE TO YOU:** A scholarship for every new SLO county high school graduate, paying all fees for a FULL YEAR!

**Steps to Applying:**

1. Submit your Cuesta College admissions application\*
2. Submit your Cuesta Promise scholarship application\*
3. Complete the FAFSA or the Dream Act Application
4. Complete the Cuesta College assessment process\*
5. Complete the Cuesta College online orientation\*
6. Register for your classes\*

\*Must be completed by deadlines posted online  
<http://www.cuesta.edu/student/aboutmoney/cuestapromise/>.

For more information, e-mail [promise@cuesta.edu](mailto:promise@cuesta.edu) or (805) 546-3153.

#### FREQUENTLY ASKED QUESTIONS:

##### ***What is the Cuesta College Promise?***

The Promise is a scholarship program for all San Luis Obispo County high school graduates, to attend Cuesta fee-free for their first year (consecutive fall and spring semesters immediately after graduation).

##### ***What if I received the Promise in the fall-do I need to do anything extra to get it in the spring?***

No. Just register for classes and your fees will be paid.

##### ***How do I qualify for the Promise?***

Graduate from a San Luis Obispo County high school, GED or are home-school diploma), and complete the Promise steps by the published deadlines.

##### ***What fees does the Promise pay for?***

The Promise covers these costs for the fall and spring semesters:  
Enrollment fees, Health Service fee, ASCC Student ID Card, Student Representation fee, Student Center fee, and Course Materials Fees (fees indicated in the course description on Class Finder; The Promise does not include books or items the instructor requires in his/her syllabus). The Promise will pay for all credit fees, whether a student is full or part-time.

##### ***What happens if I miss the deadline?***

You won't be eligible for the Promise Scholarship.

##### ***I'm not a senior this school year. Will I be able to get the Promise in the future?***

Yes! The Promise is made possible by a generous gift from the Charles and Leeta Dovica Family Trust to Cuesta College Foundation. The Foundation has established an ongoing fund so that the Cuesta College Promise will be around for future generations of SLO County high school students.

## DISABLED STUDENT PROGRAMS AND SERVICES (DSPS)

**Location: SLO campus, Building 3300 (first floor), (805) 546-3148; North County campus, Building N3200/3100, Room N3121 (first floor), (805) 591-6215. South County Center at Arroyo Grande High School; (805) 546-3148**

Note: South County or distance education students should contact the San Luis Obispo DSPS Office for assistance. Services are available by appointment at the South County Center and via phone or video conferencing for distance education students. Parking in handicapped parking spaces requires a state issued placard through the Department of Motor Vehicles.

Disabled Student Programs and Services (DSPS) promotes the full participation of students with disabilities in all aspects of their postsecondary education. DSPS advocates and facilitates equal educational opportunities through appropriate support services, curricula, instruction, policies and funding allocations. DSPS works to eliminate discrimination against students with disabilities and to promote their independence, growth, productivity and equality. Our goal is to provide academic accommodations and other services to assist students with disabilities in achieving their academic goals.

Cuesta College provides support services and instruction to students with verified disabilities who can benefit from instruction. College facilities, courses, and programs district-wide are designed to accommodate the needs of students with disabilities and to be in compliance with the Americans with Disabilities Act Amendments Act, Section 504 of the Rehabilitation Act of 1973, and California Education Code Title 5.

#### DSPS Application Process:

1. Fill out a DSPS Application for Services and print it out.

- DSPS Application for Services: [http://www.cuesta.edu/student/servs\\_classes/dsps/dsps\\_application.html](http://www.cuesta.edu/student/servs_classes/dsps/dsps_application.html)
- Have a licensed professional complete the Verification of Disability Form: [http://www.cuesta.edu/student/documents/dsps\\_docs/VOD\\_with\\_Doc\\_Req\\_6-05.pdf](http://www.cuesta.edu/student/documents/dsps_docs/VOD_with_Doc_Req_6-05.pdf)

NOTE: If you are an incoming High School Student, please submit your most recent individualized Education Plan (I.E.P.) along with your Psych-Ed Evaluation or Triennial Report.

2. Return in person or by mail your completed DSPS application for Services packet to:  
San Luis Obispo Campus: Bldg 3300  
DSPS, P.O. Box 8106, San Luis Obispo, CA 93403  
North County Campus: Bldg N3121  
DSPS, 2800 Buena Vista Dr., Paso Robles, CA 93440

#### DSPS Services:

Support services are specialized services available to students with disabilities and are in addition to the regular services provided to all students. Such services enable students to participate in activities, programs, and classes offered by the college. Services include, but may not be limited to:

#### ADAPTIVE EQUIPMENT

- Assistive Listening device - Hear the lecture with sound amplification
- Back supports - Sit in comfort with portable ergonomic supports

#### ALTERNATE FORMATS

- Braille - Use the access of Brailled books and hand-outs
- E text - Use a screen reader to listen to electronic versions of course material
- Enlarged print - See more accurately with large print text

- Audio books - Improve your reading efficiency and comprehension

#### ASSESSMENT For LEARNING DISABILITIES

- Find out if you have a learning disability
- Discover your abilities and strengths
- Determine your limitations and accommodations

#### ASSISTIVE TECHNOLOGY

- Voice recognition - Watch text appear on the screen when you speak into a microphone
- Speech output - Scan your text and listen to the computer read aloud
- Screen enlargers - Use software to enlarge print and images

#### CLASSROOM SUPPORT

- Interpreters - Use sign language
- Transcribers - Receive class notes and copies from the board
- Captioners - Convert spoken word into printed format displayed on a screen
- Audio description - Narration of visual information

#### INSTRUCTIONAL SUPPORT

- Assistive technology lab - Learn strategies that support your college classes
- Counselors - Discuss your disability-related classroom needs
- DSPS classes - Develop strategies that improve your studies

#### TESTING SERVICES

- Extended time - Proctored college tests with extra time
- Audio description - Visual materials described in class

#### Resources available online, for the convenience of our students including those attending via distance education:

- DSPS Checklist: [http://www.cuesta.edu/student/documents/dsps\\_docs/DSPS\\_Checklist\\_web.pdf](http://www.cuesta.edu/student/documents/dsps_docs/DSPS_Checklist_web.pdf)
- DSPS Application Packet: [http://www.cuesta.edu/student/documents/dsps\\_docs/DSPS\\_Application\\_Packet.pdf](http://www.cuesta.edu/student/documents/dsps_docs/DSPS_Application_Packet.pdf)
- DSPS Verification of Disability Form: [http://www.cuesta.edu/student/documents/dsps\\_docs/VOD\\_with\\_Doc\\_Req\\_6-05.pdf](http://www.cuesta.edu/student/documents/dsps_docs/VOD_with_Doc_Req_6-05.pdf)

If you have a service animal, please refer to Board Policy (BP) 3440 [http://academic.cuesta.edu/President/2008BP/BP3000/BP\\_3440\\_Service%20Animals.pdf](http://academic.cuesta.edu/President/2008BP/BP3000/BP_3440_Service%20Animals.pdf) and Administrative Procedure (AP) 3440 [http://academic.cuesta.edu/President/2008BP/BP3000/AP\\_3440\\_ServiceAnimals.pdf](http://academic.cuesta.edu/President/2008BP/BP3000/AP_3440_ServiceAnimals.pdf)

## EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

**Location: SLO campus, Library Building, Room 3134, (805) 546-3144; North County Campus, Building N3024, (805) 591-6214.**

#### Resources available online, for the convenience of our students including those attending via distance education:

- EOPS Application Process: [http://www.cuesta.edu/student/servs\\_classes/eops/eops\\_application.html](http://www.cuesta.edu/student/servs_classes/eops/eops_application.html)
- EOPS Checklist: [http://www.cuesta.edu/student/documents/eops\\_docs/EOPS\\_checklist\\_final.pdf](http://www.cuesta.edu/student/documents/eops_docs/EOPS_checklist_final.pdf)

Extended Opportunity Program and Services (EOPS) is a California state-funded program that provides an accessible and rewarding college experience to low-income students facing social, economic, and educational disadvantages. The program was established in 1969 by the California Legislature with the goal to provide access and educational equity for community college students.

To qualify, a student must:

- Be a California resident or Dream Act Student;
- Qualify for the Board of Governors' Fee Waiver (BOGW) A or B;
- Be enrolled as full-time student at Cuesta;
- Have completed less than 70 units of college work;
- Be educationally disadvantaged, as determined by the EOPS criteria.

Services available for eligible students:

- Career, academic and personal counseling
- A book voucher to help with the cost of textbooks
- EOPS/CARE lending library
- Priority registration
- Registration assistance
- Assistance with completing financial aid applications
- Workshops
- Referrals to tutorial services and community resources
- Network with four-year institutions
- Annual social activities

# FINANCIAL AID

Location: SLO campus, Library Building, Room 3125, (805) 546-3143. North County Campus, Building N3000, (805) 591-6202. South County Center, Arroyo Grande High School, (805) 474-3913

Asistencia Financiera Se habla Español: (805) 546-3100 ext. 2322 o (805) 591-6202.

Resources available online, for the convenience of our students including those attending via distance education, are the following:

- **FAFSA application:** at: [www.fafsa.gov](http://www.fafsa.gov)
- **Financial aid orientation:** <http://www.atschoolorientation.net/intake.aspx?ReturnUrl=%2fcuesta-fa>
- **Financial aid application process:** [http://www.cuesta.edu/student/aboutmoney/finaid/application\\_process/index.html](http://www.cuesta.edu/student/aboutmoney/finaid/application_process/index.html)
- **Check your financial aid status at your myCuesta portal:** <https://my.cuesta.edu/cp/home/displaylogin>
- **Financial aid TV:** <http://cuesta.financialaidtv.com/>
- **US Department of Education:** [www.studentaid.gov/](http://www.studentaid.gov/)
- **Cost of attendance estimates:** [http://www.cuesta.edu/student/aboutmoney/cost\\_of\\_attendance.html](http://www.cuesta.edu/student/aboutmoney/cost_of_attendance.html)

Financial aid programs are available to help students who might otherwise be unable to complete their education. Students may apply for financial aid in the form of grants, fee waivers, student loans, work study and scholarships.

Congress has established policies and procedures that are used throughout the nation in determining a student's ability to pay for college. The basis of these policies is the belief that students and their families have the primary responsibility for meeting educational costs. The amount of the contribution expected from students is determined by careful analysis of the family's financial strength, taking into consideration a number of factors, including adjusted gross income, family size, the number of dependents attending college, allowable expenses, and assets.

## DEPENDENCY STATUS

Dependent students are required to provide data for both themselves and their parents, while independent students are required to provide data for themselves and their spouses (if married).

In order to be considered an independent student, a student must:

- Be at least 24 years old or turn 24 during the first portion of the academic year;
- Be married on the day you file your FAFSA;
- Be a parent and be able to financially support your child;
- Have dependents other than your spouse who live with you and who receive more than half their support from you at the time you apply;
- Be an orphan (both parents have deceased);
- Be (or were until age 18) a ward or dependent of the court;

- Be currently serving on active duty in the U.S. Armed Forces for purposes other than training;
- Be a veteran of the U.S. Armed Forces;
- Be a foster child or in foster home sometime after the age of 13;
- Be an emancipated child as determined by a court judge; OR
- Be homeless or at risk of homelessness as determined by the director of a HUD approved homeless shelter, transitional program, or high school liaison.

If none of the above criteria apply to the student, then the student is considered to be a dependent student—even if the student can claim themselves on their taxes.

In unusual circumstances—such as abandonment, parent's incarceration, or an abusive family environment—the Financial Aid Office has the authority, through Section 480(d)(7) of the Higher Education Act, to change a student's status from dependent to independent. If you feel your circumstances warrant a change in dependency status, please contact the Financial Aid Office for more information.

## FAFSA

Cuesta recommends use of the Free Application for Federal Student Aid (FAFSA). This single application allows aid administrators to determine your eligibility to receive the Board of Governor's fee waiver, Pell Grant, Supplemental Educational Opportunity Grants, Federal Work Study, Cal Grants, Direct Loans, and many scholarships.

A separate FAFSA must be filled out for each academic year. The 2016-17 FAFSA is already available and the upcoming year's application is made available online ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)) starting on October 1.

## CALIFORNIA STUDENT AID PROGRAMS

The Board of Governor's Fee Waiver (BOGW)

The BOGW waives enrollment fees for California residents who are eligible under one of the following methods:

### Method A

A student is eligible under Method A if they:

- Received TANF, CalWORKS, SSI, or General Assistance payments in the last two years (2013 or 2014 for the academic year 2015-2016);
- Are a dependent student and one of their parents received such assistance;
- Have certification from the California Department of Veterans Affairs or the National Guard Adjutant General stating that the student is eligible for the waiver;
- Are a recipient—or the child of a recipient—of the Congressional Medal of Honor;
- Are a dependent of a victim of the September 11, 2001 terrorist attack; OR
- Are a dependent of deceased law enforcement or fire suppression personnel who were killed in the line of duty.

### Method B

Eligibility is based on household size and total family income (adjusted gross income plus all other untaxed income).

#### Family Income Standards for 2016-2017

Family Size	2015 Income
1	\$17,655.00
2	\$23,895.00
3	\$30,135.00
4	\$36,375.00
5	\$42,615.00
6	\$48,855.00
7	\$55,095.00
8	\$61,335.00
Each Additional Family Member	\$6,240

### Method C

A student is eligible under Method C if the student has completed a FAFSA or California Dream Act Application for the correct academic year and they are determined to have a financial need of \$1,104 or greater. Financial need is determined by subtracting the estimated family contribution from the student's cost of attendance budget.

#### Loss of BOGW Eligibility

If you have been on either academic or progress probation for two consecutive terms, you will lose your eligibility to receive the BOGW. You will be able to regain eligibility by:

- Improving your GPA / Course completion in order to meet academic and progress standards;
- Not attending Cuesta College for two consecutive primary terms (Fall & Spring or Spring & Fall); OR
- Filing a successful appeal due to extenuating circumstances.

**NOTE:** *Foster youth and former foster youth (age 24 years and younger) are not subject to loss of the BOG Fee Waiver under these regulations.*

### Cal Grants

The Cal Grant program is designed to help low-income California residents with the costs of pursuing undergraduate education at California institutions. There are two programs that are available to Cuesta College students: Cal Grant B and Cal Grant C.

- Cal Grant B provides a living allowance (and sometimes tuition/fee assistance) for low-income/disadvantaged students with high potential.
- Cal Grant C assists vocational students with tuition and training costs. Students must be enrolled in an eligible vocational program at Cuesta College from four to twenty-four months in length.

In order to apply for a Cal Grant, students must complete

the FAFSA or California Dream Act Application for the upcoming year by March 2.

**California Chafee Grants for Foster Youth** (<https://www.chafee.csac.ca.gov/>)

Chafee grants provide up to \$5,000 a year to youth who are or were in the foster care system.

To qualify, a student must be a current or former foster youth who has not reached his/her 22nd birthday as of July 1 of the award year. Additionally, the court must have established the student's dependency status between the ages of 16 and 18.

To apply, complete both the FAFSA and the online California Chafee Grant Application available at <https://www.chafee.csac.ca.gov>.

### AB-540 Students

Students who have AB-540 status are eligible for a number of financial aid programs that are ordinarily restricted to California residents:

- Board of Governor's Fee Waiver
- Cal Grant B Community College Transfer Entitlement Award
- Cal Grant C
- Extended Opportunities Programs and Services (EOPS)

To apply for these programs, students must complete the following:

- Submit the California Dream Act Application (<https://dream.csac.ca.gov>) by March 2.
- Submit the non-SSN GPA verification form to the California Student Aid Commission (if necessary) by March 2.
- Complete the EOPS application. (For application and deadline information, contact the EOPS office at 546-3144)

### INSTITUTIONAL AID

In addition to government funding, Cuesta College offers two institutional sources of financial aid: the Cuesta College Scholarship program and the ASCC Book Loan program.

**Cuesta College Scholarship Program** ([https://cuesta.academicworks.com/users/sign\\_in](https://cuesta.academicworks.com/users/sign_in))

This program, made available through private donors, offers over 150 scholarships to current Cuesta students and incoming freshmen. Each scholarship has its own set of eligibility requirements, but most scholarships require an overall GPA of at least 2.0. When deciding who to award, the committee an emphasis on the short answers submitted with the application, but also considers academic performance and financial need.

To apply for the Cuesta College Scholarships, please complete both the FAFSA and the online scholarship application prior to March 2 of the award year.

### ASCC Emergency Book Loan

The Associated Students of Cuesta College created this program to assist students who have not yet received financial aid but need to purchase books. Vouchers are used in the bookstore to cover up to \$300 of textbooks. This program opens the week prior to the Fall and Spring terms and closes at the end of the first week of classes.

In order to be eligible for an emergency book loan, a student must:

- Be enrolled in at least six units
- Submit a FAFSA
- Purchase an ASCC ID card for the current term
- Have the means to repay the loan without using financial aid to do so

To apply, please contact the Financial Aid office in the week prior to the Fall or Spring term.

### FEDERAL STUDENT AID PROGRAMS

#### General Eligibility Requirements

In order to receive federal student aid under any of the programs listed below, a student MUST:

1. Be a U.S. citizen or an eligible noncitizen;
2. Have a valid Social Security Number;
3. Have a high school diploma or a General Education Development (GED) certificate (if you are a home school graduate, contact the financial aid office);
4. Enroll in an aid-eligible program as a regular student seeking an associate degree, transfer degree, or certificate;
5. Register with the Selective Service\* (if male);
6. Make satisfactory academic progress (see our SAP policy below);
7. Not be in default or delinquency on federal education loans, or owe any federal grant money to any institution;
8. Not be ineligible due to convictions for any offense involving the possession or sale of illegal drugs while receiving Title IV federal financial aid;

\*All male U.S. citizens (and eligible noncitizens) between the ages of 18 and 26 must register with the Selective Service.

#### Federal Pell Grant

The Pell Grant program provides aid to eligible students with financial need to cover educational expenses. The amount that one receives is based primarily on the student's expected family contribution and the number of units in which the student is enrolled. For the 2016-17 Pell Grant award year, the maximum annual Pell Grant award is \$5,815.

### 2016-17 Pell Grant Awards

Enrollment status	Maximum Pell Grant possible
Full time (12 units or more)	5815
Three-quarters time (9 – 11.5 units)	4361
Half time (6 – 8.5 units)	2908
Less than half time (less than 6 units)	1454

A student is only eligible to receive Pell Grant for the equivalent of 12 semesters at full-time enrollment status, regardless of the dollar amount of those awards.

**NOTE:** Pell Grants do not require repayment as long as the student remains in the same number of units that they were at the time of the first disbursement of the year. However, students that drop classes after the time of the first disbursement may be required to pay back the difference between the amount that they were paid and the amount for which they qualify after reducing their number of units.

#### Federal Supplemental Educational Opportunity Grant (SEOG)

Limited funding is awarded to Pell Grant recipients with the highest need.

#### Federal Work Study (FWS)

Federal work study awards allow students to find jobs on campus and in the community that are paid out of a fund. Students must meet all of the eligibility requirements for federal student aid and be enrolled in at least six units.

#### The William D. Ford Federal Direct Loan Program

This government program offers low-interest loans to eligible students who are enrolled in at least six units. There are two types of student loans: subsidized and unsubsidized.

##### Subsidized Direct Loan

The federal government subsidizes (pays) any interest that student loans accrue while the students are still enrolled in school at least half-time.

##### Unsubsidized Direct Loan

Students are required to pay the interest while they are in school. Interest payments may be deferred while the student is in school, but the accrued interest will be capitalized.

Interest rates and loan origination fees are not published in this catalog as they are subject to change after the date the catalog will be published. Although the interest rate varies from year-to-year, the loan will be fixed at that rate once it has been originated. For the latest information on interest rates, visit this webpage: <https://studentaid.ed.gov/types/loans/interest-rates>.

Repayment begins six months after students graduate, withdraw from school, or drop below half-time enrollment status.

New legislation limits eligibility for Direct Subsidized

Loans to 150 percent of the length of the student's academic program for new borrowers beginning on or after July 1, 2013. The 150 percent change means students in a two-year program will be eligible to receive subsidized student loans for the equivalent of three years. Note that the federal subsidy can be lost in some cases where a student moves from a longer academic program to a shorter academic program.

First-time borrowers are required to complete the online Student Loan Workshop as part of their entrance counseling.

**Federal Direct Parental Loans (PLUS)**

Parents of dependent students may apply for a Direct PLUS Loan to help pay their children's education expenses as long as certain eligibility requirements are met.

For more information, please visit: <https://studentaid.ed.gov/types/loans/plus>



**SATISFACTORY ACADEMIC PROGRESS (SAP)**

Cuesta College has recently revised its Satisfactory Academic Progress (SAP) Policy to promote the academic planning and success of its students with financial need. In order to receive federal financial aid, students must make satisfactory academic progress as defined in this policy. The Financial Aid Office checks your progress using the standards detailed below at the end of each term. It is your responsibility to meet these standards.

Note: All periods of enrollment will be evaluated regardless of whether or not financial aid was received. Additionally, federal regulations require that any courses excluded from GPA by an academic renewal process must be included in the SAP review.

**SATISFACTORY ACADEMIC PROGRESS (SAP) STANDARDS**

A student must maintain ALL of the following standards or they will be ineligible for federal student aid.

Standard	Minimum Requirement for all coursework attempted
Qualitative (GPA)	Term GPA is at least 2.0 AND cumulative GPA is at least 2.0
Quantitative (completion rate)	Student must pass 67% of units attempted each term (and cumulatively).
Maximum Time Frame (attempted units)	Attempted units may not exceed 150% of the number of units required to complete your educational objective

**ATTEMPTED UNITS AND COMPLETION RATE**

For the purposes of SAP calculations, attempted units include all units in which a student has enrolled regardless of whether or not they finished the class or received a grade for their work. Courses that are dropped prior to the census date will not be included, but any course that receives a grade of W or FW will be included in the calculation.

In order to retain eligibility for financial aid, a student must complete 67% of the units they attempt in a given term, as well as 67% of their overall attempted units.

Below are some examples of how completion rate is calculated:

Student A:	Attended Fall semester. Attempted 12 units, completed 7 units. Completion rate is calculated as $7/12 = 58\%$ , student did not meet the 67% requirement.
Student B:	Attended Fall semester. Attempted 12 units, completed 9 units. Completion rate is calculated as $9/12 = 75\%$ , student met the 67% requirement.
Student C:	Attended Fall and Spring semesters for two years. Attempted 48 units, completed 34 units. Completion rate is calculated as $34/48 = 71\%$ , student met the 67% requirement.
Student D:	Attended Fall and Spring semesters for two years. Attempted 48 units, completed 31 units. Completion rate is calculated as $31/48 = 65\%$ , student did not meet the 67% requirement.

Completion rate chart (example):

Enrollment status	If you enroll in this many credits...	...you must complete this number of units to meet SAP requirements for term completion rate*:
Full-time	17	12
Full-time	15	11.5
Full-time	13	9
Full-time	12	8.5
$\frac{3}{4}$ time	11	7.5
$\frac{3}{4}$ time	9	6.5
$\frac{1}{2}$ time	8	5.5
$\frac{1}{2}$ time	7	5
$\frac{1}{2}$ time	6	4.5
Less than $\frac{1}{2}$ time	5	3.5
Less than $\frac{1}{2}$ time	3	2.5

\*Student must still meet all other SAP requirements, including overall completion rate, to be eligible for federal student aid.

#### GRADES

Grade symbols of A, B, C, D, or F received at Cuesta College will be used to calculate grade point average (GPA). Courses completed with CR, P, I, NC, NP, W, or WF will NOT be used in calculating a student's GPA, but they will be used in the determination of the other SAP standards.

#### MAXIMUM TIME FRAME or EXCESSIVE UNITS

If a student attempts more than 150% of the units required to complete the educational goal (degree or certificate) that they have declared to the Admissions and Records office, they are ineligible for federal student aid.

<i>Educational Goal</i>	<i>Units required to complete goal</i>	<i>Maximum units allowed</i>
Associate Degree	60	90
Transfer requirements	60	90
Certificate program*	24	36

\*Certain certificate programs (e.g. nursing) require more than 24 units to complete and this higher amount will be used to calculate eligibility in the SAP review process. In some cases, however, an appeal may still be requested in order to document eligibility.

## DETERMINING SAP STATUS

The Financial Aid office evaluates SAP at the end of each term to determine students' eligibility for financial aid. Based on their academic performance, a student is placed in one of the following statuses:

	Eligible for federal student aid?	Eligible for BOG fee waiver?	Description / Notes
Satisfactory (SAT)	Yes	Yes	Student is meeting all SAP standards.
Warning	Yes	Yes	Student failed to meet one or more of the SAP standards.
Suspension (UNSAT)	No	Yes	Student has failed to meet SAP standards for two consecutive terms.  Students on financial aid suspension may regain eligibility for financial aid by:  1. Filing a successful SAP appeal if there are extenuating circumstances; OR  2. Attending classes without financial aid until they meet all SAP standards. This method is known as "reinstatement."
Probation (PLAN)	Yes	Yes	Student has submitted a SAP appeal which was subsequently approved.  Student must adhere strictly to the following rules or they will be disqualified:  1. Pass all attempted classes. No W, F, NC, FW or incomplete grades are allowed.  2. Earn a GPA better than 2.0 for the term.  3. Only take courses that count towards the student's declared goal (as indicated in the myCuesta Pathway application, excluding unnecessary electives if student has attempted excessive units).  Students on probation status who follow the above rules will have their eligibility extended at subsequent reviews in the same academic year.  Students must file a new appeal every academic year regardless of any prior appeal approvals.

## APPEAL PROCESS

If students have experienced extenuating circumstances that affected their academic performance, they may submit a SAP appeal to the Financial Aid office. Appeals are evaluated on a case-by-case basis by a team of financial aid professionals with the capacity for professional judgment. There is **no guarantee** that an appeal will result in financial aid being revised and/or reinstated. If a student wishes to contest a decision made by the Financial Aid Office, they may appeal one more time to the Director of Financial Aid. The determination of the Director of Financial Aid is final.

Appeals may be filed in the following situations:

- Serious illness or accident, death in family, or other family emergency
- Withdrawal for military service
- Other documentable extenuating circumstances

Appeal forms for the current academic year may be requested from the Financial Aid office in person or online. Appeals may be submitted in-person or via e-mail from the student's Cuesta e-mail address. In all cases, the appeal request must be filed by the student prior to the deadline stated on the appeal form.

To file a successful appeal, a student must:

1. Complete all of the steps indicated on the SAP appeal form for the correct academic year and term;
2. Attach a personal statement that explains the reasons for the student's inability to meet SAP standards and how that situation has been resolved;
3. Provide official documentation (third-party confirmation of the situation, ideally from a professional source like a doctor, counselor, instructor, etc.) of any circumstances mentioned in the personal statement;
4. Attach a student attendance and progress report, if appeal is submitted after certain points in the term (see appeal form for details).

### SAP "RESET" POLICY

Students who have changed their major or program of study are able to have their SAP eligibility re-calculated solely on the basis of grades and units that are applicable to their current program. A student may receive such a "reset" only once during their time at Cuesta.

However, students that have been accepted into certain programs may be eligible for an additional reset. In order to receive an additional "reset", a student must file a SAP appeal and be enrolled in a program that satisfies the following conditions:

- 1) The program has its own admissions process separate from that used by Cuesta College at large.
- 2) Students in the program progress through a set of mandatory coursework across multiple terms.

Examples of programs that would currently qualify for a "reset": Registered Nursing, Licensed Vocational Nursing, and Psychiatric Technician.

Once an additional "reset" has been granted, no further resets will be allowed.

### COURSE REPETITION

For financial aid purposes, courses may be repeated consistent with district academic standards, as identified in the college catalog. However, all repeated units will count toward Maximum Time Frame. Students may receive financial aid for repeat course work which they have previously passed only once.

There is an exception for courses which require repeats. Students taking a required repeat course should work with the Financial Aid Office to ensure those credits are counted appropriately for financial aid eligibility. Students may need to provide documentation regarding the requirement to repeat.

### FINANCIAL AID ELIGIBILITY FOR REMEDIAL AND ESL COURSEWORK

Students are allowed to receive financial aid for remedial units if the remedial classes are a prerequisite for entrance into a regular college program. Financial aid cannot be received for more than 30 attempted units of remedial classes. Remedial units must be taken in recommended sequence.

ESL coursework must be part of an eligible program of study to receive financial aid. ESL coursework is not an approved program in itself. A student enrolled in ESL classes, who is not in an eligible program of study, is not eligible for federal student aid.

### EVALUATION OF ESL COURSEWORK IN A SAP REVIEW

Standard	ESL coursework that will be included in the SAP review
Qualitative (2.0 GPA, term and cumulative)	ESL courses that are given letter grades (A,B,C,D,F) will be included in the determination of whether students meet this standard.
Quantitative (67% completion rate, term and cumulative)	All ESL courses are included in the determination of whether students meet this standard.
Maximum Time Frame  (Total attempted units)	No ESL courses are counted towards the maximum time frame standard.

### TRANSFER CREDITS

All transfer credits that Cuesta evaluators have determined will count toward the student's current program will also be included in the calculation of overall attempted and completed hours. They will not be included in the calculation of overall GPA.

### Federal Return of Title IV Funds Policy

Title IV (federal student aid) recipients who withdraw completely before completing 60% of the term for which the student has been charged will be required to return a portion of the Title IV funds they received. The return amount will be calculated using the number of days the student attended in the given term and the total number of days in the given term.

### Return of Overpayment

Title IV financial aid recipients who withdraw from all classes—or are administratively withdrawn from all classes—may be required to return a portion of the financial aid they received. The Financial Aid office will calculate the percent of financial aid earned and unearned for the given term. Title IV financial aid recipients who receive an overpayment resulting from changes in enrollment, cost of attendance, general eligibility, and additional financial aid award(s) will be required to return funds in the amount necessary to eliminate the overpayment. The student will be notified if they are required to return any Title IV funds. Students that fail to return Title IV funds are ineligible for federal student aid.

### Order of Return of Title IV funds

All returns will be distributed to the student financial assistance programs in the order below with the following exceptions: Title IV funds required to be returned by the student will not be distributed to a

Federal Direct Loan Program and no returns shall be distributed to the Federal Work Study Program.

1. Direct Unsubsidized Loan
2. Direct Subsidized Loan

3. Direct PLUS Loan
4. Federal Pell Grants
5. Federal SEOG Program
6. Other Title IV Programs
7. Other Federal and State Programs
8. Institutional or Agency Programs

The Dean of Student Services will make available the institutional accreditation documents and the Title IV participation agreement upon student request. The Title IV school code for Cuesta College is 001192.

## INSTITUTE FOR PROFESSIONAL DEVELOPMENT

The Institute for Professional Development (IPD) addresses the Cuesta College mission to support economic growth through assessment, training, coaching, consulting, and facilitation. Training and support services are offered either on or off campus, with flexible hours, no prerequisites and no grades. Business support is delivered through customized contract training for individual company needs, and one-on-one consulting. IPD a staff of professionals, certified trainers, Cuesta College faculty, and industry specialists. IPD is a fee-based program. Training costs are highly competitive. For more information, contact the Institute for Professional Development, Cuesta College at (805) 546-3180, fax (805) 546-3107.

## LIBRARIES

**Location: San Luis Obispo Campus, Building 3200, Room 3200, (805) 546-3155. North County Campus, Building N3100, Room N3113, (805) 591-6200, Ext. 4410.**

The Cuesta College Libraries support the educational program of the college. Books, periodical subscriptions and audiovisual materials are closely coordinated with curriculum offerings. Holdings include general education and career and technical education materials, and other resources for updating and increasing skills and knowledge.

Comparable services are provided to distance education students and students at off-site locations. The library's catalog and periodical databases are online, and accessible around the clock to all students with Internet access. An increasing portion of the library collections, including nearly 13,000 e-books and virtually all journal content, is digital and available online. A proxy server enables secure remote access via a student's myCuesta login.

To assist students and community residents with their informational and research needs, librarians are available at the Reference desk and via telephone, email, and Internet chat whenever the library is open. College librarians hold advanced degrees and as part of the college faculty teach research and information literacy skills and help students locate the best resources for their educational needs.

Library facilities include areas for studying, photocopying, computer use, viewing audio/visual materials, and library instruction. Comfortable surroundings invite leisurely browsing, reading and viewing, and provide a quiet place for contemplation and learning.

To borrow library materials, students must show photo identification. Community residents must show a current I.D. with local street address to use a courtesy library card.

Open computer labs on the San Luis Obispo and the North County campuses are provided for academic use. Workstations are equipped with most software taught at Cuesta so that students can work on class projects outside of scheduled lecture and lab times for their courses. One lab on each campus is adjacent to or in the Library. Smaller and more specialized labs are also available on the San Luis Campus on a more limited basis.

## NONCREDIT (ADULT EDUCATION COURSES)

Cuesta College noncredit program offers students access to a variety of no cost courses and certificates that can assist them in reaching their educational, personal, and professional goals. Noncredit courses are intended to provide students with lifelong learning, college transfer, and career preparation opportunities.

To make the classes and programs more accessible, classes are offered throughout the district at all three campuses, as well as K-12 schools throughout the county and in rural communities, libraries, churches, and community centers.

The classes may vary in length and time to meet the needs of diverse students. Although some classes are tailored for a specific student constituency, all classes are open to the public. No enrollment fees are charged for the noncredit classes. Students who take classes on the one of the three Cuesta College campuses will be required to purchase a parking permit.

Noncredit certificates of completion are offered in Adult Basic Education, English as a Second Language, and Vocational English as a Second Language.

### Student Services

#### Admissions and Registration

For Noncredit-Adult Education offerings, admission and registration is completed with noncredit support staff. Students may register for most courses at any time during the semester, on a space available basis. However, enrollment in ESL and/or Adult Basic Education courses REQUIRES assessment and orientation prior to registration. For more information, contact (805) 591-6273.

#### Assessment

ESL students must be assessed prior to enrollment. Placement testing is offered year-round. Multilingual assistance is available. For more information, contact (805) 591-6273.

Adult Basic Education students are assessed prior to enroll-

ing in courses. Additional assessments are available for specific needs. Basic skills assessment services include testing for academic skills levels, learning strengths, and career goals. For more information, contact (805) 591-6273.

#### **Orientation**

ESL and Adult Basic Education students must attend an orientation session prior to registration. Orientation sessions are generally offered immediately after assessment.

#### **Counseling and Advisement**

Educational advisement services for noncredit students are available throughout the semester through the Noncredit Adult Basic Education Office. The Noncredit Program provides counselors and educational advisors to serve their students. Assistance to all noncredit students included development of Educational and Career Plans, identification of personal, academic, and career goals, career skill practice and resources, transitioning to credit programs, and assessment of special needs. For more information, contact (805) 591-6273.

#### **Fees and Expenses**

There is no tuition for noncredit courses. However, all students who park on the Cuesta College campus must have a valid, current parking permit. Students parking permits may be purchased at the Public Safety Office. One-day parking permits may be purchased at various parking lots on campus. Books and supplies needed for a class are the responsibility of the student.

## **ONLINE SERVICES AND DISTANCE EDUCATION**

Distance Education courses are those in which the instructor and student are separated and interact through the assistance of communication technology. They are offered as “fully online” (with no required on-campus sessions), “hybrid” (51% or more online) or “blended” (less than 51% online). The full definition of Distance Education, and the means by which the college verifies student identity in distance education courses, is contained in the district’s Administrative Procedure 4105 (<http://academic.cuesta.org/president/BRDPOLREV08.HTM>.)

Courses offered through Cuesta College’s Distance Education program are equivalent to the classroom-based version in course content, textbooks, required assignments, exams, study time, etc. The only difference is the method in which the course is delivered.

Students in Distance Education courses are able to access support services such as counseling, technology help desk, and library services remotely.

## **STUDENT HEALTH SERVICES**

**Location: Student Health Center, Building, 3100, Room 3150, SLO campus; (805) 546-3171. Building N3025, North County campus, (805)591-6200 Ext. 4207.**

**Resources available online, for the convenience of our students including those attending via distance education, may be accessed at [http://cuesta.edu/student/servs\\_classes/healthcntr](http://cuesta.edu/student/servs_classes/healthcntr).**

This site includes a link to Student Health101, a monthly online magazine and archives with information on student wellness, alcohol and drug awareness, mental health, fitness, nutrition, aspects of sexual assault awareness and education among other topics important to students.

The Student Health Center, in San Luis Obispo Campus Building 3100, Room 3150 is normally open during the day when classes are in session and is open for limited evening hours. In addition, the college operates a Student Health Center at the North County Campus in Building 3025 with limited hours. For specific information on hours, or to make an appointment, call the San Luis Obispo Campus center at (805) 546-3171, or the North County Campus center at (805) 591-6200, ext. 4207.

The goals of the Student Health Center are to help students achieve and maintain optimal physical, mental and emotional health, and to educate students toward taking responsibility for their own health and wellness. All students who have paid the health fee are eligible to receive free and low cost services provided by an outstanding team of professionals.

#### **Care Provided by:**

- Nurse Practitioner
- Registered Nurses
- Mental Health Professionals

#### **Wellness Care:**

- Personal Counselling
- Diet and Nutrition Counseling
- Blood Pressure, Blood Sugar, Cholesterol and BMI Screening
- Stress Reduction
- Health Maintenance Education
- Student Health 101 online magazine

#### **Screening and Referrals:**

- Illness Assessment and Treatment
- Primary Care Clinic
- Personal Counseling/Crisis Prevention and Intervention
- First Aid Treatment
- Family Planning/Sexual Health
- Substance Misuse
- Tuberculosis Skin Testing
- Secondary Insurance Claim Procession for Campus Accidents/Injuries

#### **Community Resource Referrals:**

- Vision
- Dental

- Mental Health
- Medical Specialty Services/Advanced Health Care
- Social Services

## STUDENT LIFE & LEADERSHIP

**Location: Student Center, Building 5300, Room 5301, SLO campus; (805) 546-3289.**

**Resources available online, for the convenience of our students including those attending via distance education, are the following:**

- Student Life and Leadership Activities Calendar
- Campus Tours
- Housing Resource Information
- ASCC Agendas and Minutes
- Voter Registration
- Student Life and Leadership may be found at <http://cuesta.edu/student/forstudents/studentlife>.

The purpose of the Student Life & Leadership program is to assist the student population in the development of programs that serve and actively involve a wide range of students. Opportunities for personal growth are extended to students through leadership courses and programs, clubs and organizations, and campus events produced by the students themselves.

Student Life and Leadership (located in the Student Center) coordinates campus programs and services which include:

- Associated Students of Cuesta College (Student Government)
- Campus Tours\*
- Housing Resource Information
- Student Photo ID
- Free Legal Counseling (with valid Student ID Card)\*
- ASCC Social Club\*
- Clubs and Organizations
- Cultural Center\*

\*SLO campus only.

### Student Activities

Cuesta College's student government develops a broad spectrum of activities, programs, and services for the student body. Its goals are to provide social contact, entertainment, and leadership opportunities for the campus community. Extracurricular activities foster a sense of unity among individuals, as well as among student groups pursuing specialized interests.

The complete planning and production of various events provide excellent experience for student leaders and enjoyable activities for all. Lectures, film series, forums,

bands, community awareness programs, and seasonal and special events are all within the scope of student government sponsorship.

The broad array of student activities involves the educational experience of all members of the Associated Students of Cuesta College. Students plan and develop them and, by taking an active role, experience a personal satisfaction and growth beyond their academic pursuits.

An activities calendar may be found at:

[cuesta.edu/student/forstudents/studentlife/sll\\_calendar.html](http://cuesta.edu/student/forstudents/studentlife/sll_calendar.html)

### Associated Students of Cuesta College

The Associated Students of Cuesta College (ASCC) operates under regulations authorized in the California Education Code and in the policies of the Cuesta College Board of Trustees. The ASCC is the college's official student government organization.

The ASCC is established to promote the general welfare of Cuesta College students; to guarantee equality of opportunity among students; to offer an experience in practice of the American democratic government; and to encourage student participation in, planning for, and involvement in a comprehensive program of student activities. It offers students opportunities to participate in social and cultural events, to share in governance activities, to interact with professionals, and to create and administer their own organizations and programs.

### Student Organizations

The college and the ASCC grant recognition to campus organizations including honor societies, service and religious organizations, those with an ethnic/multicultural focus, and departmental and special interest groups. The varied types of clubs not only offer an opportunity for social life but also make a fine contribution to the development of student leadership. Membership and active participation in a reasonable number of these organizations are strongly recommended by the college.

## STUDENT SUCCESS CENTERS

**Location: Building, 3300, SLO campus; (805) 546-3100 Ext. 3150. Building N3130, North County campus, (805) 591-6245.**

The Cuesta College Student Success Centers strive to:

- Promote the academic skills, learning strategies, and attitudes necessary for student success in all disciplines.
- Create a responsive, accessible, and learner-centered space for students to attain independent learning and achieve their personal, educational, and vocational goals.
- Support the instructional objectives of faculty by advancing the Student Success Centers as curricular extensions of the classroom.
- Enhance collaboration with the college community regarding the short- and long-term goals of the Student Success Centers.

This mission is fulfilled by offering the following learning and teaching assistance to students and faculty and is supported by the Student Development and Success Division.

ACADEMIC SUCCESS WORKSHOPS are offered throughout the year. Sample workshops include test preparation, memory techniques and time management. Workshops are open to all students free of charge. Workshop topics and schedules are posted at the beginning of each semester. Please check the Student Success Centers' website for more details.

ACADEMIC SUPPORT LAB is available to any Cuesta College student who wishes to improve his/her academic and learning skills. Students may come in for a comprehensive assessment of their learning needs, use particular instructional modules to supplement coursework, and/or improve their basic skills by enrolling in an open-entry computer and audio/video tutorial lab course. Students work independently on one or more of the following skills: grammar, writing, vocabulary, spelling, math, reading, critical thinking, study skills, mathematics, English as a Second Language, keyboarding, and word processing. The PLATO Integrated Learning System software is available in the lab. Students work on mastering individual skills, at the appropriate difficulty level, and at their own pace. Students may also earn .5 or 1.0 credit of credit by signing up for ACSK CSS 025. Report to the lab, located in Building 3300, Monday through Thursday, 8:30 a.m. to 12:30 p.m., to arrange hours.

MATH TUTORING provides drop-in assistance to students needing help in MATH 003 through MATH 265B. Computer access is available for students to work on Mediated Math, Minitab, Geometer's Sketchpad, Derive, and other software. Located in Student Success Centers, Building 3300, Room 3304 (SLO) and Building N3129A (NCC). Please check the Student Success Centers' website for full tutorial support schedules.

TUTORIAL SERVICES provides free individual, small group and drop-in tutoring in most academic subjects. Peer tutors are instructor recommended, have received a "B" or better in the courses they tutor and complete a tutor-training class during their first semester as a tutor. Tutors are trained to help students develop long-term learning strategies that facilitate independent learning. Tutoring is available in the Student Success Centers. For more information please visit: [http://www.cuesta.edu/student/servs\\_classes/ssc/](http://www.cuesta.edu/student/servs_classes/ssc/)

WRITING CENTER provides writing assistance to students on a drop-in basis and is available to all students. Students meet with a peer tutor to have specific questions answered regarding structure and content. Papers are NOT proofread. The Writing Centers are located inside the Student Success Centers at both campuses. Please check the Student Success Centers' website for full tutorial support schedules.

NET TUTOR online tutorial support is now available to Cuesta students 24/7. Students may access online tutorial support in the following areas: Accounting, Anatomy and Physiology, Biology, Business, Chemistry, Criminal Justice,

Economics, English, History, Math (all levels), Nursing, Physics, Political Science, Psychology, Spanish, and Statistics. Accessing Net Tutor is easy! To get started all you need is your myCuesta username and password. Please visit the Student Success Centers' website to enter the Net Tutor portal, or click on the following link: [http://www.cuesta.edu/student/servs\\_classes/ssc/tutorial\\_services/online\\_tutor.html](http://www.cuesta.edu/student/servs_classes/ssc/tutorial_services/online_tutor.html).

## TRANSFER SERVICES

The Transfer/Career Center has a wide variety of resources available to university bound students including college and university catalogs and information, college search materials, major and career books, and study abroad brochures and catalogs. The center maintains information about university transfer requirements, the university application process, articulation agreements and transfer admission guarantee programs. In addition, the center provides internet access with links to assist students completing online admissions applications and researching colleges.

Appointments to meet with a counselor can be made one week in advance beginning the first working day of the week and are available from 8:30 a.m. to 4:00 p.m. Monday through Thursday and from 10:30 a.m. to 4:00 p.m. on Friday.

Transfer/Career Center staff serve as liaisons to colleges and universities and advocate for students in the admission process. Center staff also coordinate university representative visits in which university outreach staff come to campus to meet with Cuesta College students individually.

Transfer Admission Guarantee (TAG programs) are commitments that selected colleges and universities make to Cuesta College students who meet specific credit, GPA, and course requirements. A TAG serves as a contract between the student and college or university. Students who have completed a TAG and have met contractual requirements are guaranteed admission.

Cuesta college now has transfer admission guarantees with the following universities:

- UC Santa Cruz
- UC Riverside
- UC Santa Barbara
- UC Davis
- UC Irvine
- UC Merced
- Columbia College
- Chapman University
- University of La Verne
- National University

Associate Degrees for Transfer (ADT). Please see page 70 for information about ADTs.



### Career Services

Career services are available to assist students in exploring and clarifying their career goals, researching occupational fields, and making their educational plans accordingly. Students may make arrangements with Transfer/Career Services to attend a Career Workshop and use the Eureka Career Information System to obtain information about specific occupations.

Student wishing to do in-depth career assessment and planning are encouraged to take COUN 254, Career Exploration.

### Transferring to California Polytechnic State University

Because admission to Cal Poly is highly competitive; it is strongly recommended that students work closely with a Cuesta College counselor to ensure they are well-prepared for Cal Poly's transfer selection process. Cal Poly's Transfer Selection Criteria vary by major and include completion of major-related and general education coursework, grades, and extracurricular activities and work experience. Students applying as upper-division transfers that have completed all required/desired coursework and have maintained a high GPA typically are more competitive in Cal Poly's transfer selection process. The Cal Poly Admissions website provides comprehensive information on their transfer selection process.

### ASSIST

ASSIST (Articulation Subsystem Stimulating Inter-institutional Student Transfer) is a student-transfer information system available at [www.assist.org](http://www.assist.org). ASSIST displays reports describing how courses completed at a California community college will be applied to an undergraduate degree at a California State University or University of California campus. As the official repository of articulation for California's public colleges and universities, ASSIST provides the most accurate and up-to-date information available about student transfer within the state of California. Students who are planning to transfer to a California State University or a University of California campus are encouraged to utilize ASSIST information (in consultation with a counselor) for important information about the transfer and articulation process.

### Student Right To Know

In five decades of service to the community, Cuesta College has helped thousands of students reach a wide variety of educational goals, including improved foundational skills, transfer to a four-year institution, earned certificates or associate degrees and advancement in the work force. In compliance with the Student-Right-to-Know (SRTK) and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the San Luis Obispo County Community College District to make available its completion and transfer rates to all current and prospective students. Beginning in fall 2009, a cohort of all certificate, degree, and transfer seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at Cuesta College, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, a completer is a student who attained a certificate or degree or became 'transfer prepared' during the three-year period from fall 2009 to spring 2012. The completion rate for Cuesta College's 2009-2012 cohort is 30.74%.

Based upon the cohort defined above, students who have completed 60 transferrable units with a GPA of 2.0 or better are considered "transfer prepared." Students who transferred to another post-secondary institution prior to attaining a degree, certificate, or becoming "transfer prepared" during a five-semester period from spring 2010 to spring 2012 are transfer students. The transfer rate for Cuesta College's 2009-2012 cohort is 19.98%.

## VETERANS' SERVICES

**Location: Veterans Resource Center, Building 3100, Room 3174, SLO campus; (805) 546-3142. North County Campus, Building N3200/3100, Room 3121.**

### Montgomery G.I. Bill Education Benefits

Cuesta College is approved by the Veterans Administration to offer eligible veterans and their dependents military service connected benefit programs leading to an associate degree or transfer to a four-year institution. The Department of Veterans Affairs (DVA) administers several educational assistance programs for which basic eligibility may vary. Generally, only the DVA can determine an applicant's eligibility for educational assistance.

**All persons receiving educational benefits must personally contact the Veterans Coordinator after enrollment every semester to continue benefits.** In addition, a Student Educational plan (SEP) must be on file by the end of the first semester. This plan must be developed and reviewed by an academic counselor.

### Priority Registration

As our way of saying thanks for serving our country, Veterans receive priority registration. New students to Cuesta College must meet the requirements of a new matriculated student as defined in the enrollment priority section. Any member or former member of the Armed Forces of the United States, and who is a resident of California, who has received an honorable discharge, a general discharge, or an other than honorable discharge, and to any member or former member of the State Military Reserved, for any academic term attended at one of the California State University, California Community College, or University of California for four academic years after he/she has left state or federal active duty, which he/she shall use within 15 years of leaving state or federal active duty, as established by Education Code 66025.8.

### Military Credit

Veterans can receive credit up to 12 credits for education experience in the Armed Services. For more information please refer to this website: [www.militaryguides.acenet.edu](http://www.militaryguides.acenet.edu) or see the Veterans' Resource Center.

### **Disabled Veterans**

Veterans who qualify for educational benefits as disabled veterans may be entitled to special educational benefits. Veterans should visit the DVA Regional office, 8810 Rio San Diego, CA 92108 to determine their eligibility for disabled status. Veterans with disabilities are encouraged to investigate services offered through Cuesta College Disabled Students Programs and Services.

### **Veterans' Dependents – War Orphans – Missing In Action – Prisoners Of War**

Students who are children or widows of veterans who died as a result of military service or are dependents of veterans who were totally disabled as a result of war service (or peacetime military service since September 16, 1940) may be eligible for assistance from the Veterans Administration or the State of California. Inquiries regarding these benefits should be made through the DVA Regional Office.

### **Student Liability**

The veteran/dependent student assumes full liability for any overpayment of veterans education allowance benefits. **The final responsibility for monitoring the process of qualifying for educational benefits rests with the individual applicant.** FAILURE TO TAKE THE PROPER CLASSES CAN RESULT IN THE REDUCTION OR TERMINATION OF BENEFITS.

### **Veteran/Dependent Student Academic Standing**

Students will not be certified for enrollment if placed on Academic or Progress Dismissal status. If you have previously been placed on Academic Probation and have a grade point average of less than 2.0 in the last two consecutive semesters of enrollment and are eligible for certification of Veteran Benefits, you will be dismissed at the end of each semester as a veteran student (lose veteran certification and priority registration) as required under Veterans Administration approval criteria regulations.

Students who have previously been placed on Progress Probation and have 50% or more enrollment grades of "W", "I", or "NP" recorded in the last two consecutive semesters of enrollment will be dismissed at the end of each semester as a veteran student (lose veteran certification and priority registration) as required under Veterans Administration approval criteria regulations.

### **Tutorial Services**

Tutorial services are available to all veterans who meet established VA criteria.

### **Transcripts**

All official transcripts of prior college work and military schools must be on file in the Records Office before registering for classes. Certification for benefits for the second semester will be withheld if transcripts are not received. See the Veterans' Resource Center for necessary forms.

### **Credits Required for Entitlement of Benefits**

The following number of credits is required each semester to certify students for educational and training allowances. Short-term courses are computed proportionately for

payment purposes. Please see the Veterans' Resource Center for more information.

### **Veterans Access, Choice, and Accountability Act of 2014**

#### **(Choice Act)**

A student who is covered by the federal Veterans Access, Choice, and Accountability Act (Section 702 of the VACA Act [38 U.S.C. 3679(c)]) as stated in parts 1-4 of this bulleted item shall be fully exempt from non-resident fees, including nonresident tuition and the capital outlay surcharge charged of nonresident students.

1. A Veteran who lives in California (regardless of his/her formal state of residence) and enrolls in Cuesta College within three years of discharge from a period of active duty service of 90 days or more.
2. A spouse or child entitled to transferred education benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the transferor's discharge from a period of active duty service of 90 days or more.
3. A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (provides Post-9/11 GI Bill benefits to the children and surviving spouses of service members who died in the line of duty while on active duty) who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of the Service member's death in the line of duty following a period of active duty service of 90 days or more.
4. After expiration of the three year period following discharge or death as described in 38 U.S.C. 3679(c), a student who initially qualifies under the applicable requirements above will maintain "covered individual" status as long as he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters or terms) at the institution, even if they enroll in multiple programs and shall continue to be exempt from paying nonresident tuition and other fees, as provided by California EC §68075.5(c) requiring that the District grant a full exemption from the nonresident fee for all students verified to be "covered individuals" per the criteria above within this bulleted item and that qualify to use Montgomery GI Bill-Active Duty or Post 9/11 GI Bill education benefits (Chapters 30 and 33, respectively, of Title 38, U.S. Code while living in California. Eligibility determination is subject to the "Certificate of Eligibility" (COE) of the veteran or eligible dependent (who is made eligible through the Transfer of Entitlement [TOE] to basic educational assistance under Chapters 30 and 33 of Title 38, U.S.C.). The DD214, Certificate of Release or Discharge from Active Duty, of the qualifying individual may also be of assistance in confirming "covered individual" status as it shows the effective date of the veteran's discharge from active service.

### Withdrawal/Change of Classes

Veterans are required to notify the campus Veterans' Resource Center when they stop attending class, withdraw from the college or add or drop a class. Such changes should be reported immediately after filing an official withdrawal. Failure to comply with this regulation will be grounds for decertification and will be considered a fraud with the Department of Veterans Affairs.

### Veterans Access, Choice, and Accountability Act of 2014 (Choice Act)

A student who is covered by the federal Veterans Access, Choice, and Accountability Act (Section 702 of the VACA Act [38 U.S.C. 3679(c)] as stated in parts 1-4 of this bulleted item shall be fully exempt from non-resident fees, including nonresident tuition and the capital outlay surcharge charged of nonresident students.

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## FIND INFORMATION IN SPANISH ONLINE/INFORMACION EN LINEA EN ESPANOL

### • General Information/ Información general

[http://www.cuesta.edu/student/en\\_espanol/index.html](http://www.cuesta.edu/student/en_espanol/index.html)

### • Campus Police Parking Rules and Regulations/Reglamentos

[http://cuesta.edu/student/en\\_espanol/reglamentos.html](http://cuesta.edu/student/en_espanol/reglamentos.html)

### • Admissions/Admisiones

### • Financial Aid/Ayuda financiera

### • Counseling/Consejería

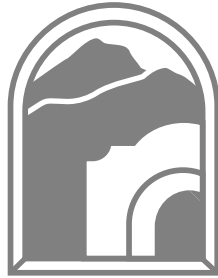
[http://www.cuesta.edu/student/en\\_espanol/iniciar/consejeria/index.html](http://www.cuesta.edu/student/en_espanol/iniciar/consejeria/index.html)

### • ESL/Inglés como segunda lengua

[http://www.cuesta.edu/student/servs\\_classes/esl](http://www.cuesta.edu/student/servs_classes/esl)

### • Support Services/Servicios de apoyo

[http://www.cuesta.edu/student/en\\_espanol/apoyo.html](http://www.cuesta.edu/student/en_espanol/apoyo.html)



# CUESTA COLLEGE

## COLLEGE POLICIES, RULES AND REGULATIONS



Students are held individually responsible for the information contained in the Cuesta College Catalog and in the Student Code of Conduct. Failure to read and comply with college Policies, Rules, and Regulations will not exempt students from whatever penalties they may incur.

The college reserves the right to make changes, additions and/or deletions to the Policies, Rules, and Regulations during the school year when deemed necessary by action of the administration and/or Board of Trustees.

### **Academic Probation and Dismissal**

Students who earn unsatisfactory grades may jeopardize their enrollment and registration priority at Cuesta College. Academic achievement is monitored during the fall and spring semesters and summer session. A student is placed on academic probation at the end of a semester/session if the student's grade point average is less than 2.0, or "C average," on a four-point scale.

A student who earns less than a 2.0 GPA for two consecutive semesters or sessions is subject to dismissal from the college. For the purpose of this section, semesters are considered consecutive on the basis of the student's pattern of enrollment. For example, a student earning less than a 2.0 in fall 2013 and fall 2014 would be subject to dismissal if the student did not attend Cuesta during spring 2014. Dismissed students are not allowed to attend the subsequent semester or session.

Students are notified of their academic probation/dismissal status through their myCuesta e-mail account at the end of grade processing each semester/session.

Students on academic probation are required to participate in academic follow-up services designed to help students persist and succeed in their courses. Students on academic probation will be notified of required academic follow-up activities. Students on academic dismissal must attend a Reinstatement Workshop and agree to their Reinstatement Contract to enroll or remain enrolled in their courses for the subsequent term.

Students, who do not attend a reinstatement workshop will be blocked from enrolling and must "sit out" the following term. Dismissed students who are enrolled in the subsequent term, will be administratively dropped from their courses. Reinstatement, or "sitting out" a semester, does not change the student's academic standing. Once a student's semester GPA is 2.0 (C) or higher the student will be removed from Academic Dismissal.

### **Progress Probation and Dismissal**

Students who fail to complete courses in which they enroll may jeopardize their ability to enroll and their registration priority at Cuesta College. Academic progress is monitored during the fall and spring semesters and summer session. A student who has enrolled in a total of 12 or more credits at Cuesta College is placed on progress probation at the end of a semester/session if the percentage of all Cuesta College credits in which a student has enrolled, for which

entries of "W," "I," and "NP" are recorded, reaches or exceeds 50 percent.

A student placed on progress probation for the third consecutive semester or session is subject to dismissal from the college.

Students are notified of their progress probation/dismissal status through their myCuesta e-mail account at the end of grade processing each semester/session.

Students on progress probation are required to participate in academic follow-up services designed to help students persist and succeed in their courses. Students on progress probation will be notified of required academic follow-up activities.

Students on progress dismissal must attend a Reinstatement Workshop and agree to their Reinstatement Contract to enroll or remain enrolled in their courses for the subsequent term.

Students who do not attend a reinstatement workshop will be blocked from enrolling and must "sit out" the following term. Dismissed students who are enrolled in the subsequent term, will be administratively dropped from their courses.

Reinstatement, or "sitting out" a semester, does not change the student's academic standing. A student on progress dismissal shall be removed from probation/dismissal when the percentage of entries of "W", "I", and "NP" recorded drops below 50 percent.

Contact the Office of the Director of Admissions and Records or Director of Counseling for additional information.

### **Academic Renewal without Course Repetition**

Previously recorded substandard academic work may be disregarded in the calculation of a student's grade point average if the work is not reflective of the student's present scholastic level of performance.

1. Academic renewal may be applied to two distinct terms/sessions of work and is a one-time irreversible option.
2. Academic renewal cannot be used to disregard prior academic credit or course work which has been applied toward an associate degree or certificate earned at Cuesta College.
3. For any term/session in which course work is to be disregarded, substandard academic work in that term/session will be disregarded, excluding satisfactory academic work.
4. If grade alleviation has already been applied two times for a course included in the requested term/session to be disregarded, the course will not be eligible for academic renewal without repetition and will remain on the academic record. No more than two substandard grades may be alleviated from the calculation of the student's grade point average for a course.
5. A period of at least two years must have elapsed since the completion of the work to be alleviated.

6. To alleviate course work, the student must have:
  - a. Completed a minimum of 15 semester credits since the term(s) to be alleviated with at least a 3.0 grade point average; or
  - b. Completed 30 semester credits since the term(s) to be alleviated with at least a 2.5 grade point average; or
  - c. Completed 45 semester credits since the term(s) to be alleviated with at least a 2.0 grade point average.
7. Recalculation of the grade point average will be used toward qualification for graduation with honors.
8. Academic standing for the term/session(s) will be adjusted.
9. Permanent academic records will be annotated in such a manner that the record of all work remains legible, ensuring a true and complete academic history.

The student initiates the request by filing a Petition for Academic Renewal without Course Repetition in Counseling Services. The petition must be signed by the student and counselor.

- The student must submit official (sealed) transcripts from all accredited colleges or universities where course work was completed.
- The Director of Counseling will make the final determination for academic renewal without course repetition.
- The petition is forwarded to the Admissions & Records Office for a college evaluator to review all evidence pertaining to the student's petition for academic renewal without course repetition.
- If academic renewal requirements are met, eligible courses will be alleviated from the student's permanent record.
- Calculation of the student's grade point average begins following the end of the first term being alleviated under academic renewal.

Alleviated course work will be annotated on the student's transcript with an "E" for exclusion with a notation of "Academic Renewal" and the substandard grade will be excluded from the student's grade point average calculation.

### **Attendance**

Normal progress and successful completion of scholastic work depends upon regular attendance. Students are expected to attend all classes and laboratories for which they are registered. Instructors set an attendance policy for each class, and it is the student's responsibility to know and comply with each one. Instructors may drop a student from a class for infractions of the attendance policy. (To assure a seat in the class, students are advised to attend the first class session.)

It is the student's responsibility to officially withdraw from a course which the student is no longer attending. Failure to officially withdraw from a class may result in an "F" (failing) grade.

### **Open Enrollment**

All courses of the District shall be open to enrollment in accordance with Board Policy 5052 and a priority system consistent with AP 5055 titled Enrollment Priorities. Enrollment may be limited to students meeting properly validated prerequisites and co-requisites, or due to other non-evaluative, practical considerations as determined by the college matriculation process or appropriate college division.

No student is required to confer or consult with or required to receive permission to enroll in any class offered by the District, except as provided for in AP 5055 titled Enrollment Priorities except courses under Nursing and Allied Health programs, Dual Enrollment courses offered at a high school site and for classes offered to inmates in city and county jail, or state or federal correctional facility that restrict enrollment.

Students are not required to participate in any pre-registration activities not uniformly required, and no registration procedures are used that result in restricting enrollment to a specialized clientele, except as provided for in AP 5055 titled Enrollment Priorities and where enrollment is restricted for Nursing and Allied Health programs, Dual Enrollment courses offered at a high school site during regular school day, and for classes offered to inmates in city and county jail, or state or federal correctional facility.

A student may challenge an enrollment limitation on any of the following grounds:

- The limitation is unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
- The District is not following its enrollment procedures;
- The basis for the limitation does not in fact exist.

A student may challenge an enrollment limitation by following Administrative Procedure 5055.

### **Course Load**

A full-time student is a student who is enrolled in a minimum of 12 credits per semester/session. Students enrolled in fewer than 12 credits are considered to be less than full-time. Students are limited to a maximum of 19 credits during the fall and spring semesters (nine credits during the summer session), including both day and evening classes. To take more than the maximum number of credits, a student must have an outstanding academic record and must obtain approval from a counselor before registering.

### **Course Repetition Policy**

#### ***Repeatable Course***

A repeatable course is identified in the college catalog and online Class Finder as repeatable more than one time.

- The student may petition to enroll in two sections of the same repeatable course if the length of the course is such that a student may enroll in two or more sections of the same course during the same period without being enrolled in more than one section at any given time.

- A student may repeat a course designated as a repeatable course including variable credit open-entry/open-exit courses up to the maximum number of allowed repetitions for that course.
- No more than two substandard grades may be alleviated within the allowable repeat limits for a repeatable course. If a course is repeated two or more times, the first two substandard grades will be excluded in calculating the student's GPA.
- Course repetition will not be allowed in a repeatable activity course beyond the maximum number of allowed repetitions for the course, which may be no more than three (3) terms/sessions.

### **Non-Repeatable Course**

A non-repeatable course is a course in the college catalog that is not identified as repeatable.

- Substandard Grade - a grade of "D+," "D," "D-," "F," "FW," "NP," or "NC."
- A student will be permitted to retake a non-repeatable course in which a substandard grade or "W" was earned one time without a petition.
- If a student has earned a second substandard grade or "W" in a course, the student must agree and sign a Third Enrollment Agreement to be released to register for the third repetition of a course.
- Each non-repeatable course in which a substandard grade has been earned may be repeated two times only for grade alleviation unless such repetition is provided by District policy. The repeated course must contain the equivalent credit value or higher. The previous grade and credit will be disregarded in calculation of the student's grade point average even if the previous grade was higher.
- Satisfactory Grade – a grade of "A," "A-," "B+," "B," "B-," "C+," "C," "P," or "CR."
- A course in which a satisfactory grade was received may not be repeated unless such repetition is provided for in the official course description or by District policy.

### **Limitations on Withdrawal ("W" symbol)**

Each non-repeatable course in which a "W" has been earned may be repeated for a maximum of two times. The student may earn no more than three (3) withdrawals in the same course.

- Military withdrawals ("MW") do not count against the "W" withdrawal limit.
- A student who has previously earned a maximum of three (3) withdrawals for a course that has a petition approved to repeat may only earn a satisfactory or substandard grade for the course. The student may not earn an additional "W" symbol unless the student demonstrates extenuating circumstances to justify an additional withdrawal for the course.

### **Petition to Repeat**

Students may submit a "Petition to Repeat a Course" under certain circumstances as provided by Title V, California Code of Regulations and Cuesta College Board

Policy. Petition approvals are reviewed by the Director of Admissions & Records, the North County Campus Dean, or designee.

**Significant Lapse in Time:** A student may petition to repeat a course, one time, and if no less than 36 months have elapsed, where a satisfactory grade of "C" or better was earned if:

- The District has established a recency prerequisite for a course or program;
- Another institution of higher education to which the student seeks to transfer has established a recency requirement which the student will not be able to satisfy without repeating the course. Repetition may be allowed where less than 36 months have elapsed if the student documents that repetition is necessary for the student's transfer to the institute of higher education.
- When a course is repeated pursuant to this section, the previous grade and credit will be disregarded in computing the student's grade point average.

### **Disabled Student Accommodation**

A student may repeat a special class for students with disabilities any number of times as required as a disability-related accommodation under the following circumstances:

- When the student's continuing success in other general and/or special classes is dependent on additional repetitions of a specific special class; or
- When additional repetitions of a specific special class are essential to completing a student's preparation for enrollment into other regular or special classes; or
- When the student has a student educational plan which involves a goal other than completion of the special class in question and repetition of the course will further achieve that goal.
- The previous grade and credit will not be disregarded in computing the student's grade point average each time the course is taken.

### **Legally Mandated Training**

A student may repeat a course any number of times as required to meet a legally mandated training requirement as a condition of continued paid or volunteer employment.

- The previous grade and credit will not be disregarded in computing the student's grade point average each time the course is taken.

### **Significant Changes of Industry or Licensure Standards**

A student may repeat a course any number of times as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for employment or licensure.

- The previous grade and credit will not be disregarded in computing the student's grade point average each time the course is taken.

### **Extenuating Circumstance – Prior Substandard Grades**

A student may petition to repeat a course, one time, based on extenuating circumstances in a prior enrollment in which three (3) substandard grades have been earned.



Extenuating circumstances are cases of documented, verifiable circumstances beyond the student's control.

- The previous grade and credit will be disregarded in computing the student's grade point average if either a substandard or satisfactory grade is earned.

#### **Extenuating Circumstance – Prior Satisfactory Grade**

A student may petition to repeat a course, one time, based on extenuating circumstances in a prior enrollment in which a satisfactory grade has been earned. Extenuating circumstances are cases of documented, verifiable circumstances beyond the student's control.

- The previous grade and credit will not be included in computing the student's grade point average each time the course is taken.

#### **Enrollment Priorities**

All courses of the District shall be open to enrollment to all eligible students, subject to an established enrollment priority. Enrollment also may be limited to students meeting properly validated prerequisites and co-requisites, or due to other, practical considerations.

To comply with legislative mandates, regulate the availability of limited class space, provide for fairness, and facilitate the registration process, procedures to provide enrollment priority for students on the basis of need are established.

Annually, each program or group granting enrollment priority will establish and publish a process to review and evaluate their program participant's "level of need" that grants program eligibility for enrollment priority.

#### **Effective Fall 2014.**

The California Community Colleges Board of Governors approved changes that will establish system-wide enrollment priorities designed to ensure classes are available for students seeking job training, degree attainment or transfer and to reward students who make progress toward their educational goals.

New students who have completed college orientation, assessment and developed education plans as well as continuing students in good academic standing who have not exceeded 100 credits (not including credits in non-degree applicable courses, basic skills and English as a Second Language) will now have priority over students who do not meet these criteria. Active military and veterans, current and former foster youth, CalWORKS, followed by students in Extended Opportunity Programs and Services (EOPS) and Disabled Students Programs and Services (DSPS) will continue to have first priority for registration if they meet the same criteria listed above.

The regulations, unanimously approved by the board of governors, will be implemented in the fall of 2014. We encourage students on probation to seek help to improve their academic standing. Students nearing 100 credits should carefully plan their remaining courses.

Enrollment Priority Groups are defined below. Students will continue to have access to register after their priority date.

- A **New Matriculated Student** is one who has completed orientation, assessment and developed a student education plan (Abbreviated or Comprehensive).

- A **Student in Good Academic Standing** is one who is not on academic or progress probation for two current consecutive primary terms.

- A **Student in High Credit Program** is a program that has more than 38 credits in the major coursework and following a current education plan.

- A **Continuing Student**, excludes special part-time (enrichment and dual enrollment) is one who was enrolled during the immediately preceding semester and received at least one letter grade or "W." A student registered during the semester, who did not complete a course with a letter grade or "W" forfeits continuing student status.

- A **First-time Student** is one in a post-secondary education prior to the application term.

- A **Returning Student** is one who attended Cuesta in the past, but was not enrolled in the term prior to the application term.

- A **Re-Entry Student** is one who is at least 25 years of age and has not attended a college or university within the past 5 years.

- A **First-Time Transfer Student** is one who is enrolling at Cuesta for the first time after attending another post-secondary institution.

- A **Special Part-time Student (Enrichment Student and Dual Enrollment)** is one who is currently enrolled in grades 6-12, and eligible to attend Cuesta College by recommendation of their Principal. (BP 5055, BP 5010, AP 5011).

- **PRIORITY 1:** Continuing students, with the exception of eligible foster youth, in this group must be in good academic standing as defined with less than 100 Cuesta College degree applicable credits. New first-time students in this group must meet the requirements of a new matriculated student as defined. Special Part-time Students are not eligible, except noted.

- Any member or former member of the Armed Forces of the United States, and who is a resident of California, who has received an honorable discharge, a general discharge, or as an other than honorable discharge, and to any member or former member of the State Military Reserve, for any academic term attended at one of the California State University, California Community Colleges or University of California for four academic years after he/she has left state or federal active duty, which he/she shall use within 15 years of leaving state or federal active duty, as established by Education Code 66025.8.

- Foster youth and emancipated foster youth up to, and including, the age of 24 are eligible. This includes foster youth who are enrolled as special part-time students (Enrichment), as established by Education Code 66025.9.

This category is exempt from the priority regulations, except for the first-time students who must complete the matriculation requirements.

- California Work Opportunity and Responsibility to Kids (CalWORKS), as established by Education Code 66025.92.
- Disabled Student Program & Services (DSPS)
- Extended Opportunity Programs and Services (EOPS)
- **PRIORITY 2:** Degree/Transfer applicants must be a continuing student with 12 credits completed in residency; who will be completing their remaining AA, AS, Transfer (AA-T and AS-T) degree or transfer certification requirements within one semester at Cuesta. Students will need to apply for their priority according to deadlines established by Admissions and Records. Special part-time students are not eligible. Students will receive priority in this classification **one time**.
- **PRIORITY 3:** Graduating seniors from local (San Luis Obispo County Community College District) high schools who complete the admission application by the deadline established by the high school and Cuesta College and meet the definition of a New Matriculated Student. Special Part-time Students are not eligible. Fall Semester ONLY.
- **PRIORITY 4:** Continuing students in this group must be in good academic standing as defined, with less than 100 Cuesta College degree applicable credits. New first-time students in this group must meet the requirements of a new matriculated student as defined. Special Part-time Students are not eligible.

Students must meet specific program eligibility criteria as determined by each program.

- Intercollegiate Athletes, new first-time incoming athletes who will be participating in sports during their term and second season athletes who completed first season will be eligible for priority regardless of their sport term.
- Disabled Student Program & Services (DSPS) Notetakers,
- Re-entry Program participants,
- Pre-nursing Program participants,
- Facilitated Assisted Learning (FAL) facilitators,
- Associated Students of Cuesta College Leaders,
- Student employees, staff, faculty, emeritus faculty and staff, and dependent children (with exception of special part-time students), spouses, and domestic partners of faculty or staff.
- **PRIORITY 5:** Continuing Cuesta College students in good academic standing with priority based on the total number of course credits completed at Cuesta College. Special Part-time Students are not eligible.

Credit increments:

- 5.1. Equal to or greater than 48.0 credits and less than 100.0 credits

- 5.2. Equal to or greater than 24.0 credits and less than 48 credits
- 5.3. Equal to or greater than 12.0 credits and less than 24.0 credits
- 5.4. Less than 12.0 credits

- **PRIORITY 6:** First-time, returning, and transfer students who apply and meet the requirements of a new matriculated student as defined. Special Part-time students are not eligible.
- **PRIORITY 7:** First-time, returning, and transfer students who apply for admission and are not eligible for priorities 1-6. Special Part-time Students are not eligible.
- **PRIORITY 8:** Continuing or returning students who have earned 100 or more credits at Cuesta College and/or are on academic or progress probation for two consecutive terms. Special Part-time Students are not eligible.
- **PRIORITY 9:** Special Part-Time Students (Enrichment) concurrently enrolled in grades 9-12, who have completed the admission application, permit to enroll, and have met all course prerequisites, are eligible to enroll during this time.

#### Enrollment Limitations

A student's ability to enroll in a course may be limited or restricted. Refer to Administrative Procedures 5075 - [http://academic.cuesta.edu/president/2008BP/BP5000/AP%205075\\_Add-Drop.pdf](http://academic.cuesta.edu/president/2008BP/BP5000/AP%205075_Add-Drop.pdf)

- **CONTINUING/RETURNING STUDENTS:** A continuing or returning student will lose enrollment priority if he/she earns 100 or more credits at Cuesta College (not including non-degree applicable courses, basic skills and ESL) or if he/she are on academic or progress probation for two current consecutive primary terms. Students who lose their priority due to enrollment limitations will be able to register after Priority 7.

#### Appeal Policy Procedures

- Students may petition to have their enrollment priority changed based on the following reasons:
  - Extenuating Circumstances (verified cases of accidents, illnesses, or other circumstances beyond the control of the student)
  - Students with disabilities who applied for but did not receive reasonable accommodations in a timely manner.
  - Students who demonstrate significant satisfactory academic improvement by earning at least 2.50 GPA in at least 6 academic credits in a subsequent term, but whose term GPA is not high enough to move the student into good standing.
  - Students who are in high credit programs and are following a current education plan.

Enrollment Priority Appeal forms are available online, and at all Cuesta College sites. Appeals are to be submitted to the Director of Admissions & Records. Extenuating circumstances must be documented. Enrollment Priority students whose appeal is approved will be reinstated to their previ-

ous priority status for one semester.

Any student who is a member of an active or reserve military service and who receives orders compelling a withdrawal from courses will be reinstated to their previous priority status upon their return.

## FERPA

The Family Education Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. An "eligible student" under FERPA is a student who enters a postsecondary institution at any age.

### Right to Inspect and Review Records

Section 99.10 of FERPA grants students the right to inspect and review their education records within 45 days after the day a request for access is submitted. A student should submit a written request to the Director of Admissions and Records that identifies the record(s) the student wishes to inspect. The Director of Admissions and Records will make arrangements for access and notify the student of the time and place where the records may be inspected. If the education records are not maintained by the Admissions and Records Office, the Director shall advise the student of the correct official to whom the request should be addressed.

### Directory Information

FERPA provides students the right to provide written consent before the San Luis Obispo Community College District discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

In completing the admission application, students are provided the opportunity to request their directory information be maintained as confidential. Students may also submit a written request to the Admissions and Records Office at any time to become effective within 5 to 10 working days.

The District has designated the following information as directory information:

- Student's name
- myCuesta student email address
- Photograph
- Major of study/program
- Degrees/Certificates and awards received by students (including honors, scholarship awards, athletics awards)
- Dates of attendance
- Level of enrollment (number of credits)
- Student participation in officially-recognized activities and sports including weight, height, and high school of graduation of athletic team members
- The most recent educational agency or institution attended
- Student ID number used to communicate in electronic

systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

- A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

### Disclosure of Education Records

FERPA permits the disclosure of Personally Identifiable Information from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student for the following conditions:

- To school officials with legitimate educational interests; A school official is a person employed by the San Luis Obispo Community College District in an administrative, supervisory, academic, research, or support staff position, including law enforcement unit personnel and health staff. A school official also may include a volunteer or contractor outside of the District who performs an institutional service or function for which the District would otherwise use its own employees and who is under the direct control of the District with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another District official in performing his or her tasks. A District official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the District. (§99.31(a)(1))
- To a person serving on the board of trustees;
- To a student serving on an official committee, such as a disciplinary or grievance committee. (99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer. (99.31(a)(2))
- To authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the District's State-supported education programs. Disclosures under this provision may be made in connection with an audit or evaluation of Federal or State-supported education programs,

or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the District, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency. (§99.31(a)(10))
- Information to the District has designated as “directory information.” (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, if the District determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the District’s rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student’s violation of any Federal, State, or local law, or of any rule or policy of the District, governing the use or possession of alcohol or a controlled substance if the District determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

**Right to Request Amendment of Student Records**

Student have the right to request the amendment of the student’s education records that the student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

A student who wishes to ask the District to amend a record should write the District official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the District decides not to amend the record as requested, the District will notify the student in writing of the decision and the student’s rights to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a

hearing as provided by Education Code Section 73232.

**Right to File a Complaint with the Department of Education**

Cuesta College students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
 U.S. Department of Education  
 400 Maryland Avenue, SW  
 Washington, DC 20202  
 Phone (800) 872-5327

**Final Examinations**

Final examinations will be given in all courses at the end of each semester, short course, or summer session. Dates and times are listed in the schedule of classes and on the Cuesta College website.

**Grading Policies**

No notation (“W” or other) shall be made on the academic record of a student who withdraws during the first two weeks of a full semester course or within 20 percent of a short course, including a summer course.

Courses shall be graded using the grading symbols established by Title 5. Effective fall 2008, faculty may use the following evaluative letter-grading symbols:

<u>Symbol</u>	<u>Definition</u>	<u>Grade Point (4-Point Scale)</u>
<b>A</b>		4.0 (Excellent)
<b>A-</b>		3.7
<b>B+</b>		3.3
<b>B</b>		3.0 (Good)
<b>B-</b>		2.7
<b>C+</b>		2.3
<b>C</b>		2.0 (Satisfactory)
<b>D+</b>		1.3 (Less than Satisfactory)
<b>D</b>		1.0
<b>D-</b>		0.7
<b>F</b>		0.0 (Failing)
<b>P</b>	Passing (At least satisfactory C/2.0) – units awarded are not counted in GPA. “P” has the same meaning as “CR,” as that symbol was defined prior to fall 2008.	
<b>NP</b>	No Pass (Less than satisfactory C/2.0) – units awarded are not counted in GPA. “NP” has the same meaning as “NC,” as that symbol was defined prior to fall 2008.	
<b>I</b>	Incomplete academic work for unforeseeable, emergency and justifiable reasons at the end of the	

term may result in an "I" symbol being entered in the student's record. The condition for removal of the "I" shall be stated by the instructor in a written contract. The incomplete contract shall contain the conditions for removal of the "I" and the grade assigned in lieu of its removal. A copy of the incomplete contract must be given to the student with a copy on file with the Records office. The contract remains on file until the assigned work has been completed and evaluated, or when the time limit for the completing the work has passed. The "I" must be made up before the end of the following regular semester or it will be considered as an "F" grade. The "I" symbol shall not be used in calculating units attempted nor for grade points. Students may appeal for an extension of time due to extenuating circumstances.

- IP** In Progress – The "IP" symbol shall be used to denote that the class extends beyond the normal end of an academic term. "IP" shall not be used in calculating grade point average. The IP symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative AP 4230 symbol (grade) and unit credit shall be assigned and appear on the student's record for the term in which the course is completed. If a student enrolled in an open-entry open-exit course is assigned an IP at the end of the term and does not re-enroll in that course during the subsequent term, the appropriate faculty will assign an evaluative symbol (grade).
- RD** Report Delayed – This symbol is assigned by the Director of Admissions and Records only. It is used when there is a delay in reporting grades due to circumstances beyond the control of the student. This is a temporary notation and is not used in calculating GPA.
- W** Withdrawal – The "W" symbol is assigned when a student officially withdraws from a full semester course between the beginning of the third week and up through the end of the twelfth week of instruction. For short courses that are less than 18 weeks in length, including summer courses, a "W" symbol is assigned when a student officially withdraws between 20 percent and within 60 percent of the course. The "W" symbol shall not be used in calculating grade point averages but shall be used in determining progress probation and dismissal academic standing.
- MW** Military Withdrawal – The "MW" symbol is assigned when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. Upon verification of such orders, an "MW" may be assigned at any time after the twelfth week deadline for dropping classes. Military withdrawals shall not be counted in progress probation and dismissal calculations.

### **Grade Changes**

The instructor of the course shall determine the grade to be awarded to each student.

The determination of the student's grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence on the part of the instructor.

Mistake - may include, but is not limited to errors made by an instructor in calculating a student's grade and clerical errors.

Fraud - may include, but is not limited to, inaccurate recording or change of a grade by any person who gains access to grade records without authorization.

Bad Faith - may include, but is not limited, to a lack of honesty and trust; intent to deceive.

Incompetence - may include, but is not limited to, the instructor not possessing and demonstrating the necessary ability and skill to fulfill the instructor's duties and responsibilities set forth in job descriptions, course outlines, District policies, procedures, and regulations, and applicable laws.

The removal or change of an incorrect grade from a student's record shall be done pursuant to Education Code Section 76224, 76232 and Board Policy 6205 Student Grievance Procedure.

In the case of fraud, bad faith, or incompetence, the final determination concerning removal or change of grade will be made by the Vice President of Student Services and College Centers or his/her designee.

In all cases, the instructor who first awarded the grade will be given written notice of the change.

In the case of a change of grade decision, the Division Chair will consult with faculty within the discipline of the instructor who first awarded the grade to review student material and determine the final grade the student will earn.

### **Course Grades**

Grades are available for viewing within Cuesta College's student portal, myCuesta, four weeks after the last day of the term. Grades are not sent to students.

### **Pass/No Pass**

A student may select "pass/no pass" (formerly credit/no credit) through the fourth week of instruction for 18-week courses or, if the course is less than 18 weeks in duration, within the first 20 percent of the course. Students may change back to a letter grade prior to the fourth week or 20 percent deadline. After the fourth week or 20 percent deadline, students may not reverse their pass/no pass grading decision.

- Some general education, degree and certificate course work must be taken for a grade. Consult a counselor or program description. No more than 12 credits of "pass/no pass" may be applied toward the Associate in Arts or Associate in Science degree or a Certificate unless indicated by Curriculum. For Associate in Transfer

(ADT) degrees, P/NP is allowed.

- Courses listed in the schedule as “pass/no pass” grading option may be taken only once for “pass/no pass.” The student may, however, repeat the course for a letter grade.
- Students shall receive a “P” (pass) if, at the end of the semester, a grade of “C” (2.0) or better is earned. The “P” shall, when recorded, add credits completed but shall have no effect on the grade point average.
- Students performing unsatisfactorily (at less than C/2.0) shall receive a “NP” (no pass) which, when recorded, will not increase credits completed and will not be used to calculate the grade point average. However, credits attempted for which an “NP” is recorded shall be considered in academic progress calculations to determine probation and dismissal status.
- Students may only select one course per semester on the “pass/no pass” option. Some courses are graded only on a “pass/no pass” basis. Enrollment in these courses will not affect the student’s right to select one additional class within the guidelines listed above.
- Students repeating a course in which a substandard grade was earned may not request a repeat discount if the pass/no pass grading option was selected for the second attempt.

### **Academic Honesty**

Academic Honesty is essential to the academic community. Students expect that Cuesta College faculty be fair, truthful, and trustworthy. Faculty expect that Cuesta College students share these same values. Students who violate these principles by cheating, plagiarizing, or acting in other academically dishonest ways are subject to disciplinary procedures. Below are some examples of academically dishonest behavior. If you are unclear about a specific situation, ask your instructor.

#### **Examples of Academic Dishonesty:**

- Copying from another student’s exam
- Giving answers during a test to another student
- Using notes or electronic devices during an exam when prohibited
- Taking a test for someone else
- Submitting another student’s work as your own, e.g. copying a computer file that contains another student’s own work
- Knowingly allowing another student to copy/use your computer file(s) as his or her own work
- Completing an assignment for another student
- Plagiarizing or “kidnapping” other people’s thoughts, words, speeches or artistic works by not acknowledging them through proper documentation

At the discretion of the instructor, students caught being academically dishonest may receive a failing grade on

the assignments in question, be dropped from the class, or be failed in the course. If the student wishes to contest the instructor’s consequential actions for Academic Dishonesty, it is recommended that the student follow the Academic Student Complaint Process: (<http://www.cuesta.edu/aboutcc/planning/vpss/StudentComplaintProcess.html>). Beyond this, the student may be subject to disciplinary action as determined by the Vice President of Student Services and College Centers, the Dean of the North County Campus and South County Center on the North County Campus, or designee. It is recommended that the faculty member report any acts of academic dishonesty to the Vice President of Student Services and College Centers, the Dean of the North County Campus and South County Center on the North County Campus, or designee.

#### **Student Responsibility:**

All students attending San Luis Obispo County Community College District at any campus site and when representing Cuesta College in any off-campus activity, assume an obligation to conduct themselves in a manner compatible with the Student Code of Conduct and Academic Honesty Regulations, and the Student Computer Technology Access Agreement. Specific rules, regulations, and applicable penalties for violation of the Student Code of Conduct (California Education Code Title V, Sections 66300, 66301, 76030 - 76038), are located in the Cuesta College catalog and as posted on the Cuesta College website. Each student has the responsibility to be aware of college regulations.

### **STUDENT COMPUTER TECHNOLOGY ACCESS AGREEMENT**

This is to communicate what other users, instructors, and the District expects of students when using college computer technology and facilities. Failure to conform to these stipulations can result in disciplinary action. Violations of regulations in the use of computer technology will be addressed in accordance with the college Academic Honesty and Student Code of Conduct Policies, available for reference in the college catalog or by requesting copies from Student Services.

Computer technology and facilities are provided for the purpose of completing academic requirements.

A. Students may use the technology and facilities to:

1. Complete course assignments;
2. Conduct academic research;
3. Communicate with faculty and students.

B. User Responsibilities include, but are not limited to:

1. Using only their own designated ID, passwords/PIN, and accounts, and keeping IDs, passwords/PIN, and account information confidential. It is recommended that users change their passwords/ PIN periodically;
2. Using software and electronic materials, including shareware, in accordance with copyright, trademark, and licensing agreements and restrictions;

3. Accurately identifying and representing themselves in electronic messages, files, and transactions;
4. Saving all work on removable storage media and not on the hard drive unless instructed to do so by the instructor;
5. Asking appropriate Cuesta College personnel for assistance if unfamiliar with the operating system.

C. Prohibitions include, but are not limited to:

1. Damaging equipment, data, software, software protection, encryption or restriction on applications and files; including, introducing invasive or destructive programs (such as viruses, worms, and Trojan horses);
2. Disrupting or unauthorized use of accounts, access codes, passwords, or identification numbers;
3. Impeding or disrupting the use of computer technology and communications resources by game playing, sending an excessive or unreasonable number of messages, sending messages of unreasonable size (with large attachments); making or printing excessive copies of documents, files, data, or programs;
4. Violating copyrights, trademarks, and/or license agreements;
5. Accessing, using or copying another user's account, ID number, password, electronic files, data, or e-mail without prior authorization; or allowing such use by others;
6. Using District computer technology and communications resources in any unlawful manner including fraudulent, threatening, libelous, obscene, or harassing communications; procuring, or distributing obscene or pornographic material;
7. Circumventing or attempting to circumvent local, network, or remote security measures;
8. Altering or attempting to alter system software;
9. Altering or attempting to alter system hardware;
10. Modifying or attempting to crash or hack into computer technology or communications resources;
11. Accessing or attempting to access restricted portions of any operating system or security software unless authorized to do so;
12. Installing or removing software;
13. Using computer technology and/or communications resources for private commercial or other personal purposes;
14. Copying software that has not been placed in the public domain and distributed as freeware; inspecting, changing, altering, copying, or distributing proprietary data programs, files, disks, or software without authorization;
15. Falsely identifying and/or representing one's

self in the use of computer technology and communications resources.

The District may access, review, copy and disclose information entered or retained in computer technology and communications resources.

### Library Fines

Cuesta College may withhold grades, transcripts, diplomas, and registration privileges from any student who fails to return books or materials to the library when due, has lost or damaged any books or materials or has not paid charges for late, lost or damaged materials.

Students shall have their records released when they:

- Return books or materials
- Pay charges for books or library materials.

### Maintenance Allowance for Students

Students attending Cuesta College from Modoc and specific areas of Mono counties are eligible for a maintenance allowance if they maintain a permanent address in either county and all requirements are met. For information about eligibility requirements, contact the Cuesta College Registration Office at (805) 546-3100, Ext. 2325.

### Nondiscrimination In-District

#### Unlawful Discrimination Procedures

The policy of the San Luis Obispo County Community College District is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to the benefits of or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability in any program or activity that is administered by, funded directly by, or that receives any financial assistance from the State Chancellor or Board of Governors of the California Community Colleges.

The policy of the San Luis Obispo County Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment.

Employees, students, or other persons acting on behalf of the District who engage in unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of employment or student suspension or dismissal.

In so providing, the San Luis Obispo County Community College District hereby implements the provisions of California Government Code sections 11135 through 11139.5, the Sex Equity in Education Act (Ed. Code, § 66250 et seq.), Title VI of the Civil Rights Act of 1964 (42

U.S.C. § 2000d), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12100 et seq.) and the Age Discrimination Act (42 U.S.C. § 6101).

#### **Retaliation**

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

#### **Academic Freedom**

The San Luis Obispo County Community College District Board of Trustees reaffirms its commitment to academic freedom, but recognizes that academic freedom does not allow any form of unlawful discrimination. It is recognized that an essential function of education is a probing of opinions and an exploration of ideas that may cause discomfort to some students. It is further recognized that academic freedom insures the faculty's right to teach and the student's right to learn. Finally, nothing in these policies and procedures shall be interpreted to prohibit bona fide academic requirements for a specific community college program, course or activity.

When investigating unlawful discrimination complaints containing issues of academic freedom, the San Luis Obispo County Community College District will consult with a faculty member appointed by the Academic Senate with respect to contemporary practices and standards for course content and delivery.

#### **How to File a Formal Discrimination Complaint**

1. A FORMAL COMPLAINT MUST BE INITIATED BY FILLING OUT THE ATTACHED FORM APPROVED BY THE STATE CHANCELLOR'S OFFICE. That form is attached as the last page of Board Policy/Regulation 1565, and has the title heading of "Unlawful Discrimination Complaint Form." YOU MUST SEND THAT COMPLETED FORM TO EITHER:
  - San Luis Obispo County Community College District, Attn: Executive Director Of Human Resources And Labor Relations, Administration Building, Room 8003, San Luis Obispo, CA 93403-8106; Or
  - Chancellor's Office, California Community Colleges, 1102 Q Street, Sacramento, California 95814-6511, Attention: Legal Affairs Division
2. The complaint must allege unlawful discrimination prohibited under Title 5, section 59300.
3. The complaint must be filed by one who alleges that he or she has personally suffered unlawful discrimination or by one who has learned of such unlawful discrimination in his or her official capacity as a faculty member or administrator.
4. In any complaint not involving employment, the complaint must be filed within one year of the date of

the alleged unlawful discrimination or within one year of the date on which the complainant knew or should have known of the facts underlying the specific incident or incidents of alleged unlawful discrimination.

5. In any complaint alleging discrimination in employment, the complaint shall be filed within 180 days of the date the alleged unlawful discrimination occurred, except that this period will be extended by no more than 90 days following the expiration of that 180 days if the complainant first obtained knowledge of the facts of the alleged violation after the expiration of 180 days.

#### **What Happens When a Formal Discrimination Complaint is Filed?**

The District will then complete an "Administrative Determination." Within 90 days of receiving an unlawful discrimination complaint filed under Title 5, sections 59300 et seq., the District will complete the investigation and forward a copy of the investigative report (containing the administrative determination) to the State Chancellor, a copy or summary of the report to the complainant, and written notice setting forth all the following to both the complainant and the State Chancellor:

1. The determination as to whether there is probable cause to believe discrimination occurred with respect to each allegation in the complaint;
2. A description of actions taken, if any, to prevent similar problems from occurring in the future;
3. The proposed resolution of the complaint; and
4. The complainant's right to appeal to the District Board of Trustees and the State Chancellor.

#### **Remedial Course Work Limitation**

A student who has completed 30 credits of remedial course work, but who has not attained full eligibility for college-level work, shall be referred for further remedial work to appropriate adult noncredit education services provided by a college, adult school, community-based organization, or other appropriate local provider.

Remedial course work refers to non-degree applicable basic skills courses, the purpose of which is to prepare students for successful completion of associate degrees, transfer, or certificate courses. These courses are specifically designed to meet the needs of underprepared students so that the quality and rigor of the associate degree curriculum is protected.

A waiver of the limitation on remedial course work may be provided to any student who shows significant measurable progress toward the development of skills appropriate to the student's enrollment in college-level courses. Measurable progress is defined by transcripts, pre- and post-test measures, demonstrated progress toward an educational goal sustaining progress of education or social goals and objectives as documented in a Student Educational Plan (SEP). If a waiver is granted, its duration should not exceed one academic year and would normally be of one semester's duration.



Students enrolled in one or more courses of English as a Second Language (ESL) or students identified by the district as having a learning disability are exempt from the 30-semester-credit limitation (Title 5 California Code of Regulations, Section 55035).

## Academic Honors & Service Recognition

### Academic Honor List

Students who enroll and complete 12 or more credits and earn a 3.25 grade point average with no grade lower than a "C" will be placed on the Academic Honor List. The student's academic record at Cuesta College will be annotated to reflect this achievement. The achievement is posted under the qualifying semester on the student's academic transcript.

Students in the Registered Nursing Program may make the Academic Honor List using the criteria listed above; however, due to the number of contact hours in this program, an R.N. student will be considered when enrolled in 11 or more credits.

### Graduating With Honors

Students who meet the requirements for graduation with a cumulative grade point average of 3.5 to 3.74 qualify for honors recognition.

The graduation grade point average is based on all degree applicable coursework completed at all postsecondary institutions through the term degree requirements are completed. This acknowledgement is posted on the student's diploma and on the academic transcript.

The GPA calculation for honors designation *for commencement purposes only* is based on all coursework taken at Cuesta College through fall. The Cuesta College Residency requirement must be satisfied in order to be considered for honors recognition (12.0 credits completed in residence at Cuesta College). Students receiving honors are recognized at commencement with a green cord.

### Graduating With High Honors

Students who meet the requirements for graduation with a cumulative grade point average of 3.75 to 4.0 qualify for high honors recognition. The graduation grade point average is based on all degree applicable coursework completed at all postsecondary institutions through the term degree requirements are completed. This acknowledgement is posted on the student's diploma and on the academic transcript.

The GPA calculation for honors designation *for commencement purpose only* is based on all coursework taken at Cuesta College through fall. The Cuesta College Residency requirement must be satisfied in order to be considered for honors recognition (12.0 credits completed in residence at Cuesta College). Students receiving honors are recognized at commencement with a white cord.

### Alpha Gamma Sigma (AGS) Honor Society

Alpha Gamma Sigma (AGS) is a state-wide community college student honor society with the purpose of fostering, promoting, maintaining, and recognizing

scholarship. In addition, AGS members develop character and civic responsibility through service to AGS, the college, and the community. The Gamma chapter at Cuesta College provides its membership scholarship opportunities, social activities, and leadership- building skills. Membership is based on grade point average. More information may be obtained from the Student Life and Leadership Office. Recognition of AGS membership is posted on Cuesta transcripts. Students with AGS membership are recognized at commencement with a gold cord.

### ASCC Student Leaders Recognition

The ASCC Student Leaders are recognized for the service they perform in fulfilling their duties, including regional and state student senate participation. The requirement for student leadership official recognition is that students must hold office a "full semester" (excluding summer session), which is monitored by the Faculty Advisor of ASCC. More information may be obtained from the Student Life and Leadership Office. Recognition of ASCC Student Leaders is posted on the academic transcripts.

### Service Animals

San Luis Obispo County Community College District Board Policy BP 3440 and Administrative Procedure AP 3440 states the District's regulations regarding the use of service animals on District property. The purpose of this policy and administrative procedure is to prevent discrimination on the basis of disability, and to allow an individual with a disability to use a service animal or miniature horse in District facilities and on District campuses in compliance with state and federal law.

For the complete Board Policy, see [http://academic.cuesta.edu/president/2008BP/BP3000/BP\\_3440\\_Service%20Animals.pdf](http://academic.cuesta.edu/president/2008BP/BP3000/BP_3440_Service%20Animals.pdf).

For the complete Administrative Procedure, see [http://academic.cuesta.edu/president/2008BP/BP3000/AP\\_3440\\_ServiceAnimals.pdf](http://academic.cuesta.edu/president/2008BP/BP3000/AP_3440_ServiceAnimals.pdf).

### Sexual Assault

Cuesta College is committed to maintaining a safe campus, a campus free of violence and the threat of violence. All persons who come onto the campus or onto any facility maintained by the college are expected to treat others with respect and consideration.

Cuesta College will not tolerate any physical or sexual assault or threat of assault, including acquaintance rape, on its campus or at facilities maintained by the college. Where there is probable cause to believe that the college's regulations prohibiting sexual assault have been violated, the college will pursue vigorous investigative action through its own channels. Disciplinary actions include the possibility of suspension or dismissal from the college.

A student or employee charged with sexual assault can be prosecuted under California penal code statutes and disciplined under the college's Code of Student Conduct and board policy. Even if the criminal justice authorities choose not to prosecute, the college can pursue student disciplinary action.

Cuesta College is committed to doing everything within its power to prevent sexual assaults from occurring and disciplining assailants when rape or other assault occurs on campus property or at college-sponsored events, and to provide prompt and compassionate services to students, faculty and staff who are raped or otherwise sexually assaulted. The college is further committed to ensuring that students, faculty, and staff are not adversely affected for bringing forward a charge of rape or sexual assault.

In order to provide a safe environment for students, faculty, staff, and guests, the college has established a multifaceted program composed of response procedures, prevention and education guidelines, services for victims, and sanctions.

The Clery Act, passed in 1990, is basically a “student’s rights” document that contains more thorough information regarding sexual assaults, including how to report a crime, steps that can be taken to prevent sexual and physical assaults, what to do if you are sexually assaulted, available services, and other information relating to crime statistics for the college. The Campus Sexual Violence Elimination Act is a 2013 amendment to the federal Jeanne Clery Act. SaVE was designed by advocates along with victims/survivors and championed by a bi-partisan coalition in Congress as a companion to Title IX that will help bolster the response to and prevention of sexual violence in higher education. It seeks to address the violence men and women face on campuses. This legislation updated the Jeanne Clery Act and requires colleges and universities, both public and private to create: transparency, accountability, collaboration, guarantees victims enhanced rights, provide for standards in institutional conduct proceedings, and provide campus community wide prevention educational programming. For more information on the SaVE Act, contact us at (805) 546-3205 or pick-up a booklet at the Campus Police (6600 Bldg).

To reach the Clery Act information, use the Cuesta College Police Department website at [http://cuesta.edu/student/findingway/public\\_safety/clery\\_act.html](http://cuesta.edu/student/findingway/public_safety/clery_act.html) and use the “Clery Act” link.

## Sexual Harassment

The policy of the San Luis Obispo County Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, verbal or physical conduct or communications constituting sexual harassment. Employees, students, or other persons acting on behalf of the District who engage in sexual harassment as defined in this policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion, or termination of contract.

### Definition

“Sexual harassment” means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting, and includes but is not limited to:

1. Making unsolicited written, verbal, physical, and/or visual contacts with sexual overtones. (Examples of sexual harassment which appear in a written form include, but are not limited to: suggestive or obscene letters, notes, and invitations. Examples of verbal sexual harassment include, but are not limited to: leering, gestures, display of sexually aggressive objects or pictures, cartoons, or posters.)
2. Continuing to express sexual interest after being informed that the interest is unwelcomed.
3. Making reprisals, threats of reprisal, or implied threats of reprisal following a rebuff of harassing behavior. The following are examples of this type of sexual harassment within the work place: implying or actually withholding grades earned or deserved; suggesting that a poor performance evaluation will be written; or suggesting that a scholarship recommendation or college application will be denied.
4. Engaging in explicit or implicit coercive sexual behavior within the work environment which is used to control, influence, or affect the employee’s career, salary, and/or work environment.
5. Engaging in explicit or implicit coercive sexual behavior within the educational environment that is used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.
6. Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications in exchange for sexual favors.

### Retaliation

It is unlawful for anyone to retaliate against someone who files a sexual harassment or other unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

### Procedures

Procedures for investigating complaints shall be the same as those outlined in Administrative Policy 3435 - Discrimination and Harassment Investigations

### Summary of Your Rights to Seek an Information Resolution

(This is only a summary; please see Board Policy 3410, 3430 and Administrative Policy 3410, 3430 and 3435).

1. You have the right to request that the charges be resolved informally, at which time the District will undertake efforts to informally resolve the charges. To start the informal resolution process, please contact the Executive Director of Human Resources and Labor Relations in the administration building, room 8003, or by phone at (805) 546-3129.
2. You do not need to participate in informal resolution;

3. You have the right to file a formal complaint (see below for the procedure in doing so);
4. You will not be required to confront or work out problems with the person accused of unlawful discrimination;
5. Students may file a non-employment-based complaint with the Office for Civil Rights of the U.S. Department of Education (OCR) where such a complaint is within that agency's jurisdiction.

If your complaint is employment-related, you may file a complaint with the U.S. Equal Employment Opportunity Commission (EEOC) and/or the California Department of Fair Employment and Housing (DFEH) where such a complaint is within that agency's jurisdiction.

#### **Purpose of the Information Resolution Process**

The purpose of the informal resolution process is to allow an individual who believes she/he has been unlawfully discriminated against to resolve the issue through a mediation process rather than the formal complaint process. Typically, the informal resolution process will be invoked when there is a simple misunderstanding or the complainant does not wish to file a formal complaint. An informal resolution may require nothing more than a clarification of the misunderstanding or an apology from the respondent and an assurance that the offending behavior will cease. You will be notified of the proposed informal resolution proposed by the District.

If you pursue the informal resolution process, you should note the following important points:

1. You will need to sign a document which indicates that you have selected the informal resolution process.
2. The District will complete its investigation within the time required by the District's Regulation 1565 unless you voluntarily rescind your complaint prior to completion.
3. Selecting the informal resolution process does not prevent you from later deciding to file a formal complaint (subject to all of the rules for filing a formal complaint). For example, if you are not satisfied with the outcome of the informal resolution process (including the District's proposed resolution), you may elect to file a formal complaint.

#### **SMOKING / NON-SMOKING BP 2773**

The Board of Trustees of the San Luis Obispo County Community College District is committed to promoting a tobacco-free environment. Effective January 1, 2004, the following regulations are applicable to employees, students, and the public; and shall be implemented on District sites.

1. Smoking any form of tobacco or non-tobacco products is permitted only in designated areas of District property. This includes the use of any form of electronic cigarette.
2. Designated areas shall be identified by prominent signage.

3. Smoking is prohibited in District vehicles.
4. The District shall make available to employees and students through the Human Resources Office and Student Health Services a referral list of treatment centers for smokers, and other information on smoking that may assist individuals who wish to stop using tobacco products.
5. Communication of this policy/regulation shall be by means of prominently displayed "No Smoking" signs, notices in the College catalog, web site, and distribution of the policy/ regulation to students and employees.
6. Enforcement of this policy/regulation shall be in accordance with established procedures for enforcement of other regulations.

#### **SPEECH, TIME, PLACE, AND MANNER**

Board Policy 6200, *Speech, Time, Place, and Manner*, is under review and pending approval.

#### **Speech and Advocacy**

- **General Principle:** Students and the general public have the right of free expression, advocacy, and action except to the extent that it interferes with, obstructs, interrupts, or detracts from the operation of the college or the promotion of its educational or community objectives.
- **Time, Place, and Manner Regulations:** The time, place, and manner of exercising speech and advocacy within the limits described in the General Statement shall be subject to prior approval by the Vice President of Student Services and College Centers or designee. To be approved, an activity will require orderly conduct, non-interference with college functions or activities, and identification of sponsoring groups or individuals, and shall provide for one or more open discussion areas. The Vice President of Student Services and College Centers or designee shall provide reasonable protection to persons on campus against practices that would make them involuntary audiences.
- **Non-college Speakers:** Registered student organizations may invite non-college speakers to address meetings on campus only upon prior notification and approval of the Superintendent/President or designee, who may deny the use of available college facilities if the meeting is deemed to be incompatible with the educational objectives and established policies of the college. Individual students or student groups which have not qualified as registered student organizations may not invite non-college speakers to address meetings on campus.
- **Whenever the Vice President of Student Services and College Centers or designee considers it appropriate in furtherance of educational objectives and established policies, the following may be required:**
  - a. That the meeting be chaired by a person approved by the Vice President of Student Services and College Centers or designee; and/or
  - b. That the speaker be subject to questions from the audience.

It shall be the intent of the Vice President of Student Services and College Centers or designee to assure opportunity for the expression of a variety of viewpoints, except those specified prohibited in Board Policy 7850, Use of College Facilities.

## STUDENT CODE OF CONDUCT

Board Policy 5500

All students attending San Luis Obispo County Community College District at any campus site and when representing Cuesta College in any off-campus activity, assume an obligation to conduct themselves in an acceptable manner compatible with the Student Code of Conduct and Academic Standards, and the Student Computer Technology Access Agreement. Specific rules and regulations, and applicable penalties for violation of the Student Code of Conduct (California Education Code Title V, sections 66300, 66301, 76030-76038), are provided in this section. Each student has the responsibility to be aware of college regulations.

### Scope of Application

The rules apply to all actions of students of the District on District property and at all activities sponsored by the District or registered student organizations, whether occurring on or off the campuses or other instructional sites. Pursuant to Education Code Section 76034, no student shall be removed, suspended, or expelled unless the conduct for which the student is disciplined is related to college activity or college attendance. Student conduct occurring off campus and not part of a District activity will subject the student to the District's jurisdiction, standards of student conduct and student discipline process if the student's off-campus conduct is sufficiently related to college attendance, i.e., disruption of the work and discipline of the college has actually occurred from the student's off-campus conduct, or facts exist that reasonably lead to a conclusion by District officials that disruption on campus will soon follow the student's off-campus conduct. In addition, a student's conduct off campus may in certain circumstances by outside the jurisdiction of the District for purposes of the District's discipline process, yet results in adverse action within the student's pre-professional academic program if such program has requirements imposed by law as condition to admission to the profession for which the academic program is preparing the student, e.g. nursing.

The following conduct shall constitute good cause for discipline, including, but not limited to, the removal, suspension or expulsion of a student:

1. Violation of District policies, procedures, or regulations.
2. Failure to comply with directions of District officials acting in the performance of their duties; disrupting, obstructing, or interfering with instructional, administrative, disciplinary, or other functions or activities of the District.
3. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
4. Unauthorized use of a personal electronic device in an instructional or testing environment (such as smart watch, cell phone or tablet).
5. Dishonesty, forgery, alteration or misuse of college documents, records or identification; or knowingly furnishing false information to the District.
6. Causing, attempting to cause, or threatening to cause physical injury to another person.
7. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college president.
8. Unlawful possession, use, sale, offer to sell or purchase, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
9. Committing or attempting to commit robbery or extortion.
10. Causing or attempting to cause damage to District property or to private property on campus.
11. Unauthorized possession or use of any personal property or equipment of the District.
12. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
13. Willful or persistent smoking (including electronic cigarette devices) in any area where smoking has been prohibited by law or by regulation of the college or the District.
14. Committing sexual harassment as defined by law or by District policies and procedures.
15. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
16. Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying; "bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
  - a. Placing a reasonable student or students in fear of harm to that student's or students' person or property;

- b. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health;
  - c. Causing a reasonable student to experience substantial interference with his or her academic performance;
  - d. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the District.
17. Engaging in intimidating or bullying against District personnel through words or actions. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, District personnel.
  18. Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
  19. Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.
  20. Engaging in expression which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
  21. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
  22. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.
  23. Unauthorized entry upon or use of District facilities.
  24. Sexual Assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the community college, including, but not limited to the following:
    - a. Intentional touching of another person's intimate parts without that person's consent or other intentional sexual contact with another person without that person's consent.
    - b. Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent.
    - c. Rape, which includes penetration, no matter how slight, without the person's consent of either of the following:
      1. The vagina or anus of a person by any body part of another person or by an object.
      2. The mouth of a person by the sex organ of another person.
  25. Sexual exploitation, defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the community college, including, but not limited to, any of the following:
    - a. Prostituting another person.
    - b. Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent.
    - c. Distributing images including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to the disclosure and objected to the disclosure.
    - d. Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.
  26. Any act which is defined as a felony, misdemeanor or infraction under the laws of the State of California.

Non-students or persons not affiliated with the college who interfere, obstruct, interrupt, or detract from the operation of the college or the promotion of its educational or community objectives are subject to criminal action under the State of California Penal Code, Section 602.10.

Cuesta College Campus Police Administrator or designee have the authority to withdraw of consent for all individuals to remain on any of the San Luis Obispo County Community College District campuses or District property under the State of California Penal Code, Section 626.4(a).

### **AUTHORITY OF INSTRUCTOR**

The Board of Trustees shall establish rules and regulations for student conduct while on campus and/or engaged in any college-sponsored activity.

The Vice President of Student Services and College Centers or designee shall be responsible for enforcing rules and regulations and administering the disciplinary functions for all activities of students at times and places when students are under the District's jurisdiction; however, an individual instructor is given the power to remove a student from his or her class for good cause for the day of the removal and the next class meeting. The instructor shall immediately report the removal to the Vice President of Student Services and College Centers for appropriate action.

During the period of removal, a student shall not be

returned to the class from which he or she was removed without the concurrence of the instructor of the class.

## **STUDENTS IN THE ASSOCIATE DEGREE NURSING PROGRAM CODE OF CONDUCT**

The Board of Trustees determines that the following policies govern the participation of alcohol- or drug-impaired students in the Associate Degree Nursing Program.

1. The nursing program, in addition to offering an academic program, includes clinical course work. The safety of patients under the care of student nurses must be assured. The instructor and the Director of Nursing Programs may take immediate corrective action to remove a student impaired by alcoholism or drug abuse from the clinical program if the student demonstrates by his/her conduct and performance in the clinical setting that he/she is a danger to the health and safety of patients under his/her care.
2. After evaluation and due process, students considered by the Director of Nursing Programs to be impaired by drugs or alcohol will be allowed to continue their studies, including clinical course work, as long as they are adhering to the provisions of a contract between the college and the student for the student's retention.
3. Information on the student's condition is confidential and will not be disclosed except when necessary to protect the safety of patients under the care of student nurses.
4. An individual contract of retention will be developed by the student, rehabilitation therapist, and the Director of Nursing and shall specify:
  - a. That the student must participate in an approved drug or alcohol treatment and rehabilitation program for the duration of his/her nursing program studies.
  - b. That evidence of satisfactory attendance and progress will be provided to the college on a regularly scheduled basis.
  - c. That the student will consent to periodic random drug screening as part of the treatment and rehabilitation program.
  - d. That the impaired student will give all medications under direct supervision and that the student will not have access to keys to medications.
  - e. That if the student fails to adhere to the conditions of the contract for retention, the same procedure will be followed as with any other student on probation; the circumstances of the violation will be reviewed by the nursing faculty as a whole; and recommendations for the retention or dismissal will be made to the Director of Nursing Programs, who will then make the decision after advising the Vice President of Student Services and College Centers.
5. Information on the student's dismissal from the nursing program will be reported to the Board of Registered Nursing when such information is requested by the Board of Registered Nursing.

## **STUDENT DISCIPLINE**

### **A. Types of Discipline**

1. Warning: Notice to the student(s) that continuation or repetition of specified conduct may be cause for further disciplinary action.
2. Censure: Written reprimand for violation of specified regulation.
3. Disciplinary Probation: Exclusion from participation in privileges or extracurricular college activities as set forth in the notice of disciplinary probation for a specified period of time.
4. Restitution: Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair, replace, or otherwise compensate for damages.
5. Interim Suspension: Exclusion from classes and other privileges or activities as set forth in the notice of interim suspension, pending final determination of an alleged violation.
6. Suspension: Exclusion from classes and other privileges or activities as set forth in the notice of suspension for a definite period of time.
7. Dismissal: Termination of student status for an indefinite period. The student(s) may be readmitted to Cuesta College with the specific approval of the Superintendent/President's or designee.
8. Expulsion: Permanent termination of student status without possibility of readmission.

### **B. Administration of Discipline:**

1. A student(s) may be disciplined for improper conduct when such conduct is a part of any college activity.
2. The Vice President of Student Services and College Centers or designee may appoint faculty, student, individual, or committee advisors, to consider potential disciplinary action, but the Vice President of Student Services and College Centers has the final authority for administration of student discipline except that expulsion requires approval by the Superintendent/President of the college.
3. The Vice President of Student Services and College Centers or designee may impose any discipline provided herein when there is reason to believe that substantial grounds exist for such discipline.
4. During the term of any discipline which does not terminate student status, students continue to be subject to District policies, regulations, and procedures.
5. Pre-discipline conference/notice: Students charged with misconduct shall be provided with written notice to meet with the Vice President of Student Services and College Centers or designee regarding the basis for possible disciplinary action. The notice must be given at least twenty-four (24) hours prior to the scheduled appointment.

6. The meeting with the Vice President of Student Services and College Centers or designee should include:

- A written statement of charges to the student(s);
- A reasonable opportunity at the meeting for the student(s) to personally answer the charges;

Following the meeting, the student(s) shall either accept the disciplinary action, if any, or within forty-eight (48) hours (two school days) following receipt of the written notice of proposed disciplinary action, file at the office of the Vice President of Student Services and College Centers or designee a written notice of intent to appeal to the Student Conduct Appeals Committee.

### C. Appeal

#### Level I

- The student(s) shall file with the Appeals Committee, within twenty-four (24) hours (one school day) following filing of a notice of intention to appeal, a specific written response to each of the charges. Any charge to which the student(s) does not respond shall be deemed to be true.
- The Appeals Committee shall include a hearing officer appointed by the Superintendent/President, administrator (Vice President of Student Services and College Centers may not serve), faculty member appointed by the Academic Senate, and a student representative appointed by the Associated Students of Cuesta College.
- A meeting of the Appeals Committee shall be convened not earlier than twenty-four (24) hours after submission of the student's response to the charges, to hear the appeal and to make a decision in the case.
- The hearing before the Appeals Committee is not a judicial proceeding. The Appeals Committee recognizes the student's right to a fair opportunity to hear the charges and evidence in support thereof, the right to present oral and documentary evidence on his/ her behalf, the right to present a written argument on conclusion of the hearing, and the right to have an accurate copy of the minutes of the hearing furnished to the student.
- The Appeals Committee shall submit its decision to the student within ten (10) working days of the hearing.

#### Level II

- Within twenty-four (24) hours (one school day) after receiving the decision of the Appeals Committee, the student(s) may appeal the decision in writing to the Superintendent/President. Such appeal may be based only on the grounds that:
- Required procedures have not been followed and the student(s) has/have been demonstrably damaged;
- There is insufficient evidence to support the decision of the Appeals Committee;
- One or more members of the Appeals Committee have, prior to the hearing, formed an opinion as to whether the student(s) has/ have or has/have not committed the acts with which charged; and must include all supportive evidence.
- The Superintendent/President will evaluate the evidence

and submit findings in writing to the student within fifteen (15) working days after receiving the appeal.

#### Level III

- Every student has the final right of appeal to the Board of Trustees when dismissal or expulsion has been imposed.
- A final written appeal may be made to the Board of Trustees within thirty (30) working days of the written response of the Superintendent/President. The Board will evaluate the evidence and render its decision within thirty (30) days of the initial meeting of the Board at which the matter is discussed.

Students have the right to pursue their complaint after completing the above complaint process with the California Community Colleges Chancellor's Office (CCCCO). CCCCCO provides students and others with a method and process outside of the institution that takes, investigates and responds to complaints regarding the institution. The link to the CCCCCO process and form is <http://californiacommunitycolleges.cccco.edu/ComplaintsForm.aspx>. CCCCCO has provided this disclosure in compliance with the requirements of the Higher Education Act of 1965, as amended, as regulated in CFR 34, Sections 600.9 (b) (3) and 668.43(b).

## STUDENT COMPLAINT PROCESS

### STUDENT COMPLAINTS

Students wishing to file a complaint should follow the Student Complaint Process and initiate direct contact with the appropriate individual indicated on the Student Complaint Referral Grid. Please refer to myCuesta website for current referral grid: (<http://www.cuesta.edu/aboutccplanning/vpss/StudentComplaintProcess.html>).

Academic complaints; the student should begin by first talking to the instructor about the academic matters including grades and curriculum to attempt resolution. If this is unsuccessful, the student may then proceed with the steps cited in the Student Complaint Referral Grid. The appropriate path is faculty member, Division/Department Chair, area Dean and finally, the Vice President Academic Affairs.

Non-academic complaints; the student should begin by first talking to the Vice President Student Services or designee about the appropriate steps to take, or the protocol to follow regarding a complaint.

While it is recognized that the grid represents the ideal sequence of opportunities for resolving student complaints, it is understood that when actual situations arise, the parties involved will use their best judgment regarding complaint resolution depending upon the availability of personnel and the immediacy of the problem. The Vice President of Student Services and College Centers, the Dean of the North County Campus and South County Center on the North County Campus, or designee, serve as a clearing-house for students dissatisfied with an experience on campus, who may not be knowledgeable about the appropriate steps to take, or the protocol to follow regarding a complaint.

The Vice President of Student Services and College Centers, the Dean of the North County Campus and South County Center, or designee, may assist the student in following the Student Complaint Process or initiate a referral to the appropriate individual. The Vice President of Student Services and College Centers, the Dean of the North County Campus and South County Center, or designee, will contact the individual to whom the student is being referred to facilitate resolution.

The student complaint grid indicates the appropriate personnel sequence for who students should contact for informally resolving student complaints. If a student, after completing the Student Complaint Referral Grid steps, is not satisfied with the solution posed through the Student Complaint process, the student has the option of making an appointment with the Resolution Coordinator or designee in the Vice President of Student Services and College Centers office on the San Luis Obispo Campus or the Dean of the North County Campus and South County Center on the North County Campus, to evaluate the next steps which may be the filing of a formal grievance.

A complaint is grievable if it is non-disciplinary and involves the process, application, or interaction of school policy—in other words, how something was done or processed. In general, a complaint is not grievable if it involves the content of existing policy. For specific information regarding the Student Grievance Procedure, refer to Cuesta College Board Policy 6205.

**\*When a student has a complaint which involves (1) sexual harassment, (2) civil rights discrimination on the basis of ethnicity, race, national origin, religious beliefs, age, gender, color, physical or mental disabilities, veteran status, sexual orientation or sexual identity, or marital status, or (3) retaliation for filing a sexual harassment or other unlawful discrimination complaint, referring a matter for investigation, participating in an investigation of a complaint, serving as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of the District's unlawful discrimination policy (Policy 1565), then the matter is to be referred to the Executive Director of Human Resources and Labor Relations as such matters are to be handled pursuant to Policy 1565 (unlawful discrimination) and not as a student grievance.**

*Students have the right to pursue their complaint after completing the above complaint process with the California Community Colleges Chancellor's Office (CCCCO). CCCCCO provides students and others with a method and process outside of the institution that takes, investigates, and responds to complaints regarding the institution. The link to the CCCCCO process and form is <http://californiacommunitycolleges.cccco.edu/ComplaintsForm.aspx>. CCCCCO has provided this disclosure in compliance with the requirements of the Higher Education Act of 1965, as amended, as regulated in CFR 34, Sections 600.9 (b) (3) and 668.43(b).*

## STUDENT GRIEVANCE PROCEDURE

1. The next step beyond the complaint process may be the filing of a formal grievance depending upon the nature of the complaint.

2. A complaint is grievable if it is non-disciplinary and involves the process, application, or interaction of school policy—in other words, how something was done or processed. In general, a complaint is not grievable if it involves the content of existing policy.

3. For specific information regarding the Student Grievance Procedure, refer to Cuesta College Board Policy 6205.

A grievance shall mean a complaint that is non-disciplinary and is other than one dealing with civil rights discrimination,\* which has been filed by a student or by a student's designee on his/her behalf. The primary purpose of the following procedure is to secure at the earliest level possible an equitable solution to a complaint.

### LEVEL 1.

The student should contact in person the Vice President of Student Services and College Centers, or designee, and present his/her grievances. If the grievance is not resolved, the student can submit to the Vice President of Student Services and College Centers, or designee, a written appeal for further consideration. (Time limit: ten calendar days from the date of appointment with the Vice President of Student Services and College Centers, or designee.)

### LEVEL 2.

A Student Appeals Committee, made up of three faculty and three student members jointly appointed by the Vice President of Student Services and College Centers, or designee, and the ASCC President, then will be convened within ten calendar days after receiving the appeal and will submit its finding to the student in writing within an additional ten days. If the complaint is not resolved, a written appeal can be filed by the student to the President/Superintendent within ten calendar days. When a grievance involves the Vice President of Student Services and College Centers, or designee, (Level 1) and/or the Associated Students Cuesta College (ASCC) President and the Vice President of Student Services and College Centers, or designee, (Level 2), those responsibilities listed above for these two positions at Levels 1 and 2 shall be assumed by the Superintendent/President (or designee appointed by the Superintendent/President) of the District.

### LEVEL 3.

The student will appeal in writing with all supportive evidence to the President/Superintendent (or designee) who will evaluate the evidence and submit his/her finding in writing to the student within ten calendar days after receiving the appeal.

### LEVEL 4.

A final written appeal may be made to the Board of Trustees within thirty calendar days of the written response of the Superintendent/President (or designee). The decision of the Board will be given within thirty calendar days of the initial meeting at which the complaint is discussed.

\*When a student has a complaint which involves (1) sexual harassment, (2) civil rights discrimination on the basis of ethnicity, race, national origin, religious beliefs, age, gender, color, physical or mental disabilities, veteran status, sexual orientation or sexual identity, or marital



status, or (3) retaliation for filing a sexual harassment or other unlawful discrimination complaint, referring a matter for investigation, participating in an investigation of a complaint, serving as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of the District's unlawful discrimination policy (Policy 1565) and the nondiscrimination in district college programs policy (Policy 1570), then the matter is to be referred to the Executive Director of Human Resources and Labor Relations as such matters are to be handled pursuant to Policy 1565 (unlawful discrimination) and Policy 1570 (nondiscrimination in district college programs) and not as a student grievance.

## Student Organizations

1. **Registration of Student Organizations:** An organization in which active membership is limited to students and academic and administrative staff of the college may become a registered student organization by complying with the registration procedures established by the Associated Students of Cuesta College and the Vice President of Student Services and College Centers, which shall include the name of the organization, can include the name of Cuesta College, its purposes, its officers, and such other information as may be specified in campus regulations.
2. **Standard of Conduct and Discipline:** Student organizations are required to comply with college policies and campus regulations and are subject to revocation of registration or other discipline for violation of such policies or regulations.
3. **Use of College Name:** A student organization may use the name of Cuesta College, or abbreviations thereof, as a part of its own name approved in accordance with 1 above. A registered student organization may state that its membership is composed of students or students and staff of Cuesta College but shall not indicate or imply that it is acting on behalf of the college.
4. **Use of College Facilities by Student Organizations:** Registered student organizations may use college facilities for meetings and activities in accordance with Board Policy 7850 Use of College Facilities. The Vice President of Student Services and College Centers or designee may grant approval for fund raising, recruiting participants, posting and distributing literature. Registered student religious organizations shall be extended the same privileges as other registered organizations, except as limited by federal and state law.
5. **Taking Positions on Issues:** Registered student organizations may take and publish positions on issues, and shall make it clear in so doing that they are not representing the views of the college or of the student government or of the student association as a whole.

## Student Success and Support Program

The Student Success and Support Program brings the student and the District into agreement regarding the student's educational goal through the District's established

programs, policies, and requirements. The agreement is implemented by means of the student educational plan.

### Student Rights and Responsibilities

Each non-exempt student, in entering into a student educational plan, will do all of the following:

- identify an education and career goal;
- identify a course of study;
- be assessed to determine appropriate course placement;
- complete orientation;
- participate in the development of a student educational plan;
- complete a student educational plan no later than the term after completing 15 semester units of degree applicable credit coursework;
- diligently attend class and complete assigned coursework; and
- complete courses and maintain progress toward an educational goal.

### Exemptions

Students that have completed an associate degree or higher may be exempt from participation in orientation, assessment, counseling, advising, or student education plan development.

Students exempted from any of the matriculation components are notified in their myCuesta student portal; nonetheless, exempt students are encouraged to participate in these services.

## Transcripts from Cuesta College

A written or electronic request by the student is required to release transcripts.

Transcripts ordered electronically will be mailed within 2-4 working days from the date of request in most cases. An electronic notification will inform the student of the status of their transcript order and notify them of any holds. The fee for the electronic transcript request is \$6.00 per copy. Transcripts ordered in-person will be mailed within 2-3 weeks and cost \$3 per copy after the first two free copies. Unofficial transcripts are available for viewing and printing through myCuesta on the Cuesta College website. Access to myCuesta requires the student username and password.

Transcripts will not be produced for students who have a hold on their records.

## Voter Registration

Voter registration forms are available year-round at various campus locations, including the Student Services Building and ASCC Student Government Offices. Students can also register online on the California Secretary of State's web site at <http://registertovote.ca.gov/student>.

With the passage of California Senate Bill No. 854-Chapter 481, state-funded higher education institutions - community colleges, California State University system and University

of California campuses - are required to allow students to request voter registration materials online through a link in their course registration system. As a result of this legislation, Cuesta students are able to link to the online voter registration application from the Get Started website at the same time they are applying to Cuesta. The direct link to the California Secretary of State Web site allows students to complete the voter registration process online as long as they possess a California driver license or identification card number.

## DEGREES, CERTIFICATES AND TRANSFER PLANNING



# ASSOCIATE DEGREES AND CERTIFICATES

Students wishing to receive an associate degree or certificate must complete the Cuesta College Associate Degree Application or Certificate Application in order for the Evaluations Office to perform an official final evaluation of the stuW with a counselor for verification. The applications are available on the Office of Admissions and Records' website and in the Student Services Center at all campus locations.

Degrees and certificates are awarded two to three months after the completion of the term in which requirements were met. Posting dates reflect the final date of the traditional semester or session in which the requirements were completed.

Degree candidates are encouraged to participate in the Cuesta College Commencement Ceremony which takes place each May on the San Luis Obispo campus. Commencement information is available on the Evaluations Office website, in the Commencement channel in myCuesta student portal or commencement website at <http://bit.ly/cuestagrad>

## Catalog Rights

Catalog rights allow a student the ability to self-identify a particular catalog year which he or she will fulfill the published requirements for a particular degree or certificate. Catalog rights protect students from being unfairly disadvantaged when degree or certificate patterns change from one catalog year to the next. Thus, students may choose to graduate under catalog requirements in effect during the academic year they first enroll at Cuesta, or, during any preceding catalog year during the time of their continuous enrollment at Cuesta College. Continuous enrollment is defined as enrollment at Cuesta during at least one fall or spring term each academic year. Students who are not enrolled at Cuesta for two regular consecutive semesters (e.g. fall and spring) must follow degree and certificate requirements in effect at the time of their re-enrollment at Cuesta College. Students who are no longer enrolled at Cuesta College, but wish to obtain an active degree or certificate will need to fulfill the current degree/certificate requirements.

## Residency credit requirements for degree, certificate, GE certification and application of alternative education credit

Residency credit does *not* refer to with whether or not a student is a resident of the State of California.

Residency credit is defined as credits earned while in residence at the campus granting the degree, certificate, general education certification, or application of alternative education credit.

Credit that does not satisfy the residency credit requirement:

- Advanced Placement

- Credit-by-Exam
- Military
- Other alternative education credit

Residency credit required for the awarding of Cuesta College degrees, certificates and general education certifications:

- **DEGREES** - Minimum of 12 semester credits
- **CERTIFICATE OF ACHIEVEMENT** - Minimum of two of the required courses
- **CERTIFICATE OF COMPETENCY** - Minimum of one of the required courses
- **CERTIFICATE OF COMPLETION** - Minimum of one of the required courses
- **CERTIFICATE OF SPECIALIZATION** - Minimum of one of the required courses
- **CSU GENERAL EDUCATION CERTIFICATION** - Minimum of one course (at least three semester credits)
- **IGETC** (Intersegmental General Education Transfer Curriculum) – Minimum of one course (at least three semester credits)

Residency credit required for the application of alternative education credit:

- **CREDIT-BY-EXAM** – Minimum 12 semester credits with "C" average work
- **ADVANCED PLACEMENT** – Minimum 12 semester credits
- **MILITARY CREDIT** - Minimum 12 semester credits of "C" average work

## Requirements For the Associate Degree

Graduates from Cuesta College have conferred upon them the degree of Associate in Arts or Associate in Science. Requirements for graduation are prescribed by the Board of Governors of the California Community Colleges and the District Board of Trustees.

## Designated Degree Requirements

- 60 semester degree applicable credits overall - lower division coursework only (use of upper division credits is subject to appeal)
- 18 credits of Cuesta general education coursework with a minimum overall GPA of 2.00
- Prescribed coursework in a specific major with grades of "C" or better
- Residency
- Health Education
- Diversity
- English Competency
- Math Competency
- 2.00 GPA overall

## A.A., Liberal Arts Requirements

- 60 semester transferable credits overall (CSU or UC) - lower division coursework only (use of upper division credit is subject to appeal)
- Completion of the CSU GE with an overall minimum GPA of 2.00, or
- Completion of IGETC (minimum grade of "C" required in all coursework), or
- Completion of Cuesta AAGE with a minimum overall GPA of 2.0
- 18 semester credits of coursework in one of the following Areas of Emphasis with grades of "C" or better:
  - Arts and Humanities
  - Science
  - Social and Behavioral Sciences

For Depth, two courses must be from a single discipline  
For Breadth, at least three disciplines must be selected

## Associate Degrees for Transfer (ADT)

### A Degree with a Guarantee

Cuesta College offers Associate Degrees for Transfer to the CSU. This includes Associate in Arts (AA-T) and Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. Cuesta College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific or campuses, but can make you more competitive.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120 semester credits baccalaureate degree within 60 semester or 90 quarter credits.

To view the most current list of Cuesta College Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please go to [www.adegreewithaguarantee.com](http://www.adegreewithaguarantee.com). Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

### Requirements:

- (1) Completion of 60 semester credits or 90 quarter credits that are eligible for transfer to the California State University, including:
  - (A) The California State University General Education Breadth Requirements (CSU GE) or the Intersegmental General Education Transfer Curriculum (IGETC), and
  - (B) A minimum of 18 semester credits or 27 quarter credits in a major or area of emphasis, as determined by the community college district.

- (2) A minimum overall grade point average of 2.0.
- (3) A "C" or better grade in all courses required for the major or area of emphasis. External exams such as Advanced Placement, etc. are not subject to this grade restriction.

Student pursuing the Associate Degree for Transfer are also required to complete a minimum of 12.0 credits in residence at Cuesta College.

Consult with the Cuesta College Transfer Center for mandatory application, evaluation and notification deadlines.

### Important Information for Transfer-bound Students

Earning an associate degree may not guarantee transfer readiness into a particular CSU or UC campus or major. Consult with an academic counselor for details and a thorough evaluation of your transferable credits, grade point average, and lower division major preparation.

### Required Records for Degree Evaluation

Cuesta College incorporates all associate degree applicable coursework from all regionally accredited institutions attended, into overall totals for the degree.

Official transcripts are required from all post secondary institutions attended. Incomplete or missing transcripts and other records will cause the degree to be denied.

Official documentation is required for Advanced Placement scores and other sources of alternative education.

Any foreign credentials must be independently evaluated and the official independent evaluation submitted to the Evaluations Office. Academic Credentials Evaluation Institute, Inc. (ACEI) is the preferred provider for independent evaluation of foreign credentials (<http://www.acei1.com>), and a "comprehensive" evaluation is required.

### **CUESTA GENERAL EDUCATION**

General education is a cohesive pattern of courses intended to serve three purposes: to strengthen students' essential intellectual skills; to broadly introduce students to the core concepts and methods of the major disciplines; and to prepare students to lead enriched lives in our multicultural society. General education courses are distinguished from those required for a major or allowed as freely chosen electives. Courses in the general education category are "general" in two senses: independently, they survey the core concepts and methods of the discipline in which they are included; and they point, where possible, to the influences and contributions of the discipline to other disciplines, culture, human history and our quest to understand our universe.

Through this program, students will acquire the ability to think and communicate clearly and effectively both orally and in writing; to use mathematics and other symbolic systems; to understand the modes of inquiry of the major disciplines; to appreciate the structures and processes of the natural environment; to be aware of other cultures and times; to achieve insights by thinking about ethical and

social problems; to understand and appreciate the history of U.S. culture and its governing institutions.

#### **OVERARCHING GENERAL EDUCATION OUTCOMES**

Upon completion of the general education course pattern, in addition to the area-specific outcomes, students should be able to:

- identify, explain, and analyze the core concepts and methods of the major discipline in which the course is included;
- identify, explain, and analyze the influences and contributions of the specific discipline to other disciplines, cultures, human history, and our quest to understand the universe.
- organize, integrate, and critically analyze information within the course, using these skills to generate and evaluate alternative perspectives; and
- prepare students to live enriched lives in our multicultural society.

#### **AREA A: PHYSICAL AND LIFE SCIENCES**

After successfully completing courses in this category, students will:

- demonstrate understanding of the scientific method and its role in research, analyze problems in a structured way, and develop and employ strategies for solutions using scientific principles.
- demonstrate understanding of the empirical bases for current scientific theories, how those theories develop and change, and how they explain the natural world.
- appreciate the influence of scientific knowledge on the development of civilization.

#### **AREA B: SOCIAL AND BEHAVIORAL STUDIES**

After successfully completing courses in this category, students will:

- demonstrate understanding of the theories and be able to employ and evaluate the methods of social science inquiry.
- analyze and critically assess ideas about the individual, social groups, institutions and society, as well as their interrelationships, structure and function.
- use this knowledge to develop a capacity for self-understanding and to understand contemporary issues, conflicts, problems and their origins.

#### **AREA C: ARTS AND HUMANITIES**

After successfully completing courses in this category, students will:

- recognize the value of the great works of the human imagination in a broad context and understand their contribution to human culture.
- analyze and appraise cultural/artistic achievements in verbal and/or non-verbal forms.

Since language acquisition is a door to understanding the arts and humanities of other cultures, students who acquire second language skills also fulfill the category C requirement.

#### **AREA D: ENGLISH AND MATH COMPETENCY REQUIREMENT**

Competency in reading, written expression, and mathematics must be demonstrated. The reading and written expression competency requirement is satisfied by completing English 201A, or an equivalent college level writing course with a grade of "C" or better, from a regionally accredited institution.

The mathematics competency requirement is satisfied by completing Math 126B or 127, or a higher college level mathematics course, with a grade of "C" or better. Equivalent college level mathematics courses completed at regionally accredited colleges and universities are also acceptable.

(Note: Students who have been in attendance at Cuesta or any regionally accredited institution prior to Fall 2009 should see a Cuesta counselor to establish catalog rights regarding competency requirements.)

#### **AREA D1: COMMUNICATIONS IN ENGLISH**

After successfully completing this category, students will be able to:

- read and write effective expository and argumentative prose with a focus on inquiry as well as persuasion.
- read critically in order to comprehend the central ideas and rhetorical techniques in the assigned texts.
- demonstrate an ethical use of various rhetorical techniques in their written work.

#### **AREA D2: ANALYTICAL THINKING**

After successfully completing this category, students will be able to:

- construct and analyze statements in a formal symbolic system, and understand the relationship between the symbolic system and its various applications in the real world.
- appreciate the strengths and limitations of the system, its logical structure, and its derivation.

#### **AREA E: AMERICAN INSTITUTIONS**

After successfully completing courses in this category, students will:

- demonstrate understanding of the impact of social, political, and economic forces in the historical development of the U.S.
- employ interpretative skills to analyze historical causes and effects.
- demonstrate an enhanced understanding of the inter-relationship among the branches of our government over time.
- develop an understanding of U.S. cultural and social diversity, and ethnic, gender, and class conflict.

#### **DIVERSITY REQUIREMENT**

After successfully completing the requirement, students will be able to:

- identify, assess, and challenge biased assumptions and behaviors of individuals and societal institutions.

- analyze inter-group relations within categories of identity, such as race, ethnicity, gender, religion, sexual orientation, class, ability, nationality, or age.
- examine struggles of non-dominant groups for power, justice, and access to resources.

#### **HEALTH REQUIREMENT**

After successfully completing this requirement, students will be able to apply a breadth and depth of knowledge that is inclusive of all the dimensions of health (e.g., spiritual, environmental, social, mental, emotional, and physical). The scope and content of the health education course work in this requirement provides the student with the knowledge and problem solving skills essential to evaluate health literature, analyze personal health risks and promote lifestyle choices. This preparation empowers the student to make relevant choices applicable to their genetic, environmental, and health risk factors that ultimately optimize mind/body/spirit health over a lifetime.

- Describe and discuss content of the major chronic diseases in the United States.
- Evaluate individual risk factors for chronic diseases from a genetic, environmental, and lifestyle perspective.
- Describe and discuss content about communicable diseases/infections (e.g., STI's, Hepatitis C) including symptoms and prevention.
- Analyze the influence of environmental and nutritional concepts on food choices.
- Relate diet, exercise, and stress management to prevention of diseases and psychological well being.
- Develop an appropriate physical fitness program that includes cardiovascular conditioning, muscle strength and endurance training, and flexibility.
- Examine the relationship between values and beliefs and mental health. Utilize this relationship to create effective interpersonal communication in relationships, coping, prevention of addictive behaviors and personal safety.
- Analyze and apply spiritual concepts to improve health and wellness.



Name \_\_\_\_\_ Student ID \_\_\_\_\_

Program/Degree \_\_\_\_\_ Date: \_\_\_\_\_

Complete at least one course from Areas A – E.	Course	College	Term	Credit
<b>A. PHYSICAL AND LIFE SCIENCES: Complete one course</b>				
<b>ANTH</b> 201; <b>ASTR</b> *210; <b>BIO</b> *201A, *204, 205, 211, 212, 213, 216, 220, 221, 222, 224; <b>CHEM</b> *201A, *210FL, *211; <b>EET</b> *213; <b>GEOL</b> *210, *211, 212, 220; <b>METE</b> *212; <b>NUTR</b> 210, 211; <b>OCEN</b> *210, <b>PHYS</b> *205A, *208A; <b>PSYC</b> *202	A			
<b>B. SOCIAL AND BEHAVIORAL STUDIES: Complete one course</b>				
<b>ANTH</b> 202, <203, 225; <b>FVTE (form. BCST)</b> 221, <b>COMM</b> 230, 280; <b>CJ</b> 202; <b>ECE</b> *201; <b>ECON</b> *201A, 201AG, 201B; <b>FMST</b> 212, <213, 214, <215, <218, 270; <b>GEOG</b> 201, 202; <b>HIST</b> 203A, 203B, 204A, 204B, 207A, 207B, 210, <212, <233, <237, <239, 260; <b>LGL</b> <217; <b>POLS</b> 201, 202, 204, 205, 206, 209; <b>PSYC</b> *200, 201, <206, *233; <b>SOC</b> 201A, 201B, <206, <208	B			
<b>C. ARTS AND HUMANITIES: Complete one course</b>				
<b>ASL</b> 201, *202; <b>ART</b> 200, 203, 204, 205, 207, 208, 209, 210, 220, 221, 240, 244, *270, 271, 280; <b>DRA</b> 200 (form. 201A), 207, 214; <b>ENGL</b> *201B, *205, *206, *212A, *212B, <*213, *215, *216, <*217, *231, 237, *245A, *245B, *246A, *246B; <b>FRE</b> 201, *202, *203; <b>GER</b> 201, *202, *203; <b>MUS</b> 201 (form. 239), 235, 236, 237, 238; <b>PHIL</b> 205, 206, 209, 212, 213; <b>Spanish</b> 201, *202, *203	C			
<b>D. COMMUNICATION AND ANALYTICAL THINKING: Complete one course from D1 and one course from D2</b> Students who have been in attendance at Cuesta or any regionally accredited institution prior to Fall 2009 should see a Cuesta counselor to establish catalog rights regarding competency requirements. Competency in reading, written expression, and mathematics must be demonstrated. <b>The reading and written expression competency requirement is satisfied by completing ENGL 201A, or an equivalent college level writing course with a grade of "C" or better.</b> <b>The mathematics competency requirement is satisfied in one of two ways:</b> 1) Completing MATH 126B, 127, 128, or a higher college level mathematics course, with a grade of "C" or better, or 2) Demonstrating proficiency in intermediate algebra by scoring at the appropriate level on the Mathematics Assessment (Accuplacer) Test				
<b>D1: Communications in English. Complete ENGL *201A</b>	D1			
<b>D2: Analytical Thinking. Complete one course from: MATH</b> *126B, *127, *128, *229, *230, *231, *232, *236, *242, *247, *255, *265A, *265B, *283, *287; <b>CIS</b> 201, 217, 231; <b>EET</b> *216; <b>PHIL</b> 208 Note: Students who satisfy Area D2 with a course from outside of the Math department must also satisfy the Math competency requirement –see above.	D2			
<b>E. AMERICAN INSTITUTIONS: Complete one course</b>				
<b>HIST</b> 207A, 207B; <b>POLS</b> 202 (cannot be double counted for Area B)	E			
Legend* Prerequisite required. < Course also meets the Diversity requirement (see back). <u>Underlined courses include a lab.</u>				
Previous Colleges	1	2	3	
Counselor				

**Additional Requirements on Back Page**



### Graduation Requirements:

**Health Education Requirement:**

After successfully completing this requirement, students will be able to apply a breadth and depth of knowledge that is inclusive of all the dimensions of health, e.g., spiritual, environmental, social, mental and emotional, and physical. The scope and content of the health education course work this requirement provides the student with the knowledge and problem solving skills essential to evaluate health literature, analyze personal health risks and promote lifestyle choices. This preparation empowers the student to make relevant choices applicable to their genetic, environmental, and health risk factors that ultimately optimize mind/body/spirit health over a lifetime.

- Descriptive and discussion content of the major chronic diseases in the United States.
- Evaluation of individual risk factors for chronic diseases from a genetic, environmental, and lifestyle perspective.
- Descriptive and discussion content about communicable diseases/infections (e.g., STI's, Hepatitis C) including symptoms and prevention.
- Analyzing the influence of environmental and nutritional concepts on food choices.
- Relating diet, exercise, and stress management to prevention of diseases and psychological well being.
- Developing an appropriate physical fitness program that includes cardiovascular conditioning, muscle strength and endurance training, and flexibility.
- Examining the relationship between values and beliefs and mental health. Utilize this relationship to create effective interpersonal communication in relationships, coping, prevention of addictive behaviors and personal safety.
- Analyze and apply spiritual concepts to improve health and wellness.

**Complete one course:** HEED 202 or 203 or 208 or 210

**Note:** HEED 203 or 208 will satisfy both the Health Education and the Diversity Requirement.

**The following degree or certificate will also satisfy the Health Education Requirement:**

A.S., Nursing, Registered; C.A., Nursing, Registered; C.A., Nursing, Registered (30 Credit Option)

**COURSE COMPLETED AT:** \_\_\_\_\_ **COURSE** \_\_\_\_\_ **TERM** \_\_\_\_\_ **CREDITS** \_\_\_\_\_

**Diversity Requirement:**

After successfully completing the requirement, students will be able to identify, assess, and challenge biased assumptions and behaviors of individuals and societal institutions; analyze inter-group relations within categories of identity, such as race, ethnicity, gender, religion, sexual orientation, class, ability, nationality, or age; and examine struggles of non-dominant groups for power, justice, and access to resources. **Complete one course:**

**ANTH** <203, 220; **BUS** 260; **COMM** 212; **CJ** 224, **ECE** 215; **ENGL** <\*213, <\*217, **FMST** <213, <215, 218; **HEED** 203, 208; **HIST** <212, <233, <237; **LGL** <217; **NUTR** 222; **PSYC** <206; **SOC** 202, <206, <208.

**Note:** HEED 203 or 208 will satisfy both the Diversity and the Health Education requirement. The symbol "<" denotes that the course will also satisfy a general education requirement (See page 1).

**The following degree or certificate will also satisfy the Diversity Requirement:**

A.S., Nursing, Registered; CA Nursing, Registered; C.A., Nursing, Registered (30 Credit Option)

**COURSE COMPLETED AT:** \_\_\_\_\_ **COURSE** \_\_\_\_\_ **TERM** \_\_\_\_\_ **CREDITS** \_\_\_\_\_

**Are You Ready To Apply for Your Associates Degree?**

**YES    NO**

	YES	NO
1. 60 Associate Degree applicable semester credits		
2. 18 credits of General Education, (see page 1), with an overall GPA of 2.0 in GE coursework		
3. A minimum of 12 credits completed in residence at Cuesta College		
4. A minimum cumulative grade point average of 2.0 in all degree applicable course work		
5. Math Competency (Area D2, page 1)		
6. English Competency (Area D1, page 1)		
7. Health Education Requirement (page 2)		
8. Diversity Requirement (page 2)		
9. Completion of a Designated Degree (A.A. or A.S.) pattern, with a "C" grade or better in each course required for the major.		
10. Official transcripts from all postsecondary institutions on file with the Evaluations Office		

# CAREER AND VOCATIONAL PROGRAMS

In addition to programs that prepare students for University transfer, Cuesta also offers career and technical programs designed to prepare students for immediate employment in a specific technical or vocational area. These programs range in length from one semester to several years to complete, depending on the area of study. The curriculum for these specialized programs is monitored by an advisory committee, which includes business and industry leaders, as well as Cuesta faculty and staff from the specific occupation or profession. Cuesta's programs are evaluated and reviewed on a regular basis to make certain that the curriculum is kept up to date with current industry and licensing standards, and to ensure that students are receiving the most relevant training and education available for their chosen field.

Cuesta College offers both Associate Degrees and Certificate Programs with career and vocational emphases:

## **Associate in Arts and Associate in Science Degrees**

Cuesta offers a variety of Associate in Arts and Associate in Science degrees in Technical and vocational subjects. An Associate Degree requires completion of a minimum of 60 semester credits of degree-applicable course work, to include major related course work, general education, and Cuesta graduation requirements in Health Education and Diversity. A minimum 2.0 overall GPA is required, and all courses required for a major must be earned with "C" grades or better. See the "Associate Degrees and Certificates" section of this catalog for additional information.

## **Certificate of Specialization**

A Certificate of Specialization is a course (or group of courses) designed to prepare a student for work in a specific field or profession. Unlike the Associate's degrees, Certificates of Specialization do not require completion of general education or graduation requirements. Most Certificates of Specialization total 18 semester credits or less. They are awarded to students who have completed the Certificate requirements with a minimum of "C" grade in each course required for the Certificate, who have met Cuesta residency requirements, and who have applied for the Certificate through the Admissions and Records office.

## **Certificate of Achievement**

A Certificate of Achievement is a group of courses designed to prepare a student for work in a specific field or profession. Unlike the Associate's degrees, Certificates of Achievement do not require completion of general education or graduation requirements. Certificates of Achievement must total 18 credits or more, and the completed Certificate is posted to the student's official transcript. They are awarded to students who have completed the Certificate requirements with a minimum of "C" grade in each course required for the Certificate, who have met Cuesta residency requirements, and who have applied for the Certificate through the Admissions and Records office.

## **Certificate of Competency**

A Certificate of Competency is a course (or group of courses) designed to those students in a recognized career field articulated with degree applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution. Unlike the Associate's degrees, Certificates of Competency do not require completion of general education or graduation requirements. They are awarded to students who have completed the Certificate based on program requirements for the Certificate who have met Cuesta residency requirements, and who have applied for the Certificate through the Admissions and Records office.

## **Certificate of Completion**

A Certificate of Completion are state-approved non-credit certificates programs of study. Unlike the Associate's degrees, Certificates of Completion do not require completion of general education or graduation requirements. They are awarded to students who have completed the Certificate based on program requirements for the Certificate, who have met Cuesta residency requirements, and who have applied for the Certificate through the Admissions and Records office.

Often students who have obtained employment after earning a Certificate of Achievement, a Certificate of Specialization, a Certificate of Competency, or a Certificate of Completion will return to Cuesta to continue with additional requirements needed to earn an Associate in Arts or an Associate in Science degree. Counselors are available to assist students with this process.

## **EVALUATIONS, SUBSTITUTIONS, WAIVERS AND APPEALS**

Degrees and certificates are awarded by the Evaluations Office after a student has applied for the degree or certificate, and after a formal review of the student's records has been made. Students who are planning to earn a degree or certificate should schedule regular appointments with a counselor to make sure that they are taking the right courses to meet their desired educational goal.

In certain circumstances, students may initiate a Substitution or Waiver petition through Counseling Services to request use of other coursework to meet requirements for one of Cuesta's degrees or certificates. These substitution and/or course waiver petitions must first be reviewed by a counselor, and then are forwarded to the division office for review and decision by the division chair and instructional dean. If approved, the approval form is scanned to retain a formal record of the decision.

In certain extenuating circumstances, students may submit an Evaluations Office "Policy Appeal for Extenuating Circumstances" to the Director of Admissions and Records when they have certain impediments that prevent them from completing all requirements for a degree or certificate, such as all general education course work, or all graduation requirements. The Director of Admissions has final say in the determination about whether to grant

this appeal. Contact the Evaluations Office at (805) 546-3141 for further information.

## CREDIT FOR ALTERNATIVE EDUCATION

Cuesta College affirms that there is merit in awarding college credit for other than the traditional classroom experiences. Therefore, Cuesta College awards credit according to the policies stated below.

### Advanced Placement Examination

Cuesta College recognizes the completion of College Board Advanced Placement Exams (AP), authorized by the College Entrance Examination Board (CEEB). Credit is awarded based upon the criteria established by the college. Advanced placement scores may be ordered by calling the College Board at (888) 308-0013.

### Credit for Educational Training in the Military

For currently enrolled students, in good standing, who have completed at least 12 semester credits of "C" average work at Cuesta College, the college may grant up to 12 elective semester credits in accordance with the recommendations of the American Council on Education (ACE) for educational training completed in the military service. Educational work completed through the United States Armed Forces Institute (USAFI) will also be accepted with no unit maximum. For more information contact the Veterans Resource Center.

### Credit by Examination (Challenge of Courses)

Credit by Examination enables students to use their acquired knowledge, abilities and competencies to challenge certain existing courses for credit.

Petitions for Credit by Examination must be submitted to the Admissions and Records Office no later than the Friday of the fourth week of the fall or spring semester or the Thursday of the second week of summer session.

These requirements must be met in order to qualify for Credit by Examination:

- The course is listed in the current catalog and is included in the current list of courses that may be challenged (available on the Cuesta website).
- The student has completed all prerequisites for the course.
- The student is duly registered, in good standing, and has completed at least 12 semester credits of "C" average work at Cuesta College. The student may not be on academic probation/dismissal or progress/dismissal.

The following restrictions apply per Cuesta College Board Policy R6400:

- A course may be challenged for a letter grade or on a pass/no pass basis if the course has an either/or grade option code.
- A maximum of 15 semester credits may be challenged.
- A course may not be challenged more than once.

- Credits received through a challenge may not be used to satisfy eligibility requirements for athletics, financial aid or veterans benefits.
- For courses that involve a lab, the examination will include a lab portion, studio portfolio evaluation or a similar demonstration of ability.
- Credits received through challenge may not be used to satisfy residency requirements.

For more information, refer to the "Petition for Credit by Examination" form available in the Admissions and Records Office or on our website.

### Independent Studies

The option of Independent Study at Cuesta College provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic under the direction of an instructor. In order to qualify, a student must be in good standing, must be enrolled in another class in addition to the independent study course, and must have completed the prerequisite and preparatory course work. A student may not earn more than two credits for an independent study course in any term. To initiate independent study, a student should confirm through the Admissions and Records Office eligibility to enroll in an independent study course and should contact the appropriate academic division.

Independent Studies follows all policies pertaining to credit classes.

### High School Career Education Articulation

Local high school students may receive Cuesta College credit for approved technical and vocational courses, through the San Luis Obispo County Tech Prep Articulation Agreement process. A specialized "Credit by Examination" process allows high school students to challenge the content and/or skill proficiency of specific courses, provided a valid Tech Prep articulation agreement between the student's high school and Cuesta College is maintained. Each student must fill out a Cuesta College admission application online at [www.cccApply.org](http://www.cccApply.org) and a "Permit to Enroll" form, and submit a transcript to the Cuesta College Records Office.

For more information, contact the Tech Prep Office at 805-546-3100 ext 2533.

## Credits Not Accepted Toward Degrees/ Certificates/Certifications

### Continuing Education Units (CEU)

Continuing education courses are designed for personal enrichment or job advancement and are not applicable to degrees or certificates.

### Non-Degree Applicable Credits

Non-degree applicable college courses are not applied to degrees or certificates. Degree applicability is determined according to the catalog for the term in which course was taken.

**Credits from Non-Accredited Institutions**

Cuesta College only accepts course work from regionally accredited institutions.

**Upper Division Course Work**

Upper division courses may be applied to Cuesta College general education area or major and/or elective requirements based on content equivalency to general education area, major, or elective requirements.

Upper division courses in math or English composition may be used to satisfy competency requirements for the Associate degree.

Policy on the use of upper-division coursework on the IGETC and CSU GE is governed by the University of California and California State University system. Consult the IGETC Standards and CSU Executive Order 1100 for complete details.

**Course Work from Religious-Affiliated Institutions**

Course work taken from regionally accredited church or religious-affiliated institutions is accepted as long as the course is not specific to the application of a single doctrine.

# TRANSFER TO THE CALIFORNIA STATE UNIVERSITY (CSU) SYSTEM

Cuesta College offers lower division (freshman and sophomore) courses to meet both major preparation and general education requirements for students planning to transfer to the California State University (CSU). Students are advised to check with Cuesta College Counseling Services for detailed information about specific campus, major, and general education requirements.

## Minimum requirements for transfer as an upper division student to the CSU

- Complete 60 semester (90 quarter) transferable credits.
- Complete at least 30 semester (45 quarter) credits of general education courses with at least "C" grade or better including:
  - Oral Communication (Area A1 of the CSU GE-Breadth)
  - Written Communications (Area A2 of the CSU GE-Breadth)
  - Critical Thinking (Area A3 of the CSU GE Breadth)
  - Mathematics (Area B4 of the CSU GE-Breadth)
- Attain a grade point average of 2.0 or better (2.40 for non-California residents) in all transferable college units attempted. (Note that a higher GPA is required for most CSU campuses.)
- Stay in good academic standing at the last college or university attended prior to transfer (e.g. eligible to re-enroll at that college or university).

## Completion of General Education (CSU GE-Breadth)

The CSU requires completion of 48 lower division credits of general education for graduation, 39 of which may be certified by Cuesta College. Courses taken to fulfill Areas A1, A2, A3, and B4 of the CSU GE pattern must be completed with grades of "C" or better, to meet minimum CSU admission requirements. It is strongly recommended that students complete all or most of their CSU GE as part of their minimum 60 credits required for transfer. Students who complete the CSU GE pattern prior to transfer will not be held to additional lower division GE requirements after transfer. The CSU also accepts the Intersegmental General Education Transfer Curriculum (IGETC) toward fulfillment of lower division general educations. Click here to view the most current CSU GE pattern:

<http://www.cuesta.edu/student/documents/counseling/CSUGE.pdf>

## Preparing for a Major

In order to be best prepared for upper division coursework, students are also advised to complete as much lower division preparation for their major as possible prior to transfer. Depending on the student's major, some pre-major courses may also be listed as options on the CSU GE pattern, and thus can be double-counted. Major preparation information can also be found on the California statewide articulation website at [www.assist.org](http://www.assist.org).

## Supplementary admission criteria/impacted majors

In the CSU, an undergraduate major or campus is designated as impacted when it receives more eligible applicants than either the campus or the major can accommodate. In such instances, the CSU campuses have been authorized to use supplemental admission criteria to screen applicants to these majors and/or campuses. Supplemental admission criteria may involve requiring specific course preparation in the major prior to transfer, and/or the attainment of a specific transferable GPA. Students are encouraged to meet with a counselor early to be advised about specific admission and selection requirements for their intended CSU campus.

## GENERAL EDUCATION CERTIFICATION

Students must request their CSU GE Certification from Cuesta College by completing an Application for Certification, available in the Admissions and Records Office. (CSU GE certification by Cuesta is not automatic upon completion of the coursework.) To be fully certified, students must complete 9 semester credits in each of areas A, B, C, and D, and 3 semester units in Area E. Courses taken from other institutions will be included in the Certification as long as the course was appropriate for CSU GE placement at the institution at which it was taken. Counselors can assist with the CSU GE placement of courses taken from outside institutions.

Alert! The Fall 2016 CSU GE pattern will be available after May 1, 2016.  
See a counselor for the '16-'17 pattern.



## FALL 2015 CSU GENERAL EDUCATION REQUIREMENTS

NAME \_\_\_\_\_ STUDENT ID. # \_\_\_\_\_  
 CSU CAMPUS \_\_\_\_\_ MAJOR \_\_\_\_\_

Courses in multiple areas may be used in one GE AREA only.		Course/AP Score	College	Term	Credit
<b>Area A - ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING</b> Must complete 9 units with a min. of 3 units in A1, A2 & A3. All Area A courses must be "C" or better grades.					
<b>A1-Oral Communication:</b> COMM 201 (formerly 201A), 210, 215		A1			
<b>A2-Written Communication:</b> ENGL 201A		A2			
<b>A3-Critical Thinking:</b> ENGL 201B, ENGL 201C, PHIL 208, COMM 215		A3			
<b>Area B - SCIENTIFIC INQUIRY &amp; QUANTITATIVE REASONING</b> Must complete 9 units with a minimum of 3 units in B1, B2, & B4. One of the science courses must include a laboratory component. Lecture courses that include a lab are <u>underlined</u> .					
<b>B1-Physical Science:</b> ASTR 210; CHEM <u>201A/B</u> , <u>210FL</u> , <u>211</u> , <u>212A/B</u> ; GEOL <u>210</u> , <u>211</u> , 212, 220; METE 212(F07); OCEN 210; PHYS <u>205A/B</u> , <u>208A/B</u>		B1			
<b>B2-Life Science:</b> ANTH 201(F08); BIOL <u>201A/B</u> , <u>202</u> , <u>204</u> , <u>205</u> , <u>206</u> , <u>211</u> , 212, 213, <u>216</u> , 220, <u>221</u> , 222, <u>224</u> ; PSYC 202(F07)		B2			
<b>B3-Laboratory Activity: (must be taken with or after lecture course in B1/B2)</b> ANTH 201L(F08); ASTR 210L; BIO 212L, 220L, 222L; OCEN 210L		B3			
<b>B4-Mathematics/Quantitative Reasoning: (must be "C" or better grade)</b> CIS 241(F08); MATH 229, 230, 231, 232, 236, 242, 247, 255, 265A/B, 283, 287		B4			
<b>Area C - ARTS &amp; HUMANITIES</b> Must complete 9 units. One course in C1 & C2, and a third course selected from either C1 or C2.					
<b>C1-Arts:</b> ART 200, 203, 204, 205, 206, 220, 221, 244, 245, 270, 271, 280, 281A; DRA 200, 207, 248; ENGL 237(F14); MUS 201, 235, 236(F14), 237, 238.  (The following courses, <u>if completed prior to Fall 2015</u> , will fulfill Area C1: ART 222, 223, 230, 231, 234, 241A, 266, 267, 274A, 282, 293, 295; DRA 211; MUS 220, 258.)		C1			
<b>C2-Humanities:</b> ASL 201, 202; ECE 234; ENGL 201B, 205, 206, 212A/B, 213, 215, 216, 217, 231, 244A/B, 245A/B, 246A/B; FR 201, 202, 203; GER 201, 202, 203, 204; HIST 203A/B, 204A/B, 207A/B, 210, 212, 233; PHIL 205, 206, 209, 212, 213; SPAN 201, 202, 203, 204		C2			
Required third course can be selected from C1 or C2.		C1/C2			
<b>Area D - SOCIAL SCIENCES</b> A minimum of 9 units is required from at least 2 disciplinary areas below.					
<b>Anthropology</b> 201 (F95-F09 only), 202, 203, 220, 221, 225; <b>Communication Studies</b> 212; 230 (F14); <b>Criminal Justice</b> 202 (F09), 224 (F14); 228 (F11); <b>Economics</b> 201A, 201B; <b>Early Childhood Education</b> 201, 202; <b>Family Studies</b> 202, 212 (S07), 213 (S07), 214, 215 (F08); <b>Geography</b> 201, 202; <b>History</b> 203A, 203B, 204A, 204B, 207A, 207B, 210, 212, 233, 237(F07), 260; <b>Legal</b> 217 (S05); <b>Political Science</b> 201, 202, 204, 205, 206, 209; <b>Psychology</b> 200, 201(S07), 233(F07); <b>Sociology</b> 201A, 201B, 202, 204 (F09), 206, 208(S06)		D			
		D			
		D			
<b>Area E - LIFELONG LEARNING &amp; SELF-DEVELOPMENT</b> Complete 1 course.					
CSS 225; ECE 201(S06); FMST 212, 215, 216, 218, 220; HEED 202, 203, 206, 208, 210; NUTR 210; PSYC 201, 206; SOC 206(F08-SU13 only)		E			
<b>U.S. HISTORY, CONSTITUTION &amp; AMERICAN IDEALS</b> This CSU graduation requirement may be met by completing 2 courses as part of coursework from <i>Area C or D</i> above.		<input type="checkbox"/> HIST 207A OR 207B <input type="checkbox"/> POLS 202			
Previous Colleges	1.	2.	3.		
Counselor				Date	

## 23 CSU CAMPUSES

Bakersfield	California Maritime Academy	Cal Poly SLO	Cal Poly Pomona
Channel Islands	Chico	Dominguez Hills	East Bay
Fresno	Fullerton	Humboldt	Long Beach
Los Angeles	Monterey Bay	Northridge	Sacramento
San Bernardino	San Diego	San Francisco	San Jose
San Marcos	Sonoma	Stanislaus	

### CSU TRANSFER CREDITS REQUIRED

39 lower division **General Education**  
+ 21 **program preparation** (required  
by many campuses), or CSU  
transferable **electives**  
=60 transferable credits (minimum)

#### Please Note:

- You may transfer up to a total of 70 credits from a Community College.
- 9 credits of upper division General Education will be required at the CSU.
- Areas A1, A2, A3, and B4 are considered the “Golden Four” and must be completed with grades of “C” or higher. Note: High credit programs (e.g. Engineering) may not need Area A3 “Critical Thinking” prior to transfer.

#### Specific Campus Requirements

- Foreign Language:** Some campuses require foreign language for graduation. Certain programs may have a foreign language requirement. For specific requirements, consult university catalogs or a counselor.
- Multicultural/Ethnic Studies:** Many CSU campuses require this for graduation. Some campuses require that the course be upper division.
- Additional campus specific requirements:** See counselor.

### GENERAL EDUCATION CERTIFICATION

Certification refers to official notification from a community college that a transfer student has completed courses fulfilling CSU lower-division general education requirements. Certification will ensure that a CSU campus accepts all your courses in the areas in which the coursework is certified.

**Full Certification** is given to students who have completed all sections of the CSU General Education Pattern. Students must satisfactorily complete at least 39 lower-division credits, distributed as follows:

**AREA A: 9 CREDITS:** One course from each group: A1, A2, A3

**AREA B: 9 CREDITS:** One course from B1, B2 and B4. One lab course required: B3 lab must be taken with or subsequent to corresponding course from B1 or B2

**AREA C: 9 CREDITS:** Three courses to include at least one course from Arts (C1) and one course from Humanities (C2)

**AREA D: 9 CREDITS:** Three courses must be selected from at least two different disciplines

**AREA E: 3 CREDITS:** One course **Subject Area (partial) Certification** can be granted for one or more completed area (A-E), as outlined above, if all sections of the CSU General Education Pattern have not been completed.

**US History, Constitution and American Ideals Certification-** All campuses require students to complete college-level coursework in US History, American and California Government. This requirement is met by completing History 207A or 207B and Political Science 202.

**You must request certification from Admissions and Records Office during your last term at Cuesta.**

T.Labrenz

# TRANSFER TO THE UNIVERSITY OF CALIFORNIA (UC) SYSTEM

The University of California gives highest priority to transfer students from the California Community Colleges. Cuesta College students can become eligible for admission to the UC by meeting specific course and GPA requirements, and by meeting with a counselor early to be apprised of specific campus and major requirements and selection criteria.

The requirements described below represent the minimum academic standards students must attain to be eligible for admission to the University. Meeting the minimum requirements does not guarantee admission to the University, nor does it guarantee admission to a particular campus. Admission to the campus and program of choice often requires students to meet more demanding standards. See a counselor for more detail and information.

At UC, a transfer student is defined as a student who has enrolled in at least one regular term (fall, winter, or spring) at a college or university following the summer of his/her high school graduation. Students who meet the university's definition of a transfer student are held to junior-level transfer admission requirements and not freshmen admission requirements. A student who attends college in a summer term immediately following his/her high school graduation, and/or who has completed college work while in high school is still considered a freshman applicant.

## Junior-level Transfer Admission Requirements

The vast majority of transfer students come to the University at the junior level from California community colleges. In order to meet minimum UC eligibility criteria as a junior level transfer, students must fulfill the following criteria:

1. Complete 60 semester (90 quarter) units of UC transferable college credit with a GPA of at least 2.40 (higher for non-residents).
2. Complete either the Intersegmental General Education Transfer Curricula (IGETC) pattern, or, complete the following 7-course pattern, earning a grade of C or better in each course:
  - Two UC transferable college courses (3 semester or 4-5 quarter units each) in English composition.
  - One UC transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning;
  - Four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, and the physical and biological sciences.

Note that meeting minimum UC admission criteria is often not sufficient preparation to gain admission to most UC campuses.

## Preparation for Transfer

1. Meet minimum eligibility for admission (see Admission Requirements listed above).
2. Prepare for upper-division study in the chosen major: transfer students should select a major and take courses that meet major requirements. In most cases, completing at least a portion of the major requirements is essential to gain admission to the major. Major preparation information is available at [www.assist.org](http://www.assist.org) and Cuesta counselors are available to assist students in how to best prepare for their major.
3. Complete an appropriate set of general education course requirements and electives, as time allows.

Transfer students have two options for fulfilling GE preparation for the UC, depending on the campus and major selected:

- IGETC – accepted by both the UC and CSU, is most helpful for students who know they want to transfer but have not yet decided upon a particular institution, campus or major.
- or
- Campus-specific general education requirements of the college or campus they plan to attend. (see [assist.org](http://assist.org))

## The UC Campuses are:

UC Berkeley  
UC Davis  
UC Irvine  
UC Merced  
UC Los Angeles  
UC Riverside  
UC San Diego  
UC San Francisco (graduate only)  
UC Santa Barbara  
UC Santa Cruz

## IGETC Certification

For the University of California (UC) and California State University (CSU)

Completion of the Intersegmental General Education Transfer Curriculum (IGETC) with certification will permit a student to transfer to a UC or CSU campus without the need, after transfer, to take additional lower-division general education courses to satisfy campus-specific general education requirements. All courses taken for IGETC must be completed with a grade of "C" or better (or score of 3 or higher on AP tests). Grades of "C-" are not acceptable. The IGETC Certification must be



requested by the student; applications are available in the Admissions and Records office. Pre-major courses may also count towards IGETC; see a counselor for details. Cuesta College will “pass along” courses taken from other colleges and university into the IGETC pattern, as appropriate and based on the policies outlined in the IGETC Standards.

The IGETC is well suited for students planning majors in the Arts, Humanities, or Social and Behavioral Sciences. Students who intend to transfer into majors that require extensive lower-division major preparation, such as engineering and many of the physical and natural sciences, should concentrate on completing the pre-major prerequisites ahead of completion of the IGETC, to be most competitive for admission into these majors.



Alert! The Fall 2016 IGETC pattern will be available after May 1, 2016. See a counselor for the '16-'17 pattern.

### Fall 2015 Intersegmental General Education Transfer Curriculum (IGETC)

NAME \_\_\_\_\_

STUDENT ID. # \_\_\_\_\_

UC CAMPUS \_\_\_\_\_

MAJOR \_\_\_\_\_

Courses listed in more than one area may be counted in one area only.	COURSE	COLLEGE	TERM	CREDITS
<b>AREA 1 – ENGLISH COMMUNICATION</b> For CSU - 3 courses required; one each from Group A, B and C. For UC - 2 courses required; one from Group A and one from Group B.				
<b>1A: English Composition</b> , 1 course, 3 sem/4 qtr credits minimum - English *201A	1A			
<b>1B: Critical Thinking - English Composition</b> , 1 course, 3 sem/4 qtr credits minimum - English *201B (F10) or *201C	1B			
<b>1C: Oral Communication</b> , (CSU requirement only) 1 course, 3 sem/4 qtr credits minimum - Communication 201 (formerly 201A), 210 (F14)	1C			
<b>AREA 2 – MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING: 1 course, 3 sem/4 qtr credits minimum. Note: UC allows credit for Math 232 or Math 242, not both.</b>				
<b>CIS *241 (F08); Math *230 (F08) *^232, *236, *^242, *247, *255, *265A, *265B, *283, *287 (F05).</b>	2			
<b>AREA 3 – ARTS AND HUMANITIES: Complete at least 3 courses, one course from Arts, one course from the Humanities and the third course from either area. 9 sem/12 qtr credits minimum</b>				
<b>3A: Arts: Art 200, 203, 204, 205, 206; Drama 207; English *237(F14); Music 235, 236 (F14), 237, 238</b>	3A			
<b>3B Humanities: English *201B, *205, *206, *212A, *212B, *213, *215, *216, *217, *244A, *244B, (*245A/245B –pending UC approval), *246A, *246B; French *203 (F08); German *203 (F08), *204 (F08); History 203A, 203B, 204A, 204B, 207A, 207B, 210, 212, 233, 235; Philosophy 205, 206, 209, 212, 213; Spanish *203 (F08), *204 (F08)</b>	3B			
<b>One additional course from the 3A Arts or 3B Humanities:</b>	3A/3B			
<b>AREA 4 – SOCIAL AND BEHAVIORAL SCIENCES: Complete at least 3 courses from at least 2 different disciplines. 9 sem/12 qtr credits minimum.</b>				
<b>Anthropology 201 (S07-F09), 202, 203, 220, 221, 225; Comm Studies 212 (F14); 230 (F14); Criminal Justice 202 (F09), 224 (F14); Early Childhood Education 201(S06), Early Childhood Education/Family Studies 202 (F06); Economics *201A, 201B; Family Studies 212 (S07), 213 (S07); Geography 201 (F07), 202; History 203A, 203B, 204A, 204B, 207A, 207B, 210, 212, 233, 237, 260; Legal 217 (F05); Political Science 201, 202, 204, 205, 206, 209; Psychology 201, *200, 206, 233 (F07); Sociology 201A, 201B, 202, 204 (F09), 206, 208 (S06)</b>	4			
	4			
	4			
<b>AREA 5 – PHYSICAL AND BIOLOGICAL SCIENCES: Complete at least 2 courses, (a) one physical and (b) one biological science course. <u>At least one course must include a laboratory. Lecture courses that include a lab are underlined.</u> 7 sem/9 qtr credits minimum. (Your combined courses must total at least 7 semester credits.)</b>				
<b>5A Physical Sciences: Astronomy *210; Chemistry *201A, *201B, *^210FL, *^211, *^212A, *212B; Geology *210, *211, 212, 220; Oceanography *210 (F07), Meteorology *212; Physics *^205A, *^205B, *^208A, *^208B</b>	5A			
<b>5B Biological Sciences: Anthropology 201 (F08); Biology *201A, *201B, *202, *204, 205, *206, *211, 212, 213, 216, 220, 221, 222, 224; Psychology *202 (F07)</b>	5B			
<b>5C Science Laboratory: Anthropology *201L; Astronomy *210L; Biology *212L, *220L, *222L; Oceanography *210L</b>	5C			
<b>AREA 6A LANGUAGES OTHER THAN ENGLISH (UC requirement only)</b> Proficiency equivalent to two years of high school study in one language. There are various ways to satisfy this area, including completing two years of high school study in one language with "C-" grades or higher, or, completing one of the courses listed below. <b>It is your responsibility to provide high school transcripts if you are validating this area through high school course work.</b> See a counselor for additional details.				
<b>French *202, German *202, Spanish *202, American Sign Language *202</b>	6A			
<b>CSU GRADUATION REQUIREMENT IN "U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS".</b> This CSU graduation requirement may be met by completing the following two courses as part of your course work from Area 3 and/or 4 above:	<input type="checkbox"/> History 207A or 207B <input type="checkbox"/> Political Science 202			
<b>Legend:</b> * Prerequisite required. <u>Laboratory courses are underlined.</u> ^Indicates that UC transfer credit limits apply. Consult a counselor for details.				
<b>Previous Colleges</b>	1. _____	2. _____	3. _____	
<b>Counselor</b>	_____			<b>Date</b>

4/20/2015

**General Education Requirements And IGETC (Intersegmental General Education Transfer Curriculum)**

General Education courses are part of the requirements for a university degree. These are courses which are designed to give you an exposure to all major academic disciplines—natural sciences, physical sciences, social sciences, humanities, and the fine arts. Together, general education coursework and major course work make up a baccalaureate degree. Each campus within the California State University (CSU) and the University of California (UC) has its own unique general education pattern. However, students preparing to transfer to a CSU or UC often do not know which system they will attend. In order to facilitate the transfer of students from the California Community Colleges to the CSU and UC system, the IGETC was developed in 1991.

By completing the IGETC at a California Community College, you can transfer to a CSU or UC campus without the need, after transfer, to take additional lower-division, general education courses. The IGETC is most useful for students who know that they want to transfer to a CSU or UC, but who have not yet decided upon a particular system, campus, or major. It is also generally the most appropriate pattern for students who are choosing majors in the humanities, arts, or social sciences, as these majors generally have fewer lower division major requirements than majors in the sciences and engineering.

**Is the IGETC required to gain admission to a CSU or a UC?**

No, the IGETC is not an admissions requirement to either system. The IGETC is a way for you to complete a general education pattern that is accepted by the CSU and UC, prior to transfer. Completing the IGETC does not guarantee admission to a particular campus or major. However, for certain colleges and majors, completion of IGETC can improve your chances of admission as a transfer student. Your counselor can help you determine if completing the IGETC is a good idea for you.

**The Importance of Major Preparation**

Major preparation requirements specify the courses you must take to prepare for advanced (upper division) study in your particular major. Completion of major preparation should generally take precedence over completion of general education. Because transfer applicants are evaluated for admission, in part, on the basis of their performance in major preparation coursework, it is important that you investigate the requirements for your intended major as soon as possible. If your major requires mathematics and science, it is especially important that you complete those prerequisites before you transfer.

Your counselor can advise you about the specific major preparation requirements for the program you select, or you may research them in the General Catalog of the campus you plan to attend. You can visit the public articulation website at [www.assist.org](http://www.assist.org) for information about major preparation.

You should begin coursework in your major as soon as you have selected one. Lack of pre-major work may affect your eligibility for your major, particularly, if there are many applicants and a limited number of spaces.

**When is IGETC not a good choice?**

Students who intend to transfer into a major that requires extensive lower division preparation, such as majors in the sciences or engineering may not be well served by completing IGETC.

**Do all CSU and UC campuses accept the IGETC?**

While all CSU's and most UC's do accept IGETC, there are some majors on certain UC campuses which do not accept IGETC. A list of those Colleges can be found at:

<http://admission.universityofcalifornia.edu/counselors/files/transfer-admission-matrix.pdf>

**Is there a GPA requirement for IGETC coursework?**

All courses applied to IGETC must be completed with a grade of "C" or higher. A grade of "Credit" or "Pass" may also be used if the community college's policy states that it is equivalent to a grade of C or better.

**Can Advanced Placement Test Scores be applied to the IGETC?**

Yes, an acceptable score ("3" or higher) on the Advanced Placement (AP) test can be applied to the IGETC. See a counselor for details.

**Must all IGETC coursework be completed at the same college?**

No, courses taken at more than one community college, or from an accredited college outside of the California Community College system, may be used on IGETC, as determined by a counselor.

**Can a course be used to satisfy more than one IGETC subject area?**

No, courses may only be used once even if they are listed in more than one subject area.

**Can a course be used both for IGETC and to satisfy a major prerequisite?**

Yes. The University will allow courses to count toward both the IGETC and to also satisfy a lower division major requirement.

**Does the IGETC have to be fully completed prior to transfer?**

It is strongly recommended that you complete IGETC in its entirety prior to transfer. Completion of IGETC (or a campus-specific general education pattern) may be a part of the transfer admission process for certain campuses and majors. However, a Partial Certification of the IGETC is allowed. Partial certification is defined as completing all but two (2) courses on the IGETC pattern. (Keep in mind that in general, the English and Math portions of IGETC must be completed to meet minimum admission requirements to the university so a student who is missing these courses may not be eligible to a CSU or UC). It is your responsibility to request a partial certification from your community college. Your community college will send the Partial IGETC Certification to the UC or CSU that you have decided to attend. The CSU or UC will then instruct you as to how you can complete the remaining courses on your IGETC.

**Who certifies that a student has completed the IGETC?**

It is your responsibility to request an IGETC certification from your community college. Students who have completed coursework at more than one California Community College should have their coursework certified by the last college attended for a regular term (fall or spring) prior to transfer. You can request certification from a community college that is not your last school of attendance, but it is up to the discretion of that community college to certify.



# CUESTA COLLEGE

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS



# DEGREES AND CERTIFICATE INFORMATION SHEETS

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## PROGRAM STUDENT LEARNING OUTCOMES

Program Student Learning Outcomes can be accessed on the Cuesta CurricUNET site at the following link (click on the PLO icon under Actions):

[Link to Student Learning Outcomes](#)

# ANTHROPOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

## DESCRIPTION

Anthropology is an academic discipline that observes, describes and explains human biological and cultural variation. An undergraduate major in Anthropology prepares students for (a) graduate studies and an academic career in Anthropology, (b) graduate studies and an academic career in related disciplines within the humanities and life sciences (e.g., religious studies, biology, sociology), and (c) careers in Applied Anthropology (Contract Archaeology, Medical Anthropology, Forensic Anthropology).

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                                |                 |
|--------------------------------|-----------------|
| ■ Contract Archaeology         | ■ Primatology   |
| ■ Cultural Resource Management | ■ Public Health |
| ■ Dental Anthropology          | ■ Research      |
| ■ Environmental Consultant     | ■ Social Work   |
| ■ Forensic Anthropology        | ■ Teaching      |
| ■ Human Ecology                | ■ Urban Planner |
| ■ International Consultant     |                 |
| ■ Medical Anthropology         |                 |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# ANTHROPOLOGY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### ANTHROPOLOGY — Associate in Arts for Transfer

#### Required Core (10 credits):

ANTH 201	PHYSICAL ANTHROPOLOGY	3
ANTH 201L	PHYSICAL ANTHROPOLOGY LABORATORY	1
ANTH 202	ARCHAEOLOGY	3
ANTH 203	CULTURAL ANTHROPOLOGY	3

#### List A: Select one course (3 credits) from the following:

ANTH 221	NORTH AMERICAN INDIANS	3
ANTH 225	CONTEMPORARY CULTURES OF THE WORLD	3

#### List B: Select one course (3-4 credits) from the following:

ANY COURSE NOT SELECTED FROM LIST A		3
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
PSYC 200	RESEARCH METHODS FOR THE BEHAVIORAL AND SOCIAL SCIENCES	3
GEOL 210	PHYSICAL GEOLOGY	4

#### List C: Select one course (3 credits) from the following:

ANY COURSE NOT SELECTED FROM LISTS A OR B (Note: only one statistics course may be used in the major)		3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3
SOC 208	INTRODUCTION TO GENDER STUDIES	3
PHIL 209	WORLD RELIGIONS	3
ANTH 220	CALIFORNIA INDIANS	3

#### Total Credits

**19-20**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.



# ARCHITECTURAL TECHNOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)

## DESCRIPTION

The purpose of the Architecture Program is to prepare students to:

1. Employ fundamental principles of architectural design theory and practice.
2. Advance/articulate completed course work towards university transfer into 4 or 5 year Architecture programs or related majors.
3. Utilize the principles of design communication as they apply to architectural project delivery.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Architectural Intern
- Architectural Drafter/CAD Technician
- Technical and production support within architecture or engineering firms
- Kitchen and Bath Designers
- Homebuilders and Commercial Contractors
- Building product or component manufacturers
- Government Agencies (plan checker and project inspector)

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# ARCHITECTURAL TECHNOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ARCHITECTURAL TECHNOLOGY — Associate in Science

#### Required Courses (32 credits)

ARCH 201	INTRODUCTION TO ARCHITECTURE AND ENVIRONMENTAL DESIGN	2
ARCH 221	DESIGN AND VISUAL COMMUNICATION I	4
ARCH 222	DESIGN AND VISUAL COMMUNICATION II	4
ARCH 232	ARCHITECTURAL DESIGN & PRESENTATION COMPUTER GRAPHICS	3
ARCH 242	INTRODUCTION TO ARCHITECTURAL PRACTICE	3
ARCH 244	ARCHITECTURAL ENVIRONMENT CONTROL SYSTEMS	3
ARCH 251	ARCHITECTURAL DESIGN FUNDAMENTALS I	5
ARCH 252	ARCHITECTURAL DESIGN FUNDAMENTALS II	5
CTCH 250	MATERIALS OF CONSTRUCTION	3

#### Plus 9 units from the following:

ARCH 205	ARCHITECTURAL MODEL MAKING	2
ARCH 245	INTRODUCTION TO GREEN BUILDING AND LEED GREEN ASSOCIATE CREDENTIAL PREPARATION	1.5
ARCH 246	GREEN BUILDING AND LEED AP BD+C EXPERIENCE	1.5
ARCH 248	GREEN BUILDING AND HOME LEED AP HOMES EXPERIENCES	1.5
CTCH 180A	BUILDING CODE I, ARCHITECTURAL DESIGN PROVISIONS	3
ENGR 226	ENGINEERING DRAWING I	4
ENGR 250	ENGINEERING STATICS	3
ENGR 252A	STRENGTH OF MATERIALS I	2
MATH 265A	CALCULUS I	5
PHYS 205A	GENERAL PHYSICS	4
PHYS 205B	GENERAL PHYSICS	4
ART 220	FUNDAMENTALS OF 2-D DESIGN	3
or ART 221	DRAWING I	(3)
or ART 270	FUNDAMENTALS OF 3-D DESIGN	(3)
<b>Total Credits</b>		<b>41</b>

# ART

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

Fine Arts is an academic division focusing on the skills and knowledge for the studio practice and study of art. Art History, the study of visual art from prehistory to the present, places emphasis on the visual language, historical context, cultural values, and technological changes in art and architecture. Professional practices emphasize the curatorial, business, and installation aspects of exhibiting art. Studio courses include drawing, painting, photography, graphic design, printmaking, sculpture and ceramics. An emphasis on portfolio presentation, exhibition preparedness, and a progression of intermediate courses prepares students for vocational opportunities and successful junior level transfer to universities, colleges, and art academies.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                  |                        |                       |
|------------------|------------------------|-----------------------|
| ■ Animator       | ■ Arts Administrator   | ■ Painter             |
| ■ Artist         | ■ Ceramicist           | ■ Photographer        |
| ■ Art Consultant | ■ Conservator          | ■ Printmaker          |
| ■ Art Critic     | ■ Curator              | ■ Restorer            |
| ■ Art Dealer     | ■ Digital Media Artist | ■ Sculptor            |
| ■ Art Historian  | ■ Gallery Director     | ■ Set painter         |
| ■ Art Teacher    | ■ Graphic Designer     | ■ Visual Merchandizer |
| ■ Art Therapist  | ■ Museum Professional  |                       |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# ART

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### ART HISTORY — Associate in Arts for Transfer

#### Required Courses (12 credits)

ART 203	SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES	3
ART 204	SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY	3
ART 206	SURVEY OF ART HISTORY: NON-WESTERN ART	3
ART 221	DRAWING I	3

#### Studio Electives (select one): 3 credits

ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 223	FIGURE DRAWING I	3
ART 244	PHOTOGRAPHY I	3
ART 249	DIGITAL PHOTOGRAPHY	3
ART 253	DIGITAL ART	3
ART 270	FUNDAMENTALS OF 3-D DESIGN	3
ART 271	SCULPTURE I	3
ART 280	INTRODUCTION TO CERAMICS	3

#### Other Art History Courses: 3 credits

ART 205	SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY	3
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**Total Credits** **18**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### STUDIO ARTS — Associate in Arts for Transfer

#### Required Core (12 credits)

ART 204	SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY	3
ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 270	FUNDAMENTALS OF 3-D DESIGN	3
ART 221	DRAWING I	3

#### Select one Art History course (3 credits)

ART 203	SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES	3
ART 205	SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY	3
ART 206	SURVEY OF ART HISTORY: NON-WESTERN ART	3

#### Select three Studio courses (9 credits)

ART 222	DRAWING II	3
or ART 223	FIGURE DRAWING I	(3)
ART 224	FIGURE DRAWING II	3
ART 229	COLOR	3
ART 230	PAINTING I	3
ART 231	PAINTING II	3
ART 240	INTRODUCTION TO PRINT MEDIA	3
ART 244	PHOTOGRAPHY I	3
or ART 249	DIGITAL PHOTOGRAPHY	(3)

Continued on page 100

# ART

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

### STUDIO ARTS — Associate in Arts for Transfer (continued from page 99)

ART 245	PHOTOGRAPHY II	3
ART 253	DIGITAL ART	3
ART 271	SCULPTURE I	3
ART 274A	SCULPTURE FOUNDRY I	3
ART 280	INTRODUCTION TO CERAMICS	3
ART 281A	CERAMICS: WHEEL-THROWING I	3
<b>Total Credits</b>		<b>24</b>

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer. In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ART HISTORY AND PROFESSIONAL PRACTICES — Associate in Arts

A total of 24 credits are required for the degree. A minimum of 9 credits in Art must be earned at Cuesta College.

#### Required Courses (18 credits):

ART 202	INTRODUCTION TO MUSEUM PRACTICES	3
ART 203	SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES	3
ART 204	SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY	3
ART 205	SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY	3
ART 206	SURVEY OF ART HISTORY: NON-WESTERN ART	3
ART 295	ART GALLERY	3

#### Plus 6 credits from the following:

ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 221	DRAWING I	3
ART 249	DIGITAL PHOTOGRAPHY	3
ART 256	FOUNDATION OF DIGITAL IMAGING ART	3
ART 259	FOUNDATION OF WEB AND UX DESIGN	3
ART 268	DIGITAL TYPOGRAPHY ART	3
ART 270	FUNDAMENTALS OF 3-D DESIGN	3
<b>Total Credits</b>		<b>24</b>

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ART STUDIO – A.A. Degree

A total of 24 credits are required for the degree. A minimum of 12 credits in Art must be earned at Cuesta College.

#### Required Courses (15 credits):

ART 203	SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES	3
or ART 204	SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY	(3)
or ART 205	SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY	(3)
or ART 206	SURVEY OF ART HISTORY: NON-WESTERN ART	(3)
or ART 207	SURVEY OF MEXICAN ART HISTORY I: PRE-COLUMBIAN	(3)
or ART 208	SURVEY OF MEXICAN ART HISTORY II: COLONIAL TO CONTEMPORARY	(3)
or ART 209	SURVEY OF AFRICA, OCEANIA, AND INDIGENOUS NORTH AMERICA	(3)
or ART 210	SURVEY OF ASIAN ART HISTORY	(3)

Continued on page 101

# ART

## ASSOCIATE DEGREE PROGRAM

### ART STUDIO — Associate in Arts (continued from page 100)

ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 270	FUNDAMENTALS OF 3-D DESIGN	3
ART 221	DRAWING I	3
ART 293	PORTFOLIO PRESENTATION	3

**Plus 9 credits from the following:**

ART 202	INTRODUCTION TO MUSEUM PRACTICES	3
ART 222	DRAWING II	3
ART 223	FIGURE DRAWING I	3
ART 224	FIGURE DRAWING II	3
ART 229	COLOR	3
ART 230	PAINTING I	3
ART 231	PAINTING II	3
ART 232	WATERCOLOR I	3
ART 233	WATERCOLOR II	3
ART 234	FIGURE PAINTING	3
ART 235	MURAL PAINTING	3
ART 240	INTRODUCTION TO PRINT MEDIA	3
ART 241A	ETCHING I	3
ART 241B	ETCHING II	3
ART 241C	ETCHING III	3
ART 244	PHOTOGRAPHY I	3
ART 245	PHOTOGRAPHY II	3
ART 249	DIGITAL PHOTOGRAPHY	3
ART 251	ALTERNATIVE PHOTOGRAPHIC PROCESSES	3
ART 252	PHOTOGRAPHIC LIGHTING	3
ART 253	DIGITAL ART	3
ART 255	FOUNDATION OF DIGITAL GRAPHIC ART	3
ART 256	FOUNDATION OF DIGITAL IMAGING ART	3
ART 258	FOUNDATION OF DIGITAL LAYOUT DESIGN	3
ART 259	FOUNDATION OF WEB AND UX DESIGN	3
ART 265	ADOBE FLASH: ART, DESIGN, AND ANIMATION	3
ART 266	GRAPHIC DESIGN I	3
ART 267	GRAPHIC DESIGN II	3
ART 268	DIGITAL TYPOGRAPHY ART	3
ART 271	SCULPTURE I	3
ART 272	SCULPTURE II	3
ART 274A	SCULPTURE FOUNDRY I	3
ART 274B	SCULPTURE FOUNDRY II	3
ART 274C	SCULPTURE FOUNDRY III	3
ART 280	INTRODUCTION TO CERAMICS	3
ART 281A	CERAMICS: WHEEL-THROWING I	3
ART 281B	CERAMICS: WHEEL-THROWING II	3
ART 282	CERAMICS: HAND-BUILDING	3
ART 283	CERAMIC SCULPTURE	3
ART 284	ALTERNATIVE FIRING TECHNIQUES IN CERAMICS	3
ART 295	ART GALLERY	3
<b>Total Credits</b>		<b>24</b>

NOTE: Students who plan to use these courses to transfer into art programs in four year colleges are advised to take the 3 credit courses.

# ART

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### GRAPHICS — Certificate of Specialization

#### Required Courses (18 credits)

ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 221	DRAWING I	3
ART 255	FOUNDATION OF DIGITAL GRAPHIC ART	3
ART 256	FOUNDATION OF DIGITAL IMAGING ART	3
ART 258	FOUNDATION OF DIGITAL LAYOUT DESIGN	3
or ART 259	FOUNDATION OF WEB AND UX DESIGN	(3)
ART 266	GRAPHIC DESIGN I	3
<b>Total Credits</b>		<b>18</b>

# AUTOMOTIVE TECHNOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)



## DESCRIPTION

The Cuesta College Automotive Technology Department (a NATEF Certified Program) has served students, the automotive service industry, and the community for over 40 years with course offerings in 22 specialized areas of concentration. Students enrolled in these courses have the opportunity to expand their knowledge relative to automotive technology and develop entry level skills required for employment in the automotive service industry. Successful completion of course requirements prepares students for the examinations required for voluntary certification as a professional technician offered by the National Institute for Automotive Service Excellence (ASE). The course offerings address the areas of concentration needed by a technician to become certified as a “Master Automobile Technician”, and “Advanced Level Specialist”.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor’s degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate’s Degree, a student must: (1) complete each major-specific course required for the degree with at least a “C” grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate’s Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Alignment Specialist
- Automotive Engineer
- Brake Specialist
- Electrical Engineer
- Electrical Specialist
- Engine Performance/Drivability Specialist
- General Technician
- Industrial Engineer
- Industrial Technology
- Quick Service Tech
- Service Management
- Service Writer
- Transmission Specialist
- Tune-up Technician

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



# AUTOMOTIVE TECHNOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ADVANCED ENGINE PERFORMANCE TECHNICIAN — Associate in Science

#### Required Courses (33.5 credits)

ATCH 109	INTRODUCTION TO AUTOMOTIVE COMPUTERS	2.5
ATCH 120	AUTOMOTIVE IGNITION SYSTEMS	2
ATCH 125	ENGINE PERFORMANCE	4
ATCH 127	ENHANCED CLEAN AIR CAR COURSE	1
ATCH 152	INTERNAL COMBUSTION ENGINES	3
ATCH 158	AUTOMOTIVE ELECTRICITY AND ELECTRONICS	4
ATCH 160	AUTOMOTIVE ELECTRICAL ACCESSORIES	4
ATCH 164	BASIC AREA CLEAN AIR CAR COURSE	4
ATCH 168	AUTOMOTIVE REPAIR BUSINESS	3
ATCH 187	AUTOMOTIVE FUEL INJECTION AND TURBOCHARGERS	3
ATCH 188	AUTOMOTIVE HEATING AND AIR CONDITIONING	3
<b>Total Credits</b>		<b>33.5</b>

Plus, pass a minimum of two certification tests for the National Institute of Automotive Service Excellence (ASE)

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### AUTO BODY TECHNICIAN — Associate in Science

#### Required Courses (36.5)

ATCH 160	AUTOMOTIVE ELECTRICAL ACCESSORIES	4
ATCH 168	AUTOMOTIVE REPAIR BUSINESS	3
ATCH 170	AUTO BODY REPAIR I	3
ATCH 171	ADVANCED AUTO BODY	3
or ATCH 177	ADVANCED AUTOMOTIVE PAINTING	(3)
ATCH 175	AUTOMOTIVE PAINTING	5
ATCH 284	BRAKING SYSTEMS	4
ATCH 186	CHASSIS AND SUSPENSION SYSTEMS	3
ATCH 188	AUTOMOTIVE HEATING AND AIR CONDITIONING	3
ATCH 109	INTRODUCTION TO AUTOMOTIVE COMPUTERS	2.5
WELD 270A	BASIC WELDING	3
WELD 270C	WELDING: GMAW & GTAW	3
<b>Total Credits</b>		<b>36.5</b>

Plus, pass a minimum of two certification tests for the National Institute of Automotive Service Excellence (ASE)

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### AUTO BODY TECHNICIAN — Certificate of Achievement

#### Required Courses (18 credits)

ATCH 160	AUTOMOTIVE ELECTRICAL ACCESSORIES	4
or ATCH 158	AUTOMOTIVE ELECTRICITY AND ELECTRONICS	(4)
ATCH 168	AUTOMOTIVE REPAIR BUSINESS	3
ATCH 170	AUTO BODY REPAIR I	3
ATCH 175	AUTOMOTIVE PAINTING	5
ATCH 186	CHASSIS AND SUSPENSION SYSTEMS	3
or ATCH 188	AUTOMOTIVE HEATING AND AIR CONDITIONING	(3)
<b>Total Credits</b>		<b>18</b>

# AUTOMOTIVE TECHNOLOGY

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### AUTOMOTIVE TECHNICIAN — Associate in Science

#### Required Courses (35.5 credits)

ATCH 109	INTRODUCTION TO AUTOMOTIVE COMPUTERS	2.5
ATCH 152	INTERNAL COMBUSTION ENGINES	3
ATCH 153	ENGINE OVERHAUL PROCEDURES	3
ATCH 158	AUTOMOTIVE ELECTRICITY AND ELECTRONICS	4
ATCH 168	AUTOMOTIVE REPAIR BUSINESS	3
ATCH 182	AUTOMATIC TRANSMISSIONS	4
ATCH 186	CHASSIS AND SUSPENSION SYSTEMS	3
ATCH 188	AUTOMOTIVE HEATING AND AIR CONDITIONING	3
ATCH 280	MANUAL DRIVETRAINS	3
ATCH 281	MANUAL TRANSMISSIONS	3
ATCH 284	BRAKING SYSTEMS	4
<b>Total Credits</b>		<b>35.5</b>

Plus, pass a minimum of two certification tests for the National Institute of Automotive Service Excellence (ASE)

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ENGINE PERFORMANCE SPECIALIST — Certificate of Achievement

#### Required Courses (21.5 credits)

ATCH 109	INTRODUCTION TO AUTOMOTIVE COMPUTERS	2.5
ATCH 120	AUTOMOTIVE IGNITION SYSTEMS	2
ATCH 125	ENGINE PERFORMANCE	4
ATCH 152	INTERNAL COMBUSTION ENGINES	3
ATCH 153	ENGINE OVERHAUL PROCEDURES	3
ATCH 158	AUTOMOTIVE ELECTRICITY AND ELECTRONICS	4
ATCH 187	AUTOMOTIVE FUEL INJECTION AND TURBOCHARGERS	3
<b>Total Credits</b>		<b>21.5</b>

# BIOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)

## DESCRIPTION

Biology entails the study of the diversity and evolution of life and life processes using the scientific method. The Cuesta College biological sciences program is designed to provide students with an appreciation of the nature, scope and relationships of life forms, as well as an understanding of how biology is applied to medicine, the environment, engineering, and daily life. The program consists of a sequence of courses that prepares students for transfer, field studies, and a variety of career opportunities.



## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |  |  |
|--|--|
| ■ Biochemists and Biophysicists                | ■ Geneticists  |
| ■ Bioinformatics Scientists                    | ■ Health Specialties Teachers, Postsecondary                               |
| ■ Biological Science Teachers, Postsecondary   | ■ Life Scientists, All Other   |
| ■ Biological Scientists, All Other             | ■ Medical Scientists, Except Epidemiologists                               |
| ■ Biological Technicians                       | ■ Microbiologists  |
| ■ Biostatisticians                             | ■ Molecular and Cellular Biologists  |
| ■ Clinical Data Managers                       | ■ Natural Sciences Managers  |
| ■ Clinical Research Coordinators               | ■ Secondary School Teachers, Except Special and Career/Technical Education |
| ■ Computer and Information Research Scientists | ■ Software Developers, Applications  |
| ■ Data Warehousing Specialists                 | ■ Statisticians  |
| ■ Database Architects                          | ■ Water Resource Specialists   |
| ■ Epidemiologists                              | ■ Zoologists and Wildlife Biologists                                       |
| ■ Exercise Physiologists                       |  |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# BIOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### BIOLOGICAL SCIENCE — Associate in Science

#### Required Courses (15 credits)

BIO 201A	BIOLOGY	5
BIO 201B	BIOLOGY	5
BIO 204	MICROBIOLOGY	5

#### Complete the following group of courses (21-28 credits):

Math 236 or 247

Chem 201A and 201B

Physics 205A and 205B, OR, Physics 208A and 208B and 208C.

MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
and CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
PHYS 205A	GENERAL PHYSICS	4
and PHYS 205B	GENERAL PHYSICS	4
or PHYS 208A	PRINCIPLES OF PHYSICS 1	(5)
and PHYS 208B	PRINCIPLES OF PHYSICS 2	(5)
and PHYS 208C	MODERN PHYSICS	(4)
<b>Total Credits</b>		<b>36-43</b>

# BROADCAST COMMUNICATIONS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts (A.A.)

## DESCRIPTION

The purpose of the Broadcasting Program is to prepare students for:

1. Entry level positions in television production
2. Entry level positions in motion picture production
3. Entry level positions in radio (both as production crew and talent)

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

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## CAREER OPPORTUNITIES

- Camera Operator
- Documentary Filmmaker
- Independent Video Producer
- Production Assistant (radio, TV, and Motion Pictures)
- Production Technician Creative Services (Commercials)
- Production Technician Newsroom
- Radio DJ
- Radio Technician
- Video Editor

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# BROADCAST COMMUNICATIONS

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### BROADCAST COMMUNICATIONS — Associate in Arts

#### Required Courses (15 credits)

FTVE 221	INTRODUCTION TO ELECTRONIC MEDIA	3
FTVE 223	VIDEO OPERATIONS	3
FTVE 224A	AUDIO PRODUCTION	3
FTVE 225A	VIDEO STUDIO PRODUCTION	3
FTVE 226	WRITING FOR ELECTRONIC MEDIA	3

#### Plus 3 credits from the following:

FTVE 225B	SINGLE CAMERA TV PRODUCTION AND EDITING	3
FTVE 230A	AUDIO/VIDEO INTERNSHIP	3

**Total Credits** **18**

# BUSINESS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Associate in Arts (A.A.)
- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

Business Administration is a broad area encompassing Accounting, Law, Economics, Global Trade, Financial Markets, Computer Information Systems, Business Communications and Marketing. Study in this area explores the theories, history, principles, practices, ethics and technologies governing contemporary issues in a global business environment. This program is designed to provide a basic overview of all subject matter and is preparatory lower division coursework for a bachelor's degree. The Associate in Arts in Business Administration for Transfer Degree is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing this degree (AA-T) are guaranteed admission to the CSU system, but not necessarily to a particular campus.

The Career Path degree prepares students for the real world of Business by offering courses that allow students opportunities to acquire practical skills, technical knowledge and experience in a variety of fields of their choosing. The fields of study include Management, Marketing, Accounting, Entrepreneurship, International Business, Economics, Legal Studies, Business Information Systems and E-Commerce. The Career Path degree allows students to create a personalized degree based upon core Business classes for all students but also permits optional coursework in a desired profession which will enhance the student's opportunity for employment or improve their chances of advancement in their current vocational field.

The Business Management degree allows students to develop a broad understanding and content knowledge of the field of Management and Human Relations plus the skills required to successfully manage human



## CAREER OPPORTUNITIES

- |                            |                                  |                                 |
|----------------------------|----------------------------------|---------------------------------|
| ■ Accounting               | ■ Health Administration          | ■ Property Manager              |
| ■ Advertising              | ■ Human Resources Manager        | ■ Public Administration         |
| ■ Agricultural Business    | ■ Information Systems Specialist | ■ Purchasing                    |
| ■ Banking                  | ■ International Relations        | ■ Sales Representative          |
| ■ Business Entrepreneur    | ■ Legal Analyst                  | ■ Small Business Owner          |
| ■ Communications Analyst   | ■ Management & Supervision       | ■ Transportation Administration |
| ■ Computerized Accounting  | ■ Marketing Marketing            | ■ Utilities Administration      |
| ■ E-Commerce               | ■ Merchandising Manager          |                                 |
| ■ Economic Research        | ■ Personnel Manager              |                                 |
| ■ FBI Agent                | ■ Product Manager                |                                 |
| ■ Financial Accounting     | ■ Promotional Specialist         |                                 |
| ■ Financial Services       |                                  |                                 |
| ■ Global Business          |                                  |                                 |
| ■ Government & Non-Profits |                                  |                                 |

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## TRANSFER PREPARATION

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### Transfer Resources:

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

resources. It helps prepare students by offering courses that give them the opportunity to acquire practical, hands-on skills and a working knowledge of how to lead as well as manage employees. It also encompasses an international component as most graduates will engage in some form of global or transnational business at some point during their career. This degree will provide students with the education and training for entry level management or supervisory.

The AS-T in Agriculture Business is designed for students wanting an in-depth knowledge of the core agriculture business fundamentals emphasizing chemistry, accounting, economics, sales, and computer applications as they apply to agriculture businesses. This knowledge and skill set comprise the components necessary to work successfully within an agribusiness environment or transfer to a four-year agribusiness program.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper

division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

A **Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

# BUSINESS

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### BUSINESS ADMINISTRATION — Associate in Science for Transfer

#### Required Core (18 credits)

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 218	BUSINESS LAW	4
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3

#### List A (select one, 3-4 credits)

MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
or MATH 236	INTRODUCTION TO APPLIED STATISTICS	(3)

#### List B (select two courses one of which must be BUS 245, 6-8 credits)

BUS 245	INTRODUCTION TO BUSINESS	3
Any course from List A not already used (Note: only one statistics course may be used in the major).		3 - 4
or CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	(4)
or BUS 227	BUSINESS COMMUNICATIONS	(4)

**Total Credits** **27-30**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.



# BUSINESS

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM [Click for Program Student Learning Outcomes](#)

### AGRICULTURE BUSINESS — Associate in Science for Transfer

#### Required Core: Four courses (13-15 credits)

ECON 201AG	AGRICULTURE ECONOMICS	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
CHEM 210FL	INTRODUCTORY CHEMISTRY WITH FACILITATOR ASSISTED LEARNING	4
or CHEM 201A	GENERAL COLLEGE CHEMISTRY I	(5)
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)

#### List A: Three courses (10 credits)

BUS 245AG	INTRODUCTION TO AGRICULTURAL BUSINESS	3
BUS 251	ELEMENTS OF ACCOUNTING FOR BUSINESS INCLUDING AGRICULTURAL BUSINESS	4
BUS 241AG	AGRICULTURAL SALES AND COMMUNICATION	3

#### List B: One course (3-4 credits)

BUS 218	BUSINESS LAW	4
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
NUTR 210	NUTRITION	3
CIS 210AG	INTRODUCTION TO AGRICULTURAL COMPUTER APPLICATIONS	4

**Total Credits** **26-29**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# BUSINESS

## ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

### BUSINESS ADMINISTRATIVE ASSISTANT — Associate in Arts

#### Required Courses (22.5-24.5 credits)

BUS 227	BUSINESS COMMUNICATIONS	4
BUS 228	OFFICE TECHNOLOGY AND TELECOMMUNICATIONS	3
BUS 229	BUSINESS INTERNSHIP	1-3
BUS 252	COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO	3
CIS 154	ESSENTIALS OF MS OUTLOOK	2
CIS 173	ADOBE ACROBAT	1.5
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
CIS 215	ADVANCED BUSINESS APPLICATIONS	4
<b>Total Credits</b>		<b>22.5-24.5</b>

## ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

### BUSINESS ADMINISTRATION - CAREER PATH — Associate in Arts

#### Required Courses (3 credits)

BUS 245	INTRODUCTION TO BUSINESS	3
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#### Plus 12 or more credits from the following core courses:

BUS 243*	MARKETING	3
BUS 248*	SMALL BUSINESS MANAGEMENT	3
BUS 260*	INTERNATIONAL BUSINESS	3
BUS 283*	MANAGEMENT AND SUPERVISION	3
BUS 201A*	FINANCIAL ACCOUNTING	4
BUS 218*	BUSINESS LAW	4
BUS 286*	HUMAN RELATIONS	3
ECON 201A*	PRINCIPLES OF MACROECONOMICS	3

#### Plus 9 or more credits from the following Business electives:

BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
BUS 134	E-COMMERCE: ENTREPRENEURSHIP	4
BUS 201A*	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 218	BUSINESS LAW	4
BUS 227	BUSINESS COMMUNICATIONS	4
BUS 240	ADVERTISING	3
BUS 241	SALES	3
BUS 243*	MARKETING	3
BUS 248*	SMALL BUSINESS MANAGEMENT	3
BUS 249	ENTREPRENEURSHIP	4
BUS 260*	INTERNATIONAL BUSINESS	3
BUS 283*	MANAGEMENT AND SUPERVISION	3
BUS 286*	HUMAN RELATIONS	3
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
ECON 201A*	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
PLGL 206	BUSINESS ORGANIZATIONS	3
<b>Total Credits</b>		<b>24</b>

\*Courses taken cannot be "double-counted" for credits. That is, completed courses can be counted only once, in either the core courses section or the Business electives section.

Students are encouraged to select courses based upon their personal preferences and vocational or career goals.

# BUSINESS

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MANAGEMENT — Associate in Arts

#### Required Courses (16 credits)

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 245	INTRODUCTION TO BUSINESS	3
BUS 260	INTERNATIONAL BUSINESS	3
BUS 283	MANAGEMENT AND SUPERVISION	3
BUS 286	HUMAN RELATIONS	3

#### Plus 10 credits from the following:

BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
BUS 134	E-COMMERCE: ENTREPRENEURSHIP	4
PDS 173	CONFLICT RESOLUTION	0.5
PDS 175	VALUES & ETHICS	0.5
PDS 176	ATTITUDE IN THE WORKPLACE	0.5
BUS 218	BUSINESS LAW	4
BUS 243	MARKETING	3
BUS 248	SMALL BUSINESS MANAGEMENT	3
BUS 249	ENTREPRENEURSHIP	4
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
<b>Total Credits</b>		<b>26</b>

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MARKETING — Associate in Arts

#### Required Courses (12 credits)

BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
BUS 240	ADVERTISING	3
BUS 241	SALES	3
BUS 243	MARKETING	3

#### Plus 12 credits from the following:

BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 132	E-COMMERCE: INFORMATION PRODUCTS	3
BUS 133	E-COMMERCE: PHYSICAL PRODUCTS	3
BUS 134	E-COMMERCE: ENTREPRENEURSHIP	4
BUS 227	BUSINESS COMMUNICATIONS	4
BUS 245	INTRODUCTION TO BUSINESS	3
BUS 248	SMALL BUSINESS MANAGEMENT	3
BUS 249	ENTREPRENEURSHIP	4
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
COMM 201	PUBLIC ADDRESS	3
JOUR 201A	NEWS WRITING AND REPORTING	3
JOUR 201B	INTRODUCTION TO MASS COMMUNICATION	3
MATH 247	INTRODUCTION TO STATISTICS	4
PDS 170	DEALING WITH CHANGE	0.5
PDS 171	TEAM BUILDING	0.5
PDS 172	COMMUNICATING WITH PEOPLE	0.5
PDS 173	CONFLICT RESOLUTION	0.5
PDS 174	CUSTOMER SERVICE	0.5
PDS 175	VALUES & ETHICS	0.5
PDS 176	ATTITUDE IN THE WORKPLACE	0.5
PDS 177	STRESS MANAGEMENT	0.5
PDS 178	DECISION MAKING & PROBLEM SOLVING	0.5
PDS 179	TIME MANAGEMENT	0.5
<b>Total Credits</b>		<b>24</b>

# BUSINESS

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### BUSINESS ADMINISTRATION — Certificate of Achievement

#### Required Courses (14 credits)

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 218	BUSINESS LAW	4
BUS 245	INTRODUCTION TO BUSINESS	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3

#### Plus 6 credits from the following:

BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 243	MARKETING	3
BUS 248	SMALL BUSINESS MANAGEMENT	3
or BUS 249	ENTREPRENEURSHIP	(4)
BUS 260	INTERNATIONAL BUSINESS	3
BUS 283	MANAGEMENT AND SUPERVISION	3
BUS 286	HUMAN RELATIONS	3

**Total Credits** 20-21

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### BUS: MILITARY BUSINESS STUDIES — Certificate of Specialization

#### Required Credits (A minimum of 9-12 semester credits):

Veterans/Students may receive credit for training received in the military based upon their Military Occupational Specialty (MOS) and the American Council on Education (ACE) recommendations for course credit that relates to the field of Business. Requires evaluation by Business Education faculty to determine MOS course relevance and applicability to an area of Business.

# BUSINESS

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ACCOUNTING CLERK — Certificate of Achievement

#### Required Courses (21 credits)

BUS 228	OFFICE TECHNOLOGY AND TELECOMMUNICATIONS	3
BUS 229	BUSINESS INTERNSHIP	3
BUS 251	ELEMENTS OF ACCOUNTING FOR BUSINESS INCLUDING AGRICULTURAL BUSINESS	4
BUS 252	COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO	3
BUS 201A	FINANCIAL ACCOUNTING	4
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
<b>Total Credits</b>		<b>21</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ACCOUNTING SPECIALIZATION — Certificate of Specialization

This specialization will count as an area of emphasis when completing the Business Administration Career Track AA degree.

#### Required Courses (11 credits)

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 252	COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO	3
<b>Total Credits</b>		<b>11</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### CUSTOMER SERVICE — Certificate of Specialization

#### Required Courses (5 credits)

Choose 10 courses from the following:

PDS 170	DEALING WITH CHANGE	0.5
PDS 171	TEAM BUILDING	0.5
PDS 172	COMMUNICATING WITH PEOPLE	0.5
PDS 173	CONFLICT RESOLUTION	0.5
PDS 174	CUSTOMER SERVICE	0.5
PDS 175	VALUES & ETHICS	0.5
PDS 176	ATTITUDE IN THE WORKPLACE	0.5
PDS 177	STRESS MANAGEMENT	0.5
PDS 178	DECISION MAKING & PROBLEM SOLVING	0.5
PDS 179	TIME MANAGEMENT	0.5
PDS 181	PROFESSIONAL IMAGE: APPEARANCE, ETIQUETTE & NETWORKING	0.5
PDS 182	GOAL SETTING: VISION, GOALS AND JOB SEARCH STRATEGIES	0.5
PDS 183	IMPACTS OF TECHNOLOGY ON COMMUNICATION	0.5
<b>Total Credits</b>		<b>5</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### E-COMMERCE SPECIALIZATION — Certificate of Specialization

#### Required Courses (13 credits)

BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
BUS 134	E-COMMERCE: ENTREPRENEURSHIP	4
BUS 132	E-COMMERCE: INFORMATION PRODUCTS	3
or BUS 133	E-COMMERCE: PHYSICAL PRODUCTS	(3)
<b>Total Credits</b>		<b>13</b>

# BUSINESS

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### GENERAL BUSINESS SPECIALIZATION — Certificate of Specialization

#### Required Courses (A minimum of 9 semester credits)

BUS 218	BUSINESS LAW	4
BUS 227	BUSINESS COMMUNICATIONS	4
BUS 245	INTRODUCTION TO BUSINESS	3
BUS 251	ELEMENTS OF ACCOUNTING FOR BUSINESS INCLUDING AGRICULTURAL BUSINESS	4
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
BUS 260	INTERNATIONAL BUSINESS	3
BUS 283	MANAGEMENT AND SUPERVISION	3
BUS 286	HUMAN RELATIONS	3
BUS 240	ADVERTISING	3
BUS 241	SALES	3
or BUS 241AG	AGRICULTURAL SALES AND COMMUNICATION	(3)
BUS 243	MARKETING	3
BUS 248	SMALL BUSINESS MANAGEMENT	3
BUS 249	ENTREPRENEURSHIP	4
BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 252	COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO	3
BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
BUS 134	E-COMMERCE: ENTREPRENEURSHIP	4
BUS 132	E-COMMERCE: INFORMATION PRODUCTS	3
BUS 133	E-COMMERCE: PHYSICAL PRODUCTS	3
<b>Total Credits</b>		<b>9-12</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MANAGEMENT SPECIALIZATION — Certificate of Specialization

#### Required Courses (9 credits)

BUS 260	INTERNATIONAL BUSINESS	3
BUS 283	MANAGEMENT AND SUPERVISION	3
BUS 286	HUMAN RELATIONS	3
<b>Total Credits</b>		<b>9</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MARKETING SPECIALIZATION — Certificate of Specialization

#### Required Courses (12 credits)

BUS 240	ADVERTISING	3
BUS 241	SALES	3
BUS 243	MARKETING	3
BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
<b>Total Credits</b>		<b>12</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### SMALL BUSINESS — Certificate of Specialization

#### Required Courses (10 credits)

BUS 130	INTRODUCTION TO E-COMMERCE	3
BUS 248	SMALL BUSINESS MANAGEMENT	3
BUS 249	ENTREPRENEURSHIP	4
<b>Total Credits</b>		<b>10</b>

# CHEMISTRY

## DEGREES, CERTIFICATES & AWARDS

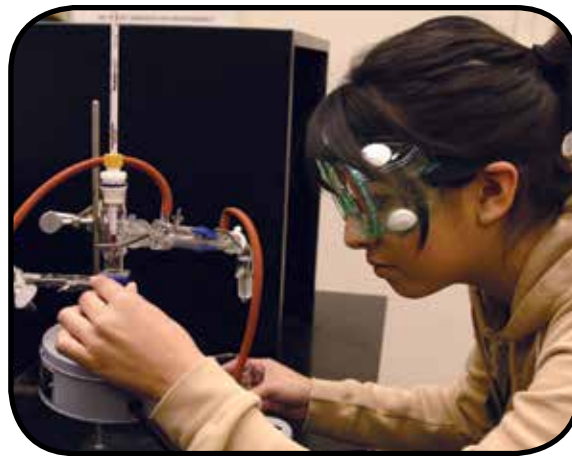
- Associate in Science (A.S.)

## DESCRIPTION

The Cuesta College Chemistry Program provides interesting and challenging opportunities for students who seek to learn about the atoms and molecules that comprise the building blocks of our world. The study of chemistry leads to a greater understanding of materials, medicine, engineering, forensics, environmental science, geology, molecular biology, agriculture and other related fields. Popular topics include the chemistry of the environment, batteries, fuels, household substances, polymers, and how chemists make the molecules that we use on a daily basis. The Chemistry Program offers courses in Introductory Chemistry (Chem 210FL and Chem 211) for beginning science and nursing and allied health majors; General Chemistry (Chem 201A and 201B) for science and engineering majors; and Organic Chemistry (Chem 212 A and 212B) for science majors and students who intend to earn professional health degrees at medical, pharmacy or veterinary schools. Students can earn an A.S. degree in Chemistry at Cuesta College, preparing them for transfer to four-year institutions or for employment in technical careers.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |  |  |
|--|--|
| ■ Chemical Equipment Operators and Tenders                           | ■ Environmental Health and Safety                          |
| ■ Chemical Plant and System Operators                                | ■ Molecular Biologists                                     |
| ■ Chemical Lab Technicians   | ■ Natural Sciences Managers                                |
| ■ Chemistry Teachers, Postsecondary                                  | ■ Precision Agriculture Technicians                        |
| ■ Chemists   | ■ Quality Control Analysts                                 |
| ■ Clinical Research Coordinators                                     | ■ Remote Sensing Technicians                               |
| ■ Environmental Science and Protection Technicians, Including Health | ■ Secondary School Chemistry and Physical Science Teachers |
|  | ■ Water Resource Specialists                               |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# CHEMISTRY

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### CHEMISTRY — Associate in Science

#### Required Courses (29 credits)

CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
CHEM 212A	ORGANIC CHEMISTRY I	5
CHEM 212B	ORGANIC CHEMISTRY II	5
MATH 242	PRECALCULUS ALGEBRA	5
MATH 229	TRIGONOMETRY	4
<b>Total Credits</b>		<b>29</b>



# COMMUNICATION STUDIES

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

## DESCRIPTION

The Communication Studies program compels students to explore the communication theories, strategies, and skills needed to succeed in our complex and diverse world. Courses focus on improving social, cultural, professional, and personal experiences through the understanding and applied practice of communication. Many studies cite “effective communication” as the number one skill in demand in today’s workplace. Through the study and practice of communication, students will become more competent communicators in their professional and personal lives. Our Communication Studies transfer degree prepares students for transfer to earn a baccalaureate degree in Communication Studies from a California State University and University of California.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor’s degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate’s Degree, a student must: (1) complete each major-specific course required for the degree with at least a “C” grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate’s Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Communications Teachers, Postsecondary
- Directors - Stage, Motion Pictures, Television, and Radio
- Film and Video Editors
- Government Relations
- Green Marketers
- Health Educators
- Human Resources Director
- Investor Relations
- Producers
- Program Directors
- Public Relations
- Regulatory Affairs Managers
- Speech Writer
- Talent Directors

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# COMMUNICATION STUDIES

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### COMMUNICATION STUDIES — Associate in Arts for Transfer

#### Required Core (9 credits)

COMM 201	PUBLIC ADDRESS	3
COMM 210	SMALL GROUP DISCUSSION	3
COMM 215	ARGUMENTATION AND DEBATE	3

#### Plus 6 credits from the following (3 credits must be from COMM 212):

COMM 212	INTERCULTURAL COMMUNICATION	3
FTVE 221	INTRODUCTION TO ELECTRONIC MEDIA	3
or JOUR 201B	INTRODUCTION TO MASS COMMUNICATION	(3)

#### Plus 3-4 credits from the following:

ANTH 203	CULTURAL ANTHROPOLOGY	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3
ENGL 201B	COMPOSITION: INTRODUCTION TO LITERATURE/ CRITICAL THINKING	4
ENGL 201C	ENGLISH COMPOSITION: CRITICAL THINKING	4
JOUR 201A	NEWS WRITING AND REPORTING	3

**Total Credits** **18-19**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# COMPUTER INFORMATION SYSTEMS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

Computer Information Systems encompasses the fields of Computer Science and Information Systems. Primary fields of study include software development, programming, and applications. Careers in today's information systems require knowledge and hands-on experience in microcomputer applications as well as programming. Professionals in the computing field seek to advance the fundamental understanding of how information is processed, as well as the practical design of software and hardware to accomplish specific functions. The Associate in Science degree requirements are designed to satisfy core requirements for many Computer Science and Information Systems transfer patterns. However, students should consult a counselor and especially the catalog of the intended transfer institution for specific transfer requirements in the major. The program in Computer Information Systems offers students an opportunity to earn an associate's degree as well as coursework in general CIS electives for students in other fields of study campus-wide. The program also offers certificates and courses for high-demand skill areas such as mobile device development.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## CAREER OPPORTUNITIES

- |                                     |                                 |                      |
|-------------------------------------|---------------------------------|----------------------|
| ■ Applications Programmer           | ■ Mobile Applications Developer | ■ System Manager     |
| ■ Applications Specialist           | ■ Network Administrator         | ■ System Operator    |
| ■ Computing Applications Specialist | ■ Network Technician            | ■ Systems Analyst    |
| ■ Data Administrator                | ■ Programmer                    | ■ Systems Integrator |
| ■ Database Administrator            | ■ Programmer Analyst            | ■ Systems Programmer |
| ■ Database Manager                  | ■ Project Manager               | ■ Web Designer       |
| ■ Help Desk Technician              | ■ Software Engineer             | ■ Web Developer      |
| ■ Information Specialist            | ■ System Administrator          | ■ Webmaster          |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

# COMPUTER INFORMATION SYSTEMS

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### COMPUTER SCIENCE — Associate in Science

Required Courses (37 credits)

CIS 201	INTRODUCTION TO COMPUTER SCIENCE	3
CIS 231	FUNDAMENTALS OF COMPUTER SCIENCE I	4
CIS 232	FUNDAMENTALS OF COMPUTER SCIENCE II	2
CIS 233	FUNDAMENTALS OF COMPUTER SCIENCE III	2
CIS 240	MICROCOMPUTER ARCHITECTURE & PROGRAMMING	3
CIS 241	DISCRETE STRUCTURES	3
CHEM 201A and CHEM 201B	GENERAL COLLEGE CHEMISTRY I	5
GENERAL COLLEGE CHEMISTRY II or PHYS 208A and PHYS 208B	PRINCIPLES OF PHYSICS 1	5 (5)
PRINCIPLES OF PHYSICS 2		(5)
MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
<b>Total Credits</b>		<b>37</b>

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MANAGEMENT INFORMATION SYSTEMS — Associate in Science

Required Courses (38 credits)

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 218	BUSINESS LAW	4
CIS 201	INTRODUCTION TO COMPUTER SCIENCE	3
CIS 231	FUNDAMENTALS OF COMPUTER SCIENCE I	4
CIS 232	FUNDAMENTALS OF COMPUTER SCIENCE II	2
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
CIS 215	ADVANCED BUSINESS APPLICATIONS	4
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
<b>Total Credits</b>		<b>38</b>

# COMPUTER INFORMATION SYSTEMS

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ANDROID DEVELOPER — Certificate of Specialization

#### Required Courses (6 credits)

CIS 207	ANDROID DEVELOPMENT I	3
CIS 208	ANDROID DEVELOPMENT II	3
<b>Total Credits</b>		<b>6</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### INTERNET APPLICATIONS DEVELOPER — Certificate of Specialization

#### Required Courses (6 credits)

CIS 103	FUNDAMENTALS OF PROGRAMMING FOR THE INTERNET	2
CIS 106	SERVER-SIDE PROGRAMMING	4
<b>Total Credits</b>		<b>6</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### IOS DEVELOPER — Certificate of Specialization

#### Required Courses (6 credits)

CIS 203	IOS DEVELOPMENT I	3
CIS 204	IOS DEVELOPMENT II	3
<b>Total Credits</b>		<b>6</b>

# COMPUTER AND NETWORKING TECHNOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

Computer and Network Technology program builds a solid foundation in computer and networking theory and applications. The training includes basic electronics, network cabling and infrastructure, computer and networking hardware, desktop and server operating systems, wireless configuration and administration and computer and network diagnostic tools. The goal of the degree is to provide broad training that will prepare a student to install, configure, troubleshoot and administrate all types of computer and network hardware and associated operating systems. Each course in the program is aligned with industry certifications including CompTIA A+, Cisco CCNA, Microsoft Desktop and Server Administration, FOA Copper and Fiber Cabling, and CWNA Wireless certifications. The curriculum is primarily designed for students who are seeking entry-level information and communication technology skills for positions such as network administrator, network engineer, network technician, computer technicians, network installer, and help desk technician.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Computer Repair Specialist
- Networking Technician
- Computer Technical Support
- Wireless Configuration Specialist

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College, Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# COMPUTER AND NETWORKING TECHNOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### COMPUTER AND NETWORKING TECHNOLOGY — Associate in Science

#### Required Courses (35 credits)

BUS 286	HUMAN RELATIONS	3
CNET 218	WIRELESS NETWORK COMMUNICATION AND ADMINISTRATION	4
CNET 221	COMPUTER WORKSTATION ADMINISTRATION	3
CNET 253	COMPUTER TECHNICIAN FUNDAMENTALS	3
CNET 254	SERVER MAINTENANCE AND ADMINISTRATION	4
CNET 255	COPPER AND FIBER OPTIC CABLING	4
CNET 260	NETWORKING FUNDAMENTALS	2.5
CNET 261	ROUTER THEORY AND TECHNOLOGY	2.5
CIS 201	INTRODUCTION TO COMPUTER SCIENCE	3
EET 213	ELECTRONICS FUNDAMENTALS	6
<b>Total Credits</b>		<b>35</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### COMPUTER NETWORKING SPECIALIST — Certificate of Specialization

#### Required Courses (10 credits)

CNET 260	NETWORKING FUNDAMENTALS	2.5
CNET 261	ROUTER THEORY AND TECHNOLOGY	2.5
CNET 262	LOCAL AREA NETWORKS	2.5
CNET 263	WIDE AREA NETWORKS	2.5
<b>Total Credits</b>		<b>10</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### COMPUTER SUPPORT SPECIALIST — Certificate of Specialization

#### Required Courses (10 credits)

CNET 221	COMPUTER WORKSTATION ADMINISTRATION	3
CNET 253	COMPUTER TECHNICIAN FUNDAMENTALS	3
CNET 254	SERVER MAINTENANCE AND ADMINISTRATION	4
<b>Total Credits</b>		<b>10</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### NETWORK INFRASTRUCTURE SPECIALIST — Certificate of Specialization

#### Required Courses (8 credits)

CNET 255	COPPER AND FIBER OPTIC CABLING	4
CNET 218	WIRELESS NETWORK COMMUNICATION AND ADMINISTRATION	4
<b>Total Credits</b>		<b>8</b>

# CONSTRUCTION TECHNOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)

## DESCRIPTION

The purpose of the Construction Technology Program is to prepare students for:

1. Employment within the construction field with knowledge of general practices within the construction industry, such as residential and commercial building
2. Entry level employment and/or placement into a trade union in the specialized trades, such as electrician, and plumbing
3. Specialized training in water treatment (Grade 1 and Grade 2), entry level solar installation (NABCEP), and building codes
4. Purchasing, scheduling, and feasibility of projects, materials, and resources as well as basic project management and bid development.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Building Maintenance Technician
- Entry into labor union
- Foreman
- General Contractor
- Materials Sales, Marketing, and Customer Service

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



# CONSTRUCTION TECHNOLOGY

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### CONSTRUCTION TECHNOLOGY — Associate in Science

#### Required Courses (30 credits)

CTCH 250	MATERIALS OF CONSTRUCTION	3
CTCH 163	CONSTRUCTION MANAGEMENT	3
CTCH 164	BLUEPRINT READING	3
CTCH 168	RESIDENTIAL PLUMBING	3
CTCH 169	RESIDENTIAL WIRING	3
CTCH 171	HOMEBUILDING - LAYOUT AND CONCRETE I	3
CTCH 172	HOMEBUILDING - FLOOR AND WALL FRAMING I	3
CTCH 173	HOMEBUILDING - ROOF FRAMING I	3
CTCH 174	HOMEBUILDING - FINISH CARPENTRY I	3
CTCH 180A	BUILDING CODE I, ARCHITECTURAL DESIGN PROVISIONS	3

#### Plus 3-4 credits from the following:

BUS 283	MANAGEMENT AND SUPERVISION	3
CTCH 176	BASIC WATER TREATMENT	3
CTCH 177	WATER DISTRIBUTION SYSTEMS	3
CTCH 181	NATIONAL ELECTRICAL CODE	3
CTCH 183	COMMERCIAL AND INDUSTRIAL WIRING SYSTEMS	4
CTCH 287	INTRODUCTION TO GREEN TECHNOLOGY	4
WELD 270A	BASIC WELDING	3
<b>Total Credits</b>		<b>33-34</b>

# CONSTRUCTION TECHNOLOGY

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### CONSTRUCTION TECHNOLOGY — Certificate of Achievement

#### Required Courses (30 credits)

CTCH 250	MATERIALS OF CONSTRUCTION	3
CTCH 163	CONSTRUCTION MANAGEMENT	3
CTCH 164	BLUEPRINT READING	3
CTCH 168	RESIDENTIAL PLUMBING	3
CTCH 169	RESIDENTIAL WIRING	3
CTCH 171	HOMEBUILDING - LAYOUT AND CONCRETE I	3
CTCH 172	HOMEBUILDING - FLOOR AND WALL FRAMING I	3
CTCH 173	HOMEBUILDING - ROOF FRAMING I	3
CTCH 174	HOMEBUILDING - FINISH CARPENTRY I	3
CTCH 180A	BUILDING CODE I, ARCHITECTURAL DESIGN PROVISIONS	3

#### Plus 3 credits from the following:

BUS 283	MANAGEMENT AND SUPERVISION	3
CTCH 176	BASIC WATER TREATMENT	3
CTCH 177	WATER DISTRIBUTION SYSTEMS	3
CTCH 181	NATIONAL ELECTRICAL CODE	3
CTCH 183	COMMERCIAL AND INDUSTRIAL WIRING SYSTEMS	4
CTCH 287	INTRODUCTION TO GREEN TECHNOLOGY	4
WELD 270A	BASIC WELDING	3
<b>Total Credits</b>		<b>33</b>

# CRIMINAL JUSTICE

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Associate in Arts (A.A.)

## DESCRIPTION

The Criminal Justice Program studies the activities and operations of law enforcement agencies, the courts and correctional agencies. The public and social policy implications associated with operating the criminal justice system are also explored. Criminal Justice careers offer individuals a rewarding opportunity to serve the public, safeguard constitutional rights and actively meet the needs of the community. Upon completion of the program, students will be prepared to work in a variety of fields, including law enforcement, investigations, courts, corrections, private security, law and juvenile justice.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Correctional Personnel
- Nonprofit Agencies
- Parole/Probation Officer
- Law Enforcement Officer
- Victim's Advocate
- Youth Correctional Facility

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# CRIMINAL JUSTICE

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### ADMINISTRATION OF JUSTICE — Associate in Science for Transfer

#### Required Courses (6 credits)

CJ 202	INTRODUCTION TO CRIMINAL JUSTICE	3
CJ 206	CONCEPTS OF CRIMINAL LAW	3

#### List A: Select any TWO of the following courses (6 credits)

CJ 204	PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM	3
CJ 208	LEGAL ASPECTS OF EVIDENCE	3
CJ 210	PRINCIPLES OF INVESTIGATION	3
CJ 224	COMMUNITY, DIVERSITY AND THE JUSTICE SYSTEM	3
CJ 228	INTRODUCTION TO CORRECTIONS	3

#### List B: Select any TWO of the following courses (6-7 credits)

Any course not selected from List A

SOC 201A	INTRODUCTION TO SOCIOLOGY	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)

**Total Credits** **18-19**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer. In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### CRIMINAL JUSTICE — Associate in Arts

Students must pass all classes with a grade of "C" or better.

A minimum of 12 credits in Criminal Justice must be earned at Cuesta College.

#### Required Courses (26 credits)

CJ 202	INTRODUCTION TO CRIMINAL JUSTICE	3
CJ 204	PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM	3
CJ 206	CONCEPTS OF CRIMINAL LAW	3
CJ 208	LEGAL ASPECTS OF EVIDENCE	3
CJ 210	PRINCIPLES OF INVESTIGATION	3
CJ 213	PATROL PROCEDURES	3
CJ 224	COMMUNITY, DIVERSITY AND THE JUSTICE SYSTEM	3
CJ 226	INVESTIGATIVE REPORT WRITING	2
CJ 228	INTRODUCTION TO CORRECTIONS	3

**Total Credits** **26**

# DRAMA

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

## DESCRIPTION

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. The degree program allows for a course of study that expands and increases creativity. It is a meaningful journey of personal discovery and self-expansion. It connects the study of script analysis to creating complex characters or theatrical designs. In addition, a solid foundation of fundamental skills learned through a variety of performance as well as technical theatre courses will help the student build confidence and emphasize the importance of responsibility, dedication, collaboration and commitment.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

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## FINANCIAL AID

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## CAREER OPPORTUNITIES

- |  |                                |
|--|--------------------------------|
| ■ Actors   | ■ Producers                    |
| ■ Drama Teacher, Postsecondary                                       | ■ Program Directors            |
| ■ Artists and Related Workers, All Other                             | ■ Set and Exhibit Designers    |
| ■ Directors- Stage, Motion Pictures, Television, and Radio           | ■ Talent Directors             |
| ■ Entertainers and Performers, Sports and Related Workers, All Other | ■ Technical Directors/Managers |

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# DRAMA

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### THEATRE ARTS — Associate in Arts for Transfer

#### Required Courses: (9 credits)

DRA 207	INTRODUCTION TO THEATRE	3
DRA 200	ACTING 1	3
DRA 248	REHEARSAL AND PERFORMANCE IN PRODUCTION	3
or DRA 240	TECHNICAL THEATRE PRACTICUM	(3)

#### Select at least 9 credits from the following courses:

DRA 201	ACTING II - ACTING FOR THE CAMERA	3
DRA 209	INTRODUCTION TO THEATRE DESIGN	3
DRA 211	STAGECRAFT	3
DRA 236	INTRODUCTION TO THEATRICAL COSTUME CONSTRUCTION	3
DRA 240	TECHNICAL THEATRE PRACTICUM	3
or DRA 248	REHEARSAL AND PERFORMANCE IN PRODUCTION	(3)

**Total Credits** **18**

DRA 240 and 248 each may only be used once to meet degree requirements

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for

details.

# EARLY CHILDHOOD EDUCATION

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Associate in Arts (A.A.)
- Certificate of Achievement (C.A.)



## DESCRIPTION

Early Childhood Education Program course work is approved by the California Commission on Teacher Credentialing as meeting the requirements for the California Child Development Permit. Students completing the ECE AA or AS-T degrees are immediately eligible for the Child Development Permit at the Teacher level. The Early Childhood Education curriculum prepares students to work with children from infancy into middle childhood in a variety of learning environments.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## CAREER OPPORTUNITIES

- Adoption Counselor
- Before and After School Teacher/Director
- Child Care Teacher/Director
- Child Life Specialist
- Community College Instructor
- Counselor – Career
- Counselor – Community
- Counselor – Marriage/Family/Child
- Counselor – School
- Early Childhood Special Education Specialist
- Elementary School Teacher
- Infant Day Care Teacher/Director
- Parent Education Instructor
- Pediatric Psychologist
- Preschool Teacher/Administrator
- Resource and Referral Coordinator
- Social Worker

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

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## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

# EARLY CHILDHOOD EDUCATION

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### EARLY CHILDHOOD EDUCATION — Associate in Science for Transfer

#### Required Core Courses (27 credits)

ECE 201	CHILD GROWTH AND DEVELOPMENT	3
ECE 202	CHILD, FAMILY AND COMMUNITY	3
ECE 203	CURRICULUM FOR YOUNG CHILDREN	3
ECE 204	HEALTH, SAFETY, AND NUTRITION	3
ECE 205	INTRODUCTION TO EARLY CHILDHOOD EDUCATION: PRINCIPLES AND PRACTICES	3
ECE 206	OBSERVATION, RECORDING TECHNIQUES AND ASSESSMENT	3
ECE 209	GUIDANCE, CURRICULUM AND ENVIRONMENTS	3
ECE 210	PRACTICUM: FIELD EXPERIENCE	3
ECE 215	TEACHING IN A DIVERSE SOCIETY	3
<b>Total Credits</b>		<b>27</b>

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### EARLY CHILDHOOD EDUCATION TEACHER — Associate in Arts

#### Required Courses (30 credits)

ECE 201	CHILD GROWTH AND DEVELOPMENT	3
ECE 202	CHILD, FAMILY AND COMMUNITY	3
ECE 203	CURRICULUM FOR YOUNG CHILDREN	3
ECE 204	HEALTH, SAFETY, AND NUTRITION	3
ECE 205	INTRODUCTION TO EARLY CHILDHOOD EDUCATION: PRINCIPLES AND PRACTICES	3
ECE 206	OBSERVATION, RECORDING TECHNIQUES AND ASSESSMENT	3
ECE 209	GUIDANCE, CURRICULUM AND ENVIRONMENTS	3
ECE 210	PRACTICUM: FIELD EXPERIENCE	3
ECE 215	TEACHING IN A DIVERSE SOCIETY	3
HEED 204	STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)	3

\* Current certification in Standard First Aid and CPR may be substituted for HEED 204.

#### Plus 3 credits from the following:

ECE 211	MUSIC AND MOVEMENT ACTIVITIES FOR YOUNG CHILDREN	3
ECE 220	ART FOR CHILDREN	3
ECE 234	CHILDREN'S LITERATURE	3

#### Plus 3 credits from the following:

ECE 244	SUPERVISION AND ADMINISTRATION OF PARENT PROGRAMS	3
ECE 245	ADULT SUPERVISION, EVALUATION AND STAFF RELATIONS IN ECE	3
ECE 246	ADMINISTRATION AND SUPERVISION OF EARLY CHILDHOOD SCHOOLS	3

#### Plus 3 credits from the following:

ECE 235	STRATEGIES FOR CHALLENGING BEHAVIORS IN THE ECE CLASSROOM	3
ECE 236	UNDERSTANDING THE CHILD WITH SPECIAL NEEDS	3
ECE 242	INFANT-TODDLER CAREGIVING	3

**Total Credits** **39**



# EARLY CHILDHOOD EDUCATION

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### Early Childhood Education Teacher - C.A. Certificate

#### Required Courses (30 credits)

ECE 201	CHILD GROWTH AND DEVELOPMENT	3
ECE 202	CHILD, FAMILY AND COMMUNITY	3
ECE 203	CURRICULUM FOR YOUNG CHILDREN	3
ECE 204	HEALTH, SAFETY, AND NUTRITION	3
ECE 205	INTRODUCTION TO EARLY CHILDHOOD EDUCATION: PRINCIPLES AND PRACTICES	3
ECE 206	OBSERVATION, RECORDING TECHNIQUES AND ASSESSMENT	3
ECE 209	GUIDANCE, CURRICULUM AND ENVIRONMENTS	3
ECE 210	PRACTICUM: FIELD EXPERIENCE	3
ECE 215	TEACHING IN A DIVERSE SOCIETY	3
HEED 204	STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)	3

\* Current certification in Standard First Aid and CPR may be substituted for HEED 204.

#### Plus 3 credits from the following:

ECE 211	MUSIC AND MOVEMENT ACTIVITIES FOR YOUNG CHILDREN	3
ECE 220	ART FOR CHILDREN	3
ECE 234	CHILDREN'S LITERATURE	3

#### Plus 3 credits from the following:

ECE 244	SUPERVISION AND ADMINISTRATION OF PARENT PROGRAMS	3
ECE 245	ADULT SUPERVISION, EVALUATION AND STAFF RELATIONS IN ECE	3
ECE 246	ADMINISTRATION AND SUPERVISION OF EARLY CHILDHOOD SCHOOLS	3

#### Plus 3 credits from the following:

ECE 235	STRATEGIES FOR CHALLENGING BEHAVIORS IN THE ECE CLASSROOM	3
ECE 236	UNDERSTANDING THE CHILD WITH SPECIAL NEEDS	3
ECE 242	INFANT-TODDLER CAREGIVING	3

**Total Credits** **39**

# ECONOMICS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

## DESCRIPTION

The study of economic theory and application allows students to develop their own perspective on causes and solutions to some of the pressing economic topics of society. The Economics Program at Cuesta College will provide students with a principle foundation from which to understand and improve decision-making processes in many aspects of life: as a consumer, an employee, an employer, a voter, a member of the global economy, and other roles.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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## FINANCIAL AID

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## CAREER OPPORTUNITIES

- Economic Consulting
- Government and Not-For-Profits
- Research and Development
- Finance
- Law

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# ECONOMICS

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ECONOMICS — Associate in Arts for Transfer

#### Required Core: (13-15 credits)

ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
MATH 247	INTRODUCTION TO STATISTICS	4
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
or MATH 265A	CALCULUS I	(5)

#### List A: Select one course (4-5 credits)

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 218	BUSINESS LAW	4
BUS 227	BUSINESS COMMUNICATIONS	4
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
MATH 265B	CALCULUS II	5

#### List B: Select one course (4-5 units)

Any course not used in List A

MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5
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**Total Credits** **21-25**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# ELECTRONICS AND ELECTRICAL TECHNOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

Cuesta College is an approved training provider as a general electrician certification training program. Students enrolled in an approved course may register with the Division of Apprenticeship Standards to be eligible to work as an electrician trainee and continue their employment if 150 classroom hours each year are completed until qualified for the certification exam. Students who complete all the mandatory courses are eligible to sit for the certification exam administered by the state of California. Passage of this exam in combination of specific work experience will complete the state electrician certification process.

There is additional paperwork required for the State Electrician Trainee Program. Please contact the Engineering Technology Department for more information at (805) 546-3264.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Commercial Electrical Installer
- Electrical Engineer
- Electrical Installer
- Electrical Maintenance Technician
- Electrician
- Environmental Engineer
- Environmental Scientist
- Industrial Maintenance Electrician
- Solar Engineer

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# ELECTRONICS AND ELECTRICAL TECHNOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ELECTRICAL TECHNOLOGY — Associate in Science

#### Required Courses (33 credits)

CTCH 163	CONSTRUCTION MANAGEMENT	3
CTCH 169	RESIDENTIAL WIRING	3
CTCH 181	NATIONAL ELECTRICAL CODE	3
CTCH 183	COMMERCIAL AND INDUSTRIAL WIRING SYSTEMS	4
EET 213	ELECTRONICS FUNDAMENTALS	6
EET 224	INDUSTRIAL ELECTRONICS	4
EET 228	PLC AUTOMATION AND SOLAR MONITORING	4
EET 267	POWER SYSTEMS AND ROTATING ELECTRICAL MACHINERY	4
EET 119	STATE ELECTRICIAN TRAINEE TOPICS	2
<b>Total Credits</b>		<b>33</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ELECTRONICS AND STATE ELECTRICIAN — Certificate of Achievement

#### Required Courses (38 credits)

CTCH 163	CONSTRUCTION MANAGEMENT	3
CTCH 169	RESIDENTIAL WIRING	3
CTCH 181	NATIONAL ELECTRICAL CODE	3
CTCH 183	COMMERCIAL AND INDUSTRIAL WIRING SYSTEMS	4
EET 213	ELECTRONICS FUNDAMENTALS	6
EET 224	INDUSTRIAL ELECTRONICS	4
EET 228	PLC AUTOMATION AND SOLAR MONITORING	4
EET 267	POWER SYSTEMS AND ROTATING ELECTRICAL MACHINERY	4
EET 119	STATE ELECTRICIAN TRAINEE TOPICS	2
MATH 127	INTERMEDIATE ALGEBRA	5
<b>Total Credits</b>		<b>38</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### NUCLEAR ENERGY SYSTEMS — Certificate of Specialization

#### Required Courses (16 credits)

EET 213	ELECTRONICS FUNDAMENTALS	6
EET 267	POWER SYSTEMS AND ROTATING ELECTRICAL MACHINERY	4
EET 270	NUCLEAR POWER PROCESSES FOR TECHNICIANS	3
EET 271	NUCLEAR POWER FUNDAMENTALS	3
<b>Total Credits</b>		<b>16</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### POWER AND INSTRUMENTATION CERTIFICATE — Certificate of Specialization

#### Required Courses (16 credits)

EET 227	FLUID AND PNEUMATIC TECHNOLOGY	4
EET 228	PLC AUTOMATION AND SOLAR MONITORING	4
EET 257	COMPUTER INSTRUMENTATION AND CONTROL	4
EET 267	POWER SYSTEMS AND ROTATING ELECTRICAL MACHINERY	4
<b>Total Credits</b>		<b>16</b>

# EMERGENCY MEDICAL SERVICES

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)



## DESCRIPTION

The Emergency Medical Services Program (EMS) trains students for Emergency Medical Technician (EMT) certification and for Paramedic licensure. EMT Refresher courses and Hazardous Materials courses are also offered. Students are taught the fundamental principles and skills required to provide emergency medical care for the sick and injured at the scene of an emergency and/or during transport to a healthcare facility. Our training program prepares the graduate to function as a beginning practitioner according to national standards. Hands-on clinical and field internship experience is part of the training.

## CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

### EMT:

- Emergency Medical Technician on an ambulance
- Emergency Department Technician in a hospital
- Many other service oriented jobs often require EMT certification, such as: fire fighters, park rangers, life guards and public safety officers

### Paramedic:

- Paramedic on an ambulance
- Paramedic on a cruise ship
- Paramedic contracted to serve large overseas corporations
- Fire Fighter, Paramedic
- Flight Medic
- Education - Instructor, Director, Administrator

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

## Paramedic Program

### Admission Requirements

The Paramedic Program prepares graduates to take the Paramedic National Registry Examination (NREMT) leading to licensure as a Paramedic.

The Cuesta College Paramedic Program initially became accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and earned approval by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) on July 25, 2008. Our program is due for accreditation renewal in 2018.

Students interested in applying to the Paramedic Program are strongly urged to consult an academic counselor prior to registering in prerequisite coursework.

All persons who meet Cuesta College's admission requirements, additional pre-paramedic program admission criteria, and submit a paramedic program application are eligible for admission into the program.

Eligible applicants are admitted into the paramedic program by random selection from a pool of qualified applicants. The year long program starts once a year in the fall.

Entrance requirements are subject to change. For most current information please refer to the Nursing and Allied Health Division webpage at <http://academic.cuesta.edu/nursing>.

2015 -2016 Paramedic Program Admission requirements include:

- Biology 212\* ( Human Biology, lab portion not required)
- English 156\*\* (College Reading and Writing)\*\*
- Math 123\*\* (Elementary Algebra)\*\*
- High School Diploma (transcript with date of completion posted) or GED
- Current County EMT certification
- Current Healthcare Provider or Professional Rescuer CPR certification
- EMT Work Experience - EMT experience must be current within two years of the program start date. A minimum of six months full-time or a minimum of 1000 hours part-time and/or volunteer EMT work experience with an emergency medical service provider. Applicants may use the Allan Hancock "EMS 1B (Advanced)" Academy, with Director's approval, to satisfy a portion of the EMT work experience hours.

\* Equivalent courses from other colleges and completion of higher level courses, such as BIO 205 (Anatomy) and BIO 206 (General Human Physiology) are accepted

\*\* Equivalent courses and/or completion of higher level courses, such as English 201A (English Composition) and Math 127 (Intermediate Algebra) are accepted. Student may also choose to take an assessment test in lieu of course completion. English and math assessment test(s), with placement into a higher English or math course, will satisfy the above requirements. Contact Cuesta Assessment

Services at 805/546-3951 for more information.

Additionally, admitted students are required to complete a background check, drug screen, physical exam, and provide documentation of immunizations, per current affiliate agency agreements.

# EMERGENCY MEDICAL SERVICES

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PARAMEDIC — Associate in Science

Adherence to Cuesta College Paramedic Program Student Policies is required at all times for continued participation and progression in the program. All courses must be completed with a minimum grade of "C" to progress, complete the program, and receive the certificate required to take the NREMT-P licensure exam. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a licensed paramedic may constitute grounds for denial of licensure.

#### Required Courses (39 credits)

BIO 212	HUMAN BIOLOGY	3
EMS 210	PARAMEDIC THEORY I	17
EMS 211	PARAMEDIC THEORY II	5
EMS 211L	PARAMEDIC SKILLS	1.5
EMS 212	PARAMEDIC CLINICAL	3.5
EMS 213A	PARAMEDIC INTERNSHIP I	2
EMS 213B	PARAMEDIC INTERNSHIP II	7
<b>Total Credits</b>		<b>39</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PARAMEDIC — Certificate of Achievement

Adherence to Cuesta College Paramedic Program Student Policies is required at all times for continued participation and progression in the program. All courses must be completed with a minimum grade of "C" to progress, complete the program, and receive the certificate required to take the NREMT-P licensure exam. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a licensed paramedic may constitute grounds for denial of licensure.

#### Required Courses (39 credits)

BIO 212	HUMAN BIOLOGY	3
EMS 210	PARAMEDIC THEORY I	17
EMS 211	PARAMEDIC THEORY II	5
EMS 211L	PARAMEDIC SKILLS	1.5
EMS 212	PARAMEDIC CLINICAL	3.5
EMS 213A	PARAMEDIC INTERNSHIP I	2
EMS 213B	PARAMEDIC INTERNSHIP II	7
<b>Total Credits</b>		<b>39</b>



# EMERGENCY MEDICAL SERVICES

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### EMERGENCY MEDICAL TECHNICIAN — Certificate of Specialization

#### Required Course (8.5 credits)

EMS 201	EMERGENCY MEDICAL TECHNICIAN	8.5
<b>Total Credits</b>		<b>8.5</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### HAZARDOUS MATERIALS FIRST RESPONDER OPERATIONAL — Certificate of Specialization

Students must receive an 80% or better on the final exam to receive certification from the Governor's Office of Emergency Services California Specialized Training Institute (CSTI).

#### Required Course (1.5 credits)

EMS 103	HAZARDOUS MATERIALS FIRST RESPONDER OPERATIONAL	1.5
<b>Total Credits</b>		<b>1.5</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### EMERGENCY MEDICAL TECHNICIAN REFRESHER — Certificate of Specialization

Students must possess a current Emergency Medical Technician I county issued certificate that has not expired for more than two years, and successfully pass the EMS 102 refresher class to apply for recertification.

#### Required Course (1.5 credits)

EMS 102	EMERGENCY MEDICAL TECHNICIAN-REFRESHER	1.5
<b>Total Credits</b>		<b>1.5</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### EMERGENCY MEDICAL TECHNICIAN-TRANSITION — Certificate of Specialization

#### Required Course (1.5 credits)

EMS 102T	EMERGENCY MEDICAL TECHNICIAN-TRANSITION	1.5
<b>Total Credits</b>		<b>1.5</b>

# ENGINEERING

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)

## DESCRIPTION

Cuesta's Engineering program provides a foundation of mathematics, chemistry and physics courses necessary to transfer to a four-year institution and complete a bachelor's degree in engineering. Students should consult the institution to which they wish to transfer for specific lower division requirements.

People working in the field of engineering and related technical fields "bridge the gap" between scientific principles and the application of these principles to the needs of society. An engineer uses experience and judgment, as well as advanced training in engineering, science, and mathematics, to formulate ideas and designs, and to determine standards, specifications, work orders and schedules so that projects can be economically beneficial to mankind. Engineering offers diverse and exciting job opportunities for people with mathematical, scientific, and technical skills.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Drafters
- Engineering Lab Technician
- Mechanical Designers
- Quality Control Technicians
- Research Technicians
- Surveyors

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# ENGINEERING

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### Engineering– A.S. Degree

Completion of this program prepares the students for admission to any college or university in the engineering discipline of their choice. All courses are fully articulated and transferable. All courses listed must be completed with a “C” grade or better.

#### Required Courses (42 credits)

CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
ENGR 226	ENGINEERING DRAWING I	4
ENGR 250	ENGINEERING STATICS	3
MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5
MATH 287	ORDINARY DIFFERENTIAL EQUATIONS AND LINEAR ALGEBRA	5
PHYS 208A	PRINCIPLES OF PHYSICS 1	5
PHYS 208B	PRINCIPLES OF PHYSICS 2	5

**Plus 13 credits (of which 9 must be earned at Cuesta) from the following, with a minimum of 3 courses from the Engineering discipline:**

CIS 217	“C” PROGRAMMING LANGUAGE	3
CIS 231	FUNDAMENTALS OF COMPUTER SCIENCE I	4
CIS 240	MICROCOMPUTER ARCHITECTURE & PROGRAMMING	3
ENGR 210	COMPUTATIONAL METHODS FOR ENGINEERS	3
ENGR 217	CIRCUIT ANALYSIS	4
ENGR 219	DIGITAL DESIGN	4
ENGR 246	MATERIALS ENGINEERING	2
ENGR 246L	ENGINEERING MATERIALS LAB	1
ENGR 248	INTRODUCTION TO ENGINEERING	1
ENGR 251	ENGINEERING DYNAMICS	3
ENGR 252A	STRENGTH OF MATERIALS I	2
and ENGR 252B	STRENGTH OF MATERIALS II	2
GEOL 210	PHYSICAL GEOLOGY	4
PHYS 208C	MODERN PHYSICS	4
WELD 270A	BASIC WELDING	3
<b>Total Credits</b>		<b>55</b>

# ENGLISH

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

### DESCRIPTION

English is a discipline that trains students to read carefully and imaginatively, ask probing questions about complex material, and then answer those questions in coherent, persuasive prose—a combination of skills vital to any number of careers. Composition courses in English will provide the necessary skills to complete reading and writing tasks for students headed for the job market and for students transferring to four year institutions. Literature courses will equip students with the skills to engage the great works of the human imagination, reason complexly about those works, and respond in clear, organized, and compelling prose.

### ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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### TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

#### Transfer Resources:

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### FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

### CAREER OPPORTUNITIES

- |                              |                         |
|------------------------------|-------------------------|
| ■ Advertising Person         | ■ Lawyer                |
| ■ Advertising Researcher     | ■ Legislative Assistant |
| ■ Arts Program Administrator | ■ Lexicographer         |
| ■ Business Administrator     | ■ Librarian             |
| ■ Civil Servant              | ■ Manager               |
| ■ Columnist/Journalist       | ■ Methods Analyst       |
| ■ Contract Specialist        | ■ Program Developer     |
| ■ Diplomat                   | ■ Public Relations      |
| ■ Drama/Film Critic          | ■ Publisher             |
| ■ Editor/Evaluator           | ■ Researcher            |
| ■ Film/TV Scriptwriter       | ■ Teacher               |
| ■ Information Specialist     | ■ Technical Writer      |
| ■ Insurance Examiner         | ■ Writer                |
| ■ Interpreter                | ■ Writing Consultant    |
| ■ Journalist                 |                         |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# ENGLISH

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### ENGLISH — Associate in Arts for Transfer

#### Required Core (4 credits)

ENGL 201B	COMPOSITION: INTRODUCTION TO LITERATURE/CRITICAL THINKING	4
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#### List A: Select Two Courses (6 credits)

ENGL 212A	AMERICAN LITERATURE	3
ENGL 212B	AMERICAN LITERATURE	3
ENGL 246A	SURVEY OF BRITISH LITERATURE	3
ENGL 246B	SURVEY OF BRITISH LITERATURE	3

#### List B: Select two courses or any course(s) from List A not already used (6 credits):

ENGL 205	INTRODUCTION TO POETRY	3
ENGL 206	INTRODUCTION TO THE NOVEL	3
ENGL 213	MULTICULTURAL VOICES IN AMERICAN LITERATURE	3
ENGL 215	SHAKESPEARE	3
ENGL 216	LITERATURE AND FILM	3
ENGL 217	LITERATURE BY WOMEN	3
ENGL 231	CREATIVE WRITING	3
ENGL 244A	EUROPEAN LITERATURE	3
ENGL 244B	EUROPEAN LITERATURE	3

#### List C: One course from List C or any course from List A or B, not used above (minimum of 3 credits):

ENGL 201C	ENGLISH COMPOSITION: CRITICAL THINKING	4
JOUR 201A	NEWS WRITING AND REPORTING	3
JOUR 201B	INTRODUCTION TO MASS COMMUNICATION	3
BUS 227	BUSINESS COMMUNICATIONS	4
ECE 234	CHILDREN'S LITERATURE	3
Any transferable language course.		5
DRA 207	INTRODUCTION TO THEATRE	3

**Total Credits** **19-21**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# ENGLISH AS A SECOND LANGUAGE

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## DEGREES, CERTIFICATES & AWARDS

- Certificate of Specialization (C.S.)
- 

## DESCRIPTION

English as a Second Language (ESL) is a discipline that focuses on language instruction for speakers of other languages in reading, writing, grammar, speaking and listening. Beginning level classes offer foundational instruction in English language skills, and the intermediate to advanced courses prepare students for degree-applicable English and other mainstream college coursework. The ESL program helps students develop and improve their English language skills so that they may achieve their academic, professional, and personal goals as well as participate more effectively in their communities. Students who successfully complete a designated sequence of courses within the program can be eligible for the Intermediate and/or the Advanced Certificate of Specialization in ESL.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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**[www.CSUMentor.org](http://www.CSUMentor.org)** – CSU System Information

## FINANCIAL AID

Financial aid is not available for this certificate.

# ENGLISH AS A SECOND LANGUAGE

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ENGLISH AS A SECOND LANGUAGE, INTERMEDIATE — Certificate of Specialization

#### Required Course (9 credits)

ESL 043	INTERMEDIATE GRAMMAR	3
ESL 053	INTERMEDIATE READING AND WRITING	4 - 6

#### Plus 2 credits from the following:

ESL 725	ESL CONVERSATION, INTERMEDIATE	0
ESL 025B	INTERMEDIATE LEVEL CONVERSATION	2 - 3
ESL 025C	INTERMEDIATE LEVEL CONVERSATION	2 - 3

**Total Credits** 9-11

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ENGLISH AS A SECOND LANGUAGE, ADVANCED — Certificate of Specialization

#### Required Course (15 credits)

ESL 044	HIGH-INTERMEDIATE GRAMMAR	3
ESL 054	HIGH-INTERMEDIATE READING AND WRITING	4 - 6
ESL 099E	ADVANCED READING AND WRITING	6

#### Plus 2 credits from the following:

ESL 735	ESL CONVERSATION, HIGH INTERMEDIATE	0
ESL 035B	ADVANCED LEVEL CONVERSATION	2 - 3
ESL 035C	ADVANCED LEVEL CONVERSATION	2 - 3

**Total Credits** 15-17

# FAMILY STUDIES/ HUMAN SERVICES

## DEGREES, CERTIFICATES & AWARDS

Associate in Arts (A.A.)

Certificate of Specialization (C.S.)



## DESCRIPTION

The Family Studies/Human Services Department offers an interdisciplinary degree concentrating in psycho-social development across the life span, emphasizing personal identity and the family system. The degree is designed to benefit the student who wishes to pursue a career in the social and behavioral sciences field, such as social work, clinical psychology and crisis management; as well as benefit the student seeking to acquire a deeper understanding of human development and adjustment. Additionally, the Family Studies/Human Services Department offers an Addiction Studies Certification of Specialization designed to prepare students to serve as professionals in the growing career field of chemical and behavioral addiction counseling. Cuesta College is an accredited California Association for Alcohol/Drug Educators (CAADE) program. This credential will help students obtain jobs in social service agencies, treatment programs, recovery homes, schools, DEA, and law enforcement. Lastly, the Family Studies/Human Services course offerings prepare students for transfer to institutions providing higher degrees in the social and behavioral sciences.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## CAREER OPPORTUNITIES

- Community College Instructor
- Crisis Worker
- Mental Health Worker
- Parent Educator
- Parole/Probation Officer
- Social Worker
- University Professor
- Writer/Journalist

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)



# FAMILY STUDIES/HUMAN SERVICES

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### FAMILY STUDIES/HUMAN SERVICES — Associate in Arts

Students transferring to four-year colleges or universities are urged to include Psychology 201 and Sociology 201A as part of their General Education/Breadth requirements.

#### Required Courses (27 credits)

FMST 202	CHILD, FAMILY AND COMMUNITY	3
FMST 205	LIFE MANAGEMENT	3
FMST 210	INTRODUCTION TO HUMAN SERVICES	3
FMST 212	HUMAN DEVELOPMENT: LIFE SPAN	3
FMST 213	ETHNIC IDENTITY AND DEVELOPMENT PATTERNS	3
FMST 214	FAMILY, RELATIONSHIPS AND INTIMACY	3
FMST 215	DEVELOPMENTAL PATTERNS OF WOMEN	3
FMST 216	THE STUDY OF PARENTING: THEORY AND PRACTICE	3
FMST 218	HUMAN SEXUALITY: EXPERIENCE & EXPRESSION	3

#### Plus 6 credits from the following:

FMST 270	INTRO TO ADDICTION STUDIES: ADDICTION AND THE COMMUNITY	3
FMST 271	GROUP PROCESS AND PRACTICE	3
FMST 272	DRUG PREVENTION AND EDUCATION	3
FMST 278	FAMILIES AND ADDICTION	3
FMST 280	BASIC INTERVIEWING AND COUNSELING SKILLS	3
FMST 288	ADDICTION STUDIES FIELDWORK & SEMINAR	7
LDER 253	PEER COUNSELING	2
or LDER 255	COMMUNITY INTERNSHIP	(1 - 3)
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3
SOC 206	RACE AND ETHNIC RELATIONS	3
<b>Total Credits</b>		<b>33</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ADDICTION STUDIES — Certificate of Specialization

#### Required Courses (15 credits)

FMST 270	INTRO TO ADDICTION STUDIES: ADDICTION AND THE COMMUNITY	3
FMST 272	DRUG PREVENTION AND EDUCATION	3
FMST 278	FAMILIES AND ADDICTION	3
FMST 279	TREATMENT AND CASE MANAGEMENT	3
HEED 206	HEALTH ASPECTS OF DRUG USE	3
<b>Total Credits</b>		<b>15</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### ADDICTION STUDIES FIELDWORK — Certificate of Specialization

#### Required Courses (7 credits)

FMST 288	ADDICTION STUDIES FIELDWORK & SEMINAR	7
<b>Total Credits</b>		<b>7</b>

# GEOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Associate in Science (A.S.)

## DESCRIPTION

The Cuesta College Earth and Ocean Science Program involves the study of the solid earth, ocean and atmosphere. It is the branch of science that investigates diverse geologic processes, including rock and mineral formation, tectonic and volcanic processes, and landform and seafloor development. In addition, the examination of the origins and evolution of life through the study of fossils (paleontology) and the assessment of economically important mineral deposits, fossil fuels, and geologic hazards are integral to the discipline. The chemistry and physics of the ocean and atmosphere are examined for their impact on the distribution of marine sediments, ocean circulation, weather and global climate patterns. Specific course topics fulfill the lower division requirements for majors in geology, geophysics, civil engineering, construction management, and environmental science. Students can earn an A.S. degree in Geology at Cuesta College, preparing them for transfer to four-year institutions or for employment in technical careers.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Atmospheric, Earth, Marine, and Space Sciences Teachers, Postsecondary
- Hydrologists
- Geoscientists, Except Hydrologists and Geographers
- Natural Sciences Managers
- Water Resource Specialists

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# GEOLOGY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### GEOLOGY — Associate in Science for Transfer

**Required Core: (28 credits)**

GEOL 210	PHYSICAL GEOLOGY	4
GEOL 211	HISTORICAL GEOLOGY	4
CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
<b>Total Credits</b>		<b>28</b>

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### GEOLOGY — Associate in Science

**Required Courses (16 credits)**

GEOL 210	PHYSICAL GEOLOGY	4
GEOL 220	GEOLOGY OF CALIFORNIA	3
GEOL 212	GEOLOGIC HAZARDS, MAN, AND THE ENVIRONMENT	3
or GEOL 225	INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS	(3)
GEOL 229A	GEOLOGICAL SCIENCE FIELD STUDIES	1
GEOL 229B	GEOLOGICAL SCIENCE FIELD STUDIES	1
OCEN 210	OCEANOGRAPHY	3
OCEN 210L	OCEANOGRAPHY LABORATORY	1

**Plus 10 credits from the following:**

CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
PHYS 208A	PRINCIPLES OF PHYSICS 1	5
PHYS 208B	PRINCIPLES OF PHYSICS 2	5
<b>Total Credits</b>		<b>26</b>

# HISTORY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)

## DESCRIPTION

History is the study of all human experience. It examines the people, institutions, ideas, and events of the past. The study of history contributes to cultural literacy, global awareness, and develops critical thinking skills, while helping students understand the present. Historical study provides a solid, fundamental preparation for careers in education, government, and business. It also serves as excellent preparation for law school, the diplomatic service, international work, urban affairs, and library science. History is an academic discipline offering both breadth and focus. History graduates will find that their critical and analytical thinking skills prepare them for a wide variety of employment opportunities.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                        |                               |
|------------------------|-------------------------------|
| ■ Archivist            | ■ Market Research             |
| ■ Businessperson       | ■ Museum Curator              |
| ■ Communications       | ■ Pre-Law/Lawyer              |
| ■ Consultant           | ■ Researcher/Research Analyst |
| ■ Foreign Service      | ■ State Park Historian        |
| ■ Historian            | ■ Teacher                     |
| ■ Historical Societies | ■ Travel                      |
| ■ Journalist           | ■ Writer                      |
| ■ Librarian            |                               |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# HISTORY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### HISTORY — Associate in Arts for Transfer

#### Required Core (6 credits)

HIST 207A	HISTORY OF THE UNITED STATES	3
HIST 207B	HISTORY OF THE UNITED STATES	3

#### List A (6 credits)

HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
and HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
or HIST 204A	HISTORY OF WESTERN CIVILIZATION	(3)
and HIST 204B	HISTORY OF WESTERN CIVILIZATION	(3)

#### List B, Group 1 (3 credits)

HIST 212	HISTORY OF MEXICAN AMERICANS	3
HIST 233	HISTORY OF AFRICAN AMERICANS	3
HIST 237	HISTORY OF AMERICAN WOMEN	3
HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
If not used in List A History 203A or 203B may be used in List B		3

#### List B, Group 2 (3 credits)

Any History course not taken above.		3
HIST 210	HISTORY OF CALIFORNIA	3
HIST 260	HISTORY OF THE SAN SIMON REGION	3
POLS 201	INTRODUCTION TO POLITICAL SCIENCE	3
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3
POLS 204	WORLD POLITICS	3
POLS 206	COMPARATIVE GOVERNMENT	3

**Total Credits** **18**

“P” (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# HISTORY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### HISTORY — Associate in Arts

#### Required Courses (12 credits)

HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
or HIST 203B	HISTORY OF WORLD CIVILIZATIONS	(3)
or HIST 208A	HISTORY OF LATIN AMERICA	(3)
or HIST 208B	HISTORY OF LATIN AMERICA	(3)
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
or HIST 204B	HISTORY OF WESTERN CIVILIZATION	(3)
HIST 207A	HISTORY OF THE UNITED STATES	3
or HIST 207B	HISTORY OF THE UNITED STATES	(3)
POLS 204	WORLD POLITICS	3
or POLS 206	COMPARATIVE GOVERNMENT	(3)
or POLS 209	INTRODUCTION TO POLITICAL THEORY	(3)

#### Plus 9 credits from the following:

ECON 201A	PRINCIPLES OF MACROECONOMICS	3
HIST 203A *	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B *	HISTORY OF WORLD CIVILIZATIONS	3
HIST 204A *	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B *	HISTORY OF WESTERN CIVILIZATION	3
HIST 207A *	HISTORY OF THE UNITED STATES	3
HIST 207B *	HISTORY OF THE UNITED STATES	3
HIST 208A *	HISTORY OF LATIN AMERICA	3
HIST 208B *	HISTORY OF LATIN AMERICA	3
HIST 210	HISTORY OF CALIFORNIA	3
HIST 212	HISTORY OF MEXICAN AMERICANS	3
HIST 233	HISTORY OF AFRICAN AMERICANS	3
HIST 260	HISTORY OF THE SAN SIMEON REGION	3
<b>Total Credits</b>		<b>21</b>

\* If not used for required credits.

# INTERNATIONAL STUDIES

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts (A.A.)

### DESCRIPTION

The A.A. degree in International Studies prepares transfer students for a major or minor in international relations / global studies. Majors acquire knowledge and skills from a variety of disciplines, such as Anthropology, Geography, Political Science, Economics and Modern Languages. Students learn how culture affects behavior, ideology, and institutions and they develop insight into their own language and culture. Employment opportunities for International Studies majors exist in business (trade, finance), electronic and print media, federal and state government agencies, non-profit international organizations (U.N., Red Cross, etc.), and other organizations involved in international or transnational affairs.

### ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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### TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

#### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

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### FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

### CAREER OPPORTUNITIES

- Administrative/Legislative Aide
- Business/Financial Consultant
- Community Development: Economic Development
- Foreign Service
- Global Account Coordinator
- Global Finance Manager
- Import/Export Specialist
- International Marketing/Trade Specialist
- Peace Corps Volunteer

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# INTERNATIONAL STUDIES

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### INTERNATIONAL STUDIES — Associate in Arts

#### Required Courses (28 credits)

ANTH 203	CULTURAL ANTHROPOLOGY	3
GEOG 202	CULTURAL GEOGRAPHY	3
POLS 204	WORLD POLITICS	3
POLS 206	COMPARATIVE GOVERNMENT	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
2 semester Foreign Language (French, German, Spanish)		10
<b>Total Credits</b>		<b>28</b>



# JOURNALISM

## DEGREES, CERTIFICATES & AWARDS

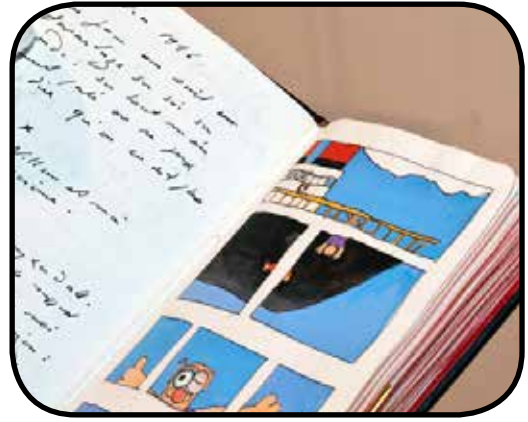
- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)

## DESCRIPTION

The journalism program is for students who want an overview of mass media and practical training in how to report, write, edit and produce multimedia content for publication. Courses emphasize writing for print, broadcast and online publications, as well as using social media and modern technology to communicate with the public. Students who obtain a degree in journalism will have the foundation to pursue careers as writers, editors, photojournalists, designers, multimedia developers and public relations practitioners.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                           |                                 |
|---------------------------|---------------------------------|
| ■ Blogger                 | ■ News Director                 |
| ■ Copy Editor             | ■ Press Relations Officer       |
| ■ Copywriter              | ■ Public Affairs Manager        |
| ■ Communications Director | ■ Public Information Specialist |
| ■ Correspondent           | ■ Reporter                      |
| ■ Legislative Assistant   | ■ Researcher                    |
| ■ Magazine Editor         | ■ Social Media Specialist       |
| ■ Magazine Writer         | ■ Speech Writer                 |
| ■ Multimedia Producer     | ■ Technical Writer              |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# JOURNALISM

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### JOURNALISM — Associate in Arts for Transfer

#### Required Core (10 credits)

JOUR 201A	NEWS WRITING AND REPORTING	3
and JOUR 201B	INTRODUCTION TO MASS COMMUNICATION	3
and JOUR 202A	INTRO TO NEWS PRODUCTION	4

#### List A: Select one course (3-4 credits)

JOUR 205	MULTIMEDIA JOURNALISM	3
or JOUR 202B	NEWS PRODUCTION	(4)

#### List B: Select two courses (6 to 8 credits)

ART 244	PHOTOGRAPHY I	3
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
or ECON 201A	PRINCIPLES OF MACROECONOMICS	(3)
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3
POLS 206	COMPARATIVE GOVERNMENT	3
ENGL 201C	ENGLISH COMPOSITION: CRITICAL THINKING	4
PHIL 208	INTRODUCTION TO LOGIC	3
COMM 215	ARGUMENTATION AND DEBATE	3
<b>Total Credits</b>		<b>19-22</b>

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer. In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM [Click for Program Student Learning Outcomes](#)

### JOURNALISM — Associate in Arts

#### Required Courses (24 credits)

JOUR 201A	NEWS WRITING AND REPORTING	3
JOUR 201B	INTRODUCTION TO MASS COMMUNICATION	3
JOUR 202A	INTRO TO NEWS PRODUCTION	4
JOUR 202B	NEWS PRODUCTION	4
JOUR 202C	NEWS PRODUCTION	4
ART 244	PHOTOGRAPHY I	3
or ART 245	PHOTOGRAPHY II	(3)
JOUR 205	MULTIMEDIA JOURNALISM	3
<b>Total Credits</b>		<b>24</b>

# KINESIOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Science (A.S.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

The Kinesiology Program is designed for students wishing to transfer to any four year institution. Courses are designed to provide the opportunity for students to develop a solid academic foundation in the human movement and sciences areas with a focus on career goals such as physical therapy, athletic training, teaching physical education in the K-12 setting, coaching, and health/wellness promotion.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

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### Transfer Resources:

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**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                                   |   |  |
|-----------------------------------|---|--|
| ■ Athletes and Sports Competitors | ■ Exercise Physiologists                    | ■ Recreation and Fitness Studies Teachers, Postsecondary |
| ■ Coaches and Scouts              | ■ Fitness Trainers and Aerobics Instructors |  |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# KINESIOLOGY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### Kinesiology – A.A.-T Degree for Transfer

#### Required Courses (12 credits)

KINE 201	INTRODUCTION TO KINESIOLOGY	3
BIO 206	GENERAL HUMAN PHYSIOLOGY	5
BIO 205	HUMAN ANATOMY	4

#### Movement Based Courses - Select one course from three of the following areas for a minimum of three credits: Aquatics, Combatives, Team Sports, Individual Sports, Fitness, Dance. (3 credits)

##### Aquatics

KINA 293	SWIMMING TECHNIQUES	0.5 - 1
KINA 294	LAP SWIMMING	0.5 - 1

##### Combatives

KINA 217	KICKBOXING FOR FITNESS	0.5 - 1
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##### Fitness

KINA 201	WEIGHT TRAINING	0.5 - 1
KINA 212	CARDIO STEP TRAINING	1
KINA 234	CROSS FITNESS TRAINING	0.5 - 1
KINA 246	YOGA FOR FITNESS	0.5 - 1

##### Individual Sports

KINA 237	TENNIS FOR LIFETIME FITNESS	0.5 - 1
KINA 238	GOLF	0.5 - 1

##### Team Sports

KINA 256	VOLLEYBALL TECHNIQUES	0.5 - 1
KINA 261	SOCCER	0.5 - 1
KINA 271	BASKETBALL TECHNIQUES	0.5 - 1
KINA 272	FUNDAMENTALS OF BASKETBALL	1
KINA 277	BASKETBALL TECHNIQUES AND APPLICATIONS	0.5 - 1
KINA 281	SOFTBALL FUNDAMENTALS	0.5 - 1

Athletics (ATHL) classes cannot be used towards Major requirements.

#### List A: Select two courses (minimum 6 credits) from the following:

MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
BIO 212 *	HUMAN BIOLOGY	3
CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
PHYS 205A	GENERAL PHYSICS	4
or PHYS 208A	PRINCIPLES OF PHYSICS 1	(5)
HEED 204	STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)	3

**Total Credits** **21-25**

\*If selected, BIO 212 must be taken prior to BIO 205 and BIO 206.

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# KINESIOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### FITNESS, HEALTH AND NUTRITION — Associate in Science

#### Required Courses (30-31 credits)

BIO 205	HUMAN ANATOMY	4
or BIO 212	HUMAN BIOLOGY	(3)
HEED 202	HEALTH EDUCATION	3
HEED 204	STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)	3
HEED 206	HEALTH ASPECTS OF DRUG USE	3
NUTR 210	NUTRITION	3
or NUTR 211	INTRODUCTION TO NUTRITION FOR HEALTH PROFESSIONALS	(3)
NUTR 230	NUTRITION FOR FITNESS AND SPORT	3
KINE 213	INTRODUCTION TO PREVENTION AND CARE OF ATHLETIC INJURIES	3
KINE 214	FOUNDATIONS FOR FITNESS	3
KINE 218	FUNDAMENTALS OF GROUP EXERCISE LEADERSHIP	3
REC 204	RECREATION PROGRAM PLANNING	3
<b>Total Credits</b>		<b>30-31</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### COACHING — Certificate of Specialization

#### Required Courses (9 credits)

KINE 202	PRINCIPLES OF COACHING	3
REC 203	INTRAMURAL AND RECREATIONAL SPORT PROGRAMMING	3
KINE 213	INTRODUCTION TO PREVENTION AND CARE OF ATHLETIC INJURIES	3
<b>Total Credits</b>		<b>9</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### EXERCISE SCIENCE — Certificate of Specialization

#### Required Courses (14-15 credits)

KINE 214	FOUNDATIONS FOR FITNESS	3
KINE 224	CERTIFIED PERSONAL TRAINER	3
or KINE 218	GROUP EXERCISE LEADERSHIP	(3)
BIO 205	HUMAN ANATOMY	4
or BIO 212	HUMAN BIOLOGY	(3)
NUTR 210	NUTRITION	3
or NUTR 230	NUTRITION FOR FITNESS AND SPORT	(3)
Also required: two credits of course work from any of the following activity disciplines: "KINA" (Kinesiology Activity), "PEAD" (Adapted PE), or "ATHL" (Athletics)		2
<b>Total Credits</b>		<b>14-15</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PERSONAL TRAINING — Certificate of Specialization

#### Required Courses (16 credits)

BIO 205	HUMAN ANATOMY	4
NUTR 230	NUTRITION FOR FITNESS AND SPORT	3
KINE 213	INTRODUCTION TO PREVENTION AND CARE OF ATHLETIC INJURIES	3
KINE 214	FOUNDATIONS FOR FITNESS	3
KINE 218	FUNDAMENTALS OF GROUP EXERCISE LEADERSHIP	3
or KINE 224	CERTIFIED PERSONAL TRAINER	(3)
<b>Total Credits</b>		<b>16</b>

# LEGAL STUDIES

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts (A.A.)

## DESCRIPTION

The Legal Studies Degree Program seeks to introduce the student to the field of legal studies along with its connection to and influence over closely related areas in the social sciences and business. The Legal Studies Degree Program emphasizes not only the nature of law and legal institutions, but the impact law and legal institutions have on politics, government, business, economics, different social groups, and society as a whole.

The Legal Studies Degree Program is designed to be an interdisciplinary program where the student, along with acquiring an introduction to the field of legal studies, may choose between the Legal Studies Business Emphasis Associate of Arts (AA) degree and the Legal Studies Social Science Emphasis Associate of Arts (AA) degree. Required and elective units in either the Business Emphasis path or the Social Science Emphasis path must be successfully completed along with the general education coursework required by Cuesta College in order to receive a Legal Studies AA degree from Cuesta College.

The Legal Studies Degree Program is designed for students wishing to transfer into four-year college degree programs by satisfying lower division requirements for transfer to baccalaureate programs in business administration, business economics, business law, management, managerial economics, pre-law, law and society, legal studies, or political science programs. A legal studies degree is also an excellent first step for students considering law school or other post-baccalaureate programs in the social sciences or business.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                               |                                 |
|-------------------------------|---------------------------------|
| ■ Banking                     | ■ Law Offices                   |
| ■ Corporate Legal Departments | ■ Other Legal Service Providers |
| ■ Finance                     | ■ Politics                      |
| ■ Government                  | ■ Real Estate                   |
| ■ Insurance                   |                                 |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# LEGAL STUDIES

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### LEGAL STUDIES: BUSINESS OPTION — Associate in Arts

#### Required Courses (13 credits)

BUS 218	BUSINESS LAW	4
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
LGL 217	INTRODUCTION TO LAW	3
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3

#### Plus 6-8 credits from the following:

BUS 201A	FINANCIAL ACCOUNTING	4
BUS 201B	MANAGERIAL ACCOUNTING	4
BUS 245	INTRODUCTION TO BUSINESS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
MATH 247	INTRODUCTION TO STATISTICS	4
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
PLGL 206	BUSINESS ORGANIZATIONS	3
PLGL 220	LEGAL RESEARCH AND WRITING	4

**Total Credits** **19-21**

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### LEGAL STUDIES: SOCIAL SCIENCE OPTION — Associate in Arts

#### Required Courses (13 credits)

BUS 218	BUSINESS LAW	4
LGL 217	INTRODUCTION TO LAW	3
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3

#### Plus 6 credits from the following:

ANTH 203	CULTURAL ANTHROPOLOGY	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B	HISTORY OF WESTERN CIVILIZATION	3
HIST 207A	HISTORY OF THE UNITED STATES	3
HIST 207B	HISTORY OF THE UNITED STATES	3
PHIL 208	INTRODUCTION TO LOGIC	3
PHIL 213	PHILOSOPHICAL CLASSICS IN ETHICS AND SOCIAL PHILOSOPHY	3
PLGL 220	LEGAL RESEARCH AND WRITING	4
POLS 201	INTRODUCTION TO POLITICAL SCIENCE	3
POLS 206	COMPARATIVE GOVERNMENT	3
POLS 209	INTRODUCTION TO POLITICAL THEORY	3

**Total Credits** **19**

# LIBERAL ARTS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts (A.A.)

### DESCRIPTION

The Associate of Arts in Liberal Arts Degree is designed for students who wish to obtain a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis."

Students must complete all of the required courses for one of General Education patterns. Choose either Option I, II, or III listed below for the General Education Pattern related to your educational goal. CSUGE and IGETC patterns are required for students who intend to transfer to four-year universities. Students should consult with a counselor to determine which General Education pattern is best for them.

Complete 18 credits in one "Area of Emphasis" from those outlined below. (Note: Where appropriate, courses in the "area of emphasis" may also be counted for a GE requirement) For ALL OPTIONS: complete necessary Cuesta College graduation and proficiency requirements. (Meet with a Cuesta College counselor) All classes listed below transfer to CSU and/or UC. Courses in BOLD are only transferable to CSU. Refer to [www.ASSIST.org](http://www.ASSIST.org) for transfer details.

#### OPTIONS:

I. Cuesta College General Education:

II. CSU GE: Students selecting this option must complete all of the required courses for CSU GE Certification.

III. IGETC: Students selecting this option must complete all of the required courses for IGETC Certification.

#### AREAS OF EMPHASIS:

For depth, include a minimum of two courses from a single discipline. For breadth, include at least three disciplines in your selection.

Complete Cuesta College graduation requirements

NOTE: Effective Fall 2009, a grade of a "C" or better is required for all courses taken in an area of emphasis, and a minimum overall GPA of 2.00 is required in general education coursework..

ELECTIVE CREDITS: Electives may be necessary to total 60 overall credits required for the degree and must be transferable if choosing the CSU GE or IGETC general education pattern.

### ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



### TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

#### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

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### FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)



# LIBERAL ARTS

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### Liberal Arts: Arts and Humanities – A.A. Degree

The AA in Liberal Arts with an Emphasis in Arts and Humanities is intended for students who are exploring majors or professions that require a broader understanding of the arts and humanities. Courses will be selected from arts and humanities disciplines that emphasize (a) the artistic expression or artistic technique of individuals and cultures, (b) philosophical investigations, (c) the historical contexts for art, literature, thought, and events, and (d) the study of languages.

The Associate of Arts in Liberal Arts Degree is designed for students who wish to obtain a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis."

- Complete a minimum of 18 credits from the Area of Emphasis course work listed below.
- For depth, complete at least two courses from one single discipline.
- For breadth, complete courses from at least three different disciplines.
- Courses taken for breadth or depth must carry at least 3 semester credits.
- Complete one of the following General Education patterns: Cuesta College AA/AS GE; or CSU GE; or IGETC.
- Complete Cuesta College graduation requirements. (Meet with a Cuesta College counselor for details.)

#### Notes:

- Courses listed below may double count towards GE when appropriate.
- Additional courses may be required to total 60 credits, as required for the degree.
- Effective Fall 2009 a grade of "C" or better is required for all courses taken in an Area of Emphasis.

#### Courses

ASL 201	AMERICAN SIGN LANGUAGE I	5
ASL 202	AMERICAN SIGN LANGUAGE II	5
ART 200	ART APPRECIATION	3
ART 203	SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES	3
ART 204	SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY	3
ART 205	SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY	3
ART 206	SURVEY OF ART HISTORY: NON-WESTERN ART	3
ART 220	FUNDAMENTALS OF 2-D DESIGN	3
ART 221	DRAWING I	3
ART 222	DRAWING II	3
ART 223	FIGURE DRAWING I	3
ART 224	FIGURE DRAWING II	3
ART 229	COLOR	3
ART 230	PAINTING I	3
ART 231	PAINTING II	3
ART 232	WATERCOLOR I	3
ART 233	WATERCOLOR II	3
ART 240	INTRODUCTION TO PRINT MEDIA	3
ART 241A	ETCHING I	3
ART 244	PHOTOGRAPHY I	3
ART 245	PHOTOGRAPHY II	3
ART 253	DIGITAL ART	3
ART 268	DIGITAL TYPOGRAPHY ART	3
ART 270	FUNDAMENTALS OF 3-D DESIGN	3
ART 271	SCULPTURE I	3
ART 272	SCULPTURE II	2 - 3
ART 274A	SCULPTURE FOUNDRY I	3
ART 280	INTRODUCTION TO CERAMICS	3
ART 281A	CERAMICS: WHEEL-THROWING I	3
ART 281B	CERAMICS: WHEEL-THROWING II	0
ART 282	CERAMICS: HAND-BUILDING	3
ART 283	CERAMIC SCULPTURE	3

Continued on page 169

# LIBERAL ARTS

## ASSOCIATE DEGREE PROGRAM

### Liberal Arts: Arts and Humanities – A.A. Degree (continued from page 168)

DRA 200	ACTING I	3
DRA 201	ACTING II - ACTING FOR THE CAMERA	3
DRA 206	THEATRE APPRECIATION	3
DRA 207	INTRODUCTION TO THEATRE	3
DRA 211	STAGECRAFT	3
DRA 218	MAIN STYLES IN FILMS	3
DRA 248	REHEARSAL AND PERFORMANCE IN PRODUCTION	3
ENGL 201B	COMPOSITION: INTRODUCTION TO LITERATURE/CRITICAL THINKING	4
ENGL 201C	ENGLISH COMPOSITION: CRITICAL THINKING	4
ENGL 205	INTRODUCTION TO POETRY	3
ENGL 206	INTRODUCTION TO THE NOVEL	3
ENGL 212A	AMERICAN LITERATURE	3
ENGL 212B	AMERICAN LITERATURE	3
ENGL 213	MULTICULTURAL VOICES IN AMERICAN LITERATURE	3
ENGL 215	SHAKESPEARE	3
ENGL 216	LITERATURE AND FILM	3
ENGL 217	LITERATURE BY WOMEN	3
ENGL 231	CREATIVE WRITING	3
ENGL 237	INTRODUCTION TO FILM STUDIES AND AESTHETICS	3
ENGL 244A	EUROPEAN LITERATURE	3
ENGL 244B	EUROPEAN LITERATURE	3
ENGL 245A	SURVEY OF WORLD LITERATURE 1	3
ENGL 245B	SURVEY OF WORLD LITERATURE 2	3
(Credit allowed for English 244A or 245A, not both)		
(Credit allowed for English 244B or 245B, not both)		
ENGL 246A	SURVEY OF BRITISH LITERATURE	3
ENGL 246B	SURVEY OF BRITISH LITERATURE	3
FR 201	FRENCH I	5
FR 202	FRENCH II	5
FR 203	FRENCH III	5
GER 201	GERMAN I	5
GER 202	GERMAN II	5
GER 203	GERMAN III	5
GER 204	GERMAN IV	5
HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B	HISTORY OF WESTERN CIVILIZATION	3
HIST 207A	HISTORY OF THE UNITED STATES	3
HIST 207B	HISTORY OF THE UNITED STATES	3
HIST 210	HISTORY OF CALIFORNIA	3
HIST 212	HISTORY OF MEXICAN AMERICANS	3
HIST 233	HISTORY OF AFRICAN AMERICANS	3
HIST 237	HISTORY OF AMERICAN WOMEN	3
MUS 201	FUNDAMENTALS OF MUSIC (MUSIC THEORY I)	3
MUS 204A	MUSIC THEORY II	3
MUS 204B	MUSIC THEORY III	3
MUS 204C	MUSIC THEORY IV	3
MUS 205A	MUSICIANSHIP II	1
MUS 205B	MUSICIANSHIP III	1
MUS 205C	MUSICIANSHIP IV	1
MUS 212	APPLIED MUSIC (PRIVATE LESSONS)	2
MUS 220	ELEMENTARY VOICE	2
MUS 223	VOCAL JAZZ ENSEMBLE	2 - 3
MUS 225	WIND ENSEMBLE	2
MUS 227	CHAMBER MUSIC ENSEMBLE	1 - 3

Continued on page 170

# LIBERAL ARTS

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## ASSOCIATE DEGREE PROGRAM

### Liberal Arts: Arts and Humanities – A.A. Degree (continued from page 169)

MUS 228	MIXED CHORUS	1 - 3
MUS 229	CHAMBER SINGERS	2
MUS 231	JAZZ ENSEMBLE (BIG BAND)	1.5 - 3
MUS 232A	CONCERT JAZZ ENSEMBLE	1 - 3
MUS 233	JAZZ IMPROVISATION	2
MUS 235	MUSIC APPRECIATION: CLASSICAL MUSIC	3
MUS 236	MUSIC APPRECIATION: WORLD MUSIC	3
MUS 237	MUSIC APPRECIATION: AMERICAN POPULAR MUSIC	3
MUS 238	MUSIC APPRECIATION: JAZZ HISTORY	3
MUS 240	RECORDING ARTS I: FUNDAMENTALS OF AUDIO TECHNOLOGY	3
MUS 245	JAZZ WORKSHOP	2
MUS 246	EVENING JAZZ ENSEMBLE	2
MUS 253	MASTER CHORALE	2
MUS 255	WORKSHOP IN INSTRUMENTAL ENSEMBLE MUSIC	3
MUS 258	ELEMENTARY PIANO	2
MUS 259	INTERMEDIATE PIANO	1 - 2
MUS 270	ELEMENTARY GUITAR	2
PHIL 205	INTRODUCTION TO THE BIBLE	3
PHIL 206	INTRODUCTION TO PHILOSOPHY	3
PHIL 209	WORLD RELIGIONS	3
PHIL 212	PHILOSOPHICAL CLASSICS IN THEORY OF REALITY AND OF KNOWLEDGE	3
PHIL 213	PHILOSOPHICAL CLASSICS IN ETHICS AND SOCIAL PHILOSOPHY	3
SPAN 201	SPANISH I	5
SPAN 202	SPANISH II	5
SPAN 203	SPANISH III	5
SPAN 204	SPANISH IV	5
<b>Total Credits</b>		<b>18</b>

# LIBERAL ARTS

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### Liberal Arts : Science – A.A. Degree

The AA in Liberal Arts with Emphasis in Science is intended for students who are exploring majors or professions that require a broader understanding of the sciences. The degree requirements are fulfilled by completing courses from an approved list that examine the natural science of the physical universe and its life forms. The courses emphasize a) an understanding of the methods of acquisition and analysis of scientific data, b) quantitative reasoning skills (beyond intermediate algebra level), and c) the significance of scientific knowledge in our increasingly technological society.

A total of 60 credits is required including a minimum of 18 credits in the area of emphasis chosen from the courses approved for the CSU General Education Area B (Scientific Inquiry and Quantitative Reasoning). The area of emphasis includes math, depth, and breadth requirements that are described below. Within the 60 credits, students will also satisfy either the Cuesta College, CSU or IGETC General Education requirements. All mathematics, physical and life science courses approved for this major and categorized below are part of the CSU GE (Areas B1, B2, B4) and IGETC (Areas 2A, 5A, 5B) patterns with the exception of Math 229 and Math 231, which are not UC transferable. Elective credits may be necessary to earn the 60 credits required for the degree.

#### Math Requirement:

- One course will be selected from the Mathematics/ Quantitative Reasoning course list. Courses for this requirement have a minimum of 3 credits each.

#### Depth Requirement:

- Two courses will be selected from EITHER Physical Science OR from Life Science. The two courses must be from the same department (i.e., BIO, CHEM, PHYS, or EOS [EOS = GEOL, OCEN, METE]). Courses for this requirement have a minimum of 3 credits each.

#### Breadth Requirement:

- For the three courses required to meet the breadth requirement, one must be selected from Physical Science, one must be from Life Science, and one additional course will be selected from either Physical Science or Life Science. These courses are in addition to the math and depth requirement courses. Courses for this requirement have a minimum of 3 credits each.

### Physical Science

#### Astronomy (ASTR)

ASTR 210	ASTRONOMY	3
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#### Chemistry (CHEM)

CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
CHEM 210FL	INTRODUCTORY CHEMISTRY WITH FACILITATOR ASSISTED LEARNING	4
CHEM 211	INTRODUCTORY ORGANIC/BIOCHEMISTRY	4
CHEM 212A	ORGANIC CHEMISTRY I	5
CHEM 212B	ORGANIC CHEMISTRY II	5

#### Earth & Ocean Science: Geology (GEOL), Oceanography (OCEN), Meterology (METE)

GEOL 210	PHYSICAL GEOLOGY	4
GEOL 211	HISTORICAL GEOLOGY	4
GEOL 212	GEOLOGIC HAZARDS, MAN, AND THE ENVIRONMENT	3
GEOL 220	GEOLOGY OF CALIFORNIA	3
METE 212	INTRODUCTION TO METEOROLOGY	3
OCEN 210	OCEANOGRAPHY	3

#### Physics (PHYS)

PHYS 205A	GENERAL PHYSICS	4
PHYS 205B	GENERAL PHYSICS	4
PHYS 208A	PRINCIPLES OF PHYSICS 1	5
PHYS 208B	PRINCIPLES OF PHYSICS 2	5

Continued on page 172

# LIBERAL ARTS

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## ASSOCIATE DEGREE PROGRAM

### Liberal Arts: Science – A.A. Degree (continued from page 171)

#### Life Science

ANTH 201	PHYSICAL ANTHROPOLOGY	3
BIO 201A	BIOLOGY	5
BIO 201B	BIOLOGY	5
BIO 202	GENERAL BOTANY	5
BIO 204	MICROBIOLOGY	5
BIO 205	HUMAN ANATOMY	4
BIO 206	GENERAL HUMAN PHYSIOLOGY	5
BIO 211	LIFE SCIENCE	3
BIO 212	HUMAN BIOLOGY	3
BIO 213	GENETICS IN SOCIETY	3
BIO 216	PLANTS & PEOPLE	4
BIO 220	ENVIRONMENTAL BIOLOGY	3
BIO 221	GENERAL ECOLOGY	4
BIO 222	MARINE BIOLOGY	3
BIO 224	PRINCIPLES OF NATURAL HISTORY	3
PSYC 202	INTRODUCTION TO BIOLOGICAL PSYCHOLOGY	3

#### Mathematics/Quantitative Reasoning

MATH 229	TRIGONOMETRY	4
MATH 230	COLLEGE MATHEMATICS FOR THE HUMANITIES	3
MATH 231	TRIGONOMETRY WITH GEOMETRIC FOUNDATIONS	5
MATH 232	COLLEGE ALGEBRA	3
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
MATH 242	PRECALCULUS ALGEBRA	5
MATH 247	INTRODUCTION TO STATISTICS	4
MATH 255	CALCULUS FOR BUSINESS AND MANAGEMENT	3
MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5
MATH 287	ORDINARY DIFFERENTIAL EQUATIONS AND LINEAR ALGEBRA	5
<b>Total Credit</b>		<b>18</b>

# LIBERAL ARTS

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### Liberal Arts : Social and Behavioral Sciences – A.A. Degree

The AA in Liberal Arts with an emphasis in Social and Behavioral Sciences is intended for students who are exploring majors or professions that require a broad understanding of human behavior. Courses in this degree will emphasize one or more of the following: (a) methodologies characteristic of the social or behavioral sciences; (b) the beginnings of human culture; (c) the psychology of human beings; (d) the interaction of human beings in societies and social subgroups; (e) the history of human civilizations or nations; (f) the economic, political, or legal structures of human societies.

Complete a minimum of 18 credits from the Area of Emphasis course work listed below.

- For depth, complete at least two courses from one single discipline.
- For breadth, complete courses from at least three different disciplines.
- Courses taken for breadth or depth must carry at least 3 semester units.
- Complete one of the following General Education patterns: Cuesta College AA/AS GE; or CSU GE; or IGETC.
- Complete Cuesta College graduation requirements. (Meet with a Cuesta College counselor for details.)

#### Notes:

- Courses listed below may double count towards GE requirements when appropriate.
- Additional elective courses may be necessary to total 60 credits, as required for the degree.
- Effective Fall 2009, a grade of a "C" or better is required for all courses taken in an area of emphasis.

#### Courses

ANTH 201	PHYSICAL ANTHROPOLOGY	3
ANTH 201L	PHYSICAL ANTHROPOLOGY LABORATORY	1
ANTH 202	ARCHAEOLOGY	3
ANTH 203	CULTURAL ANTHROPOLOGY	3
ANTH 220	CALIFORNIA INDIANS	3
ANTH 221	NORTH AMERICAN INDIANS	3
ANTH 225	CONTEMPORARY CULTURES OF THE WORLD	3
BUS 218	BUSINESS LAW	4
COMM 230	INTERPERSONAL COMMUNICATION	3
CJ 202	INTRODUCTION TO CRIMINAL JUSTICE	3
CJ 206	CONCEPTS OF CRIMINAL LAW	3
ECE 201	CHILD GROWTH AND DEVELOPMENT	3
ECE 202	CHILD, FAMILY AND COMMUNITY	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
ECON 201B	PRINCIPLES OF MICROECONOMICS	3
FMST 202	CHILD, FAMILY AND COMMUNITY	3
FMST 214	FAMILY, RELATIONSHIPS AND INTIMACY	3
GEOG 201	PHYSICAL GEOGRAPHY	3
GEOG 202	CULTURAL GEOGRAPHY	3
HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B	HISTORY OF WESTERN CIVILIZATION	3
HIST 207A	HISTORY OF THE UNITED STATES	3
HIST 207B	HISTORY OF THE UNITED STATES	3
HIST 210	HISTORY OF CALIFORNIA	3
HIST 212	HISTORY OF MEXICAN AMERICANS	3
HIST 233	HISTORY OF AFRICAN AMERICANS	3
HIST 237	HISTORY OF AMERICAN WOMEN	3
HIST 260	HISTORY OF THE SAN SIMEON REGION	3
LGL 217	INTRODUCTION TO LAW	3
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)

Continued on page 174

# LIBERAL ARTS

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## ASSOCIATE DEGREE PROGRAM

### Liberal Arts: Social and Behavioral Sciences – A.A. Degree (continued from page 173)

POLS 201	INTRODUCTION TO POLITICAL SCIENCE	3
POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	3
POLS 204	WORLD POLITICS	3
POLS 205	LAW AND POLITICS	3
POLS 206	COMPARATIVE GOVERNMENT	3
POLS 209	INTRODUCTION TO POLITICAL THEORY	3
PSYC 200	RESEARCH METHODS FOR THE BEHAVIORAL AND SOCIAL SCIENCES	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
PSYC 202	INTRODUCTION TO BIOLOGICAL PSYCHOLOGY	3
PSYC 206	INTRODUCTION TO SOCIAL PSYCHOLOGY	3
PSYC 233	PERSONALITY AND ADJUSTMENT	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3
SOC 201B	SOCIAL INSTITUTIONS	3
SOC 202	SOCIAL PROBLEMS	3
SOC 206	RACE AND ETHNIC RELATIONS	3
SOC 208	INTRODUCTION TO GENDER STUDIES	3
<b>Total Credits</b>		<b>18</b>

# LIBRARY AND INFORMATION TECHNOLOGY



## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

Cuesta College offers a robust program in Library/Information Technology that has been in existence for more than four decades. The program's online classes draw students from throughout California. Every course is offered at least once a year, so full-time students can complete the required courses in two semesters, though four semesters is more typical.

This program is designed to train students to respond to the changing needs of information management in our society. Wherever there is information there is a need to have someone available to assist in organizing it, managing it, and getting it into the hands of those who need to use the information.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## CAREER OPPORTUNITIES

- Archive Technician
- Audiovisual Materials Manager
- Bibliographic Support
- Public Library Technician
- Research Technician
- School Library Technician
- Website Information Management

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)



# LIBRARY AND INFORMATION TECHNOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### LIBRARY/INFORMATION TECHNOLOGY — Associate in Science

All courses required for the degree must be completed with a grade of "C" or better.

#### Required Courses (20.5 credits)

LIBT 201	INTRODUCTION TO LIBRARY SERVICES	3
LIBT 204	ORGANIZING INFORMATION	3
LIBT 205	LIBRARY/INFORMATION CENTER COLLECTIONS	3
LIBT 208	LIBRARY TEAMWORK AND SUPERVISORY SKILLS	1
LIBT 209	LIBRARY PUBLIC SERVICES	3
LIBT 213	ADVANCED INTERNET SEARCHING	1
LIBT 214	INFORMATION TECHNOLOGY INTERNSHIP	2
LIBT 215	TECHNOLOGY IN THE WORKPLACE	3
LIBT 217	ETHICS IN THE INFORMATION AGE	1
DIST 101	INTRODUCTION TO ONLINE COURSES	0.5

#### Plus 4 credits from the following:

BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
CIS 215	ADVANCED BUSINESS APPLICATIONS	4
ECE 234	CHILDREN'S LITERATURE	3
HEED 204	STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)	3
LIBT 207	WEB PAGE DEVELOPMENT WITH XHTML	3
LIBT 210	SCHOOL LIBRARY/MEDIA CENTER SERVICES	3
LIBT 212	RESEARCH SKILLS FOR INFORMATION AGE	1
LIBT 218	CONNECTING ADOLESCENTS WITH LITERATURE AND LIBRARIES	3
LIBT 247	INDEPENDENT STUDIES: LIBRARY/INFORMATION TECHNOLOGY	0.5 - 2

**Total Credits** **24.5**

# LIBRARY AND INFORMATION TECHNOLOGY

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### LIBRARY/INFORMATION TECHNOLOGY — Certificate of Achievement

All courses required for the certificate must be completed with a grade of "C" or better.

#### Required Courses (20.5 credits)

LIBT 201	INTRODUCTION TO LIBRARY SERVICES	3
LIBT 204	ORGANIZING INFORMATION	3
LIBT 205	LIBRARY/INFORMATION CENTER COLLECTIONS	3
LIBT 208	LIBRARY SUPERVISORY SKILLS	1
LIBT 209	LIBRARY PUBLIC SERVICES	3
LIBT 213	ADVANCED INTERNET SEARCHING	1
LIBT 214	INFORMATION TECHNOLOGY INTERNSHIP	2
LIBT 215	TECHNOLOGY IN THE WORKPLACE	3
LIBT 217	ETHICS IN THE INFORMATION AGE	1
DIST 101	INTRODUCTION TO ONLINE COURSES	0.5

#### Plus 9 credits from the following:

BUS 131	E-COMMERCE: SOCIAL MEDIA MARKETING	3
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
ECE 234	CHILDREN'S LITERATURE	3
LIBT 207	WEB PAGE DEVELOPMENT WITH XHTML	3
LIBT 210	SCHOOL LIBRARY/MEDIA CENTER SERVICES	3
LIBT 212	RESEARCH SKILLS FOR INFORMATION AGE	1
LIBT 218	CONNECTING ADOLESCENTS WITH LITERATURE AND LIBRARIES	3
LIBT 247	INDEPENDENT STUDIES: LIBRARY/INFORMATION TECHNOLOGY	0.5 - 2
CIS 215	ADVANCED BUSINESS APPLICATIONS	4
<b>Total Credits</b>		<b>29.5</b>

# LIBRARY AND INFORMATION TECHNOLOGY

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**CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

## **LIBRARY SERVICES TO CHILDREN — Certificate of Specialization**

All courses required for the degree must be completed with a grade of "C" or better.

### **Required Courses (12 credits)**

LIBT 201	INTRODUCTION TO LIBRARY SERVICES	3
LIBT 210	SCHOOL LIBRARY/MEDIA CENTER SERVICES	3
LIBT 218	CONNECTING ADOLESCENTS WITH LITERATURE AND LIBRARIES	3
ECE 234	CHILDREN'S LITERATURE	3
<b>Total Credits</b>		<b>12</b>

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**CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

## **SEARCHING AND RESEARCHING STRATEGIES — Certificate of Specialization**

All courses required for the certificate must be completed with a grade of "C" or better.

### **Required Courses (2 credits)**

LIBT 212	RESEARCH SKILLS FOR INFORMATION AGE	1
LIBT 213	ADVANCED INTERNET SEARCHING	1
<b>Total Credits</b>		<b>2</b>

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**CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

## **WEB PAGE CODING — Certificate of Specialization**

All courses required for the certificate must be completed with a grade of "C" or better.

### **Required Courses (4 credits)**

LIBT 207	WEB PAGE DEVELOPMENT WITH XHTML	3
LIBT 220	FUNDAMENTALS OF CASCADING STYLE SHEETS	1
<b>Total Credits</b>		<b>4</b>

# MATHEMATICS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Associate in Science (A.S.)

## DESCRIPTION

The Mathematics Program offers a broad curriculum to serve a diverse student population in meeting their educational goals. For students who plan to transfer to four-year colleges or universities we offer a variety of courses including college algebra, pre-calculus algebra, trigonometry, statistics, mathematics for the humanities, business calculus, a university-level calculus sequence, and linear analysis with ordinary differential equations. We also offer courses from arithmetic through intermediate algebra for those students who want to improve their foundational skills and earn vocational certificates or associate degrees. The Mathematics Program is designed to give students the analytical and logical thinking skills necessary for solving problems in a variety of contexts such as science, business, computer programming, social science and engineering.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

## CAREER OPPORTUNITIES

- |                       |                         |
|-----------------------|-------------------------|
| ■ Auditor             | ■ Investment Analyst    |
| ■ Actuary             | ■ Loan Officer          |
| ■ Appraiser           | ■ Marketing/Advertising |
| ■ Assessor            | ■ Mathematician         |
| ■ Biology/Agriculture | ■ Mathematics           |
| ■ Budget Analyst      | ■ Numerical Analyst     |
| ■ Business/Economics  | ■ Operations Analyst    |
| ■ Casualty Rater      | ■ Opinion Polling       |
| ■ Chemistry           | ■ Physical Science      |
| ■ Controller          | ■ Public Health         |
| ■ Education           | ■ Sociology             |
| ■ Engineer            | ■ Statistician          |
| ■ Engineering Analyst | ■ Systems Analyst       |
| ■ Finance Director    | ■ Tax Collector         |
| ■ Financial Analyst   | ■ Teacher               |
| ■ Industry            | ■ Technical Writer      |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

# MATHEMATICS

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### MATHEMATICS — Associate in Science for Transfer

#### Required Core (15 credits)

MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5

#### List A: (5 credits)

MATH 287	ORDINARY DIFFERENTIAL EQUATIONS AND LINEAR ALGEBRA	5
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#### List B: (One course from the following: 3-5 credits)

CIS 241	DISCRETE STRUCTURES	3
PHYS 208A	PRINCIPLES OF PHYSICS 1	5
CIS 217	"C" PROGRAMMING LANGUAGE	3
CIS 231	FUNDAMENTALS OF COMPUTER SCIENCE I	4
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
MATH 247	INTRODUCTION TO STATISTICS	4

**Total Credits** **23-25**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MATHEMATICS — Associate in Science

A minimum of nine credits from Math 265A, 265B, 283 or 287 must be earned at Cuesta College for a Mathematics, A.S. Degree.

#### Required Courses (20 credits)

MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5
MATH 287	ORDINARY DIFFERENTIAL EQUATIONS AND LINEAR ALGEBRA	5

#### Plus 8 credits from the following:

CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
MATH 247	INTRODUCTION TO STATISTICS	4
PHYS 208A	PRINCIPLES OF PHYSICS 1	5
PHYS 208B	PRINCIPLES OF PHYSICS 2	5
PHYS 208C	MODERN PHYSICS	4

**Total Credits** **28**

# MEDICAL ASSISTING

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

The Medical Assisting Program (MAST) prepares students for employment in medical offices and laboratories. Training is offered in front and back medical office management and in phlebotomy.

**Medical Assisting training** prepares the student for an entry-level position as a medical assistant. Students are taught basic and advanced clinical skills, verbal and written communication skills, medical office management techniques, and essential customer service skills required in professional employment settings. Hands-on externship experience is part of the training

**Phlebotomy training** prepares students in skills required for essential blood specimen collection needed to fulfill state phlebotomy certificate requirements. The graduate is prepared for employment in hospitals, independent labs, physicians' offices or public health clinics. Hands-on externship experience is part of the training.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information: [www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

### Medical Assistant:

- Medical front-office – administrative/ clerical
- Medical back-office – patient care

### Phlebotomy:

- Laboratory setting
- Hospital setting
- Medical offices

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# MEDICAL ASSISTING

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MEDICAL ASSISTING — Associate in Science

All Allied Health courses must be completed with a minimum grade of "C" to progress within and to graduate from the program in order to fulfill Designated Degree requirements.

#### Required Courses (33 credits)

BIO 212	HUMAN BIOLOGY	3
BUS 228	OFFICE TECHNOLOGY AND TELECOMMUNICATIONS	3
BUS 227	BUSINESS COMMUNICATIONS	4
MAST 110	MEDICAL ASSISTING BASICS	2
MAST 111	MEDICAL ASSISTING FAST TRACK	11
MAST 111L	MEDICAL ASSISTING FAST TRACK LAB	1
NRAD 222	MEDICAL TERMINOLOGY	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3

#### Plus 3 credits from the following:

CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
CSS 225	COLLEGE SUCCESS	3
MAST 109	PHLEBOTOMY	2.5
MAST 109L	PHLEBOTOMY EXTERNSHIP	1
<b>Total Credits</b>		<b>36</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MEDICAL ASSISTING — Certificate of Achievement

All Allied Health courses must be completed with a minimum grade of "C" to progress within and to graduate from the programs in order to fulfill Occupational Certificate requirements.

#### Required Courses (24 credits)

BIO 212	HUMAN BIOLOGY	3
BUS 227	BUSINESS COMMUNICATIONS	4
MAST 110	MEDICAL ASSISTING BASICS	2
MAST 111	MEDICAL ASSISTING FAST TRACK	11
MAST 111L	MEDICAL ASSISTING FAST TRACK LAB	1
NRAD 222	MEDICAL TERMINOLOGY	3

#### Plus 3 credits from the following with a minimum grade of "C" for each course:

BUS 228	OFFICE TECHNOLOGY AND TELECOMMUNICATIONS	3
CIS 210	INTRODUCTION TO COMPUTER APPLICATIONS	4
CSS 225	COLLEGE SUCCESS	3
MAST 109	PHLEBOTOMY	2.5
MAST 109L	PHLEBOTOMY EXTERNSHIP	1
NAST 148	NURSING ASSISTANT	3
NAST 148L	NURSING ASSISTANT LAB	2
<b>Total Credits</b>		<b>27</b>

# MEDICAL ASSISTING

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MEDICAL ASSISTING — Certificate of Specialization

#### Required Courses (14 credits)

MAST 110	MEDICAL ASSISTING BASICS	2
MAST 111	MEDICAL ASSISTING FAST TRACK	11
MAST 111L	MEDICAL ASSISTING FAST TRACK LAB	1
<b>Total Credits</b>		<b>14</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PHLEBOTOMY — Certificate of Specialization

#### Required Course (3.5 credits)

MAST 109	PHLEBOTOMY	2.5
MAST 109L	PHLEBOTOMY EXTERNSHIP	1
<b>Total Credits</b>		<b>3.5</b>



# MUSIC

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

The Music Department at Cuesta College offers Associate degrees in Music Performance and Jazz Studies, and a Certificate in Audio Technology. Each of the degrees and the certificate offers students in-depth study, taught in state-of-the-art classroom, studio, and performance facilities. The Department offers a variety of performance ensembles, including classical and jazz ensembles in instrumental and choral areas. Private instruction is available for wind, brass, percussion, vocal, guitar, and piano students. In addition, a transferable set of music theory courses are an integral part of the Performance and Jazz Studies degrees, as well as courses in jazz improvisation, class piano and guitar, and music appreciation.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Art, Drama, and Music Teachers, Postsecondary
- Elementary Education
- Music Composers and Arrangers
- Music Directors
- Musicians, Instrumental
- Secondary School Teachers, Except Special and Career/Technical Education
- Singers

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# MUSIC

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### MUSIC — Associate in Arts for Transfer

#### Required Courses (17 credits)

MUS 201	FUNDAMENTALS OF MUSIC (MUSIC THEORY I)	3
MUS 204A	MUSIC THEORY II	3
MUS 205A	MUSICIANSHIP II	1
MUS 204B	MUSIC THEORY III	3
MUS 205B	MUSICIANSHIP III	1
MUS 204C	MUSIC THEORY IV	3
MUS 205C	MUSICIANSHIP IV	1
MUS 212	APPLIED MUSIC (PRIVATE LESSONS)	2

#### Note:

Students may choose to test out of MUS 201 based on prior learning and experience.

MUSIC 201 (previously MUS 239)

MUSIC 204A + 205A (previously MUS 203A)

MUSIC 204B + 205B (previously MUS 203B)

MUSIC 204C + 205C (previously MUS 203C)

#### Plus 4 credits of the following:

MUS 223	VOCAL JAZZ ENSEMBLE	2 - 3
MUS 225	WIND ENSEMBLE	2
MUS 227	CHAMBER MUSIC ENSEMBLE	1 - 3
MUS 228	MIXED CHORUS	1 - 3
MUS 229	CHAMBER SINGERS	2
MUS 231	JAZZ ENSEMBLE (BIG BAND)	1.5 - 3
MUS 245	JAZZ WORKSHOP	2

#### Total Credits

**21-22**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### JAZZ STUDIES — Associate in Arts

#### Required Courses (22 credits)

MUS 204A	MUSIC THEORY II	3
MUS 205A	MUSICIANSHIP II	1
MUS 204B	MUSIC THEORY III	3
MUS 205B	MUSICIANSHIP III	1
MUS 204C	MUSIC THEORY IV	3
MUS 205C	MUSICIANSHIP IV	1
MUS 212*	APPLIED MUSIC (PRIVATE LESSONS)	8
MUS 233	JAZZ IMPROVISATION	2

#### Plus 8 credits from the following:

MUS 223	VOCAL JAZZ ENSEMBLE	2 - 3
MUS 231	JAZZ ENSEMBLE (BIG BAND)	1.5 - 3
MUS 245	JAZZ WORKSHOP	2

#### Plus 4 credits from the following:

MUS 238	MUSIC APPRECIATION: JAZZ HISTORY	3
MUS 258	ELEMENTARY PIANO	2
MUS 224	VOCAL JAZZ WORKSHOP	2
MUS 233 **	JAZZ IMPROVISATION	2

#### Total Credits

**34**

\* This is a 2 unit Course that must be repeated for a total of 8 units for credit in this area.

\*\* Course must be repeated for credit in this area.

# MUSIC

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### MUSIC PERFORMANCE — Associate in Arts

#### Required Courses (24 credits)

MUS 204A	MUSIC THEORY II	3
MUS 205A	MUSICIANSHIP II	1
MUS 204B	MUSIC THEORY III	3
MUS 205B	MUSICIANSHIP III	1
MUS 204C	MUSIC THEORY IV	3
MUS 205C	MUSICIANSHIP IV	1
MUS 234	ARRANGING, SCORING, AND ORCHESTRATION	2
MUS 212	APPLIED MUSIC (PRIVATE LESSONS)	8
MUS 220	ELEMENTARY VOICE	2
or MUS 258	ELEMENTARY PIANO	(2)

#### Plus 8 credits from the following:

MUS 222	INTERMEDIATE VOICE	2
MUS 223	VOCAL JAZZ ENSEMBLE	2 - 3
MUS 225	WIND ENSEMBLE	2
MUS 227	CHAMBER MUSIC ENSEMBLE	1 - 3
MUS 228	MIXED CHORUS	1 - 3
MUS 229	CHAMBER SINGERS	2
MUS 231	JAZZ ENSEMBLE (BIG BAND)	1.5 - 3
MUS 240	RECORDING ARTS I: FUNDAMENTALS OF AUDIO TECHNOLOGY	3
MUS 241	RECORDING ARTS II: STUDIO WORKSHOP	3
MUS 245	JAZZ WORKSHOP	2
MUS 250	MUSICAL THEATRE WORKSHOP	3
MUS 251	MUSICAL THEATRE PERFORMANCE	3
MUS 256	ORCHESTRA	3
MUS 259	INTERMEDIATE PIANO	1 - 2
<b>Total Credits</b>		<b>32</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### AUDIO TECHNOLOGY I — Certificate of Specialization

#### Required Courses (9 credits)

MUS 201	FUNDAMENTALS OF MUSIC (MUSIC THEORY I)	3
MUS 240	RECORDING ARTS I: FUNDAMENTALS OF AUDIO TECHNOLOGY	3
MUS 241	RECORDING ARTS II: STUDIO WORKSHOP	3

#### Plus 3 credits from the following:

MUS 237	MUSIC APPRECIATION: AMERICAN POPULAR MUSIC	3
MUS 238	MUSIC APPRECIATION: JAZZ HISTORY	3
<b>Total Credits</b>		<b>12</b>

# NURSING ASSISTANT

## DEGREES, CERTIFICATES & AWARDS

- Certificate of Specialization (C.S.)

## DESCRIPTION

The Nursing Assistant Program (NAST) trains students to provide basic patient care such as taking vital signs, bathing, feeding, transferring, positioning, and bed making. The courses cover techniques of communication, understanding behavior and identification of ethical issues in patient care. Students apply principles of basic nursing care to patients and clients of all ages in skilled nursing and acute care facilities. Upon completion of this course students are eligible to take the test for CNA certification. Hands-on internship experience is part of the training.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

A **Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Financial aid is not available for this certificate.

## CAREER OPPORTUNITIES

- Assisted Living Facilities
- Home Health
- Hospitals
- Long-term Care Facilities

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# NURSING ASSISTANT

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### NURSING ASSISTANT — Certificate of Specialization

Conviction by any court of a crime requires prior clearance by the Department of Health Services before providing patient care.

#### Required Course (5 credits)

NAST 148	NURSING ASSISTANT	3
NAST 148L	NURSING ASSISTANT LAB	2
<b>Total Credits</b>		<b>5</b>

# NURSING, LICENSED VOCATIONAL NURSE

## DEGREES, CERTIFICATES & AWARDS

- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

The Licensed Vocational Nursing Program (LVN) prepares students for entry-level vocational nursing positions in a variety of healthcare settings. LVNs provide hands-on care under the supervision of a physician or registered nurse, for the sick, injured, convalescent, and disabled.

Upon completion of the program, graduates are eligible to take the National Vocational Nursing Licensure examination (NCLEX-VN). Hands-on internship experience is part of the training.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

A **Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Correctional facilities
- Home health
- Long-term care facilities
- Medical offices
- Schools
- Transitional care facilities

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

## LICENSED VOCATIONAL NURSING PROGRAM ADMISSION REQUIREMENTS

The LVN Program prepares graduates to take the National Council Licensing Exam for Licensed Vocational Nursing (NCLEX-PN). Passing this exam is required to be employed as a licensed vocational nurse and must be taken at applicants' expense, upon completion of all program requirements.

Students interested in applying to the Licensed Vocational Nursing Program are strongly urged to consult with a counselor before they register for coursework in prerequisite classes.

All persons who meet Cuesta College's admission requirements, additional Pre-LVN Program admission criteria, and submit a LVN Program application are eligible for admission into the program.

Eligible applicants are admitted into the LVN program by random selection from a pool of qualified applicants. Students are admitted once per year into the 12 month program with minimal breaks. The LVN program is only offered on the North County Campus in Paso Robles, CA.

Entrance requirements are subject to change. For most current information please refer to the Nursing and Allied Health Division webpage at <http://academic.cuesta.edu/nursing/>.

2015 -2016 LVN Program Admission requirements include:

- Biology 212\* ( Human Biology, lab portion not required)
- English 156\* (College Reading and Writing)
- Math 007\* (Pre-Algebra)
- High School Diploma or GED
- Current Healthcare Provider or CPR certification
- Current California CNA certificate (must be submitted by the application due date)
- Pre-program requirements must be complete at the time of application.
- Prerequisite courses or equivalent courses must be completed with a grade of "C" or better.
- College courses must be taken to satisfy all of the prerequisite course requirements.
- Math and English Assessment test scores will NOT be accepted in place of coursework.

\*Higher level courses may be used in lieu of the listed prerequisite courses. For example: BIO 205 (Anatomy) or BIO 206 (Human Physiology), ENG 201A (English Composition), and/or Math at a level higher than Pre-Algebra, such as Algebra, Pre-Calculus and above.

Additionally, admitted students are required to complete a background check, drug screen, physical exam, and provide proof of immunity.

# NURSING, LICENSED VOCATIONAL NURSE

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### NURSING, LICENSED VOCATIONAL NURSE — Certificate of Achievement

Adherence to Cuesta College LVN student policies is required for progress within and graduation from the program and satisfaction of eligibility to the vocational nurse licensure examination. All courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a LVN may constitute grounds for denial of licensure.

#### Required Courses (61 credits)

LVN 101	THEORY I: FUNDAMENTALS, MOTHER/BABY AND ACUTE ADULT	7
LVN 101A	SKILLS THEORY I: ADULT, MOTHER/BABY, and MEDICATION ADMINISTRATION	7
LVN 101AL	SKILLS LAB I: BASIC CARE, ADULT, MOTHER/BABY, MEDICATION ADMINISTRATION	2.5
LVN 101B	CLINICAL I: MEDICATION ADMINISTRATION, BASIC CARE	5
LVN 102	THEORY II: PERIOPERATIVE, PEDIATRICS, CHRONIC DISEASE	7
LVN 102A	SKILLS THEORY II: PERIOPERATIVE, PEDIATRICS, CHRONIC DISEASE	7
LVN 102AL	SKILLS LAB II: PERIOPERATIVE, PEDIATRICS, CHRONIC DISEASE	2.5
LVN 102B	CLINICAL II: ADULT ACUTE, MOTHER/BABY, PEDIATRIC CARE	5
LVN 103	THEORY III: COMMUNITY AND MENTAL HEALTH NURSING	2
LVN 103A	SKILLS THEORY III: COMMUNITY AND MENTAL HEALTH NURSING	2
LVN 103B	CLINICAL III: MENTAL HEALTH, TEAM LEADING, PRECEPTORSHIP	3
BIO 212	HUMAN BIOLOGY	3
ENGL 156	COLLEGE READING AND WRITING	4
MATH 007	PREALGEBRA	3
<b>Total Credits</b>		<b>61</b>

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### LICENSED VOCATIONAL NURSE, BASIC INTRAVENOUS THERAPY, BLOOD ADMINISTRATION, AND PHLEBOTOMY — Certificate of Specialization

Student must successfully complete LVN 103B or its equivalent.

#### Required Courses (2 credits)

LVN 104	BASIC INTRAVENOUS THERAPY, BLOOD ADMINISTRATION, AND PHLEBOTOMY	1.5
LVN 104L	BASIC INTRAVENOUS THERAPY, BLOOD ADMINISTRATION AND PHLEBOTOMY LAB	0.5
<b>Total Credits</b>		<b>2</b>



# NURSING, REGISTERED

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)

## DESCRIPTION

The Registered Nursing Program (NRAD) prepares students for beginning practice level registered nursing in hospitals, health care facilities, and in homes. Registered nurses provide and coordinate patient care, educate patients and the public about various health conditions, and provide advice and emotional support to patients and their family members. Upon completion of the program, graduates are eligible to take the National Registered Nursing Licensure examination (NCLEX). Hands-on internship experience is part of the training.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Clinics and Industry Nurse
- Community Health Nurse
- Critical Care Nurse
- Emergency Room Nurse
- Extended Care Nurse
- Home Health Nurse
- Hospital Nurse
- Medical Nurse
- Mental Health Nurse
- Obstetrics Nurse
- Oncology Nurse
- Operating Room Nurse
- Pediatrics Nurse
- Physician's Office Nurse
- Registered Nurse (B.S.N.)
- Rehabilitation Nurse
- Surgical Nurse
- Traveling Nurse
- Vocational Nurse

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

## **REGISTERED NURSING PROGRAM ADMISSION REQUIREMENTS**

The Cuesta College Associate Degree Registered Nursing program prepares graduates to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) leading to licensure as a Registered Nurse. The Registered Nursing program is approved by the California State Board of Registered Nursing (BRN). Four (4) preparation options are available.

Students interested in applying to the Registered Nursing Program are strongly urged to consult with a counselor regarding the associate degree nursing pathway before registering for course work.

Registered Nursing prerequisite coursework must be completed prior to applying to the program.

Students who have met general college admission requirements and the additional Registered Nursing Program admission criteria will be eligible for admission to the Registered Nursing Program.

Eligible applicants are admitted into the Registered Nursing Program through a multi-criteria screening process. The two year program starts once a year in the fall.

Entrance requirements are subject to change. For most current information please refer to the Nursing and Allied Health Division webpage at <http://academic.cuesta.edu/nursing/>.

Completed physical examination, proof of immunity, background check, drug screening and healthcare provider CPR certification are requirements for final acceptance into the program.

Four (4) registered nurse preparation options are available:

1. Registered Nursing Associate in Science Degree – earned by completing all required coursework in the nursing program, Board of Registered Nursing content coursework and college associate degree requirements.
2. Registered Nursing Associate in Science Degree - earned by advanced placement LVN to RN pathway. Currently Licensed Vocational Nurses enter into the 2nd semester of the RN program. All associate degree requirements and Board of Registered Nursing content must be met and only currently Licensed Vocational Nurses are eligible for admission. Admission is limited to a space available basis and interested students must complete the LVN to RN application process.
3. Registered Nursing Certificate of Achievement – earned by completing all required coursework in the nursing program and Board of Registered Nursing content coursework. No associate degree is awarded and the RN license received has practice limitation. Prior consultation with the Nursing director is required in order to review the limitations. Admission process is the same as Registered Nursing Associate Degree applicants.
4. Registered Nursing Certificate of Achievement, 30-unit option – earned by LVN's entering into the 3rd semester of

the RN program and completing the 3rd and 4th semester. No associate degree is awarded and the RN license received has practice limitation. Admission is limited to a space available basis. Prior consultation with the Nursing director is required in order to review the limitations.

# NURSING, REGISTERED

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### NURSING, REGISTERED — Associate in Science

Adherence to Cuesta College NRAD student policies is required for progress within and graduation from the program and satisfaction of eligibility to take professional licensure examinations. All courses must be completed with a minimum grade of "C" to progress within and to graduate from the program in order to fulfill Designated Degree requirements.

Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Registered Nurse may constitute grounds for denial of licensure.

#### Required Courses (78.5 credits)

NRAD 201 *	FOUNDATIONS OF NURSING/CARING	2
NRAD 201A *	NURSE CARING CONCEPTS	2
NRAD 201B *	NURSE CARING PRACTICUM I	5
NRAD 201D *	DECISION MAKING DATA I	2
NRAD 202A *	NURSE CARING FAMILY CONCEPTS	3
NRAD 202B *	NURSE CARING PRACTICUM II	8
NRAD 202D *	DECISION MAKING DATA II	2
NRAD 203A *	NURSE CARING CONCEPTS III	2
NRAD 203B *	NURSE CARING PRACTICUM III	5
NRAD 203D *	NURSE CARING FOR MEDICAL-SURGICAL CLIENTS	2
NRAD 204 *	NURSE LEADERSHIP/MANAGEMENT	1
NRAD 204A *	NURSE CARING CONCEPTS FOR CLIENTS PSYCHIATRICALY AT RISK	2
NRAD 204B *	NURSE CARING FOR PEOPLE AT RISK PRACTICUM	6
NRAD 204D *	NURSE CARING FOR PEOPLE AT RISK CONCEPTS	2
NRAD 120 *	SUPPLEMENTARY NURSING SKILLS PRACTICE	1.5
BIO 204 *	MICROBIOLOGY	5
BIO 205 *	HUMAN ANATOMY	4
BIO 206 *	GENERAL HUMAN PHYSIOLOGY	5
ENGL 201A *	ENGLISH COMPOSITION	4
HIST 207A	HISTORY OF THE UNITED STATES	3
or HIST 207B	HISTORY OF THE UNITED STATES	(3)
or POLS 202	GOVERNMENT AND POLITICS OF THE UNITED STATES	(3)
HUMANITIES	Any course meeting graduation requirements	3
PSYC 201 *	INTRODUCTORY PSYCHOLOGY	3
SOC 201A *	INTRODUCTION TO SOCIOLOGY	3
COMM 201 *	PUBLIC ADDRESS	3
or COMM 210	SMALL GROUP DISCUSSION	(3)
<b>Total Credits</b>		<b>78.5</b>

\* Courses required to be eligible to sit for boards, without a degree.

\* Must take NRAD 120 for three semesters at 0.5 credits each semester.

# NURSING, REGISTERED

## CERTIFICATE PROGRAM

[CLICK FOR PROGRAM STUDENT LEARNING OUTCOMES](#)

### NURSING, REGISTERED — Certificate of Achievement

Adherence to Cuesta College NRAD student policies is required for progress within and graduation from the program and satisfaction of eligibility to take professional licensure examinations. All courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Registered Nurse may constitute grounds for denial of licensure.

#### Required Courses (72.5 credits)

NRAD 201	FOUNDATIONS OF NURSING/CARING	2
NRAD 201A	NURSE CARING CONCEPTS	2
NRAD 201B	NURSE CARING PRACTICUM I	5
NRAD 201D	DECISION MAKING DATA I	2
NRAD 202A	NURSE CARING FAMILY CONCEPTS	3
NRAD 202B	NURSE CARING PRACTICUM II	8
NRAD 202D	DECISION MAKING DATA II	2
NRAD 203A	NURSE CARING CONCEPTS III	2
NRAD 203B	NURSE CARING PRACTICUM III	5
NRAD 203D	NURSE CARING FOR MEDICAL-SURGICAL CLIENTS	2
NRAD 204	NURSE LEADERSHIP/MANAGEMENT	1
NRAD 204A	NURSE CARING CONCEPTS FOR CLIENTS PSYCHIATRICALY AT RISK	2
NRAD 204B	NURSE CARING FOR PEOPLE AT RISK PRACTICUM	6
NRAD 204D	NURSE CARING FOR PEOPLE AT RISK CONCEPTS	2
NRAD 120 *	SUPPLEMENTARY NURSING SKILLS PRACTICE	1.5
BIO 204	MICROBIOLOGY	5
BIO 205	HUMAN ANATOMY	4
BIO 206	GENERAL HUMAN PHYSIOLOGY	5
ENGL 201A	ENGLISH COMPOSITION	4
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3
COMM 201	PUBLIC ADDRESS	3
or COMM 210	SMALL GROUP DISCUSSION	(3)
<b>Total Credits</b>		<b>72.5</b>

\*Must take NRAD 120 for three semesters at 0.5 credits each semester.

## CERTIFICATE PROGRAM

[CLICK FOR PROGRAM STUDENT LEARNING OUTCOMES](#)

### NURSING, REGISTERED (30 UNIT OPTION) — CERTIFICATE OF ACHIEVEMENT

These students will be identified by the director of nursing as having met the BRN requirements under the LVN 30-unit options. All courses must be completed with a minimum grade of "C" to progress. Conviction of a felony or of any offense substantially related to the qualifications, functions and duties of a Registered Nurse may constitute grounds for denial of licensure.

#### Required Courses (30 credits)

NRAD 203	NURSING TRANSITIONS	1
NRAD 203A	NURSE CARING CONCEPTS III	2
NRAD 203B	NURSE CARING PRACTICUM III	5
NRAD 203D	NURSE CARING FOR MEDICAL-SURGICAL CLIENTS	2
NRAD 103H	THIRD SEMESTER NURSING READINESS	0.5
NRAD 204	NURSE LEADERSHIP/MANAGEMENT	1
NRAD 204A	NURSE CARING CONCEPTS FOR CLIENTS PSYCHIATRICALY AT RISK	2
NRAD 204B	NURSE CARING FOR PEOPLE AT RISK PRACTICUM	6
NRAD 204D	NURSE CARING FOR PEOPLE AT RISK CONCEPTS	2
NRAD 120	SUPPLEMENTARY NURSING SKILLS PRACTICE	0.5
BIO 204	MICROBIOLOGY	5
BIO 212	HUMAN BIOLOGY	3
<b>Total Credits</b>		<b>30</b>

# NURSING, REGISTERED

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PRE-NURSING — Associate in Science

This degree can provide a pathway to programs that will give students entry into nursing or health science related careers.

#### Required Courses (23 credits)

BIO 204	MICROBIOLOGY	5
BIO 205	HUMAN ANATOMY	4
BIO 206	GENERAL HUMAN PHYSIOLOGY	5
COMM 201	PUBLIC ADDRESS	3
or COMM 210	SMALL GROUP COMMUNICATION	(3)
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3

#### Plus two courses, 6-9 credits from the following:

CHEM 211	INTRODUCTORY ORGANIC/BIOCHEMISTRY	4
ENGL 201C	ENGLISH COMPOSITION: CRITICAL THINKING	4
FMST 212	HUMAN DEVELOPMENT: LIFE SPAN	3
HEED 203	WOMEN'S HEALTH ISSUES	3
or HEED 208	MULTICULTURAL HEALTH	(3)
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
NAST 148	NURSING ASSISTANT	3
and NAST 148L	NURSING ASSISTANT LAB	2
NRAD 222	MEDICAL TERMINOLOGY	3
NUTR 211	INTRODUCTION TO NUTRITION FOR HEALTH PROFESSIONALS	3
NUTR 218	MATERNAL AND CHILD NUTRITION	3

\* NAST 148 and NAST 148L count as one course so a third course must be taken if choosing this combination.

**Total Credits** **29-32**

# NUTRITION

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Certificate of Specialization (C.S.)

## DESCRIPTION

The Cuesta College Nutrition program offers students a variety of interesting and challenging courses for students to learn about chemicals and nutrients in food and their effects on the human body and the world. The study of nutritional science contributes to preparing students for careers as nutritionists, registered dietitians (RD), food scientists, or other dietetics professionals. The Associate in Science in Nutrition and Dietetics for Transfer degree (AS-T in Nutrition and Dietetics) prepares students for success in a baccalaureate degree in Nutrition and Dietetics with the lower-division coursework required to transfer into the CSU system. The Cuesta College Nutrition program provides a broad foundation in a practical and personally applicable exposure to a variety of scientific areas of nutrition such as chemistry, biochemistry, microbiology, anatomy, physiology, and biology. Popular topics include microbial pathogens, environmental contaminants, nutrigenomics, macronutrient balance, energy metabolism, obesity, global issues, biochemistry of exercise, and micronutrient and phytochemical utilization. Students in the program learn how the scientific method and process contributes to nutritional requirements and how nutrients function from a cellular to more practical level, and then apply this knowledge to their own health. The program ultimately helps students understand the role of nutrition in disease prevention throughout the lifecycle and as an impact on society as a whole. The Nutrition program offers courses that meet college requirements in GE, a Nutrition Certificate, and Diversity and offers courses in both face-to-face and Distance Education modalities.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An Associate Degree, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

A Certificate Program is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

Financial aid is not available for this certificate.

## CAREER OPPORTUNITIES

- |  |                                   |
|--|-----------------------------------|
| ■ Coordinator                          | ■ Nursing Care Facility Nutrition |
| ■ Diabetes Care Nutrition Educator     | ■ Product Development             |
| ■ Food Service Manager                 | ■ Quality Control Technician      |
| ■ Home Health Care Nutrition Educators | ■ Research Technician             |
| ■ Hospital Nutrition Manager           | ■ Weight Manager                  |
| ■ Menu Developer                       | ■ Wellness Educator               |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# NUTRITION

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### NUTRITION AND DIETETICS — Associate in Science for Transfer

#### Required Core (16 credits)

NUTR 210	NUTRITION	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
CHEM 201A	GENERAL COLLEGE CHEMISTRY I	5
BIO 204	MICROBIOLOGY	5

#### List A. Select 2 courses from the following (7-10 credits).

Only one Statistics class may be used towards the degree.

CHEM 201B	GENERAL COLLEGE CHEMISTRY II	5
CHEM 212A	ORGANIC CHEMISTRY I	5
BIO 206	GENERAL HUMAN PHYSIOLOGY	5
BIO 205	HUMAN ANATOMY	4
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)

#### List B. Select 1 course from the following (3 credits).

NUTR 222	CULTURAL ASPECTS OF FOOD	3
NUTR 232	PRINCIPLES OF FOOD WITH LAB	3

**Total Credits** 26-29

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### NUTRITION — Certificate of Specialization

#### Required Courses (3 credits)

NUTR 210	NUTRITION	3
or NUTR 211	INTRODUCTION TO NUTRITION FOR HEALTH PROFESSIONALS	(3)

#### Choose 2 courses (6 credits)

NUTR 218	MATERNAL AND CHILD NUTRITION	3
NUTR 222	CULTURAL ASPECTS OF FOOD	3
NUTR 224	GERONTOLOGICAL NUTRITION	3
NUTR 230	NUTRITION FOR FITNESS AND SPORT	3
NUTR 232	PRINCIPLES OF FOOD WITH LAB	3

**Total Credits** 9

# PARALEGAL

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts (A.A.)
- Certificate of Achievement (C.A.)

## DESCRIPTION

The Cuesta College Paralegal Degree Program is designed to provide students with the knowledge and skills needed to become a successful paralegal. A paralegal is a trained specialist who performs a wide variety of legal tasks, including legal research, assisting with clients, assisting with case investigation, assisting with witness preparation, assisting at trial, law office management, and legal document preparation in a variety of legal and business settings.

The Cuesta College Paralegal Degree Program fully complies with the California Business and Professions Code requirements for employment as paralegals and legal document assistants. The Paralegal Program is also designed to help students prepare for NALA (National Association of Legal Assistants) certification and is a first step towards CACPS (Commission for Advanced California Paralegal Specialization) certification as well.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Law Offices
- Other Legal Service Providers
- Independent Contractor Paralegals
- Legal Document Assistants
- Local, State, and Federal Government
- Banking
- Corporate Legal Departments
- Finance
- Insurance
- Real Estate

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



# PARALEGAL

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PARALEGAL — Associate in Arts

#### Required Courses (29 credits)

BUS 218	BUSINESS LAW	4
BUS 227	BUSINESS COMMUNICATIONS	4
LGL 217	INTRODUCTION TO LAW	3
PLGL 131	CURRENT ETHICAL ISSUES FOR PARALEGALS	1
PLGL 201	INTRODUCTION TO PARALEGAL STUDIES	3
PLGL 203	PARALEGAL INTERNSHIP	3
PLGL 205	CIVIL PROCEDURE and LITIGATION	4
PLGL 209	TECHNOLOGY IN THE LAW OFFICE	3
PLGL 220	LEGAL RESEARCH AND WRITING	4

#### Plus 9 credits (including 6 credits from classes with a PLGL prefix) from the following:

CJ 206	CONCEPTS OF CRIMINAL LAW	3
CJ 208	LEGAL ASPECTS OF EVIDENCE	3
PLGL 206	BUSINESS ORGANIZATIONS	3
PLGL 207	FAMILY LAW	3
PLGL 208	ESTATE PLANNING AND ADMINISTRATION	3
<b>Total Credits</b>		<b>38</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PARALEGAL — Certificate of Achievement

#### Required Courses (29 credits)

BUS 218	BUSINESS LAW	4
BUS 227	BUSINESS COMMUNICATIONS	4
LGL 217	INTRODUCTION TO LAW	3
PLGL 131	CURRENT ETHICAL ISSUES FOR PARALEGALS	1
PLGL 201	INTRODUCTION TO PARALEGAL STUDIES	3
PLGL 203	PARALEGAL INTERNSHIP	3
PLGL 205	CIVIL PROCEDURE and LITIGATION	4
PLGL 209	TECHNOLOGY IN THE LAW OFFICE	3
PLGL 220	LEGAL RESEARCH AND WRITING	4

#### Plus 6 credits from the following:

PLGL 206	BUSINESS ORGANIZATIONS	3
PLGL 207	FAMILY LAW	3
PLGL 208	ESTATE PLANNING AND ADMINISTRATION	3
<b>Total Credits</b>		<b>35</b>

# PHILOSOPHY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

## DESCRIPTION

Philosophy is an academic discipline that inquires into the nature, meaning, and value of the world and of human beings' place in the world. An undergraduate major in philosophy prepares a student for (a) graduate studies and an academic career in philosophy, (b) graduate studies and an academic career in related disciplines within the humanities (e.g., religious studies, literature, political science), and (c) law school and a career in law or politics.



## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

Academic Careers in Philosophy or related disciplines within the Humanities

- Law
- Literature
- Political Science
- Politics
- Religious Studies
- Teaching
- Theology

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# PHILOSOPHY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### PHILOSOPHY — Associate in Arts for Transfer

#### Required Core (6 credits)

PHIL 206	INTRODUCTION TO PHILOSOPHY	3
PHIL 208	INTRODUCTION TO LOGIC	3

#### List A: Select at least one course (3 credits) from the following:

PHIL 209	WORLD RELIGIONS	3
PHIL 212	PHILOSOPHICAL CLASSICS IN THEORY OF REALITY AND OF KNOWLEDGE	3
PHIL 213	PHILOSOPHICAL CLASSICS IN ETHICS AND SOCIAL PHILOSOPHY	3

#### List B: Select at least two courses (6 credits) from the following:

Any course(s) not already selected from List A		3
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B	HISTORY OF WESTERN CIVILIZATION	3

#### List C: Select one course (3 credits) from the following:

Any course not already selected from List A or List B		3
PHIL 205	INTRODUCTION TO THE BIBLE	3
Any course articulated as CSU GE Area C2 or IGETC Area 3B		3

**Total Credits** **18**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# PHYSICS

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science for Transfer (A.S.-T)
- Associate in Science (A.S.)

## DESCRIPTION

The Cuesta College Physics Program engages students in the study of how the physical world works and why materials and objects behave the way they do. Physics students will learn to deduce the underlying principles and laws of nature, and apply those principles and laws to make estimations and predictions. The Cuesta College Physics Program offers two sequences of courses. Physics 205A and 205B are courses in a general, trigonometry-based physics series designed for students who intend to earn professional post-graduate health degrees at medical, pharmacy, or veterinary schools, in addition to students who enroll in architecture and construction technology undergraduate programs. Physics 208A, 208B and 208C are rigorous courses that utilize differential and integral calculus to prepare students for physics, geophysics, science, and engineering undergraduate major programs. Students can earn an A.S. degree in Physics at Cuesta College, preparing them for transfer to four-year institutions or for employment in technical careers.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |   |  |
|---|--|
| ■ Natural Sciences Managers               | ■ Physicists   |
| ■ Nuclear Equipment Operation Technicians | ■ Physics Teachers, Postsecondary  |
| ■ Nuclear Monitoring Technicians          | ■ Secondary School Teachers, Except Special and Career/Technical Education |
| ■ Nuclear Power Reactor Operators         |  |

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# PHYSICS

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## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### PHYSICS — Associate in Science for Transfer

#### Required Courses (29 credits)

PHYS 208A	PRINCIPLES OF PHYSICS 1	5
PHYS 208B	PRINCIPLES OF PHYSICS 2	5
PHYS 208C	MODERN PHYSICS	4
MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5
<b>Total Credits</b>		<b>29</b>

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PHYSICS — Associate in Science

#### Required Courses (34 credits)

MATH 265A	CALCULUS I	5
MATH 265B	CALCULUS II	5
MATH 283	CALCULUS III: MULTIVARIABLE CALCULUS	5
MATH 287	ORDINARY DIFFERENTIAL EQUATIONS AND LINEAR ALGEBRA	5
PHYS 208A	PRINCIPLES OF PHYSICS 1	5
PHYS 208B	PRINCIPLES OF PHYSICS 2	5
PHYS 208C	MODERN PHYSICS	4
<b>Total Credits</b>		<b>34</b>

# POLITICAL SCIENCE

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)

## DESCRIPTION

Political Science is an academic and research discipline that deals with the theory and practice of politics, and the description and analysis of political systems/processes, political behavior and political actors. Political science is commonly divided into five distinct sub-disciplines which together constitute the field: political theory, comparative politics, public administration, international relations, and public law. The Political Science program provides students with a core curriculum that will prepare them with the knowledge and skills required to succeed in the study of political science. Students will develop skills for critical/analytical thinking, perceptive reading/observation and interpretation, statistics analysis, and civic awareness and participation.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                                |   |
|--------------------------------|---|
| ■ Advocate/Organizer           | ■ Federal Agency Employee                   |
| ■ Ambassador                   | ■ Investment Fund Managers                  |
| ■ Budget Analyst               | ■ Labor Relations Specialist                |
| ■ Campaign Worker              | ■ Lobbyist                                  |
| ■ City Planner/Manager         | ■ Media Specialist                          |
| ■ Community Relations Director | ■ Political Science Teachers, Postsecondary |
| ■ Compliance Managers          | ■ Political Scientists                      |
| ■ Congressional Staff Member   | ■ Regulatory Affairs Managers               |
| ■ Diplomat                     | ■ Social Worker                             |
| ■ Education Policy Analyst     |   |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# POLITICAL SCIENCE

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### POLITICAL SCIENCE — Associate in Arts for Transfer

#### Required Core: 1 course, 3 credits

POLS 202 GOVERNMENT AND POLITICS OF THE UNITED STATES 3

#### List A (1): 2 courses, 6 credits

POLS 201 INTRODUCTION TO POLITICAL SCIENCE 3

POLS 204 WORLD POLITICS 3

POLS 206 COMPARATIVE GOVERNMENT 3

POLS 209 INTRODUCTION TO POLITICAL THEORY 3

#### List A (2): 1 course, 3-4 credits

MATH 236 INTRODUCTION TO APPLIED STATISTICS 3

or MATH 247 INTRODUCTION TO STATISTICS (4)

#### List B: 2 courses, 6 credits

Any course(s) not selected from List A 3

Any course(s) approved for CSUGE Area D Social and Behavioral Sciences. 3

POLS 205 Law and Politics is recommended

**Total Credits 18-19**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### POLITICAL SCIENCE — Associate in Arts

#### Required Courses (18 credits)

POLS 201 INTRODUCTION TO POLITICAL SCIENCE 3

POLS 202 GOVERNMENT AND POLITICS OF THE UNITED STATES 3

POLS 204 WORLD POLITICS 3

POLS 205 LAW AND POLITICS 3

POLS 206 COMPARATIVE GOVERNMENT 3

POLS 209 INTRODUCTION TO POLITICAL THEORY 3

#### Plus 9 credits from the following:

ECON 201A PRINCIPLES OF MACROECONOMICS 3

HIST 203A \* HISTORY OF WORLD CIVILIZATIONS 3

HIST 203B \* HISTORY OF WORLD CIVILIZATIONS 3

HIST 204A \* HISTORY OF WESTERN CIVILIZATION 3

HIST 204B \* HISTORY OF WESTERN CIVILIZATION 3

HIST 207A \* HISTORY OF THE UNITED STATES 3

HIST 207B \* HISTORY OF THE UNITED STATES 3

HIST 208A \* HISTORY OF LATIN AMERICA 3

HIST 208B \* HISTORY OF LATIN AMERICA 3

HIST 210 \* HISTORY OF CALIFORNIA 3

HIST 212 \* HISTORY OF MEXICAN AMERICANS 3

HIST 233 \* HISTORY OF AFRICAN AMERICANS 3

PHIL 206 INTRODUCTION TO PHILOSOPHY 3

or PHIL 208 INTRODUCTION TO LOGIC (3)

PSYC 206 INTRODUCTION TO SOCIAL PSYCHOLOGY 3

SOC 206 RACE AND ETHNIC RELATIONS 3

**Total Credits 27**

\* No more than 6 credits

# PSYCHIATRIC TECHNICIAN

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)

## DESCRIPTION

The Psychiatric Technician Program (PSYT) prepares students to utilize the nursing process in the provision of care and treatment to individuals with mental and/or intellectual impairment under the supervision of a physician, psychologist and/or registered nurse. Psychiatric Technicians participate in rehabilitation and treatment programs, assist patients with activities of daily living, and administer medications and treatments. Upon completion of the program students are eligible to take the Psychiatric Technician state licensure exam leading to licensure as a California Psychiatric Technician. The Cuesta Psychiatric Technician courses are taught at the training facilities of the Department of State Hospitals - Atascadero (DSH-A) in Atascadero, CA, located half way between Cuesta's San Luis Obispo and Paso Robles campuses. Hands-on internship experience is part of the training.

### Where are they employed:

- State Hospitals
- Day Treatment Centers
- Developmental Centers
- Correctional Facilities
- Psychiatric Hospitals & Clinics
- Psychiatric Technician Programs
- Geropsychiatric Centers
- Residential Care Facilities
- Vocational Training Centers
- Substance Abuse Treatment Programs



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

Paying for the cost of a college education requires a partnership among parents, students and the college. As the cost of higher education continues to rise we want you to know that Cuesta College offers a full array of financial aid programs – grants, work study, scholarships, federal loan programs, and fee waivers. These programs are available to both full- and part-time students who are seeking a degree or certificate. For those who qualify, financial aid is available to help with tuition, fees, books and supplies, food, housing, transportation, and childcare. Please log onto our website for additional information:

[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Community Mental Health Centers
- Psychiatric Hospital Setting
- Residential Mental Health Facilities
- State Correctional Facilities
- State Hospital Setting

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College, Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.

## PSYCHIATRIC TECHNICIAN PROGRAM ADMISSION REQUIREMENTS

The Psychiatric Technician Program prepares graduates to take the Psychiatric Technician state licensure exam leading to licensure as a California Psychiatric Technician.

Students interested in applying to the Psychiatric Technician Program are strongly urged to attend a program information meeting at the Department of State Hospitals - Atascadero. Additional information is available: contact the Psychiatric Technician Program Office at the Department of State Hospitals - Atascadero at (805) 468-3175, email [ashptprogram@ash.dsh.ca.gov](mailto:ashptprogram@ash.dsh.ca.gov), or refer to the Nursing and Allied Health Division <http://academic.cuesta.edu/nursing/> webpage.

All persons who meet Cuesta College's admission requirements, additional Psychiatric Technician Program admission criteria, and submit a Psychiatric Technician Program application are eligible for admission into the program.

Eligible applicants are admitted into the Psychiatric Technician Program by random selection from a pool of qualified applicants. The year-long program starts three times a year.

Entrance requirements and deadlines are subject to change.

The following are current requirements for consideration for admission to the Psychiatric Technician Program.

- Must be 18 years of age.
- Satisfy ONE of the following:
  - Be a high school graduate
  - Completion of Equivalency Examination or G.E.D.
  - College degree of AA or higher

- Completion of:

English 156 (College Reading and Writing) or equivalent with a "C" or better OR pass the English Assessment Test at Cuesta College or equivalent (placement into English 201A or higher meets this requirement).

MATH 003 (Elementary Algebra) course or equivalent with a "C" or better OR pass the Math Assessment Test at Cuesta College or equivalent (placement into Math 007 or higher meets this requirement).

OR

College Degree of AA or higher.

Additionally, admitted students are required to successfully complete a background check, drug screen, physical exam, proof of immunity, and PSYT 110, a three-week New Employee Orientation prior to final admission.

# PSYCHIATRIC TECHNICIAN

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PSYCHIATRIC TECHNICIAN — Associate in Science

#### Required Courses (70.5 credits)

BIO 212	HUMAN BIOLOGY	3
FMST 212	HUMAN DEVELOPMENT: LIFE SPAN	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
PSYT 207	NURSING SCIENCE	19
PSYT 208	CARE OF THE DEVELOPMENTALLY DISABLED	17.5
PSYT 209	PSYCHIATRIC NURSING	18.5
PSYT 110	INTRODUCTION TO PSYCHIATRIC TECHNICIAN	6.5
<b>Total Credits</b>		<b>70.5</b>

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## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PSYCHIATRIC TECHNICIAN — Certificate of Achievement

#### Required Courses (61.5 credits)

PSYT 110	INTRODUCTION TO PSYCHIATRIC TECHNICIAN	6.5
PSYT 207	NURSING SCIENCE	19
PSYT 208	CARE OF THE DEVELOPMENTALLY DISABLED	17.5
PSYT 209	PSYCHIATRIC NURSING	18.5
<b>Total Credits</b>		<b>61.5</b>

# PSYCHOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)

## DESCRIPTION

Psychology is the scientific study of behavior and mental processes that provide the basis of life experience. Students learn to examine psychological processes from multiple perspectives and apply psychological principles and methods to personal and social issues in ways that promote self-understanding, personal development and effective interpersonal relationships as members of a diverse society. The Psychology program provides students with an understanding of the content, methods and applications of psychology that prepares them to pursue a Psychology Degree or career in a growing variety of fields.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## CAREER OPPORTUNITIES

- |                                     |  |
|-------------------------------------|--|
| ■ Administrator                     | ■ Probation Officer                          |
| ■ Behavior Analyst                  | ■ Psychiatric Aide                           |
| ■ Career Counselor                  | ■ Psychometrist                              |
| ■ Community College Counselor       | ■ Public Health Statistician Trainee         |
| ■ Community College Instructor      | ■ Research Analyst                           |
| ■ Drug Abuse Counselor              | ■ Research Director                          |
| ■ Drug Abuse Counselor              | ■ Research Technician                        |
| ■ Employment Counselor              | ■ Social Research Trainee                    |
| ■ Forensic Psychologist             | ■ Social Services Director                   |
| ■ Human Factors Specialist          | ■ Space Psychologist                         |
| ■ Marriage and Family Therapist     | ■ Sports Psychologist                        |
| ■ Marriage, Family, Child Counselor | ■ Student Affairs Officer                    |
| ■ Mental Health Worker              | ■ Survey Designer                            |
| ■ Mental Health Worker              | ■ Test Validation and Development Specialist |
| ■ Outreach Worker                   | ■ Therapist                                  |
| ■ Personnel Analyst                 | ■ Training Officer                           |
| ■ Personnel Analyst/Manager         | ■ Training Specialist                        |
| ■ Personnel Management Specialist   | ■ University Professor                       |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# PSYCHOLOGY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### PSYCHOLOGY — Associate in Arts for Transfer

#### Required Core (9-10 credits)

#### Select three courses from the following:

PSYC 201	INTRODUCTORY PSYCHOLOGY	3
PSYC 200	RESEARCH METHODS FOR THE BEHAVIORAL AND SOCIAL SCIENCES	3
MATH 236 or MATH 247	INTRODUCTION TO APPLIED STATISTICS INTRODUCTION TO STATISTICS	3 (4)

#### List A

#### Select one course (3-4 credits) from the following:

PSYC 202	INTRODUCTION TO BIOLOGICAL PSYCHOLOGY	3
or BIO 212	HUMAN BIOLOGY	(3)
and BIO 212L	HUMAN BIOLOGY LABORATORY	(1)

#### List B

#### Take the following two courses (6 credits):

PSYC 206	INTRODUCTION TO SOCIAL PSYCHOLOGY	3
FMST 212	HUMAN DEVELOPMENT: LIFE SPAN	3

#### List C

#### Take the following one course (3 credits):

PSYC 233	PERSONALITY AND ADJUSTMENT	3
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**Total Credits** **21-23**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### PSYCHOLOGY — Associate in Arts

#### Required Courses (12 credits)

PSYC 201	INTRODUCTORY PSYCHOLOGY	3
PSYC 202	INTRODUCTION TO BIOLOGICAL PSYCHOLOGY	3
PSYC 206	INTRODUCTION TO SOCIAL PSYCHOLOGY	3
PSYC 233	PERSONALITY AND ADJUSTMENT	3

Students who plan to transfer to a specific four-year college or university should consult the Catalog of that institution for lower division major requirements when selecting elective courses.

#### Plus two courses 6-10 credits from the following:

ANTH 201	PHYSICAL ANTHROPOLOGY	3
ANTH 203	CULTURAL ANTHROPOLOGY	3
BIO 201A	BIOLOGY	5
BIO 201B	BIOLOGY	5
BIO 211	LIFE SCIENCE	3
BIO 212	HUMAN BIOLOGY	3
FMST 212	HUMAN DEVELOPMENT: LIFE SPAN	3
FMST 214	FAMILY, RELATIONSHIPS AND INTIMACY	3
FMST 218	HUMAN SEXUALITY	3
MATH 236 or MATH 247	INTRODUCTION TO APPLIED STATISTICS INTRODUCTION TO STATISTICS	3 (4)
PSYC 200	RESEARCH METHODS FOR THE BEHAVIORAL AND SOCIAL SCIENCES	3
SOC 201A	INTRODUCTION TO SOCIOLOGY	3
SOC 206	RACE AND ETHNIC RELATIONS	3

**Total Credits** **18-22**

# RECREATION ADMINISTRATION

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts (A.A.)

## DESCRIPTION

The Recreation Administration program at Cuesta College provides students with a solid foundation to continue their education at a four year university. Completion of an associate degree would provide students with the skills necessary to perform at an entry level position in public, commercial, private, or nonprofit settings. The successful students will attain theoretical as well as practical knowledge of recreational program planning, tourism, administration, leadership, sport and tournament planning, event planning, and therapeutic recreation.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Event Planning
- Recreational Program Planning
- Sport And Tournament Planning
- Therapeutic Recreation
- Tourism

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College, Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# RECREATION ADMINISTRATION

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## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### RECREATION ADMINISTRATION — Associate in Arts

#### Required Courses (22 credits)

REC 201	INTRODUCTION TO RECREATION AND LEISURE SERVICES	3
REC 203	INTRAMURAL AND RECREATIONAL SPORT PROGRAMMING	3
REC 204	RECREATION PROGRAM PLANNING	3
REC 205	LEADERSHIP AND DIVERSE GROUPS	3
HEED 202	HEALTH EDUCATION	3
or HEED 208	MULTICULTURAL HEALTH	(3)
HEED 204	STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION)	3
MATH 247	INTRODUCTION TO STATISTICS	4
<b>Total Credits</b>		<b>22</b>

# SOCIOLOGY

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)
- Associate in Arts (A.A.)

## DESCRIPTION

Sociology is the study of the human social behavior and its origins, development, organizations, and institutions. The study of human behavior in social context assists students to learn who we are, to get closer to the truth about the social world, and to become aware of ways to achieve desired social ends. Sociology and other liberal arts majors stress the ability to observe, organize and write clearly, as well as the development of skills in the analysis of data and in collaborating with others.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

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## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

**www.ASSIST.org** – CSU and UC Articulation Agreements and Majors Search Engine

**www.CSUMentor.org** – CSU System Information

## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- |                               |                               |
|-------------------------------|-------------------------------|
| ■ Budget Analyst              | ■ Public Health Statistician  |
| ■ Correctional Counselor      | ■ Public Opinion Analyst      |
| ■ Criminologist               | ■ Public Relations Consultant |
| ■ Demographer                 | ■ Recreational Specialist     |
| ■ Employment Counselor        | ■ Social Ecologist            |
| ■ Government Research Analyst | ■ Social Worker               |
| ■ Industrial Sociologist      | ■ Statistician                |
| ■ Interviewer/Researcher      | ■ Teacher                     |
| ■ Management Analyst          | ■ Urban Planner               |
| ■ Migration Specialist        | ■ Writer/Journalist           |
| ■ Parole/Probation Officer    | ■ Youth Counselor             |
| ■ Population Analyst          |                               |

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# SOCIOLOGY

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### SOCIOLOGY — Associate in Arts for Transfer

#### Required Core (3 credits)

SOC 201A INTRODUCTION TO SOCIOLOGY 3

#### List A: (Select SOC 202 and either MATH 236 or MATH 247; 6-7 credits)

SOC 202 SOCIAL PROBLEMS 3

MATH 236 INTRODUCTION TO APPLIED STATISTICS 3

or MATH 247 INTRODUCTION TO STATISTICS (4)

#### List B: (Select two courses from the following; 6 credits)

SOC 208 INTRODUCTION TO GENDER STUDIES 3

SOC 206 RACE AND ETHNIC RELATIONS 3

SOC 204 INTRODUCTION TO CRIMINOLOGY 3

FMST 214 FAMILY, RELATIONSHIPS AND INTIMACY 3

PSYC 206 INTRODUCTION TO SOCIAL PSYCHOLOGY 3

#### List C: (Select one course not selected from List B or one course from the following; 3 credits)

SOC 201B SOCIAL INSTITUTIONS 3

ANTH 203 CULTURAL ANTHROPOLOGY 3

GEOG 202 CULTURAL GEOGRAPHY 3

PSYC 201 INTRODUCTORY PSYCHOLOGY 3

**Total Credits 18-19**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory.

Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.



# SOCIOLOGY

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### SOCIOLOGY — Associate in Arts

#### Required Courses (12 credits)

SOC 201A	INTRODUCTION TO SOCIOLOGY	3
SOC 201B	SOCIAL INSTITUTIONS	3
SOC 202	SOCIAL PROBLEMS	3
SOC 206	RACE AND ETHNIC RELATIONS	3
or SOC 208	INTRODUCTION TO GENDER STUDIES	(3)

#### Plus 9-11 credits from the following:

ANTH 203	CULTURAL ANTHROPOLOGY	3
ANTH 225	CONTEMPORARY CULTURES OF THE WORLD	3
ECON 201A	PRINCIPLES OF MACROECONOMICS	3
GEOG 202	CULTURAL GEOGRAPHY	3
POLS 204	WORLD POLITICS	3
POLS 206	COMPARATIVE GOVERNMENT	3
HEED 203	WOMEN'S HEALTH ISSUES	3
HEED 208	MULTICULTURAL HEALTH	3
HIST 204A	HISTORY OF WESTERN CIVILIZATION	3
HIST 204B	HISTORY OF WESTERN CIVILIZATION	3
HIST 207A	HISTORY OF THE UNITED STATES	3
HIST 207B	HISTORY OF THE UNITED STATES	3
HIST 210	HISTORY OF CALIFORNIA	3
HIST 212	HISTORY OF MEXICAN AMERICANS	3
HIST 233	HISTORY OF AFRICAN AMERICANS	3
MATH 236	INTRODUCTION TO APPLIED STATISTICS	3
or MATH 247	INTRODUCTION TO STATISTICS	(4)
PHIL 206	INTRODUCTION TO PHILOSOPHY	3
PHIL 208	INTRODUCTION TO LOGIC	3
PHIL 209	WORLD RELIGIONS	3
PSYC 201	INTRODUCTORY PSYCHOLOGY	3
PSYC 206	INTRODUCTION TO SOCIAL PSYCHOLOGY	3
SOC 204	INTRODUCTION TO CRIMINOLOGY	3
HIST 203A	HISTORY OF WORLD CIVILIZATIONS	3
HIST 203B	HISTORY OF WORLD CIVILIZATIONS	3
HIST 237	HISTORY OF AMERICAN WOMEN	3

**Total Credits** 21-23

# SPANISH

## DEGREES, CERTIFICATES & AWARDS

- Associate in Arts for Transfer (A.A.-T)

### DESCRIPTION

The Associate in Arts in Spanish for Transfer degree (AA-T in Spanish) will help individuals achieve their academic and career goals by providing a comprehensive foundation in the Spanish language in preparation for transfer to baccalaureate programs in the California State University system in Spanish or similar language programs. The Cuesta College AA-T in Spanish degree allows students to successfully complete a two-year degree program while completing the lower-division coursework required to transfer into the CSU system in a baccalaureate degree program in Spanish or a similar major.

### ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

An **Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>



### TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

#### Transfer Resources:

[www.ASSIST.org](http://www.ASSIST.org) – CSU and UC Articulation Agreements and Majors Search Engine

[www.CSUMentor.org](http://www.CSUMentor.org) – CSU System Information

### FINANCIAL AID

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# SPANISH

## ASSOCIATE DEGREE FOR TRANSFER PROGRAM

[Click for Program Student Learning Outcomes](#)

### Spanish – A.A.-T Degree for Transfer

#### Required Core (20 credits)

SPAN 201	SPANISH I	5
SPAN 202	SPANISH II	5
SPAN 203	SPANISH III	5
SPAN 204	SPANISH IV	5

Students who are ready to enter directly into SPAN 202 based on prior learning or instruction may do so, as they will still be able to earn the minimum number of 18 semester units of major course work.

#### List A - Select One Course (3-5 credits)

HIST 212	HISTORY OF MEXICAN AMERICANS	3
or FR 201	FRENCH I	(5)
or FR 202	FRENCH II	(5)

**Total Credits** **23-25**

"P" (Pass) grade is acceptable for major coursework in the Associate Degrees for Transfer.

In addition to major preparation course work listed above, completion of the CSU GE or IGETC pattern is mandatory. Courses completed for the major can also be double counted towards GE, where appropriate. See a counselor for details.

# TRANSFER CERTIFICATES

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## DEGREES, CERTIFICATES & AWARDS

Certificate of Achievement (C.A.)

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### ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

A **Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER CERTIFICATES

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### C.A., CSU GENERAL EDUCATION

Complete the lower-division California State University General Education pattern.

### C.A., IGETC GENERAL EDUCATION

Complete the Intersegmental General Education Transfer Curriculum (IGETC).

### TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

#### Transfer Resources:

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### FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

# WELDING

## DEGREES, CERTIFICATES & AWARDS

- Associate in Science (A.S.)
- Certificate of Achievement (C.A.)
- Certificate of Specialization (C.S.)

## DESCRIPTION

The Cuesta College Welding Technology program has a strong history of preparing students for work in industry. Students are afforded the opportunity to obtain Certificates of Specialization, Certificates of Achievement and/or an Associative Science Degree in welding technology. The welding curriculum is well rounded with courses ranging from Basic Welding through Certification, as well as courses in Metallurgy, Blueprint Reading and Welding Power. The shop facility includes twenty multi-process welding stations with current power supply technology. There are a total of six part-time instructors and one full-time instructor. Two instructors are CWI's. Welder qualifications are offered in structural steel and pipe welding to AWS D1.1, ASME Sec IX and API 1104.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**An Associate Degree**, depending on the focus of study, is designed to prepare students for transfer into upper division course work in a bachelor's degree program, or, to prepare students to enter the workforce in a particular vocational field. To qualify for an Associate's Degree, a student must: (1) complete each major-specific course required for the degree with at least a "C" grade or better, (2) complete all Cuesta College general education, graduation and residency requirements, (3) achieve an overall grade point average of 2.0 for all courses attempted (major, general education, elective), and (4) submit an Associate's Degree Application to Admissions and Records.

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

### Transfer Resources:

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## FINANCIAL AID

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[www.cuesta.edu/student/aboutmoney/finaid](http://www.cuesta.edu/student/aboutmoney/finaid)

## CAREER OPPORTUNITIES

- Assembly Worker
- Auto Body Worker
- Machine Tool Operator
- Sheet Metal Worker
- Structural and Iron Work Welder
- Tool and Die Maker
- Welder

Gainful Employment: Federal regulations require institutions to provide students with Gainful Employment information for specific certificate programs offered at Cuesta College. Information for each certificate program can be found by following this link: <http://www.cuesta.edu/student/aboutmoney/finaid/gainfulemployment/index.html>

# WELDING

## ASSOCIATE DEGREE PROGRAM

[Click for Program Student Learning Outcomes](#)

### Welding Technology – A.S. Degree

#### Required Courses (19 credits)

ENGR 226	ENGINEERING DRAWING I	4
WELD 270A	BASIC WELDING	3
WELD 270B	ADVANCED WELDING	3
WELD 270C	WELDING: GMAW & GTAW	3
WELD 277	METAL FABRICATION	3
WELD 280A	STRUCTURAL STEEL WELDING CERTIFICATION	3
or WELD 280B	PIPE WELDING CERTIFICATION	(3)

#### Plus 5-6 credits of technical electives from the following:

#### (Must choose two of the following courses)

WELD 175	BLUEPRINT READING AND MATERIALS PROCESSING	3
WELD 176	WELDING POWER	3
WELD 273	METALLURGY	3
CTCH 100	WORKPLACE SAFETY	2

**Total Credits** 24-25

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### WELDING TECHNOLOGY — Certificate of Achievement

#### Required Courses (18-19 credits)

ENGR 226	ENGINEERING DRAWING I	4
or WELD 175	BLUEPRINT READING AND MATERIALS PROCESSING	(3)
WELD 270A	BASIC WELDING	3
WELD 270B	ADVANCED WELDING	3
WELD 277	METAL FABRICATION	3
WELD 280A	STRUCTURAL STEEL WELDING CERTIFICATION	3
WELD 280B	PIPE WELDING CERTIFICATION	3

**Total Credits** 18-19

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### WELDING TECHNOLOGY PIPE — Certificate of Specialization

#### Required Course (3 credits)

WELD 280B	PIPE WELDING CERTIFICATION	3
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**Total Credits** 3

## CERTIFICATE PROGRAM

[Click for Program Student Learning Outcomes](#)

### WELDING TECHNOLOGY STRUCTURAL — Certificate of Specialization

#### Required Course (3 credits)

WELD 280A	STRUCTURAL STEEL WELDING CERTIFICATION	3
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**Total Credits** 3

# NONCREDIT

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## DEGREES, CERTIFICATES & AWARDS

- Certificate of Competency (C.C.)
  - Certificate of Completion (C.C.)
- 

## DESCRIPTION

Cuesta College noncredit program offers students access to a variety of no cost courses and certificates that can assist them in reaching their educational, personal, and professional goals. Noncredit courses are intended to provide students with lifelong learning, college transfer, and career preparation opportunities.

## ASSOCIATE DEGREE AND CERTIFICATE PROGRAMS

**A Certificate Program** is designed for students who desire specific training to meet an immediate occupational or personal goal, or for promotion or lateral transfer within their existing field of employment. To qualify for a Certificate of Achievement or a Certificate of Specialization, a student must 1) complete all courses required for the Certificate with an overall grade point average of 2.0, 2) earn at least 12 units in residency at Cuesta and 3) submit a Certificate Application to Admissions and Records.



## TRANSFER PREPARATION

Courses that fulfill major requirements for an associate degree may differ from those needed to prepare to transfer. Students who plan to transfer to a four-year college or university should schedule an appointment with a Cuesta College counselor to develop a student education plan (SEP) before beginning their program.

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# NONCREDIT

## **CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

### **NON CREDIT ENGLISH AS A SECOND LANGUAGE - LEVEL I — Certificate of Competency**

#### **Required Courses (0.0 credits)**

ESL 701	INTRODUCTION TO LITERACY	0
ESL 702	LITERACY	0
<b>Total Credits</b>		<b>0</b>

## **CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

### **NON CREDIT ENGLISH AS A SECOND LANGUAGE - LEVEL II — Certificate of Competency**

#### **Required Courses (0.0 credits)**

ESL 703	BEGINNING-LOW INTEGRATED SKILLS	0
ESL 704	BEGINNING-HIGH INTEGRATED SKILLS	0
<b>Total Credits</b>		<b>0</b>

## **CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

### **NON CREDIT ENGLISH AS A SECOND LANGUAGE - LEVEL III — Certificate of Competency**

#### **Required Courses (0.0 credits)**

ESL 705	ESL INTERMEDIATE HIGH - LEVEL 5	0
ESL 706	ESL ADVANCED - LEVEL 6	0
<b>Total Credits</b>		<b>0</b>

## **CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

### **NON CREDIT VOCATIONAL ENGLISH AS A SECOND LANGUAGE — Certificate of Completion**

#### **Required Courses (0.0 credits)**

VESL 701	WORK-RELATED CONVERSATIONAL SKILLS, LEVEL 1	0
VESL 702	WORK-RELATED CONVERSATIONAL SKILLS, LEVEL 2	0
<b>Total Credits</b>		<b>0</b>

## **CERTIFICATE PROGRAM** [Click for Program Student Learning Outcomes](#)

### **SECONDARY EDUCATION (Non Credit) — Certificate of Completion**

#### **Required Courses (0.0 credits)**

HSD 400	HSD NON-CREDIT BASIC SKILLS DRAWING	0
HSD 401	HSD NON-CREDIT BASIC SKILLS PAINTING	0
HSD 402	HSD NON-CREDIT BASIC SKILLS CERAMICS	0
HSD 403	HSD NON-CREDIT BASIC SKILLS VISUAL DESIGN	0
HSD 404	HSD NON-CREDIT BASIC SKILLS BIOLOGY	0
HSD 405	HSD NON-CREDIT BASIC SKILLS CHEMISTRY	0
HSD 406	HSD NON-CREDIT BASIC SKILLS ECONOMICS	0
HSD 407	HSD NON-CREDIT BASIC SKILLS WORLD HISTORY	0
HSD 408	HSD NON-CREDIT BASIC SKILLS U.S. HISTORY	0
HSD 409	HSD NON-CREDIT BASIC SKILLS ALGEBRA I	0
HSD 410	HSD NON-CREDIT BASIC SKILLS ALGEBRA II	0
HSD 411	HSD NON-CREDIT BASIC SKILLS GEOMETRY	0
HSD 412	HSD NON-CREDIT BASIC SKILLS POLITICAL SCIENCE	0
HSD 413	HSD NON-CREDIT BASIC SKILLS PSYCHOLOGY	0
HSD 414	HSD NON-CREDIT BASIC SKILLS SPANISH I	0
HSD 415	HSD NON-CREDIT BASIC SKILLS SPANISH II	0
HSD 416	HSD NON-CREDIT BASIC SKILLS SPANISH III	0
<b>Total Credits</b>		<b>0</b>



## COURSES OF INSTRUCTION



# COURSES OF INSTRUCTION

In the following list of courses, the credit value of each course in semester credits is indicated by a number in parentheses after the course title.

*Course descriptions followed by the notation (Transfer:...) indicate that the course is transferable to the California State University system, to the University of California system, or both. A student should contact a counselor to determine which courses are applicable to the student's educational objective.*

## COURSE NUMBERING

**000-099** Non-Degree Applicable and Non-Transferable

**100-199** Degree Applicable and Non-Transferable

**200-299** Degree Applicable and Transferable

**500-599** Non-Credit Courses

**700-799** Non-Credit ESL and Vocational ESL Courses

**Special Topics (093/193)** These are course offerings designed in specific disciplines to test new curriculum before adopting it as a part of an academic program. Course credit values range from 0.5 to 4.0 credits.

**Independent Study (047/147/247)** These courses are academic opportunities for students who are capable of independent work and demonstrate the need or desire for additional study, beyond the regular curriculum. These courses are not intended to replace existing courses in the discipline. In this course, students will have a written contract with their instructor for activities such as: preparing problem analysis, engaging in primary research, preparing reports, and meeting with the instructor at specific intervals.

## PREREQUISITE, COREQUISITE, ADVISORIES AND LIMITATIONS ON ENROLLMENT

The San Luis Obispo Community College District has adopted a policy in order to provide for the establishing, reviewing and challenging of prerequisites, corequisites, and advisories.

### Definitions:

**Prerequisite** means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. **Courses used to satisfy a prerequisite must be completed with a grade of "C" or better.**

**Corequisite** means a condition of enrollment consisting of a course that a student is **required** to simultaneously take in order to enroll in another course.

**Advisory** means a condition of enrollment that a student is **advised, but not required**, to meet before or in conjunction with enrollment in a course or educational program.

**Limitations on Enrollment** means a condition of enrollment which may include the following:

a. Auditions or tryouts for courses which include public

performance and intercollegiate competition, such as a band, orchestra, theater, chorus, and intercollegiate athletics.

### Repeatable Courses

A repeatable course is identified in the college catalog and online Class Finder as repeatable more than one time.

A non-repeatable course is a course in the college catalog that is not identified as repeatable.

### COURSE FAMILY REPEATS (see chart on page 207)

Enrollment in active participatory courses in physical education, visual arts, or performing arts that are related in content (courses where individual study or group assignments are the means by which learning objectives are obtained) is limited to no more than four times maximum. This limitation applies even if a student receives a substandard grade or "W" during one or more of such a course or petitions for repetition due to extenuating circumstances.

Cuesta identifies the following active participatory course families where enrollment is limited to a maximum of four (4) times within the repeat family group under the following conditions:

- Equivalent courses are counted in the four (4) enrollment maximum.

Example: KINA 246 was formerly PEAC 286 (Yoga) so past earned grades and "W" for PEAC 286 count toward overall 4 enrollment maximum.

- A course that is completed with a passing grade of "C" or higher may not be repeated within the family group.

- A course where a substandard grade or "W" grade is earned may be repeated to earn a passing grade.

- o A student will be blocked from enrolling for a third (3rd) attempt for a single course within a family repeat group if two (2) prior substandard grades are earned. The student will need to submit a Third Enrollment Agreement to be released to enroll for a third (3rd) attempt in the same course.

- o Substandard Grade - a grade of "D+," "D," "D-," "F," "FW," "NP," or "NC."

- A maximum of three (3) "W" symbols may be earned for a course. A student will be blocked from registering for a course where three prior "W" symbols have been earned for a single course within a family repeat group.

- In-progress courses without a final grade are counted in enrollment of family repeat group.

## COURSE STUDENT LEARNING OUTCOMES

Course Student Learning Outcomes can be accessed on the Cuesta CurricUNET site on the course outline of record (click on the WR icon) at the following link:

<http://www.curricunet.com/Cuesta/search/course/>

## COURSE FAMILY REPEATS

Family Code	Description	Courses	Equivalent Course	Department
BAS	Basketball	KINA 271	PEAC 292	Kinesiology (805) 546-3207
		KINA 272		
		KINA 278	PEAC 293	
CON	Endurance	KINA 232	PEAC 266	Kinesiology (805) 546-3207
	Conditioning	KINA 233	PEAC 267	
		KINA 251	PEAC 274	
DRA	Drawing	ART 221		Fine Arts (805) 546-3936
		ART 222		
ENS	Ensemble	MUS 231		Performing Arts (805) 546-3936
		MUS 232A		
ETC	Etching	ART 241A		Fine Arts (805) 546-3936
		ART 241B		
		ART 241C		
FDR	Figure Drawing	ART 223		Fine Arts (805) 546-3936
		ART 224		
MSH	Musicianship	MUS 205A		Performing Arts (805) 546-3936
		MUS 205B		
		MUS 205C		
MTH	Music Theory	MUS 204A		Performing Arts (805) 546-3936
		MUS 204B		
		MUS 204C		
PAI	Painting	ART 230		Fine Arts (805) 546-3936
		ART 231		
PHO	Photography	ART 244		Fine Arts (805) 546-3936
		ART 245		
PIA	Piano	MUS 258		Performing Arts (805) 546-3936
		MUS 259		
REC	Recording Arts	MUS 240		Performing Arts (805) 546-3936
		MUS 241		
SCU	Sculpture	ART 271		Fine Arts (805) 546-3936
		ART 272		
SFO	Sculpture Foundry	ART 274A		Fine Arts (805) 546-3936
		ART 274B		
		ART 274C		
VOI	Voice	MUS 220		Performing Arts (805) 546-3936
		MUS 222		
WAT	Watercolor	ART 232		Fine Arts (805) 546-3936
		ART 233		
WHE	Ceramics	ART 281A		Fine Arts (805) 546-3936
	Wheel-Throwing	ART 281B		
WTT	Weight Training	KINA 201	PEAC 270	Kinesiology (805) 546-3207
		KINA 202	PEAC 271	

## COURSE MATERIAL FEES

Credit and non-credit courses with mandatory material fees are identified in the college catalog, class schedule, and class finder. Material fees are charged at the time of registration. Materials fees for classes dropped prior to the start of the term are automatically credited or reversed to student accounts. See the Cashier's Office for help with materials fees for classes dropped within the two-week drop deadlines.

### CUESTA COLLEGE COURSE MATERIAL FEES

Course Number	Material Fee Amount	Course Number	Material Fee Amount	Course Number	Material Fee Amount	Course Number	Material Fee Amount
ARCH 205	\$ 10.00	ART 266	\$ 45.00	CUL 125	\$ 45.00	PDS 178	\$ 5.00
ARCH 221	\$ 7.00	ART 267	\$ 45.00	CUL 149	\$ 60.00	PDS 179	\$ 5.00
ARCH 222	\$ 7.00	ART 268	\$ 45.00	CUL 210	\$150.00	PDS 181	\$ 5.00
ARCH 232	\$ 12.00	ART 270	\$ 30.00	CUL 220	\$ 90.00	PDS 182	\$ 5.00
ARCH 242	\$ 7.00	ART 271	\$ 30.00	ECE 220	\$ 20.00	PDS 183	\$ 5.00
ARCH 244	\$ 10.00	ART 272	\$ 30.00	EMS 107A	\$ 15.00	PLGL 201	\$ 5.00
ARCH 251	\$ 7.00	ART 274A	\$ 20.00	EMS 107B	\$ 15.00	PLGL 205	\$ 5.00
ARCH 252	\$ 10.00	ART 274B	\$ 20.00	EMS 107C	\$ 15.00	WELD 270A	\$ 30.00
ART 220	\$ 15.00	ART 274C	\$ 20.00	EMS 201	\$ 25.50	WELD 270B	\$ 30.00
ART 222	\$ 15.00	ART 280	\$ 34.00	EMS 210	\$249.00	WELD 270C	\$ 30.00
ART 223	\$ 15.00	ART 281A	\$ 51.00	EMS 211	\$ 45.00	WELD 280A	\$ 30.00
ART 224	\$ 15.00	ART 281B	\$ 51.00	EMS 211L	\$ 22.50	WEXP 030	\$ 25.00
ART 229	\$ 15.00	ART 282	\$ 51.00	EMS 212	\$ 7.50		
ART 230	\$ 15.00	ART 283	\$ 51.00	HEED 204	\$ 15.00		
ART 231	\$ 15.00	ART 284	\$ 51.00	LVN 101AL	\$ 90.00		
ART 234	\$ 15.00	ART 293	\$ 45.00	LVN 102AL	\$ 33.50		
ART 240	\$ 30.00	ATCH 170	\$ 45.00	MAST 109	\$ 51.00		
ART 241A	\$ 30.00	ATCH 171	\$ 35.00	MAST 111	\$112.50		
ART 241B	\$ 30.00	ATCH 175	\$110.00	MUS 266	\$ 25.00		
ART 241C	\$ 30.00	ATCH 177	\$ 45.00	NRAD 103H	\$ 34.50		
ART 243	\$ 15.00	CIS 103	\$ 5.00	NRAD 201	\$ 18.00		
ART 244	\$ 10.00	CIS 210	\$ 5.00	NRAD 201B	\$ 54.50		
ART 245	\$ 10.00	CIS 217	\$ 5.00	NRAD 202B	\$ 86.50		
ART 249	\$ 45.00	CIS 231	\$ 5.00	NRAD 203B	\$ 95.50		
ART 251	\$ 25.00	CIS 232	\$ 5.00	PDS 170	\$ 5.00		
ART 252	\$ 15.00	CIS 233	\$ 5.00	PDS 171	\$ 5.00		
ART 253	\$ 45.00	CIS 240	\$ 5.00	PDS 172	\$ 5.00		
ART 255	\$ 45.00	CNET 221	\$ 10.00	PDS 173	\$ 5.00		
ART 256	\$ 45.00	CNET 253	\$ 5.00	PDS 174	\$ 5.00		
ART 258	\$ 45.00	CNET 255	\$ 20.00	PDS 175	\$ 5.00		
ART 259	\$ 28.00	CNET 262	\$ 10.00	PDS 176	\$ 5.00		
ART 265	\$ 25.00	COUN 254	\$ 37.00	PDS 177	\$ 5.00		

## ACADEMIC SKILLS

**ACSK 004 ADAPTED STUDIES: LECTURE** 1.00 to 2.00  
*1.00 - 2.00 hours per week: (1.00 - 2.00 lecture hours/0.00 - 0.00 lab hours)*  
Credit - Not Degree Applicable  
P/NP Only

Presents curricula and instruction, not available in other courses in a lecture format, to meet identified special learning needs of disabled students. May include advanced training in comprehension, phonetics, computer-assisted instruction, or other specialized topics. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.

[Click for Course Student Learning Outcomes](#)

**ACSK 019 INTRODUCTION TO COMPUTERS USING ASSISTIVE TECHNOLOGY** 3.00  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP

An introduction to computers designed for students with disabilities. Discusses the history of the personal computer as well as how it relates to students with disabilities. Students will also learn about the components that make up a personal computer and relevant information which will enable them to create an ideal computer system for themselves.

[Click for Course Student Learning Outcomes](#)

**ACSK 022 INTRODUCTION TO THE INTERNET USING ASSISTIVE TECHNOLOGY** 3.00  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP

An introduction to the Internet designed for students with disabilities. Discusses the Internet as well as how it relates to students with disabilities. Students will also learn about the components that make up the Internet and relevant information, which will allow them to search on the Internet with the latest search engines. New technologies affecting the Internet will also be discussed and used in context to the educational setting.

[Click for Course Student Learning Outcomes](#)

**ACSK 025 COMPUTER ACCESS:ADAPTED WORD PROCESSING I** 2.00  
*3.00 hours per week: (1.50 lecture hours/1.50 lab hours)*  
Credit - Not Degree Applicable  
P/NP Only  
*Advisories: Ability to type 20 words per minute (depending upon nature of disability)*

Introduces the use of microcomputer access technologies for students with physical or learning disabilities within the context of word processing.

[Click for Course Student Learning Outcomes](#)

**ACSK 031 COMPUTER ACCESS: APPLICATIONS** 2.00  
*3.00 hours per week: (1.50 lecture hours/1.50 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP  
*Advisories: MATH 003, ENGL 099, and Ability to type 15 words per minute*

Presents the use of computer access technologies for students with physical and/or learning disabilities within

the context of word processing, database, and spreadsheet programs. Designed for students with verified disabilities.

[Click for Course Student Learning Outcomes](#)

**ACSK 032 READING COMPREHENSION** 1.00 to 2.00  
*1.00 - 2.00 hours per week: (1.00 - 2.00 lecture hours/0.00 - 0.00 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP

Designed for students who have difficulty understanding and remembering what they read. Includes progressive instruction in sentence, paragraph, essay, and textbook chapter comprehension. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.

**ACSK 047 INDEPENDENT STUDIES: ACADEMIC SKILLS** 0.50 to 2.00  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP  
*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of learning skills under the direction of an instructor. An appointment with a Disabled Student Programs and Services faculty member is strongly advised.

[Click for Course Student Learning Outcomes](#)

**ACSK 050 WRITING FUNDAMENTALS** 3.00  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP  
*Advisories: For speakers of languages other than English, completion of the English as a Second Language (ESL) sequence is highly recommended.*

Focuses on the grammar, punctuation, sentence writing, and paragraph writing skills students need to succeed in basic English courses. Provides intensive practice, multi-sensory instruction, and individualized assistance to promote the written language development of students with diverse needs and backgrounds, including students with learning disabilities and speakers of other languages. Offered as a prerequisite to the basic English writing course for students who do not receive a qualifying score on the Assessment test or equivalent.

[Click for Course Student Learning Outcomes](#)

**ACSK 075 ARITHMETIC FUNDAMENTALS** 4.00  
*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*  
Credit - Not Degree Applicable  
Letter Grade or P/NP

Provides a basic arithmetic and math study skills course for students who have a history of difficulties in mathematics. This course uses alternative and active approaches for learning the concepts and skills of place value, basic operations, fractions, decimals, percentages, word problems, learning styles, and math study strategies.

[Click for Course Student Learning Outcomes](#)

**ACSK 193 ACADEMIC SKILLS SPECIAL TOPIC** 0.50 to 4.00  
*0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Examines a special topic in the field of study related to the

discipline offering this course.  
[Click for Course Student Learning Outcomes](#)

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**ACSK 247 INDEPENDENT STUDIES: ACADEMIC SKILLS 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.  
Advisories: ENGL 156

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of tutor training or disability research.

Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**ACSK 500 GED TEST PREPARATION 0**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
Noncredit  
Non-credit Course

Designed to prepare students in basic skills, including the five areas of the GED examination: Mathematics, Science, Social Studies, Language Arts-Writing I and II, and Language Arts-Reading. Material is presented through a variety of methods, including teacher-led, computer-assisted and individualized instruction as well as working at problem-solving in pairs and small groups. The course is repeatable.

Repeatable.  
[Click for Course Student Learning Outcomes](#)

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**AMERICAN SIGN LANGUAGE**

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**ASL 147 INDEPENDENT STUDIES: AMERICAN SIGN LANGUAGE 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of American Sign Language under the direction of an instructor.

[Click for Course Student Learning Outcomes](#)

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**ASL 201 AMERICAN SIGN LANGUAGE I 5.00**

(Formerly ASL215A)  
5.00 hours per week: (5.00 lecture hours/0.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP

Introduces a functional-notional approach to the acquisition of American Sign Language (ASL) - a visual/gestural language - through the development of visual receptive and expressive skills required for vocabulary development, grammar, non-manual behaviors, and fingerspelling. Creates awareness of Deaf Culture by reviewing the history of ASL, dynamics of the Deaf community and cultural customs of communication.

Transfer: CSU; UC  
[Click for Course Student Learning Outcomes](#)

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**ASL 202 AMERICAN SIGN LANGUAGE II 5.00**

(Formerly ASL215B)  
5.00 hours per week: (5.00 lecture hours/0.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: ASL 201 or equivalent

Presents a continuation of ASL 201 through vocabulary development, grammar, non-manual behaviors and fingerspelling. Heightens sensitivity to Deaf culture, including its history, values, traditions and communication customs.

Transfer: CSU; UC  
[Click for Course Student Learning Outcomes](#)

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**ANTHROPOLOGY**

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**ANTH 201 PHYSICAL ANTHROPOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Presents an introduction to the science of physical anthropology. Topics include: the fields of anthropology, the scientific method, evolutionary theory, genetics and inheritance, human variation, biology and behavior of living primates, and the fossil evidence of human evolution.

Transfer: CSU; UC  
[Click for Course Student Learning Outcomes](#)

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**ANTH 201L PHYSICAL ANTHROPOLOGY LABORATORY 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Corequisites: ANTH 201

Utilizes the hands-on laboratory approach in studying primatology, osteology, dentition, genetics and human variation. Both fossil and contemporary will be studied.

Transfer: CSU; UC  
[Click for Course Student Learning Outcomes](#)

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**ANTH 202 ARCHAEOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
Credit - Degree Applicable  
Letter Grade Only  
Advisories: ENGL 156

Presents an introduction to archaeological theory and concepts, as well as an overview of both New and Old World archaeology.

Transfer: CSU; UC  
C-ID ANTH 150  
[Click for Course Student Learning Outcomes](#)

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**ANTH 203 CULTURAL ANTHROPOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Presents an anthropological study of culture. Cultural anthropologists study and compare human cultures throughout time. Students are introduced to how anthropologists do their work, utilize research ethics and study humans around the globe.

Transfer: CSU; UC  
C-ID ANTH 120  
[Click for Course Student Learning Outcomes](#)

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**ANTH 220 CALIFORNIA INDIANS** **3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Presents a history of the California Indians, including their prehistory, the Indians at the time of European contact, the Spanish period, the early Anglo-American period, and the Indians today.  
*Transfer: CSU; UC*  
[Click for Course Student Learning Outcomes](#)

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**ANTH 221 NORTH AMERICAN INDIANS** **3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Studies the North American Indians, including their lifestyle at the time of contact, their reactions to European contact, and the Indians at present.  
*Transfer: CSU; UC*  
[Click for Course Student Learning Outcomes](#)

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**ANTH 225 CONTEMPORARY CULTURES OF THE WORLD** **3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Studies the ways of life of people in different regions of the world, including Latin America, Middle East, East Asia, and Africa. Beliefs, values, and other social characteristics such as family, economics, and religion will be studied.  
*Transfer: CSU; UC*  
[Click for Course Student Learning Outcomes](#)

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**ANTH 247 INDEPENDENT STUDIES: ANTHROPOLOGY** **0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of anthropology under the direction of an instructor.  
*Transfer: CSU*  
[Click for Course Student Learning Outcomes](#)

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## ARCHITECTURE

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**ARCH 180 ARCHITECTURAL PORTFOLIO DESIGN WORKSHOP** **0.50**  
*(Formerly ARCH193B)*  
*1.10 hours per week: (0.22 lecture hours/0.88 lab hours)*  
*Credit - Degree Applicable*  
*P/NP Only*  
*Prerequisites: ARCH 221 and ARCH 232 or comparable experience with Adobe Photoshop*  
*Advisories: ARCH 222*

Presents principles, concepts, methods, and skills pertaining to the design and preparation of architectural portfolios and presentations, with particular emphasis on using Adobe In-Design software for page layout and document production.  
[Click for Course Student Learning Outcomes](#)

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**ARCH 193 ARCHITECTURE SPECIAL TOPIC** **0.50 to 4.00**  
*0.00 - 0.00 hours per week: (0.00 lecture hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.  
[Click for Course Student Learning Outcomes](#)

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**ARCH 193B ARCHITECTURAL PORTFOLIO DESIGN WORKSHOP** **0.50**  
*1.10 hours per week: (0.22 lecture hours/0.88 lab hours)*  
*Credit - Degree Applicable*  
*P/NP Only*  
*Prerequisites: ARCH 221 with a minimum grade of C or better and ARCH 232 or comparable experience with Adobe Photoshop*

Presents principles, concepts, methods, and skills pertaining to the design and preparation of architectural portfolios and presentations, with particular emphasis on using Adobe In-Design software for page layout and document production.  
[Click for Course Student Learning Outcomes](#)

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**ARCH 195 TECHNICAL CAREER PREPARATION IN ARCHITECTURE** **1.00**  
*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*

Overview of architectural careers with focus on preparing for the job market. Includes discussion of career opportunities in architecture, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the architectural industry.  
[Click for Course Student Learning Outcomes](#)

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**ARCH 201 INTRODUCTION TO ARCHITECTURE AND ENVIRONMENTAL DESIGN** **2.00**  
*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*  
*Advisories: ENGL 201A*

Introduces a critical framework for regarding buildings as works of architecture. Explores the nature of the architectural profession and how it relates to other environmental design fields, such as city and regional planning, urban design, and landscape architecture. Examines how building and environmental design professions are responding to the profound challenges of living sustainability in the 21st century. This course is intended for the student intending to transfer to a university major in architecture or a related environmental design discipline.  
*Transfer: CSU; UC (For UC, maximum credit of 18 credits between ARCH 201, 213, 221, 222, 251 and 252)*  
[Click for Course Student Learning Outcomes](#)

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**ARCH 205 ARCHITECTURAL MODEL MAKING** **2.00**  
*4.00 hours per week: (1.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: ARCH 221 and CTCH 250*  
*Advisories: Completion of or concurrent enrollment in ARCH 222, ARCH 231, or high school drafting.*

Introduces basic concepts and creation of 3D scaled material architectural models for visual representation and communication of architectural design.  
*Transfer: CSU*  
[Click for Course Student Learning Outcomes](#)

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**ARCH 221 DESIGN AND VISUAL COMMUNICATION I 4.00**

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents principles, concepts, methods and skills pertaining to freehand and drafted drawings employing orthographic, axonometric, oblique and lineal perspective drawing systems to represent ideas, objects and environments. Includes principles and concepts of two- and three-dimensional visual design. Covers basic color theory principles, concepts and application; basic physical model building concepts and skills; shadow casting principles, conventions and techniques for orthographic, axonometric, oblique and perspective drawing systems.

Transfer: CSU; UC (For UC, maximum credit of 18 credits between ARCH 201, 213, 221, 222, 251 and 252)

[Click for Course Student Learning Outcomes](#)

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**ARCH 222 DESIGN AND VISUAL COMMUNICATION II 4.00**

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ARCH 221 and Completion of or concurrent enrollment in ARCH 232

Continuation and extension of the content and issues introduced in ARCH 211, plus the principles, concepts, methods and skills pertaining to the freehand, drafted and digital visualization and communication of quantitative and qualitative information to support analysis and conceptualization.

Transfer: CSU; UC (For UC, maximum credit of 18 credits between ARCH 201, 213, 221, 222, 251 and 252)

[Click for Course Student Learning Outcomes](#)

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**ARCH 232 ARCHITECTURAL DESIGN & PRESENTATION COMPUTER GRAPHICS 3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ARCH 221

Introduces computer design and presentation skills for architecture students including image editing, page layout, and 3D modeling.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ARCH 242 INTRODUCTION TO ARCHITECTURAL PRACTICE 3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CTCH 250 and ARCH 221 and completion of or concurrent enrollment in ARCH 230

Introduces the concepts and methods associated with the use and application of construction systems, processes and materials. Emphasis is placed on the standards and conventions used to detail and document light framed construction.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ARCH 244 ARCHITECTURAL ENVIRONMENT CONTROL SYSTEMS 3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PHYS 205B

Advisories: Completion of or concurrent enrollment in ARCH 252.

Introduces the theory and application of climate, energy use and comfort as determinates of architectural form. Includes architectural methods of ventilating, cooling, heating, and lighting for envelope-load dominated buildings. Acceptable for credit, CSU, (credit based on portfolio review).

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ARCH 245 INTRODUCTION TO GREEN BUILDING AND LEED GREEN ASSOCIATE CREDENTIAL PREPARATION 1.50**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: CTCH 250 or Equivalent professional experience

Explores the environmental impacts of the built environment, principals of green building design and construction, available rating/certification systems for green building, with an in-depth review of the LEED Rating Systems and their applications, specifically the LEED Building Design and Construction (BD&C) Rating System. At the completion of the course, a review will be completed to support preparation to apply for the LEED Green Associate Credential Exam.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ARCH 246 GREEN BUILDING AND LEED AP BD+C EXPERIENCE 1.50**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ARCH 245 and LEED Green Associate Credential Prep or equivalent professional experience.

Explores the environmental impacts of the built environment, principles of green building design and construction, available rating/certification systems for green building, with an in-depth review and exploration of the LEED Rating Systems and their applications, specifically the LEED Building Design and Construction (BD+C) Rating System. The course will be primarily focused on the partial documentation/certification of a project pursuing LEED certification. At the completion of the course, a review will be completed to support preparation to apply for the LEED AP BD+C Credential Exam.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ARCH 247 INDEPENDENT STUDIES: ARCHITECTURE 0.50 to 2.00**

0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of



architecture under direction of an instructor.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**ARCH 248 GREEN BUILDING AND HOME LEED AP HOMES EXPERIENCES 1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ARCH 245 and LEED GREEN Associate Credential Prep or Equivalent professional experience.*

Explores the environmental impacts of the built environment, principals of green residential building design and construction, available rating/certification systems for green building, with an in-depth review and exploration of the LEED Rating System and their applications, specifically the LEED for Homes Rating System. The course will be primarily focused on the partial documentation/certification of a project pursuing LEED for Homes Certification. At the completion of the course, a review will be completed to support preparation to apply for the LEED Homes Credential Exam.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**ARCH 251 ARCHITECTURAL DESIGN FUNDAMENTALS I 5.00**

*9.00 hours per week: (3.00 lecture hours/6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ARCH 222*

Presents theories, principles, methods and means of creative problem solving, two- and three-dimensional visual organizations to communicate concepts and meanings, basic verbal and visual communication skills, analysis of the built environment with emphasis on the creation and interrelationship of architectural form, function and light.

*Transfer: CSU; UC (For UC, maximum credit of 18 credits between ARCH 201, 213, 221, 222, 251 and 252)*

[Click for Course Student Learning Outcomes](#)

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**ARCH 252 ARCHITECTURAL DESIGN FUNDAMENTALS II 5.00**

*9.00 hours per week: (3.00 lecture hours/6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ARCH 251*

Continuation of theories, principles, methods and means of creative problem solving, two- and three-dimensional visual organizations to communicate concepts and meanings, basic verbal and visual communication skills, analysis of the built environment with emphasis on the creation and interrelationship of architectural form, function, structure and context.

*Transfer: CSU; UC (For UC, maximum credit of 18 credits between ARCH 201, 213, 221, 222, 251 and 252)*

[Click for Course Student Learning Outcomes](#)

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**ART**

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**ART 193 ART SPECIAL TOPIC 0.50 to 4.00**

*0.00 - 0.00 hours per week: (0.00 lecture hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**ART 200 ART APPRECIATION 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156.*

Examines works of art through the study of terminology, themes, design principles, media and techniques, and provides a general introduction to the visual arts across time and diverse cultures through the use of various art historical methodologies.

*Transfer: CSU; UC*

*C-ID ARTH 100*

[Click for Course Student Learning Outcomes](#)

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**ART 202 INTRODUCTION TO MUSEUM PRACTICES 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A and ART 203 or ART 204 or ART 205 or ART 206*

Introduces the history, functions, and professional practices of art museums. Includes development of an art historical exhibition and accompanying texts. Introduces curatorial and art critical writing, including writing art reviews for publication.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**ART 203 SURVEY OF WESTERN ART HISTORY: PREHISTORY THROUGH THE MIDDLE AGES 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Provides an overview of western art and architecture from prehistory through the medieval period.

*Includes cultural and historical background of Prehistoric (Paleolithic and Neolithic periods), Ancient Near Eastern, Egyptian, Aegean, Greek, Roman, and Medieval art traditions.*

*Transfer: CSU; UC*

*C-ID ARTH 110*

[Click for Course Student Learning Outcomes](#)

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**ART 204 SURVEY OF WESTERN ART HISTORY: RENAISSANCE TO CONTEMPORARY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Presents an overview of art and architecture from the Renaissance to the Contemporary period. Includes cultural and historical issues of the Renaissance, Baroque, Rococo, Neo-Classical, Romantic, Realist, Impressionist, Post-Impressionist and 20th Century periods of art.

*Transfer: CSU; UC*

*C-ID ARTH 120*

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**ART 205 SURVEY OF ART HISTORY: MODERNISM THROUGH CONTEMPORARY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Presents an overview of the art movements, artists and

issues of Modernism to Contemporary art. This includes art from the mid-nineteenth century, through the twentieth century and contemporary art. Incorporates the social, political, and aesthetic context of the time.

*Transfer: CSU; UC*

*C-ID ARTH 150*

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**ART 206 SURVEY OF ART HISTORY:  
NON-WESTERN ART 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Provides an overview of non-western art and architecture. Includes cultural and historical background of African, Asian, Native American, Pre-Columbian, and other non-Western traditions.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**ART 207 SURVEY OF MEXICAN ART HISTORY I:  
PRE-COLUMBIAN 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Surveys the arts, architecture, and archaeology of ancient Mesoamerica and South America from 1200 BCE to the conquest/16th century.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**ART 208 SURVEY OF MEXICAN ART HISTORY II:  
COLONIAL TO CONTEMPORARY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Surveys the arts, architecture, and visual culture of Mexico from the colonial period/16th century to the present.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**ART 209 ART OF AFRICA, OCEANIA, AND INDIGENOUS NORTH  
AMERICA 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Provides an overview of visual culture, including art and architecture, within select regions in sub-Saharan Africa, Oceania, and indigenous North America.

*Transfer: CSU; UC*

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**ART 210 SURVEY OF ASIAN ART HISTORY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Provides an overview of Asian art and architecture. Includes cultural and historical background of artistic traditions of India, Southeast Asia, China, Korea, and Japan from prehis-

toric to modern times.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**ART 220 FUNDAMENTALS OF 2-D DESIGN 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces the design elements and principles common to all visual art forms including line, shape, value, texture, color, and space. Develops visual vocabulary for artistic expression through lecture presentations, creative problem solving, and studio projects.

*Transfer: CSU; UC*

*C-ID ARTS 100*

[Click for Course Student Learning Outcomes](#)

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**ART 221 DRAWING I 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces the practice and theories of drawing, including the visual elements and principles. Employs a wide range of subject matter and drawing media. Focuses on perceptually based drawing, observational skills, techniques, and creative responses to materials and subject matter. Presents an overview of the art of drawing in an historical and contemporary context.

*Transfer: CSU; UC*

*C-ID ARTS 110*

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**ART 222 DRAWING II 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 221*

Explores artistic concepts, styles, and creative expression related to intermediate-level drawing. Focuses on complex subject matter and concepts using a variety of drawing mediums, techniques, and methodologies. Students will incorporate personal approaches to content and materials in drawing projects covering both historical and contemporary methods.

*Transfer: CSU; UC*

*C-ID ARTS 205*

[Click for Course Student Learning Outcomes](#)

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**ART 223 FIGURE DRAWING I 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 221*

Introduces drawing the human figure from observation of live models. Presents a wide variety of drawing media and techniques. Topics include an introduction to human anatomy, the historical and contemporary roles of figure drawing in the visual arts, and expressive, interpretive approaches to drawing the figure.

*Transfer: CSU; UC*

*C-ID ARTS 200*

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**ART 224 FIGURE DRAWING II 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 223

Continues ART 223 with an emphasis on personal interpretation and the development of content. Focuses on the figure in context and in finished compositions.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 229 COLOR 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 220

Presents the physical nature of color and the theory of color. Studio projects explore primary systems, color properties, interaction, strategies and expressive qualities of color. Investigates the physiological, psychological, symbolic, and cultural aspects of color.

Transfer: CSU; UC

C-ID ARTS 270

[Click for Course Student Learning Outcomes](#)

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**ART 230 PAINTING I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 220 and ART 221

Introduces oil and acrylic painting techniques, methods, materials and language. Explores processes, color theory and paint mixing, brushwork and composition, as well as creative responses to materials and subject matter.

Transfer: CSU; UC

C-ID ARTS 210

[Click for Course Student Learning Outcomes](#)

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**ART231 PAINTING II 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 230

Presents a continuation of ART 230 with an emphasis on contemporary issues in painting. Composition and content are also stressed.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 232 WATERCOLOR I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 220 and ART 221

Introduces basic watercolor techniques, methods and materials, explores historical and cultural context and the creative use of aqueous media in painting on paper.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 233 WATERCOLOR II 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 232

Continues ART 232 with an emphasis on problem-solving, composition, historical and cultural context and the development of personal style.

Transfer: CSU; UC

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**ART 234 FIGURE PAINTING 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 223 and ART 230

Advisories: ART 224 and ART 231

Introduces the fundamentals of painting from the human figure, the creative use of various painting media, and the figure in context.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 235 MURAL PAINTING 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 220 and ART 221 or ART 230

Introduces mural painting and processes. Includes analyzing a site, developing a design and proposal, the study and application of painting materials, executing a mural in a public space, and working in a collaborative environment. Presents a contemporary and historical view of mural painting. Students may need to travel to mural site.

Transfer: CSU

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**ART 240 INTRODUCTION TO PRINT MEDIA 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces a variety of print media including traditional printmaking practices such as relief, etching, lithography and screen print. Includes contemporary print media such as photocopy, computer generated images and artists' books. Presents the art of printmaking in an historical and contemporary context.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 241A ETCHING I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 221

Offers instruction and studio practice in beginning etching and drypoint printmaking techniques as well as the design of images appropriate to these techniques.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 241B ETCHING II** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 241A

Offers instruction and studio practice in intermediate etching techniques as well as the designing of images appropriate to these techniques. Emphasizes contemporary art issues related to etching.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 241C ETCHING III** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 241B

Offers instruction and studio practice in expanded intermediate etching techniques including multiple plate printing and collagraph. Emphasizes contemporary art issues related to etching.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 243 BOOK ARTS** **2.00 to 3.00**

4.00 - 6.00 hours per week: (1.00 - 2.00 lecture hours/3.00 - 4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 220

Presents an investigation of the book form as a vehicle of creative expression. Explores the book structure through the history, concepts and the creative application of this unique art object, in which the content is not limited to words alone.

Transfer: CSU; UC

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**ART 244 PHOTOGRAPHY I** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces the processes, principles, and tools of black and white photography. Topics include the development of technical and aesthetic skills, the elements of design and composition, camera technology, materials and equipment, within an historical and contemporary context. A 35mm film camera is required for class.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 245 PHOTOGRAPHY II** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ART 244

Continues the study of photography as a fine art. Presents intermediate level concepts, processes, principles, and tools of black and white photography. Topics emphasize the development of photographic work as a means of personal expression through content, the elements of design and composition, and technique. Photography will be considered in an historical and contemporary context. A 35mm film camera is required for class.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 249 DIGITAL PHOTOGRAPHY** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the processes, principles, and tools of digital photography. Topics include the development of technical and aesthetic skills, the elements of design and composition, camera technology, materials and equipment, within an historical and contemporary context.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 251 ALTERNATIVE PHOTOGRAPHIC PROCESSES** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 244

Explores creative photographic techniques emphasizing experimental manipulation of the photographic image. Introduces silver and non-silver alternative photographic techniques including multiple image usage, high contrast materials, toning, image transfer, and digital negative with emphasis on personal expression, content, and development of style.

Transfer: CSU

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**ART 252 PHOTOGRAPHIC LIGHTING** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 244

Explores various photographic lighting techniques emphasizing artificial sources. Introduces the student to modifying available light, tungsten light and strobe light on location and in the studio environment.

Transfer: CSU

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**ART 253 DIGITAL ART** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduction to concepts, practices, and theories of digital art production in a fine arts context. Topics include integration of design, color, and compositional principles with contemporary digital tools and mixed media approaches.

Transfer: CSU; UC

C-ID ARTS 250

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**ART 255 FOUNDATION OF DIGITAL GRAPHIC ART** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: Basic computer skills.

Presents primary instruction in digital vector graphic and illustration using Adobe Illustrator and other Adobe Creative Cloud software. Students will explore visual problem solving and utilize industry standard digital tools to create graphic works for artistic illustration, graphic design and user experience workflow.

Transfer: CSU

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**ART 256 FOUNDATION OF DIGITAL IMAGING ART 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: Basic computer skills.

Presents primary instruction to enhance digital photographs and compose images using Adobe Photoshop and other Adobe Creative Cloud software. Students will use the latest Adobe Photoshop, Adobe Bridge and Adobe Camera Raw to explore visual problem solving and create images for photography, artistic digital image art, graphic design and user experience workflow.

Transfer: CSU

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**ART 258 FOUNDATION OF DIGITAL LAYOUT DESIGN 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: Basic computer skills

Presents primary instruction in digital layout design using Adobe InDesign and other layout design software. Topics will cover the basic principles of digital layout design and e-publishing for book, magazine, business document, web and UX design.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ART 259 FOUNDATION OF WEB AND UX DESIGN 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents primary instruction in Web design and user experience (UX) and interactive design using Adobe Dreamweaver, Adobe Muse, Adobe Edge and other App mock-up software. Topics will cover the basic principles of web design and interactive design including the study of content structure, workflow, usability, and testing; HTML5 and CSS3, responsive and dynamic design, WordPress, web hosting and FTP. This course will provide a solid foundation for web design and interactive design projects such as web design, interactive book and app design mock-up.

Transfer: CSU

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**ART 265 ADOBE FLASH: ART, DESIGN, AND ANIMATION 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ART 255

Introduces the basic principles of animation, interactivity, and other time-based media projects using Adobe Flash Professional. Students will learn how these principles are used to construct games, animations and interactive media.

Transfer: CSU

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**ART 266 GRAPHIC DESIGN I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ART 256 and/or ART 255

Introduces principles and processes used in the creative and

practical exploration of visual communication. Topics may include digital layout, graphics, illustrations, photography, web & UX, animation and video. Projects incorporate symbols and typography into visual design, exploring interrelationships between formal elements and symbolic content.

Transfer: CSU; UC

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**ART 267 GRAPHIC DESIGN II 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 266

Presents a continuation of ART 266 with an emphasis on individualized projects. Topics include creation of skilled projects in digital layout, graphics, illustrations, photography, web and UX design, animation and video.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ART 268 DIGITAL TYPOGRAPHY ART 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ART 255 or ART 256

Introduces principles in the creative use of type in a digital environment. Emphasis is on the use of typography in graphic design art. Topics include the history of type, aesthetic qualities of letterforms, type classification, organization and hierarchy, grid systems and page layout.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 270 FUNDAMENTALS OF 3-D DESIGN 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the elements and principles of three-dimensional design. Presents a variety of non-objective studio projects using sculptural materials, tools, and methods. Includes the study of historical and contemporary art related to three-dimensional design and spatial composition.

Transfer: CSU; UC

C-ID ARTS 101

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**ART 271 SCULPTURE I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces sculptural principles, techniques, and concepts utilizing a wide range of materials and a focus on contemporary practices. Assignments emphasize creative self-expression, the elements and principles of design, and an examination of historical context.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ART 272 SCULPTURE II 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ART 271

Continues study of concepts and techniques of contempo-

rary sculpture as introduced in ART 271. Presents intermediate level assignments in fabrication and new genres with an emphasis on installation and site-specific public art. Addresses ongoing global, sociopolitical and cultural changes as well as incorporating new materials and technologies as tools for innovative art making.

*Transfer: CSU*

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**ART 274A SCULPTURE FOUNDRY I 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 270 and ART 271*

Introduces basic theory and practice in cast bronze sculpture. Projects emphasize creative self-expression using direct modeling of wax, basic mold making, and introduction to non-wax casting materials.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**ART 274B SCULPTURE FOUNDRY II 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 274A*

Continues instruction and practice in cast bronze sculpture. Assignments emphasize closed core casting, creative expression, and compositional organization of cast metal sculpture.

*Transfer: CSU*

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**ART 274C SCULPTURE FOUNDRY III 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 274B*

Continues instruction and practice in cast bronze sculpture and introduces aluminum casting. Assignments emphasize bronze repair using TIG welding, combining mixed media with cast metal, scale, and original compositional and formal themes.

*Transfer: CSU*

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**ART 280 INTRODUCTION TO CERAMICS 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces ceramics materials, concepts, and processes. Includes design principles, creative development, hand-building, throwing, glaze techniques, firing and ceramic terminology. Covers aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression across cultures.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**ART 281A CERAMICS: WHEEL-THROWING I 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ART 280*

Presents the practice of ceramic art with an emphasis on throwing on the potter's wheel. Includes functional vessels and sculptural form derived from wheel-thrown objects and from combining wheel and handbuilt forms.

*Transfer: CSU; UC*

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**ART 281B CERAMICS: WHEEL-THROWING II 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 281A*

Continues Art 281A with further development and refinement of throwing skills. Projects will include functional vessels and sculptural forms derived from wheel-thrown objects and from combining wheel and handbuilt forms. Development of surface, glazing and firing techniques at an intermediate level. Addresses aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression.

*Transfer: CSU; UC*

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**ART 282 CERAMICS: HAND-BUILDING 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 280*

Presents the practice of ceramic art with an emphasis on hand-building techniques. Includes functional vessels and sculptural forms, and addresses traditional, historical and contemporary issues. Assignments guide the development of personal and artistic expression.

*Transfer: CSU; UC*

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**ART 283 CERAMIC SCULPTURE 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 280*

Presents a studio class dealing with issues and techniques of traditional and contemporary ceramic sculpture. Technical processes and materials relevant to ceramic sculpture will be covered. Assignments guide the development of personal and artistic expression.

*Transfer: CSU; UC*

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**ART 284 ALTERNATIVE FIRING TECHNIQUES IN CERAMICS 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ART 280*

Presents instruction and experience in alternative firing techniques for ceramic art. Firings will span temperatures and techniques including primitive, low fire, mid-range and high fire.

*Transfer: CSU; UC*

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**ART 293 PORTFOLIO PRESENTATION 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: A body of artworks to include a minimum of twelve pieces which have been completed in college studio art courses.

Advisories: ENGL 156 and ART 256

Introduces professional presentation techniques in Studio Art and Graphic Design. Topics include the selection, photographing, and mounting of artwork for the production of a physical and a digital portfolio. Covers resume writing, artists statements, and letters of introduction. Examines career opportunities in various art-related fields and investigates four year programs and requirements. This course is geared toward the Studio Art or Graphic Design major near the completion of their studies at Cuesta College.

Transfer: CSU

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**ART 295 ART GALLERY 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Explores theoretical, technical, and aesthetic aspects of exhibiting works of art, as well as providing actual experience in operating an art gallery. Students will work with exhibiting artists, learn about contemporary issues in art, and the relationship between gallery, artist, and viewing public. Students assist in design, publicity, installation, and management of the Cuesta College Art Gallery.

Transfer: CSU

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**ART 299 INDEPENDENT STUDIES: ART 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Art under the direction of an instructor.

Transfer: CSU

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**ASTRONOMY**

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**ASTR 193 ASTRONOMY SPECIAL TOPIC 0.50 to 4.00**

0.50 - 4.00 hours per week: (0.50 - 4.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**ASTR 210 ASTRONOMY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123 or equivalent

Advisories: ENGL 201A

Presents the astronomy of planets, satellites, asteroids,

comets, meteors, the sun, stars, and galaxies.

Transfer: CSU; UC

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**ASTR 210L ASTRONOMY LAB 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123 or equivalent

Corequisites: ASTR 210

Advisories: ENGL 201A

Presents the principles of measurement, data collection and analysis to the astronomical phenomena of celestial motions and characteristics of planets, stars, galaxies in the planning, execution, and presentation of research projects.

Transfer: CSU; UC

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**ASTR 299 ASTRONOMY RESEARCH SEMINAR 1.00**

2.00 hours per week: (0.67 lecture hours/1.33 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides practical experience in one area of astronomical research, and an understanding of the nature of scientific research. Students plan a research project, make observations, analyze results, and write a paper for publication.

Transfer: CSU

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**ATHLETICS**

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**ATHL 193 ATHLETICS SPECIAL TOPIC 0.50 to 4.00**

(Formerly PEAT193)

0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**ATHL 206 INTERCOLLEGIATE TRACK AND FIELD 1.50 to 3.00**

(Formerly PEAT234, ATHL 234)

5.00 - 10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 - 10.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents the theory and practice of track and field athletics. Includes the rules and fundamentals of the track and field events and participation in intercollegiate track meets.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 208 TRACK & FIELD 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Provides an introduction to strength and fitness building as well as the fundamentals and techniques of multiple track & field events in preparation for spring competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 221 OFF-SEASON TRAINING FOR FALL ATHLETES I** **0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
Provides fall sport specific techniques, strategies and training designed for off-season intercollegiate athletes.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 222 OFF-SEASON TRAINING FOR FALL ATHLETES II** **0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
Provides fall sport off-season emphasis aerobic and anaerobic conditioning, sports specific techniques, sports specific strength development, play strategies and nutrition.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 229 OFF-SEASON TRAINING FOR SPRING ATHLETES I** **0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
Provides spring sport specific techniques, strategies and training designed for off-season intercollegiate athletes.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 230 OFF-SEASON TRAINING FOR SPRING ATHLETES II** **0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
Provides spring sport off-season emphasis aerobic and anaerobic conditioning, sports specific techniques, sports specific strength development, play strategies and nutrition.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 233 PHYSICAL CONDITIONING FOR FALL ATHLETES** **1.00**  
*(Formerly PEAT233)*  
*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*  
This course is designed to provide a physical conditioning program for the student interested in Fall Intercollegiate Athletics Programs.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 239 WOMEN'S INTERCOLLEGIATE WATER POLO** **1.50 to 3.00**  
*(Formerly PEAT239)*  
*5.00 - 10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 - 10.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*  
*Prerequisites: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.*

Presents an opportunity for physically advanced students to further develop a knowledge and skill in the sport of water polo. This offering is appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition against students representing other colleges.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 240 MEN'S INTERCOLLEGIATE WATER POLO** **1.50 to 3.00**  
*(Formerly ATHL236)*  
*5.00 - 10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 - 10.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Presents an opportunity for physically advanced students to further develop a knowledge and skill in the sport of water polo. This offering is appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition against students representing other colleges.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 241 MEN'S WATER POLO** **0.50 to 1.00**  
*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

This course is designed for those students of ability in water polo who have competed on an interscholastic Water Polo Team or equivalent. Fundamentals in all aspects of play will be stressed. Endurance training and cardiovascular fitness will be discussed.  
*Repeatable 3 time(s).*  
*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*  
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**ATHL 247 INDEPENDENT STUDIES: ATHLETICS** **0.50 to 2.00**  
*(Formerly PEAT247)*  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.*  
Provides an opportunity for an in-depth study or skill development experience by an individual student in a selected topic of physical education athletics under the direction of an instructor.  
*Repeatable 3 time(s).*  
*Transfer: CSU*  
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**ATHL 250 INTERCOLLEGIATE CROSS COUNTRY 1.50 to 3.00**

(Formerly PEAT228, ATHL228))

5.00 -10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 -10.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the theory and practice of cross country running and includes participation in intercollegiate competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 255 WOMEN'S INTERCOLLEGIATE VOLLEYBALL 1.50 to 3.00**

5.00 -10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 -10.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Designed to introduce the advanced skills of volleyball necessary for playing intercollegiate volleyball. Topics covered include basic skill, quick offense, and both offense and defensive team strategies.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 260 WOMEN'S INTERCOLLEGIATE SOCCER 1.50 to 3.00**

(Formerly PEAT238, ATHL238)

5.00 -10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 -10.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Develops advanced knowledge and skills in the sport of soccer. Appropriate for students desiring the physical, mental and emotional challenges inherent in intercollegiate soccer competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 265 INTERCOLLEGIATE WRESTLING 1.50 to 3.00**

(Formerly PEAT237)

5.00 -10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 -10.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Develops knowledge and skill in the sport of wrestling. Emphasizes skill instruction and conditioning techniques that prepare students for intercollegiate competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 270 MEN'S INTERCOLLEGIATE FALL BASKETBALL 0.50 to 3.00**

(Formerly PEAT226, ATHL226)

1.50 - 9.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Considers broad aspects of the fall intercollegiate basketball preseason with emphasis on offensive and defensive floor strategies. Attention is given to physical conditioning neces-

sary for engaging in competitive sports and the responsibilities required of a player who participates in a team activity.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 271 MEN'S INTERCOLLEGIATE SPRING BASKETBALL 0.50 to 3.00**

1.50 - 9.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Considers broad aspects of the spring intercollegiate basketball season with emphasis on offensive and defensive floor strategies. Attention is given to physical conditioning necessary for engaging in competitive sports and the responsibilities required of a player who participates in a team activity.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 275 WOMEN'S INTERCOLLEGIATE FALL BASKETBALL 0.50 to 3.00**

(Formerly PEAT227, ATHL227))

1.50 - 9.00 hours per week: (0.00 lecture hours/1.50 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Considers broad aspects of the fall intercollegiate basketball preseason with emphasis on offensive and defensive floor strategies. Attention is given to physical conditioning necessary for engaging in competitive sports and the responsibilities required of a player who participates in a team activity.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 276 WOMEN'S INTERCOLLEGIATE SPRING BASKETBALL 0.50 to 3.00**

1.50 - 9.00 hours per week: (0.00 lecture hours/1.50 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.

Considers broad aspects of the spring intercollegiate basketball season with emphasis on offensive and defensive floor strategies. Attention is given to physical conditioning necessary for engaging in competitive sports and the responsibilities required of a player who participates in a team activity.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 280 INTERCOLLEGIATE SOFTBALL: WOMEN 1.50 to 3.00**

(Formerly PEAT231, ATHL231)

5.00 -10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 -10.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Develops advanced knowledge and skill in the sport of women's softball. Provides the physical, mental, and emotional challenges inherent in intercollegiate competition.

Repeatable 3 time(s).

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Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 281 SOFTBALL CONDITIONING 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

This course is designed to increase the knowledge of softball strategy through conditioning drills.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 282 FAST PITCH SOFTBALL 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

This class is designed to provide collegiate skills development, technique, conditioning, strategies and team play in the sport of softball.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 285 INTERCOLLEGIATE BASEBALL: MEN 1.50 to 3.00**

(Formerly PEAT225, ATHL225)

5.00 - 10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 - 10.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Students must possess advanced intercollegiate athletics skills and knowledge to participate, which will be determined by the instructor.

Identifies advanced knowledge and skills in the sport of baseball. Appropriate for students desiring the physical, mental, and emotional challenges inherent in intercollegiate baseball competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 287 BASEBALL DEFENSIVE STRATEGIES 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the fundamental skills of team baseball and strategies for defense. Students will learn proper fundamentals and strategies for executing game situations, such as cut-offs and relays, run down, first and third defense, and bunt defense.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 288 BASEBALL OFFENSIVE STRATEGIES 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the fundamental skills of team baseball and strategies for offense. Students will learn proper fundamentals

and strategies for executing game situations, such as, situational hitting, situational bunting, situational running.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 291 INTERCOLLEGIATE SWIMMING AND DIVING 1.50 to 3.00**

(Formerly PEAT232, ATHL232)

5.00 - 10.00 hours per week: (0.00 - 0.00 lecture hours/5.00 - 10.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents an opportunity for physically advanced students to further develop knowledge and skill in the sport of swimming and diving. Appropriate for students desiring the physical, mental and emotional challenges that are inherent in competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 293 SWIMMING & DIVING 0.50 to 1.00**

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Designed for the intercollegiate swimming and diving athletes off season training program. Techniques of all four competitive strokes and strategies of how to compete as an individual/team will be incorporated. Fundamentals of all dives on the 1Meter and 3Meter diving board will be incorporated also.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 294 ADVANCED SWIMMING & DIVING 0.50 to 1.00**

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Designed for the intercollegiate swimming and diving athletes off season training program. Advance techniques of all four competitive strokes and strategies of how to compete as an individual/team will be incorporated. Advance fundamentals of all competitive dives on the 1Meter and 3Meter diving board will be incorporated also.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 298 SKILL AND TRAINING DEVELOPMENT 0.50**

(Formerly PEAC220)

1.50 hours per week: (0.00 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides skills and strategy to prepare students for athletic competition.

Repeatable 3 time(s).

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**ATHL 299 ADVANCED SKILL AND TRAINING DEVELOPMENT** **0.50 to 1.00**  
*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Provides advanced skills and strategy to prepare students for intercollegiate athletic competition.

*Repeatable 3 time(s).*

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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## AUTOMOTIVE TECHNOLOGY

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**ATCH 109 INTRODUCTION TO AUTOMOTIVE COMPUTERS** **2.50**  
*4.00 hours per week: (2.00 lecture hours/2.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Covers the theory, operation, and basic test procedures for on-board computers found on domestic and imported vehicles. Designed for entry level automotive study.

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**ATCH 120 AUTOMOTIVE IGNITION SYSTEMS** **2.00**  
*4.00 hours per week: (1.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Covers modern vehicle ignition system theory, diagnosis, and repair. Includes IT, EI, and Coil-On-Plug systems.

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**ATCH 125 ENGINE PERFORMANCE** **4.00**  
*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

*Advisories: ATCH 152, ATCH 109, ATCH 120 or one year in the automotive trade*

Studies automotive engine performance theory and operation including fuel, electrical, emission, and computer systems. Emphasizes tune-up, pollution control, and drive-ability diagnostic techniques.

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**ATCH 147 INDEPENDENT STUDIES: AUTOMOTIVE TECHNOLOGY** **0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

*Prerequisites: The student must have completed preparatory course work in the technical field in which the study is to be undertaken.*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the automotive technology area with support and direction from an instructor.

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**ATCH 152 INTERNAL COMBUSTION ENGINES** **3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Presents the principles of internal combustion engines en-

compassing design, construction, and application of engine components, including the ignition, cooling, lubricating, fuel systems, and engine tests and measurements.

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**ATCH 153 ENGINE OVERHAUL PROCEDURES** **3.00**  
*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: ATCH 152*

Presents a lecture and laboratory course covering theory and manipulative skills required for entry-level employment as an Engine Service Technician. Covers information needed to pass A.S.E. Automotive Technician Certification Test for Engine Service Specialist. Covers diagnosis removal, tear-down, inspection, machining, reassembly, installation, and break-in of automotive engines.

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**ATCH 158 AUTOMOTIVE ELECTRICITY AND ELECTRONICS** **4.00**  
*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Studies basic electrical theory, transistors and other semi-conductors, as well as batteries, charging systems, cranking systems, lighting, vehicle wiring, and accessory systems.

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**ATCH 160 AUTOMOTIVE ELECTRICAL ACCESSORIES** **4.00**  
*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156.*

Presents electrical and electronic testing, troubleshooting, and repair procedures on the modern vehicle. Covers body and accessory circuits, power options, instrumentation, and interfacing between engine and body control computers.

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**ATCH 164 BASIC AREA CLEAN AIR CAR COURSE** **4.00**  
*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

*Prerequisites: Minimum one year of trade experience in emissions/tune-up or 180 hours (9 semester credits) of accredited training in tune-up, fuel and electrical courses.*

Covers the rules and regulations governing the Smog Check Program, inspection procedures using the BAR97 Emissions Inspection System (EIS), and an overview of Onboard Diagnostics II (OBDII). Successful completion of ATCH 64 meets a portion of the requirements for technicians seeking an Emission Basic (EB) or Emission Advanced (EA) Smog Check Technician License.

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**ATCH 166 AUTOMOTIVE MAINTENANCE AND LIGHT REPAIR** **2.00**  
*3.00 hours per week: (1.50 lecture hours/1.50 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Presents theory and practical application of safety inspec-

tions, battery service, oil and lubrication, cooling system, ignition system, brake inspection, wheel bearings and minor repairs.

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**ATCH 168 AUTOMOTIVE REPAIR BUSINESS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156.*

Introduces the many facets of operating an automotive repair business, including entrepreneurship, franchising, market analysis, physical facilities, financing, organization, taxes, insurance, bookkeeping, legal aspects. Material is covered from both the employee's and the employer's point of view.

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**ATCH 170 AUTO BODY REPAIR I 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Presents the fundamentals of automotive body repair. Includes instruction in body construction, welding, metalworking methods and equipment used in the auto body repair industry. Emphasis is placed on developing the knowledge and manipulative skill necessary for gainful employment in the auto body repair industry.

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**ATCH 171 ADVANCED AUTO BODY 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ATCH 170*

Presents an advanced course in automotive body and fender repair which combines laboratory work on campus and on-site research in a commercial repair facility. This course covers estimating damage, frame alignment, trim work, upholstery removal and installation, shop management, and major collision damage repair. Emphasis is placed on developing the knowledge and manipulative skill necessary for gainful employment in the automotive collision repair industry.

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**ATCH 175 AUTOMOTIVE PAINTING 5.00**

*9.00 hours per week: (3.00 lecture hours/6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Covers surface preparation, selection and application of undercoats, topcoats and other types of refinishing materials and equipment which are compliant with current Air Pollution Control District rulings and laws governing commercial automotive refinishing operations. Addresses health, safety, and environmental concerns relative to the automotive painting industry. Emphasizes development of the knowledge and manipulative skills necessary for gainful employment in the automotive painting industry.

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**ATCH 177 ADVANCED AUTOMOTIVE PAINTING 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ATCH 170 and ATCH 175*

*Advisories: ENGL 156.*

Presents complete vehicle refinishing, color matching techniques, color theory and custom painting as well as vehicle detailing. Prepares students for employment as an automotive painter.

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**ATCH 182 AUTOMATIC TRANSMISSIONS 4.00**

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156.*

Introduces fundamental operations, rebuilding procedures, and service of torque converters and automotive automatic transmissions. Provides preparation for Automotive Service Excellence Certification.

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**ATCH 186 CHASSIS AND SUSPENSION SYSTEMS 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Presents suspension geometry and design, wheel alignment, active suspension systems, wheel balancing, tires, and steering systems. Provides training toward Automotive Service Excellence Certification.

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**ATCH 187 AUTOMOTIVE FUEL INJECTION AND TURBOCHARGERS 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156.*

Presents both mechanical and electrical fuel injection systems for auto- motive gasoline and diesel fuel engines as well as automotive and light truck turbochargers.

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**ATCH 188 AUTOMOTIVE HEATING AND AIR CONDITIONING 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156.*

Provides theory and practical application of the function and repair of heating and air conditioning systems as applied to domestic and imported automobiles. Provides training toward Automotive Service Excellence Certification.

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**ATCH 193 AUTOMOTIVE TECHNOLOGY SPECIAL TOPIC 0.50 to 4.00**

*0.00 - 0.00 hours per week: (0.00 lecture hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

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**ATCH 193L NON-STRUCTURAL TECHNICIAN - PROLEVEL 1** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Presents non-structural qualification training for industry certification exams. Course includes instruction in automotive hazardous materials, personal safety, and refinishing safety. Training will also include trim and hardware procedures, automotive foams processes, ascertain automotive movable glass functions, implementation of cosmetic straightening steel methods, plastic repair/refinishing, and corrosion protection relevant to the collision repair industry. Emphasis is placed on developing the knowledge and manipulative skill necessary for introductory skills in the collision repair industry.

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**ATCH 195 TECHNICAL CAREER PREPARATION IN AUTOMOTIVE** **1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Overview of automotive careers with focus on preparing for the job market. Includes discussion of career opportunities in the automotive industry, both union and non-union. Focus on providing the tools necessary to target and obtain a position in the automotive industry.

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**ATCH 263 AUTOMOTIVE FUEL SYSTEMS: CARBURETION** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156.

Studies automotive fuel systems including filters, tanks, lines, safety equipment, pumps, carburetors, and computer controlled carburetors.

Transfer: CSU

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**ATCH 269 AUTOMOTIVE TECHNOLOGY INTERNSHIP** **3.00**

6.00 hours per week: (1.50 lecture hours/4.50 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Successful completion of 12 semester credits of ATCH courses with a 3.0 GPA.

Presents lecture and lab instruction centering around the working environment in the automotive repair industry. Students are assigned to a commercial automotive repair facility for their laboratory experience. Lectures cover such topics as work habits, resumes, interviewing, attitude, safety, labor laws, record keeping, and rules and regulations pertinent to the automotive repair industry.

Transfer: CSU

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**ATCH 280 MANUAL DRIVETRAINS** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156.

Presents the fundamental operation, service, diagnosis,

and repair of clutch assemblies, manual transmissions and transaxles, rear wheel drive (RWD) drive shafts and universal joints, front wheel drive (FWD) half-shafts and constant velocity joints, rear axle assemblies and differentials, and drive axle wheel bearings as applied to automobiles and light duty trucks.

Transfer: CSU

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**ATCH 281 MANUAL TRANSMISSIONS** **3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ATCH 182, ATCH 186, and ATCH 109 and ENGL 156

Presents the operation, diagnosis, repair, and overhaul of rear wheel drive manual transmissions, front wheel drive manual transaxles, and rear wheel drive axles as applied to automobiles and light duty trucks both foreign and domestic.

Transfer: CSU

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**ATCH 284 BRAKING SYSTEMS** **4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ATCH 109 and ENGL 156

Presents automotive braking systems including conventional drum type brakes, disc brakes, vacuum and hydraulic boosters, and anti-lock brake systems. Provides training for licensing by the Bureau of Automotive Repair and by Automotive Service Excellence Certification.

Transfer: CSU

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**BIOLOGY**

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**BIO 193 BIOLOGY SPECIAL TOPIC** **0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**BIO 201A BIOLOGY** **5.00**

9.00 hours per week: (3.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 127 and CHEM 210FL or one year of high school chemistry

Advisories: ENGL 156

Presents the philosophy of science, methods of scientific inquiry, and experimental design. The course will also cover principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, cell metabolism including photosynthesis and respiration, protein synthesis, classical/Mendelian genetics, molecular genetics, cellular communication, and biotechnology.

Transfer: CSU; UC

C-ID BIOL 190. BIO 201A+201B = C-ID BIO 135S and C-ID BIO 130S

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**BIO 201B BIOLOGY 5.00**

9.00 hours per week: (3.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: BIO 201A

Advisories: ENGL 156

Continues 201A with surveys of the biology, diversity, classification, and evolution of unicellular and multicellular organisms as well as foundational ecological principles. Emphasizes the classification, structure, and function of organisms, ecological principles, as well as theory and mechanisms of evolution. This course is the second in a sequence intended for biology majors.

Transfer: CSU; UC

C-ID BIOL 140. BIO 201A+201B = C-ID BIO 135S and C-ID BIO 130S

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**BIO 202 GENERAL BOTANY 5.00**

9.00 hours per week: (3.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Completion of any 3-unit or more college level biology course with a lab with a C grade or better, or completion of high school AP biology with a C grade or better.

Advisories: ENGL 156

Presents a study of structure and function of roots, stems, leaves, flowers, fruits and seeds of the flowering plants. Includes the characteristics, life cycles, classification, evolution and ecology of cyanobacteria, fungi, algae and vascular plants.

Transfer: CSU; UC

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**BIO 204 MICROBIOLOGY 5.00**

9.00 hours per week: (3.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL with a minimum grade of C or better or equivalent with a grade of C or better

Advisories: ENGL 156 and BIO 201A

Presents the general facts regarding bacteria and other microbial forms, particularly those that affect general health. Laboratory work includes culture techniques, animal host techniques, and identification of microbes.

Transfer: CSU; UC

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**BIO 205 HUMAN ANATOMY 4.00**

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Introduces the structure and function of the human body. Introduces and integrates cytology, histology, embryology and pathology throughout each organ system. Includes gross and microscopic anatomy of the integumentary, skeletal, muscular, nervous, endocrine, sensory, circulatory, lymphatic, respiratory, digestive, urinary and reproductive organ systems. Lab includes study of preserved specimens, models and charts.

Transfer: CSU; UC

C-ID BIOL 110

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**BIO 206 GENERAL HUMAN PHYSIOLOGY 5.00**

7.00 hours per week: (4.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL or equivalent with a grade of "C" or better and BIO 205

Advisories: BIO 201A

Presents physiological principles, function, integration, and homeostasis of the human body at the cellular, tissue, organ, organ system and organism levels. Study functions in normal healthy conditions and the mechanisms of disease.

Transfer: CSU; UC

C-ID BIOL 120

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**BIO 209C COASTAL BIOLOGY FIELD STUDIES 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Any 3 unit or greater college level biology course.

Emphasizes observations and techniques used to appreciate and evaluate California's coastal ecosystems. Camping, food, and other expenses will be the responsibility of the students.

Transfer: CSU; UC

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**BIO 209D DESERT BIOLOGY FIELD STUDIES 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Any 3 unit or greater college level biology course.

Presents a field study course on the California deserts. Includes the formation of the deserts and the ecological relationship of desert plants and animals. Practices field techniques used in data collection and analysis. Camping, food, and other expenses will be shared by the students.

Transfer: CSU; UC

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**BIO 209S SIERRA BIOLOGY FIELD STUDIES 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Any 3 unit or greater college level biology course.

Advisories: ENGL 156

Studies Sierra ecosystems with emphasis on riparian and meadow habitats, Alpine and coniferous forest ecology and grandeur. Practices field study observations and techniques. Camping, food, and other expenses will be the responsibility of students.

Transfer: CSU; UC

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**BIO 210I ISLAND BIOLOGY 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a lecture and field study course on the biology, ecology, and natural history of islands. Includes the study of their ecological and evolutionary history, including colonization and establishment of native plant and animal communities, human impacts, and preservation and conservation of island ecosystems. A field trip will reinforce

and elaborate upon lecture material. Field techniques will also be taught on the field trip. Students will be required to maintain and turn in a standardized field notebook. Camping, food, transportation, and other expenses will be the responsibility of the students. Students should be prepared for camping in a coastal environment and for extensive hiking on and off trails over rugged terrain.

*Transfer: CSU; UC*

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**BIO 210M ENVIRONMENTAL AND APPLIED MICROBIOLOGY 2.00**

*4.00 hours per week: (1.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 201A with a minimum grade of C or better*

Presents an examination of microorganisms in the environment including: occurrence, abundance, and distribution; processes of microbial interaction with the environment; importance to human and animal health and practices of applied environmental microbiology.

*Transfer: CSU*

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**BIO 210R NATURAL HISTORY OF THE COAST RANGES 2.00**

*4.00 hours per week: (1.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Presents a lecture and field study course on the ecology and natural history of the coast ranges. Includes the study of their geological history, native plant and animal communities, human impacts, and the history and function of the preservation and conservation of ecosystems including the national forest, Bureau of Land Management, and California state parks. A field trip will reinforce and elaborate upon lecture material. Field techniques also will be taught on the field trip. Students will be required to maintain and turn in a standardized field notebook. Camping, food, transportation, and other expenses will be the responsibility of the students. Students should be prepared for camping in a moist, coastal environment and extensive hiking on and off trails from sea level to over 2000 feet over rugged terrain.

*Transfer: CSU; UC*

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**BIO 211 LIFE SCIENCE 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces the non-biology major to the organization and evolution of life and the structure and function of living systems from cells to biomes. Utilizes the lecture and laboratory approach to instruction.

*Transfer: CSU; UC*

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**BIO 212 HUMAN BIOLOGY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces fundamental structural and functional con-

cepts of the human body systems, and their disorders and therapies. Designed for non-science majors and provides an appreciation for popular interests such as fitness, immunity, inheritance, and common medical terminology.

*Transfer: CSU; UC*

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**BIO 212L HUMAN BIOLOGY LABORATORY 1.00**

*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: BIO 212*

*Advisories: ENGL 156*

Laboratory to accompany Human Biology (BIO 212), a general education course for non-biology majors and pre-health related fields. Provides an introduction to the biology of the human species, designed to create an awareness and understanding of the human body functions, human's place in nature and the mechanics of human heredity. Provides direct participation in experiments, demonstrations, and discussions. Topics include elements of human anatomy and physiology, nutrition, disease, elements of human heredity and environmental adaptations, and interpretations of relevant current topics in biology.

*Transfer: CSU; UC*

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**BIO 213 GENETICS IN SOCIETY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces basic principles of genetics and heredity. Emphasizes current advances in genetics, including stem cell research, cloning, cancer, and genetically modified crops. Investigates the social consequences and ethical implications of biotechnology in medicine and agriculture.

*Transfer: CSU; UC*

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**BIO 216 PLANTS & PEOPLE 4.00**

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Designed for plant enthusiasts who do not have a strong science background. Includes the basic structure, physiology, reproduction, taxonomy, evolution, and ecology of plants. Discusses varied uses of plants by people of different cultures throughout history. Laboratory work includes setting up experiments, growing, and propagating plants. Students will also learn basic gardening techniques and how to design water-efficient sustainable gardens using California native plants.

*Transfer: CSU; UC*

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**BIO 220 ENVIRONMENTAL BIOLOGY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Presents a study of biological concepts, processes, and organismal biology, including scientific methodology, me-

tabolism, genetics, evolution and ecology. These concepts are used to assess environmental issues including human population growth, biodiversity, biological conservation, pollution, and resource and energy use.

*Transfer: CSU; UC*

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**BIO 220L ENVIRONMENTAL BIOLOGY LAB 1.00**

*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: Completion of or concurrent enrollment in BIO 220.*

*Advisories: ENGL 201A*

Presents an optional laboratory course designed to complement BIO 220, Environmental Science. Applies and expands knowledge gained in BIO 220 through field trips, laboratory investigations, and special projects.

*Transfer: CSU; UC*

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**BIO 221 GENERAL ECOLOGY 4.00**

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156 and MATH 007*

Studies plant and animal communities emphasizing the interrelationships of living organisms and their living and non-living environment. The emphasis in lecture is on major principles describing these interrelationships including evolution, energy flow and nutrient cycling via food webs, competition, and predation. The emphasis in the laboratory is on the gathering and interpretation of ecological data in lab and field.

*Transfer: CSU; UC*

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**BIO 222 MARINE BIOLOGY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents and integrates aspects of marine processes, organisms, and ecology. Provides a general overview of marine biology, research, and human impacts on marine environments.

*Transfer: CSU; UC*

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**BIO 222L MARINE BIOLOGY LABORATORY 1.00**

*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: BIO 222*

Presents an applied, optional course designed to augment BIO 222, through laboratory and field investigations.

*Transfer: CSU; UC*

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**BIO 224 PRINCIPLES OF NATURAL HISTORY 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Presents an ecological approach to the natural history of terrestrial plants and animals in California. Emphasizes clas-

sification, relationships to environment, interrelationships, problems of life, economic importance, and field biology techniques.

*Transfer: CSU; UC*

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**BIO 240 BIOLOGY TEACHING ASSISTANT 0.50 to 2.00**

*0.50 - 2.00 hours per week: (0.50 - 2.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Instructor approval*

Prepares students to facilitate biology courses by developing tutorial skills, understanding of the learning process, and effectiveness as a teaching assistant.

*Transfer: CSU*

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**BIO 241 BIOLOGY LAB ASSISTANT 0.50 to 2.00**

*0.50 - 2.00 hours per week: (0.50 - 2.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: Instructor approval.*

Prepares students to facility biology lab courses by developing laboratory, biosafety, and data acquisition skills.

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**BIO 242 BIOLOGY RESEARCH ASSISTANT 0.50 to 2.00**

*0.50 - 2.00 hours per week: (0.50 - 2.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: Instructor approval*

Applies principles and methods of biological research.

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**BIO 247 INDEPENDENT STUDIES: BIOLOGY 0.50 to 2.00**

*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of biology under the direction of an instructor.

*Transfer: CSU*

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**BUSINESS**

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**BUS 130 INTRODUCTION TO E-COMMERCE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Summarizes online buying, selling, and delivery of products and services for personal and business purposes. Addresses Internet security and privacy issues, including credit card use, analyzes various revenue streams for business opportunities, and evaluates popular shopping cart packages.

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**BUS 131 E-COMMERCE: SOCIAL MEDIA MARKETING 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: BUS 243

Advisories: BUS 130

Provides a hands-on introduction to social media marketing, including personal branding, blogs, email campaigns, social network participation, affiliate marketing, search engine optimization (SEO), and search engine marketing (SEM). Explore viral marketing, measurement tools for social media marketing campaigns, and career opportunities.

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**BUS 132 E-COMMERCE: INFORMATION PRODUCTS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: BUS 130 or BUS 243

Advisories: BUS 131

Builds upon the concepts learned in Social Media Marketing, BUS 131, in order to effectively develop a plan to sell digital goods, such as music, information, videos, software, etc., or services, such as consulting, online. Addresses legal issues such as copyrights, taxes, and guarantees, and customer relationship and retention strategies.

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**BUS 133 E-COMMERCE: PHYSICAL PRODUCTS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: BUS 130 or BUS 243

Advisories: BUS 131

Builds upon the concepts learned in E-Commerce: Social Media Marketing, BUS 131, in order to effectively develop a plan to sell physical products, as well as to conduct business-to-business e-commerce via extranets. Includes order fulfillment, shipping, delivery, reverse logistics, and supply chain management issues.

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**BUS 134 E-COMMERCE: ENTREPRENEURSHIP 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: BUS 248 and either BUS 132 or BUS 133

Advisories: LIBT 207 AND CAO A 269.

Design, develop, test, and implement a virtual "store". Transfer brick and mortar small business management skills in business planning and operations to an online business. Gain actual experience in e-commerce site design, including working with potential clients, needs analysis, and production strategies.

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**BUS 193 BUSINESS SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**BUS 196 WORKPLACE HUMAN RELATIONS 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Discusses the process of forming personal attitudes, identifying and changing our personal attitudes, the behavioral aspects of interpersonal relationship and self-esteem are studied. Personal communication skills concepts are discussed. Cultural diversity awareness and increased team building skills are explored.

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**BUS 201A FINANCIAL ACCOUNTING 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156 and MATH 123

Explores what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. Covers the accounting information system and the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the classified financial statements, and statement analysis. Includes issues relating to asset, liability and equity valuation, revenue and expense recognition, cash flow, internal controls and ethics.

Transfer: CSU; UC

C-ID ACCT 110

[Click for Course Student Learning Outcomes](#)

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**BUS 201B MANAGERIAL ACCOUNTING 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: BUS 201A

Examination of how managers use accounting information in decision-making, planning, directing operations and controlling costs. Focus on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Examines profit planning, standard costs, operations and capital budgeting, cost control and accounting for costs in manufacturing organizations.

Transfer: CSU; UC

C-ID ACCT 120

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**BUS 218 BUSINESS LAW 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Offers legal knowledge concerning business and business relationships with emphasis on the laws of torts, property, contracts, agency, business organizations, and sales. Includes a study of the nature and background of American law, court systems, and court procedures.

Transfer: CSU; UC

C-ID BUS 120 and BUS 125

[Click for Course Student Learning Outcomes](#)

**BUS 227 BUSINESS COMMUNICATIONS** **4.00**  
 (Formerly CAO227)  
 4.00 hours per week: (4.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade Only  
 Prerequisites: ENGL 201A

Presents a study of the principles and techniques designed to help students develop and refine written and oral skills for effective business communication. Covers general areas of grammar mechanics and sentence structure. The course emphasizes memos, e-mails, request and response letters, negative response correspondence, and persuasive communication. Includes reports, resumes and cover letters, and oral presentation.

Transfer: CSU  
 C-ID BUS 115  
[Click for Course Student Learning Outcomes](#)

**BUS 228 OFFICE TECHNOLOGY AND TELECOMMUNICATIONS** **3.00**  
 (Formerly CAO128)  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade or P/NP  
 Prerequisites: Ability to type 25 words per minute.

Introduces typical office routines and responsibilities; principles, practices, and terminology as applied to most common filing methods; business forms; record keeping; office automation; communication and bank services; telephone procedures; human relations; telecommunications; and job securing processes.

Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

**BUS 229 BUSINESS INTERNSHIP** **1.00 to 3.00**  
 (Formerly BUS129)  
 2.70 - 8.00 hours per week: (0.20 - 0.50 lecture hours/2.50 - 7.50 lab hours)  
 Credit - Degree Applicable  
 Letter Grade Only  
 Prerequisites: 6 units of Business classes

Provides students an opportunity to experience the responsibilities of an employee in a business setting related to their courses of study in business.

[Click for Course Student Learning Outcomes](#)

**BUS 240 ADVERTISING** **3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade or P/NP  
 Advisories: BUS 243 and ENGL 156

Introduces the student to the principles, purposes and practices of advertising; the importance of correct appeal, style, headline, typography, color, layout, ethics; and other problems involved in the creation and evaluation of effective advertising. (No artistic ability required.)

Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

**BUS 241 SALES** **3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade or P/NP  
 Advisories: ENGL 156

Presents principles, purposes, and practices of personal selling and its importance to an organization and to a free enterprise economic system.

Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

**BUS 241AG AGRICULTURAL SALES AND COMMUNICATION** **3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade Only  
 Advisories: ENGL 156

Examines principles and practices of the selling process including selling strategies and approaches, buyer behavior, prospecting, territory management, and customer service. Self-management, communication, leadership, teamwork and interpersonal skills necessary in developing managerial abilities within the agribusiness sector will be explored. Students will gain experience through role-play, formal sales presentations, and job shadowing. The course content is organized to give students an in-depth understanding of the factors and influences that affect the agribusiness industry on a day-to-day basis. Application of these concepts and methods will occur through hands-on projects developing solutions for agriculture business.

Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

**BUS 243 MARKETING** **3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade or P/NP  
 Advisories: ENGL 201A

Introduces fundamentals of product planning, pricing, distribution and promotion of goods, services and non-profits; market research, consumer behavior, international business, and the industrial market.

Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

**BUS 245 INTRODUCTION TO BUSINESS** **3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade or P/NP  
 Advisories: ENGL 156

Surveys the broad field of business practices and provides an examination of how culture, society, economic systems, legal, political, international, financial institutions and human behavior interact to influence how businesses function. Demonstrates how these activities guide actions and decisions in the primary areas of business including: accounting, economics, marketing, leadership and resource management, international business, E-Business and information technology, business law, entrepreneurship, the stock and securities market and ethical and social responsibilities of business.

Transfer: CSU; UC  
 C-ID BUS 110  
[Click for Course Student Learning Outcomes](#)

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**BUS 245AG INTRODUCTION TO AGRICULTURAL BUSINESS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Provides a basic understanding of the business and economics of the agricultural industry; an introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system; management principles encountered in the day to day operation of an agricultural enterprise as they relate to the decision making process.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**BUS 247 INDEPENDENT STUDIES: BUSINESS 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of business under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**BUS 248 SMALL BUSINESS MANAGEMENT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents the role of small businesses in the free enterprise system. Discusses numerous aspects of small business ownership. Provides techniques in strategic planning, marketing, and controlling business operations for managers of small firms.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**BUS 249 ENTREPRENEURSHIP 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156 and MATH 123

Introduces students to the concepts, techniques and requirements for establishing a business from an entrepreneurship viewpoint. Students will explore the roles that marketing, accounting, law and finance play in starting a business.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**BUS 251 ELEMENTS OF ACCOUNTING FOR BUSINESS INCLUDING AGRICULTURAL BUSINESS 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Provides a study of the principles of accounting for small business including agricultural business. Principles include types of records required, their use and how to compute and use measures of earnings and cost of production to

improve business and agribusiness efficiencies. Income tax, Social Security, and employee payroll records also included. Application of these concepts and methods will include hands-on projects to develop computer-based solutions for a business or agribusiness. Students will choose a business focus from agricultural, service or retail merchandiser businesses.

Transfer: CSU

C-ID AG + AB 128

[Click for Course Student Learning Outcomes](#)

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**BUS 252 COMPUTERIZED ACCOUNTING USING QUICKBOOKS PRO 3.00**

(Formerly CAO252)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: BUS 201A or BUS 251

Provides students familiar with accounting concepts the knowledge, skills, and practice needed to use microcomputers for accounting applications. Includes inputting and electronically managing general journal, specialized journals, financial statement analysis, payroll, inventory, accounts receivable, accounts payable, depreciation, and other accounting applications. Provides training for entry-level computerized bookkeepers, small business owners, and students pursuing further accounting courses.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**BUS 260 INTERNATIONAL BUSINESS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: BUS 245

Provides an understanding of the cultural dimensions and market forces necessary to conduct business in a global environment. Examines numerous ethnocentric models of cultural values and behavior plus explores cross-cultural differences between Asia, Latin America, Africa, Middle East, Europe, and the United States in order to develop appropriate strategies for conducting business in a transnational setting. Introduces concepts dealing with Personal Adjustment Skills, Business Effectiveness Skills, ethics abroad, legal situations outside the United States, linguistic variables and operating within a transnational team in order to navigate successfully in the international marketplace.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**BUS 283 MANAGEMENT AND SUPERVISION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Discusses the process of management and how to supervise employees in today's business climate. The behavioral aspects of managing human resources are emphasized with a focus on the current practices of world-class companies.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**BUS 286 HUMAN RELATIONS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces students to the basic principles of how to manage employees in various organizational settings such as business, government and the service sector.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**CHEMISTRY**

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**CHEM 193 CHEMISTRY SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**CHEM 201A GENERAL COLLEGE CHEMISTRY I 5.00**

7.00 hours per week: (4.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL or One year High School Chemistry or equivalent with a grade of C or better and MATH 127

Presents the first semester of a one-year course intended primarily for science and engineering majors in the fundamental principles of chemistry. Topics covered include kinetic-molecular treatment of gases, atomic structure and the periodic law, thermochemistry, chemical bonding, correlation of structure with properties, quantitative relationships in chemical reactions, chemical formulas and equations. Laboratory work includes a study of precision and accuracy, standard methods of gravimetric and volumetric analysis, and computer acquisition and analysis of data.

Transfer: CSU; UC

C-ID CHEM 110. CHEM 201A+201B = C-ID CHEM 120S

[Click for Course Student Learning Outcomes](#)

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**CHEM 201B GENERAL COLLEGE CHEMISTRY II 5.00**

7.00 hours per week: (4.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 201A

Presents advanced general chemistry topics as a continuation of Chemistry 201A. Topics covered include chemical kinetics, thermodynamics, aqueous equilibria, free energy, entropy, electrochemistry, coordination chemistry, nuclear, and organic chemistry. Laboratory work includes quantitative and qualitative analysis with computer acquisition and analysis of data.

Transfer: CSU; UC

CHEM 201A+201B = C-ID CHEM 120S

[Click for Course Student Learning Outcomes](#)

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**CHEM 201P PREPARATION FOR GENERAL COLLEGE CHEMISTRY 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: CHEM 210FL with a minimum grade of C or better and MATH 127

Presents problem-solving and fundamental reasoning skills needed for success in CHEM 201A, General College Chemistry I. This course is designed for students who meet Chem 201A prerequisites but need additional preparation prior to enrolling in Chem 201A. Topics include techniques for chemical problem solving, dimensional analysis, unit conversion, chemical nomenclature, fundamentals of chemical reactions, and principles of stoichiometry including mass, mole, and volume calculations.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**CHEM 201X APPLIED PROBLEMS FOR GENERAL CHEMISTRY 1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: CHEM 201A

Supplements Chem 201A to further develop general chemistry skills and conceptual understanding. Provides the opportunity for additional assistance in developing and mastering problem-solving abilities.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**CHEM 210FL INTRODUCTORY CHEMISTRY WITH FACILITATOR ASSISTED LEARNING 4.00**

7.00 hours per week: (3.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 123

Presents an introduction to chemistry and chemical laboratory techniques and methods, including a survey of important chemical principles, and a description of the elements and their compounds. One lab hour per week will utilize Facilitator Assisted Learning to practice problem solving.

Transfer: CSU; UC

C-ID CHEM 101

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**CHEM 211 INTRODUCTORY ORGANIC/BIOCHEMISTRY 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 210FL or equivalent

Presents a survey of organic and biochemistry. Intended primarily for nursing, allied health, agriculture, and some biology majors. Topics include the classification, structure, and reactions of organic molecules as well as biological chemistry as it applies to living systems. Laboratory topics include separation techniques, characterization of organic molecules, reactions of organic and biological compounds.

Transfer: CSU; UC

C-ID CHEM 102

[Click for Course Student Learning Outcomes](#)

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**CHEM 212A ORGANIC CHEMISTRY I 5.00**

9.00 hours per week: (3.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 201B with a minimum grade of C or better

Presents the first semester of a one-year course in organic

chemistry intended primarily for science and preprofessional health majors. The theoretical concepts, structure, nomenclature, and physical properties of hydrocarbons, alkyl halides, alcohols and ethers are studied. Topics include stereochemistry, conformations, MO theory, delocalized electrons as well as nucleophilic substitution, electrophilic addition, elimination, and radical reactions and reaction mechanisms. Laboratory work includes extensive study of organic techniques for separation and identification.

*Transfer: CSU; UC*

*C-ID CHEM 150. CHEM 212A+212B = C-ID CHEM 160S*

[Click for Course Student Learning Outcomes](#)

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**CHEM 212B ORGANIC CHEMISTRY II** **5.00**

*9.00 hours per week: (3.00 lecture hours/6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: CHEM 212A*

Presents the second semester of a one-year course in organic chemistry. Includes the study of mechanisms and reactions of carbonyl compounds, acid derivatives, and aromatic compounds. Structure elucidation using spectroscopy, multi-step synthesis, and some biochemical applications of organic chemistry will be studied.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**CHEM 245A INTRODUCTION TO CHEMISTRY FACILITATOR ASSISTED LEARNING** **1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Advisories: CHEM 210FL or CHEM 201A*

Prepares students to facilitate Introductory Chemistry by developing interpersonal skills, understanding of the learning process, and effectiveness as a facilitator. Introduces practical applications of facilitator assisted learning (FAL) in small groups of chemistry students.

*Transfer: CSU*

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**CHEM 245B ADVANCED CHEMISTRY FACILITATOR ASSISTED LEARNING** **1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: CHEM 245A*

Examines advanced approaches to facilitating Introductory Chemistry using interpersonal skills and knowledge of learning processes to increase effectiveness as a facilitator. Analyzes and implements facilitator assisted learning (FAL) techniques as applied to small groups of chemistry students.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CHEM 245C CHEMISTRY FACILITATOR ASSISTED LEARNING MENTOR** **1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: CHEM 245B*

Analyzes facilitator assisted learning (FAL) techniques by

acting as a mentor to beginning facilitators. Advanced approaches to facilitating Introductory Chemistry will be applied to small groups of Introductory Chemistry students.

*Transfer: CSU*

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**COLLEGE SUCCESS STUDIES**

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**CSS 025 COLLEGE SUCCESS STUDIES LABORATORY** **0.50 to 1.00**

*(Formerly ACSK005, CSS005)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

Provides students with learning assistance designed to improve skills in reading, writing, mathematics, study skills, and English as a Second Language. Students work independently and at their own pace using software and web-based programs, videos, workshops, and supplemental materials provided by the instructor. Laboratory time is arranged with the instructor. (Formerly ACSK 005 and CSS 005)

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**CSS 058 GRAMMAR STRATEGIES** **2.00**

*(Formerly ACSK058)*

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Focuses on the basic grammar, punctuation, and usage skills essential for effective writing. Provides extensive practice to apply and reinforce written language skills with an emphasis on the function of grammar and the use of it to improve writing effectiveness and reading comprehension.

[Click for Course Student Learning Outcomes](#)

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**CSS 080 READING STRATEGIES** **3.00**

*(Formerly ACSK036, CSS036)*

*3.100 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Promotes understanding of the reading process and facilitates increased reading efficiency, comprehension, and retention of textbook information. Develops effective reading, critical thinking, and vocabulary skills through the use of context.

[Click for Course Student Learning Outcomes](#)

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**CSS 085 WRITING STRATEGIES** **3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Introduces students to the sequential development of paragraph writing, beginning with sentence structure, grammar, and mechanics. This course is designed to meet the needs of students who are developing the critical thinking, writing, and editing skills necessary to succeed in English 099.

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**CSS 090 COLLEGE READING STRATEGIES** **3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Advisories: CSS 080 with a minimum grade of C or better or eligibility for ENGL 099*

Promotes comprehension of college texts through the development of successful approaches toward reading and learning, college textbook reading strategies, content-specific vocabulary strategies, and thought patterns.  
[Click for Course Student Learning Outcomes](#)

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**CSS 099 NON-CREDIT SUPERVISED TUTORING 0**

(Formerly ACSV099)

4.00 hours per week: (0.00 lecture hours/4.00 lab hours)

Noncredit

Non-credit Course

Prerequisites: Enrollment in a Cuesta College credit course and referral by a counselor and/or instructor.

Provides non-credit basic skills and all other content area courses supervised tutoring for students one-to-one and in small groups. Includes assessment of study skills, exam reviews and study sessions.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**CSS 125 COLLEGE LEARNING STRATEGIES 2.00**

(Formerly ACSV120, CSS120)

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents essential study methods that promote college success. Including, but not limited to managing and maximizing learning and study time; critical thinking; levels of comprehension; understanding textbooks and other written material; active listening and notetaking strategies; test preparation; synthesizing and reviewing course content; test taking strategies; and campus resources.

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**CSS 168 TUTOR TRAINING: SELECTED TOPICS 0.50 to 1.00**

(Formerly ACSV168)

0.50 - 1.00 hours per week: (0.50 - 1.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Provides specialized information and guided practice in designated topics or projects such as group dynamics, effective communication, tutoring techniques, effective study skills, problem solving techniques, and campus and online resources. Tutors gain expertise in subject areas not offered in other tutor training courses. An appointment with the Tutorial Services Coordinator prior to enrollment is strongly advised.

[Click for Course Student Learning Outcomes](#)

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**CSS 225 COLLEGE SUCCESS 3.00**

(Formerly ACSV225)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Integrates personal growth and values, academic study strategies, and critical and creative thinking proficiency. Focuses on life management, learning styles, personal and educational values, time management, instructor-student relations, maintaining health, memory and concentration, lecture note-taking, textbook studying, subject-specific studying, test taking, using the library, critical analysis,

problem solving, and creative thinking. Emphasizes the attainment of life-long success in academic, professional and personal development.

Transfer: CSU; UC

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**COMMUNICATION STUDIES**

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**COMM 193 COMMUNICATION STUDIES**

**SPECIAL TOPIC**

**0.50 to 4.00**

(Formerly SPCM193)

1.50 - 12.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**COMM 201 PUBLIC ADDRESS**

**3.00**

(Formerly SPCM201A, COMM201A)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Introduces students to the theory and techniques of public speaking with an emphasis on clear, logical organization and effective delivery of expository and persuasive speeches.

Transfer: CSU; UC

C-ID COMM 110

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**COMM 210 SMALL GROUP COMMUNICATION**

**3.00**

(Formerly SPCM210)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Explores the theories, techniques, and methods of small group communication. Develops participation and leadership skills of effective communicators within the small group setting by focusing on problem-solving, decision-making, conflict resolution, dimensions of diversity, responsibilities of group members, and managing the group process. Provides applied practice through group activities, group presentations, and project group work. Involves regular outside of class group meetings.

Transfer: CSU; UC

C-ID COMM 140

[Click for Course Student Learning Outcomes](#)

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**COMM 212 INTERCULTURAL COMMUNICATION**

**3.00**

(Formerly SPCM212)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: Eligibility for ENGL 201A

Focuses on the importance of culture and its effect on communication. Examines interactive patterns of communication across various cultural contexts (international, ethnic, gender, and class) and assess different methods

and techniques of adapting communication to enhance and overcome the difficulties of intercultural communication. Analyzes how cultures adapt, borrow, communicate verbally and non-verbally, and are represented in a diverse world.

*Transfer: CSU; UC*

*C-ID COMM 150*

[Click for Course Student Learning Outcomes](#)

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**COMM 215 ARGUMENTATION AND DEBATE 3.00**

*(Formerly SPCM215)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Building, defending, and refuting arguments in formal and informal settings. Evaluation and use of evidence, reasoning, and sources. Emphasis on oral advocacy and debate skills such as organization, refutation, cross examination, and audience adaptation. Students will debate and communicate arguments orally.

*Transfer: CSU; UC*

*C-ID COMM 120*

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**COMM 230 INTERPERSONAL COMMUNICATION 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Applies theory and research to communication in interpersonal relationships in personal and professional contexts. It examines effective and appropriate uses of verbal and non-verbal messages in the initiation, development, maintenance, and termination of interpersonal relationships.

*Transfer: CSU; UC*

*C-ID COMM 130*

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**COMM 247 INDEPENDENT STUDIES: SPEECH 0.50 to 2.00**

*(Formerly SPCM247)*

*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of speech under the direction of an instructor.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**COMM 280 SURVEY OF COMMUNICATION STUDIES 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Introduces students to the symbolic process and history of human communication through the study of basic communication models, fundamental theory, and relevant research findings. Emphasis will be placed on achieving an understanding of the communication process, and the process

through which researchers in the field of Human Communication Studies add to their existing body of knowledge.

*Transfer: CSU; UC*

*C-ID COMM 180*

[Click for Course Student Learning Outcomes](#)

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**COMPUTER INFORMATION SYSTEMS**

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**CIS 103 FUNDAMENTALS OF PROGRAMMING FOR THE INTERNET 2.00**

*3.00 hours per week: (1.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Presents concepts of writing computer programs for use on the Internet. Includes techniques for problem analysis, software design, implementation, and verification with particular reference to object-oriented programming.

[Click for Course Student Learning Outcomes](#)

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**CIS 106 SERVER-SIDE PROGRAMMING 4.00**

*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: CIS 103 or 201*

Emphasizes the creation of interactive internet applications using a server-side language. Topics include core features of the language, control structures, functions, arrays, form validation, regular expressions, and database-driven internet applications.

[Click for Course Student Learning Outcomes](#)

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**CIS 154 ESSENTIALS OF MS OUTLOOK 2.00**

*(Formerly CAO154)*

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: CIS 210*

Introduces the computer user to an electronic desktop information management (DIM) system; a central location from which to create, view, and organize all computer information. Simplifies organizational tasks, journal entries, works with Web addresses by allowing the storage, management and navigation to web sites.

[Click for Course Student Learning Outcomes](#)

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**CIS 156 TEST PREP FOR MICROSOFT OFFICE SPECIALIST(MOS) CERTIFICATION 0.50**

*(Formerly CAO156)*

*0.50 hours per week: (0.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides students with the opportunity to become a Specialist in the Microsoft office programs (Word, Excel, Powerpoint, Access or Outlook.) Includes unlimited review and practice tests along with test-taking strategies. Upon completion of class, student will be prepared to take MOS certification exams.

[Click for Course Student Learning Outcomes](#)

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**CIS 173 ADOBE ACROBAT 1.50**  
(Formerly CAO173)  
*2.00 hours per week: (1.25 lecture hours/0.75 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Presents primary instruction in the use of Adobe Acrobat Professional. Students learn how to create Adobe PDF files from: Microsoft Office programs, popular authoring programs, image files and Web pages. In addition, students will learn reviewing and commenting on existing PDF files; customizing output quality by compressing and reducing file sizes; adding signatures and security to documents, converting paper forms to interactive online forms; creating multi-media presentations that include sound files. Course also teaches using Adobe Live Cycle Designer to create interactive forms from scratch.  
[Click for Course Student Learning Outcomes](#)

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**CIS 193 COMPUTER INFORMATION SYSTEMS SPECIAL TOPIC 0.50 to 4.00**  
*1.50 -12.00 hours per week: (0.00 lecture hours/1.50 -12.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.  
[Click for Course Student Learning Outcomes](#)

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**CIS 193I TECHNOLOGY PROJECT 2.00**  
*3.00 hours per week: (1.50 lecture hours/1.50 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Develop a complete project for release. Includes specification and implementation of the project. Workshops on entrepreneurial skills to bring the project to market.  
[Click for Course Student Learning Outcomes](#)

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**CIS 201 INTRODUCTION TO COMPUTER SCIENCE 3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Solving problems using computers. Introduces computer programming and algorithmic thinking.  
Transfer: CSU; UC  
C-ID COMP 112  
[Click for Course Student Learning Outcomes](#)

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**CIS 203 IOS DEVELOPMENT I 3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Provides the basics in mobile development for the iOS (iPhone, iPad, iPod, et al) platform. Covers the fundamentals of iOS development, standard development tools and resources, and an introduction to the Swift language.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**CIS 204 IOS DEVELOPMENT II 3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: CIS 203

Provides in-depth material on intermediate facets of mobile development for the iOS (iPhone, iPad, iPod, et al)

platform. Covers the enhanced methods of iOS development, development tools and resources, and additional features of the Swift language. Prepares students to release professional quality applications.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**CIS 207 ANDROID DEVELOPMENT I 3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Provides the basics in mobile development for the Android platform. Covers the fundamentals of Android development, standard development tools and resources, and an introduction to the Java language.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**CIS 208 ANDROID DEVELOPMENT II 3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: CIS 207

Provides in-depth material on intermediate facets of mobile development for the Android platform. Covers the enhanced methods of Android development, development tools and resources, and additional features of the Java language. Prepares students to release professional quality applications.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**CIS 210 INTRODUCTION TO COMPUTER APPLICATIONS 4.00**  
*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Introduces the student to the role of computer information systems and concepts within business organizations. Focus is on computer hardware and software components, systems development, networking, e-commerce, ethics and security. Students use microcomputer applications such as word processing, spreadsheets, and database management to apply computer-based solutions to business problems. Credit for one course allowed between CIS 210 and CIS 210AG.  
Transfer: CSU; UC  
C-ID BUS 140  
[Click for Course Student Learning Outcomes](#)

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**CIS 210AG INTRODUCTION TO AGRICULTURAL COMPUTER APPLICATIONS 4.00**  
*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Introduces the student to computer use in the workplace with an emphasis on agribusiness situations. Computer applications including word processing, spreadsheets, databases and presentation software will be covered. Also included will be a working knowledge of computer terminology; relationship between hardware and software; computer operating systems and World Wide Web. The course



also covers the ethical issues surrounding technology in an agribusiness setting. Credit for one course allowed between CIS 210 and CIS 210AG.

Transfer: CSU; UC

C-ID AG + AB 108

[Click for Course Student Learning Outcomes](#)

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**CIS 215    ADVANCED BUSINESS APPLICATIONS    4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CIS 210

Integrate advanced skills and problem solving abilities using word processing, spreadsheet and database applications to complete business projects.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**CIS 217    "C" PROGRAMMING LANGUAGE    3.00**

4.00 hours per week: (3.00 lecture hours/1.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a course in programming computers using the ANSI "C" programming language. Includes techniques for analyzing problems and devising algorithms for the computer solution of problems requiring the use of elementary algebraic concepts.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**CIS 231    FUNDAMENTALS OF COMPUTER SCIENCE I    4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CIS 201

Presents the fundamentals of an engineering approach to software development. Includes techniques for problem analysis and software design, implementation and verification. Includes algorithmic problem solving using basic procedural constructs and solving computational problems requiring an understanding of intermediate algebraic concepts. Introduction to object oriented programs, graphical user interfaces and software engineering.

Transfer: CSU; UC

C-ID COMP 122

[Click for Course Student Learning Outcomes](#)

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**CIS 232    FUNDAMENTALS OF COMPUTER SCIENCE II    2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Continues the fundamentals of algorithmic problem solving and applications in the engineering of modern computer software using procedural and object-based methods and object oriented programming languages. Presents the principles of abstract data types, including the specification and implementation of simple abstractions such as tables, stacks, queues and lists. Includes basic searching and sorting algorithms and introduces the analysis of algorithms and recursion.

Transfer: CSU; UC

CIS 232+233 = C-ID COMP 132

[Click for Course Student Learning Outcomes](#)

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**CIS 233    FUNDAMENTALS OF COMPUTER SCIENCE III    2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces advanced concepts including: theory, generic programming implementation, applications, and analysis of associated algorithms including lists, stacks, queues, hash tables, trees, and graphs, recursion, iteration, searching, and sorting algorithms and analysis.

Transfer: CSU; UC

CIS 232+233 = C-ID COMP 132

[Click for Course Student Learning Outcomes](#)

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**CIS 240    MICROCOMPUTER ARCHITECTURE & PROGRAMMING    3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGR 219

Presents basic microprocessor concepts including internal architecture, memory, addressing, and control through the use of assembly language. Students will write a variety of assembly language programs to perform logic functions and high speed hardware control operations. The use of assemblers, linkers, and debugging tools will be explored.

Transfer: CSU; UC

C-ID COMP 142

[Click for Course Student Learning Outcomes](#)

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**CIS 241    DISCRETE STRUCTURES    3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 231 or MATH 229 and MATH 242 or High School equivalent

Develops and analyzes structures of computer science: numbers, sets, relations, functions and trees. This course includes propositional and predicate logic, applications of predicate logic: preconditions, postconditions, invariants, guards; inductive proofs; applications to verification of algorithms; introduction to complexity of algorithms.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**CIS 247    INDEPENDENT STUDIES: COMPUTER & INFORMATIONAL SCIENCE    0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of computer and information science under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**CIS 271    COMPUTER GAME DESIGN    3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides students with insights and experience with game

design and development.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

## COMPUTER AND NETWORKING TECHNOLOGY

### CNET 100 CERTIFICATION PREPARATION AND TESTING 0.50

*1.50 hours per week: (0.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides students with tools to prepare for and complete popular certification tests such as CompTIA A+, Server+, Net+ and Cisco CCNA as well as others. Test Vouchers may become available through certification providers and testing will be scheduled in-class.

[Click for Course Student Learning Outcomes](#)

### CNET 121 INTRODUCTION TO COMPUTER OPERATIONS 2.50

*3.50 hours per week: (2.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces basic computer and operating system functions and operation. Includes overview of PC hardware components, interface devices, operating system purpose and uses. Provides hands on training in graphical user interface and command window operation, software installation and configuration.

[Click for Course Student Learning Outcomes](#)

### CNET 218 WIRELESS NETWORK COMMUNICATION AND ADMINISTRATION 4.00

*(Formerly ETCH218)*

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: EET 213*

Includes topics related to wireless networking and communications that address the Certified Wireless Network Administrator (CWNA) certification. This is an introductory course with broad exposure to the wireless communication field. General coverage of wireless transmissions, wireless network administration, and wireless connectivity will be addressed.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

### CNET 221 COMPUTER WORKSTATION ADMINISTRATION 3.00

*(Formerly CIS221)*

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Presents fundamental concepts for configuration of Windows based computers, devices, users, and associated network or security resources. The course covers windows desktop computers in a network based environment that IT support technicians typically work. Operating systems are configured in both domain-based and peer-to-peer network environments with access to the Internet and cloud services. Students learn concepts using both desktop and enterprise Virtualization to configure operating systems and access services.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

### CNET 235 COMPUTER SYSTEM SECURITY 4.00

*(Formerly CIS235)*

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: CIS 221 or CIS 122*

Conducts a comprehensive examination of the types of attacks launched against networks and computer system. Teaches students how to use network security products, operating system security features, and other hardware/software based tools to counter these threats.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

### CNET 253 COMPUTER TECHNICIAN FUNDAMENTALS 3.00

*(Formerly ETCH253)*

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: EET 213*

Introduces fundamental concepts involved with upgrading and repairing personal computers, basic server hardware and mobile computing devices. Includes topics on the "A+" computer service technician certification plus selected industry relevant topics. Lectures and labs will cover internal computer operation, operating systems, primary and secondary storage methods (system memory modules and disk drives), adapter cards, computer connectivity, and power supplies. Different components and subsystems will be compared and evaluated based on performance specifications and design considerations.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

### CNET 254 SERVER MAINTENANCE AND ADMINISTRATION 4.00

*(Formerly ETCH254)*

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: CNET 253 and CNET 221*

Prepares the student for the Microsoft Server Administration certification in a VMware virtualization environment. The course builds on concepts taught in the Microcomputer Fundamentals and Operating System Concepts courses. Topics include server architecture, RAID controller configuration, server virtualization and server operating system administration, iSCSI SAN configuration for VMware Cold Migration backups, vMotion and High Availability.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

### CNET 255 COPPER AND FIBER OPTIC CABLING 4.00

*(Formerly ETCH255)*

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: MATH 123*

Addresses topics on industry standard network cabling certification tests. Presents basic concepts in both copper and fiber optic network cabling and its application to network infrastructure. Basic terminology, cable types, wiring structures, installation factors and techniques will be discussed. LAN topologies, wiring technology, management, and standards will be investigated and applied to lab practice.

Termination techniques for both multi-category twisted pair and fiber optic connectors will be studied and applied. Testing and troubleshooting of network cabling and terminations using wiremap, performance testers, optical test sets and optical time domain reflectometers will be explored. Certification testing at the end of the course will be offered.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CNET 260 NETWORKING FUNDAMENTALS 2.50**

*(Formerly CIS260)*

*3.50 hours per week: (2.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: CNET 253*

Introduces students to the TCP/IP networking protocols, network topologies and media, and internetworking devices. Students will use sophisticated network design, configuration, and analysis CAD tools to select different networking media types, implement cabling and wiring connections, and develop IP addressing and subnetting schemes.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CNET 261 ROUTER THEORY AND TECHNOLOGY 2.50**

*(Formerly CIS261)*

*3.50 hours per week: (2.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: CNET 260*

Introduces students to dynamic routing and packet switching concepts, routing tables and interface configuration, IPv4 and IPv6 addressing schemes, and network security (IPSec) protocols. Configuration and troubleshooting activities will focus on IPSec (data encryption and security), OSPF (Open Shortest Path First), and EIGRP (Enhanced Interior Gateway Routing Protocol).

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CNET 262 LOCAL AREA NETWORKS 2.50**

*(Formerly CIS262)*

*3.50 hours per week: (2.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: CNET 260*

Presents Local Area Network architecture and design, including the Spanning-Tree Protocol and Virtual LANs, integration of switched and wireless technology, and wireless security concepts and configuration. This course continues preparation for the Cisco Certified Network Associate (CCNA) Exam.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CNET 263 WIDE AREA NETWORKS 2.50**

*(Formerly CIS263)*

*3.50 hours per week: (2.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: CNET 260*

Presents the technology, concepts, and protocols used for interconnecting networks and users through the wide area telecommunications infrastructure. Topics include the Point-

to-Point Protocol (PPP), DSL and cable modem connections, Frame Relay, Virtual Private Networks (VPNs), as well as wide area network addressing and security solutions (IPv6 and IPSec). This course completes preparation for the Cisco Certified Network Associate (CCNA) Exam.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CONSTRUCTION TECHNOLOGY**

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**CTCH 100 WORKPLACE SAFETY 2.00**

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces safety topics that address the OSHA 10 and 30 hour training requirements. Topics including OSHA safety and health standards, common violations, OSHA regulations, whistle blower rights, record keeping rules, fall protection, fire protection, electrical safety, hazard communications, personal protective equipment and emergency planning.

[Click for Course Student Learning Outcomes](#)

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**CTCH 101 SURVEY OF RESIDENTIAL CONSTRUCTION 1.00**

*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

Presents a basic overview of the residential construction industry in a hands-on environment, with an emphasis on the foundational knowledge and skills required for basic entry-level construction trades positions.

[Click for Course Student Learning Outcomes](#)

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**CTCH 163 CONSTRUCTION MANAGEMENT 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Presents the principles and practices of construction management for small firms, with emphasis on marketing, cost accounting, job costing, ownership structure, financing, legal requirements, and construction bonding.

[Click for Course Student Learning Outcomes](#)

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**CTCH 164 BLUEPRINT READING 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156 and CTCH 250*

Introduces basic skills in interpreting blueprints used in construction and interpreting requirements of a plan check. Covers architectural working drawings of residential, light construction, and commercial buildings. Provides an overview of building code provisions in a plan check.

[Click for Course Student Learning Outcomes](#)

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**CTCH 168 RESIDENTIAL PLUMBING 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces basic residential plumbing theory, installation techniques, plan reading and estimating methods.

[Click for Course Student Learning Outcomes](#)

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**CTCH 169 RESIDENTIAL WIRING 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 250

Introduces basic residential wiring skills. Includes basic electrical theory, installation techniques, basic plan reading, estimating and wiring methods.

[Click for Course Student Learning Outcomes](#)

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**CTCH 171 HOMEBUILDING - LAYOUT AND CONCRETE I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 250

Provides basic instruction in the skills required for employment in building construction. Includes instruction in tool, equipment, and construction site safety, surveying, blue-print reading, concrete formwork, backhoe operations, and concrete flatwork.

[Click for Course Student Learning Outcomes](#)

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**CTCH 172 HOMEBUILDING - FLOOR AND WALL FRAMING I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 250

Provides basic instruction in the skills required for employment in building construction. Includes instruction in rough carpentry, floor systems, wall framing, ceiling joists, exterior siding, shear walls, trusses, windows and roof sheathing, and fireplaces.

[Click for Course Student Learning Outcomes](#)

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**CTCH 173 HOMEBUILDING - ROOF FRAMING I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 250

Introduces types of roof and stair systems, roofing, estimating live and dead loads, and specialized structural systems.

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**CTCH 174 HOMEBUILDING - FINISH CARPENTRY I 3.00**

6.00 hours per week: (2.00 lecture hours/4.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 250

Provides basic instruction in the skills required to install interior and exterior doors, cabinet systems, interior and exterior trim, including stair cases, wainscot, decks and railings. Also covers basic millwork and machine use for making special moldings.

[Click for Course Student Learning Outcomes](#)

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**CTCH 176 BASIC WATER TREATMENT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: MATH 123

Prepares the student to become a Water Treatment Plant Operator, Grade 1 or Grade 2. Includes the study of plant

operation, water sources and treatment, reservoir management, coagulation and flocculation, sedimentation, filtration, disinfection, taste and odor control, and corrosion control.

[Click for Course Student Learning Outcomes](#)

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**CTCH 177 WATER DISTRIBUTION SYSTEMS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: MATH 123

Prepares the student to be an operator for water storage and distribution systems. Provides an understanding of the basic operational and maintenance concepts of water distribution systems. Develops the ability to analyze and solve problems such as tastes and odors, corrosion damage, and system failures when they occur.

[Click for Course Student Learning Outcomes](#)

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**CTCH 180A BUILDING CODE I, ARCHITECTURAL DESIGN PROVISIONS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 250

Introduction to the Building Code, concentrating on the permit process and fundamental architectural design requirements involving occupancies, maximum allowable area, type of construction, proximity to property lines, exiting, fire protection, disabled access, elevators, and construction safety. This course is the first in a series of two which will familiarize the student with building code provisions relating to the design and construction of residential and commercial structures. The emphasis will be on requirements which limit or specify the building space to be created.

[Click for Course Student Learning Outcomes](#)

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**CTCH 181 NATIONAL ELECTRICAL CODE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: CTCH 169 and ENGL 156

Introduces the use of the National Electrical Code. Promotes an understanding of the electrical code necessary to the installation of such systems and the need to safeguard the public through uniformity and safety in building laws.

[Click for Course Student Learning Outcomes](#)

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**CTCH 183 COMMERCIAL AND INDUSTRIAL WIRING SYSTEMS 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: CTCH 169 and EET 213

Presents planning, construction, and testing of a typical commercial electrical installation including: plans and specifications, applicable codes, load calculations, wire sizing, conduit fill analysis and bending, branch circuits, feeders, grounding practices, transient surge suppression, uninterpretable power supply selection and installation techniques. Additionally studies the responsibilities and knowledge required for professional industrial and commercial electricians working under current state certification requirements including: industrial electrical service power

and lighting, feeder bus systems, panel boards, hazardous locations, power factor, ballasts, transformers, switching systems, grounding and bonding, installation techniques, and applying code requirements to all aspects of commercial and industrial wiring systems.

*Course developed in conjunction with the California Apprenticeship Council's standards for the State Electrical Certification Examination.*

[Click for Course Student Learning Outcomes](#)

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**CTCH 193 CONSTRUCTION TECHNOLOGY SPECIAL TOPIC 0.50 to 4.00**

*0.00 - 0.00 hours per week: (0.00 lecture hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**CTCH 201 PLANE SURVEYING 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: MATH 229 or MATH 231*

Introduces the principles and practices of surveying, including the use of the engineer's tape, level, transit, and the use of an EDM (Electronic Distance Measurement). This equipment will be used to perform computations for horizontal and vertical distances, profiles, azimuths and bearings, traverse closures, topographic mapping, earthwork and land grading, and horizontal and vertical curves. Maps and land description also will be discussed.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**CTCH 247 INDEPENDENT STUDIES: CONSTRUCTION TECHNOLOGY 0.50 to 2.00**

*1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the construction technology area with support and direction from an instructor.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CTCH 250 MATERIALS OF CONSTRUCTION 3.00**

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Presents the use and application of construction processes and materials for residential, commercial, heavy and highway construction. Covers topics such as elements of city planning, contracting, designing, construction finance, and real estate principals.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CTCH 284 SOLAR TECHNOLOGY 1 3.50**

*5.50 hours per week: (2.50 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: AC/DC current and voltage Power calculations DC to AC*

*conversion Solar Panel DC voltage and current Solar Panel power output Inverter DC to AC conversion process.*

Introduces basic concepts in solar energy including: the photovoltaic industry, solar radiation and electrical power, site surveying and planning, components of solar systems, cells modules and arrays, batteries, charge controllers and inverters. Addresses topics on the NABCEP PV entry level certification exam.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**CTCH 285 SOLAR TECHNOLOGY DESIGN AND CONSTRUCTION 3.50**

*5.50 hours per week: (2.50 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Builds on basic concepts from introduction to solar technology (CTCH 284), expanded topics include: solar system sizing, mechanical and electrical integration, utility interconnection, permitting and inspection, commissioning, maintenance, troubleshooting and economic analysis. Addresses topics on the NABCEP PV entry level certification exam.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CTCH 287 INTRODUCTION TO GREEN TECHNOLOGY 4.00**

*6.00 hours per week: (3.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces students to Green Building technologies. Investigates environmental trades impact on society, conservation fundamentals, energy management concepts, basics of retrofits, energy efficient building techniques and solar and wind energy principles.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**COUNSELING**

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**COUN 156 STUDENT SUCCESS 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Advisories: ENGL 156*

Prepares students for a successful college experience. College skills will include the understanding of campus/community diversity, communication, financial planning for college, utilizing campus/community resources, setting educational priorities to include looking at major and certificate programs, and understanding of college rules, regulations, and policies.

[Click for Course Student Learning Outcomes](#)

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**COUN 250 EDUCATIONAL PLANNING 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Explore the resources and tools needed to take charge of your educational experience and maximize your academic success. Identify successful college behaviors, campus resources, academic policies and procedures, goal setting, and decision-making strategies. Evaluate interests, person-

ality traits, skills, values and careers of interest. Choose your academic goal and major and use online resources to determine what actions to take to meet that goal. This course culminates in the development of an individualized Student Education Plan (SEP).

*Transfer: CSU*

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**COUN 254 CAREER EXPLORATION 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Assesses the student's interests, skills, personality, values, and includes career research in a planning process. Applies assessment information to occupational possibilities and choice of college majors.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**CRIMINAL JUSTICE**

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**CJ 193 CRIMINAL JUSTICE SPECIAL TOPIC 0.50 to 4.00**

*1.50 -12.00 hours per week: (0.00 lecture hours/1.50 -12.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**CJ 202 INTRODUCTION TO CRIMINAL JUSTICE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Presents an overview of the history, theory, organization and practices of the criminal justice system and the interrelationship between the criminal justice system and society as a whole. Studies the origin, development and application of crime causation theories. Includes exploration and analysis of the roles, structure, and function of criminal justice agencies. Integrates an examination of the criminal justice system with a critical analysis of the system as an instrument of societal control and change.

*Transfer: CSU; UC*

*C-ID AJ 110*

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**CJ 204 PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Examine and analyze due process in criminal proceedings from investigation through trial, sentencing, and appeal. Includes a review of statutory law, and state and federal constitutional case law.

*Transfer: CSU*

*C-ID AJ 122*

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**CJ 206 CONCEPTS OF CRIMINAL LAW 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Presents elements of the penal code and general laws about crimes against persons, property, standards of morality, and the state.

*Transfer: CSU; UC*

*C-ID AJ 120*

[Click for Course Student Learning Outcomes](#)

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**CJ 208 LEGAL ASPECTS OF EVIDENCE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Presents kinds of evidence and principles of admissibility, witness competency, privileged communications, and hearsay. Includes the procedures to be followed in evidence collection and preservation.

*Transfer: CSU*

*C-ID AJ 124*

[Click for Course Student Learning Outcomes](#)

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**CJ 210 PRINCIPLES OF INVESTIGATION 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Presents investigation fundamentals of crime scene search, collecting/ recording evidence, interviews and interrogation. Covers procedures used in investigating various kinds of criminal activity.

*Transfer: CSU*

*C-ID AJ 140*

[Click for Course Student Learning Outcomes](#)

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**CJ 213 PATROL PROCEDURES 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Studies patrol operations, strategies, objectives, technologies and techniques. Explores effective communication, terrorism management, emergency response strategies and responses to calls for service.

*Transfer: CSU*

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**CJ 224 COMMUNITY, DIVERSITY AND THE JUSTICE SYSTEM 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Explores the complex dynamic relationships between the community and the justice system. Examines the role that race, ethnicity, gender, sexual orientation, social class and culture play in the administration of justice. Presents the challenges of administering justice within a diverse and evolving multicultural population and imparts cultural com-

petence and facilitation of conflict resolution.

Transfer: CSU; UC

C-ID AJ 160

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**CJ 226 INVESTIGATIVE REPORT WRITING 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Develops proper investigative report writing skills. Provides practice in drafting investigative reports that are used in the administration of justice. Emphasis is on proper use of terminology, attention to detail, clarity, organization, and accuracy in report writing.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**CJ 228 INTRODUCTION TO CORRECTIONS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Presents the history, operation, management, and procedures of the adult and juvenile correctional systems, including probation and parole. Examines the general operation of correctional institutions and the associated legal issues. Includes an examination of correctional policy and its impact on society.

Transfer: CSU; UC

C-ID AJ 200

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**CULINARY ARTS**

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**CUL 125 BAKING AND BAKING SCIENCE I 1.00**

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces the student to the basic skills needed for professional baking. Enables the student to learn and practice the skills and methods of the production of bread, desserts, and other baked goods using quantity production techniques.

[Click for Course Student Learning Outcomes](#)

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**CUL 149 VEGETARIAN CUISINE 1.00**

1.22 hours per week: (0.89 lecture hours/0.33 lab hours)

Credit - Degree Applicable

Letter Grade Only

Engages the student in gourmet vegetarian food preparation, focusing on food service applications. Explores the history of vegetarianism worldwide, nutrition and health implications, ingredient selection, and preparation and cooking techniques of a wide variety of vegetarian diets.

[Click for Course Student Learning Outcomes](#)

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**CUL 210 CULINARY ARTS FUNDAMENTALS I 2.50**

5.00 hours per week: (1.25 lecture hours/3.75 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces the student to the culinary arts profession and the professional kitchen. Emphasis on basic cooking meth-

ods, equipment use, and ingredients provides the student with a beginning understanding of food chemistry and cooking techniques. The course includes "hands-on" experience managing the dining room and kitchen in the production of stocks, broths, sauces, gravies, soups, and breakfast cookery.

Transfer: CSU

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**CUL 220 CULINARY ARTS FUNDAMENTALS II 1.50**

3.00 hours per week: (0.75 lecture hours/2.25 lab hours)

Credit - Degree Applicable

Letter Grade Only

Engages the student in the practical kitchen application of vegetable, grain, starch and the principles and practices used in producing pantry items in a commercial environment. A variety of menu items are prepared including salads, salad dressings, sandwiches, and vegetable, grain and legume dishes.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**DISTANCE**

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**DIST 101 INTRODUCTION TO ONLINE COURSES 0.50**

1.50 hours per week: (0.00 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces students to the different types of technologies utilized in a distance education course. Students will determine if distance education is right for them and learn academic and technological skills for success in distance education and technology mediated courses.

[Click for Course Student Learning Outcomes](#)

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**DRAMA**

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**DRA 200 ACTING 1 3.00**

(Formerly DRA201A)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Explores basic acting theory to performance and develops the skills of interpretation of great dramatic works of the imagination through acting. Special attention is paid to skills for performance: memorization, stage movement, vocal production, and cultural interpretation of text.

Transfer: CSU; UC

C-ID THTR 151

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**DRA 201 ACTING II - ACTING FOR THE CAMERA 3.00**

(Formerly DRA201B)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: DRA 200 with a minimum grade of B or better

Continues the exploration of theories and techniques used in preparation for the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through character analysis,

monologues, and scenes with special emphasis on styles and forms of acting. Students may perform in an Acting Showcase at semester's end.

*Transfer: CSU; UC*

*C-ID THTR 152*

[Click for Course Student Learning Outcomes](#)

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**DRA 207 INTRODUCTION TO THEATRE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles and genres of theatre through play reading, discussion, films and viewing and critiquing live theatre, including required attendance of theatre productions.

*Transfer: CSU; UC*

*C-ID THTR 111*

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**DRA 209 INTRODUCTION TO THEATRE DESIGN 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Introduces the student to the theories and practices of theatrical design as it applies to scenery, properties, lighting, sound, costumes, and make-up. Includes an overview of theatrical equipment and construction techniques necessary to realize the design.

*Transfer: CSU; UC*

*C-ID THTR 172*

[Click for Course Student Learning Outcomes](#)

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**DRA 211 STAGECRAFT 3.00**

*(Formerly DRA211A)*

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces the student to the theories and practices of stagecraft. This comprehensive course covers the principles and safe execution of scenery construction, scenic art, properties, stage lighting, and audio through lecture and practical lab experience. Topics also include: design process, professionalism, and theatre performance spaces.

*Transfer: CSU; UC*

*C-ID THTR 171*

[Click for Course Student Learning Outcomes](#)

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**DRA 214 SCRIPT ANALYSIS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 099*

Study a variety of plays and learn how to examine their structure, theme and cultural context. Script analysis is an essential applied skill for actors, designers and directors.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**DRA 236 INTRODUCTION TO THEATRICAL COSTUME CONSTRUCTION 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Explores the basic areas of costume construction. Topics include fabrics, color, patterns, sewing techniques, costume pieces, and accessories. Period styles, costume analysis, and basic design are also covered. It offers experience in constructing costumes for theatrical productions. Field trips may be required.

*Transfer: CSU; UC*

*C-ID THTR 174*

[Click for Course Student Learning Outcomes](#)

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**DRA 240 TECHNICAL THEATRE PRACTICUM 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Offers skill building lab opportunities in lighting, sound, scenery construction, props, and scenic art. Lab sessions are tailored to students' current area of study. This course may be taken four times for credit.

*Transfer: CSU; UC*

*C-ID THTR 192*

[Click for Course Student Learning Outcomes](#)

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**DRA 247 INDEPENDENT STUDIES: DRAMA 0.50 to 2.00**

*1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of drama, under the direction of an instructor.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**DRA 248 REHEARSAL AND PERFORMANCE IN PRODUCTION 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Instructor's consent through audition.*

Collaborate as a successful actor in a theater production's rehearsal and performance of a great dramatic and cultural work of the human imagination.

*Repeatable 3 time(s).*

*Transfer: CSU; UC*

*C-ID THTR 191*

[Click for Course Student Learning Outcomes](#)

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**EARLY CHILDHOOD EDUCATION**

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**ECE 201 CHILD GROWTH AND DEVELOPMENT 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ENGL 156*

Presents a study of human development, and major milestones, from conception to adolescence; including cognitive (language), physical, social and emotional development, both typical and atypical, in order to foster an understand-



ing of human behavior. In the process of studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.

*Transfer: CSU; UC*

*C-ID CDEV 100*

[Click for Course Student Learning Outcomes](#)

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**ECE 202 CHILD, FAMILY AND COMMUNITY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families.

*Transfer: CSU; UC*

*C-ID CDEV 110*

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**ECE 203 CURRICULUM FOR YOUNG CHILDREN 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students will examine a teacher's role in supporting development and fostering the joy of learning for all young children using observation and assessment strategies emphasizing the essential role of play. An overview of content areas will include but not be limited to: Language and literacy, social and emotional learning, sensory learning, art and creativity, math and science.

*Transfer: CSU*

*C-ID ECE 130*

[Click for Course Student Learning Outcomes](#)

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**ECE 204 HEALTH, SAFETY, AND NUTRITION 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduction to the Title 22 Community Care Licensing laws, regulations, standards, center specific sun exposure and poison control policies and procedures, Red Cross and Playground Safety policies, and environmental rating scales for early childhood and infant/toddler programs and curriculum related to child health safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development for all children.

*Transfer: CSU*

*C-ID ECE 220*

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**ECE 205 INTRODUCTION TO EARLY CHILDHOOD EDUCATION: PRINCIPLES AND PRACTICES 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: Concurrent enrollment in ECE 206 is highly recommended*

Provides an overview of Early Childhood Education, educational requirements, compensation for teachers in California, and developmentally appropriate curriculum planning and teaching methods. This course reviews the historical roots of early childhood programs and the evolution of the practices promoting advocacy, professional ethics and identity.

*Transfer: CSU*

*C-ID ECE 120*

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**ECE 206 OBSERVATION, RECORDING TECHNIQUES AND ASSESSMENT 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: Concurrent enrollment in ECE 205 is highly recommended*

Explores techniques in observing, documenting and assessing the development and behavior of children. Anecdotal records, checklists, rating systems, portfolios and multiple assessment strategies will be explored.

*Transfer: CSU*

*C-ID ECE 200*

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**ECE 209 GUIDANCE, CURRICULUM AND ENVIRONMENTS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Corequisites: ECE 210*

*Advisories: ENGL 156*

Presents the principles of behavior and development that inform effective guidance, classroom management, curriculum, and learning environments. Analyzes the sources of curriculum and methodologies used in planning, presenting and assessing learning experiences and classroom ecologies. Meets Title XXII requirements: DS 3.

*Transfer: CSU*

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**ECE 210 PRACTICUM: FIELD EXPERIENCE 3.00**

*7.00 hours per week: (1.00 lecture hours/6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ECE 201, ECE 202, ECE 203, ECE 205, ECE 206, and*

*Department of Social Services Title XXII, Section 101215B requires current TB clearance*

*Corequisites: ECE 209*

*Advisories: ENGL 156*

Demonstrate developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and

knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children.

*Transfer: CSU*

*C-ID ECE 210*

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**ECE 211 MUSIC AND MOVEMENT ACTIVITIES FOR YOUNG CHILDREN 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: ENGL 156*

Presents techniques and guidelines for teaching movement exploration, physical education, and music to the preschool through third grade child. Examines the child's need for effective movement skills and musical experiences. Meets Title XXII requirements: DS 3, DS 5.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**ECE 215 TEACHING IN A DIVERSE SOCIETY 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ENGL 156*

Explores the issues of diversity and social justice and applies these concepts to early education programs. Self examination and reflection contribute to a deepening understanding of how to best support children as they gain a sense of identity and become respectful and confident members of our complex, diverse society. Various classroom strategies will be explored, emphasizing a culturally and linguistically appropriate anti-bias approach to creating a multicultural classrooms.

*Transfer: CSU*

*C-ID ECE 230*

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**ECE 220 ART FOR CHILDREN 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents the study of the developmental sequence of children's art and the teaching implications for children from age two through age eight with an emphasis on creative expression, aesthetic development, cultural and art heritage. Introduces a variety of media including drawing, painting, collage, printmaking, clay, assemblage, mask and puppet making. Meets Title XXII requirements: DS 3, DS 5.

*Transfer: CSU*

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**ECE 234 CHILDREN'S LITERATURE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents a survey of literature for children from infancy through elementary school with an emphasis on a diversity perspective. Introduces the genre: picture books, traditional literature, fantasy, poetry, historical fiction, realistic fiction, biography and informational books. Emphasizes under-

standing, analysis, appreciation and application through an in-depth examination of a variety of children's books. Meets Title XXII requirements: DS3, DS5.

*Transfer: CSU*

*C-ID ENGL 180*

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**ECE 235 STRATEGIES FOR CHALLENGING BEHAVIORS IN THE ECE CLASSROOM 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces the biological and environmental risks associated with prenatal, perinatal, and postnatal brain development and the behavioral, psychological and cognitive implications for Early Childhood Education teachers. Presents strategies for dealing with challenging behaviors in the Early Childhood Classroom that result from cultural differences and/or difficulties with self-regulation, motivation, and sensory processing.

*Transfer: CSU*

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**ECE 236 UNDERSTANDING THE CHILD WITH SPECIAL NEEDS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines the characteristics of children with special needs and how to effectively meet their individual needs. Presents the identification, educational needs, behavior management, family relationships, children's rights and community resources of/for the child with special needs.

*Transfer: CSU*

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**ECE 242 INFANT-TODDLER CAREGIVING 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents theories, techniques, and guidelines for the appropriate care, nurturing and guidance of infants and toddlers. Examines the materials, equipment and activities appropriate for children from infancy through age three. Examines the special needs of infants and toddlers with regard to health and safety, nutrition, rest and toileting. Meets Title XXII requirements: DS 4.

*Transfer: CSU*

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**ECE 244 SUPERVISION AND ADMINISTRATION OF PARENT PROGRAMS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Explores the interdependent relationship between the teacher and the parent(s) of a young child. Investigates the wide range of activities in parent involvement, parent participation, and parent education in early childhood education. Presents techniques for working with parent(s),

including: development of long-range plans, interview and guidance skills, and the ability to work with small and large groups. Meets Title XXII requirements: DS 6 Basic.

Transfer: CSU

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**ECE 245 ADULT SUPERVISION, EVALUATION AND STAFF RELATIONS IN ECE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents principles and practices in staff relations and the supervision and evaluation of staff in early childhood programs. Includes the study of the method of clinical supervision and performance evaluation, leadership styles, group dynamics, conflict resolution, staff development, staff diversity, staff roles and responsibilities. Meets Title XXII requirements: DS 6 Advanced: DS 6 Advanced. Recommended: one year of Early Childhood Education teaching experience.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ECE 246 ADMINISTRATION AND SUPERVISION OF EARLY CHILDHOOD SCHOOLS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents principles and practices in supervision and management of preschools, child care centers, and other programs. Includes the study of program planning, organizing, budgeting requirements, developing personnel policy, doing record keeping, following legal requirements and establishing relationships with community, parents, and regulatory agencies. Meets Title XXII requirements: DS 6 Advanced.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

## ECONOMICS

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**ECON 193 ECONOMICS SPECIAL TOPIC 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**ECON 201A PRINCIPLES OF MACROECONOMICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123

Advisories: ENGL 156

Introduces aggregate economic analysis. Topics include: market systems, aggregate measures of economic activity, macroeconomic equilibrium, money and financial institutions, monetary and fiscal policy, international economics, and economic growth.

Transfer: CSU; UC

C-ID ECON 202

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**ECON 201AG AGRICULTURE ECONOMICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123

Advisories: MATH 127

Presents introductory concepts pertaining to agriculture and farming in the economic system. Topics include basic economic concepts, problems of agriculture, pricing and marketing problems, factors of production, and state and federal farm programs affecting the farmer's economic position.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ECON 201B PRINCIPLES OF MICROECONOMICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123

Advisories: MATH 127

Presents introductory concepts pertaining to choices of individual economic decision-makers. Topics include scarcity, specialization and trade, market equilibrium, consumer demand, elasticity, production and cost theory, market structures, factor markets, market failure, and international trade. Credit for one course allowed between ECON 201B and ECON 201AG.

Transfer: CSU; UC

C-ID ECON 201

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**ECON 220 PERSONAL FINANCIAL PLANNING 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Covers the management of personal incomes and expenditures using methodology and resources for effective financial planning. Topics include creating a budget, using credit wisely, making informed insurance decisions, and an overview of different financial assets used for personal investing.

Transfer: CSU

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**ECON 247 INDEPENDENT STUDIES: ECONOMICS 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Economics under the direction of an instructor.

Transfer: CSU

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## ELECTRONICS AND ELECTRICAL TECHNOLOGY

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**EET 119 STATE ELECTRICIAN TRAINEE TOPICS 2.00**

3.00 hours per week: (1.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents topics related to job-site safety, OSHA require-

ments for safely working on energized circuits, reading blueprints, schematics, wiring & ladder diagrams. Network cabling topics including high bandwidth cable theory, applications and testing. Low voltage alarm system topics. Introduction to HVAC operational theory, general system testing and troubleshooting.

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**EET 213 ELECTRONICS FUNDAMENTALS 6.00**

(Formerly ETCH213)

8.00 hours per week: (5.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces a broad range of topics in electricity and electronics. Fundamentals of DC, AC, transistors, and digital logic are all addressed with heavy emphasis on basic concepts. Circuit analysis methods and troubleshooting will be studied using a hands-on approach.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**EET 224 INDUSTRIAL ELECTRONICS 4.00**

(Formerly ETCH224)

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: EET 216

Course includes basic topics related to industrial electronics. A brief review of analog circuits is expanded upon to develop more advanced circuit concepts. Topics include FET's, SCR's, basic components involved in motor control, DC and AC motors, and their controller circuits will be covered. Operational amplifiers will be covered, and their applications to sensor instrumentation. Transducers and applications to various sensors for heat, flow, force, etc. will be developed. Troubleshooting techniques for the above topics will be incorporated with each section.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**EET 227 FLUID AND PNEUMATIC TECHNOLOGY 4.00**

(Formerly ETCH227)

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents basic topics related to fluid and pneumatic systems and devices. Basic physics relating to fluid hydraulics and pneumatics will lead into applied topics such as tanks, pumps, pump filters, accumulators, actuators, valves, compressors, and pressure regulators. Some advanced topics such as physical locomotion as related to horsepower and torque calculations. In depth applications of accumulator circuits, directional control valves, sequencers, pilots and solenoid controlled valves. Application of relay and PLC circuits address in laboratory and field environment.

Transfer: CSU

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**EET 228 PLC AUTOMATION AND SOLAR MONITORING 4.00**

(Formerly ETCH228)

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: EET 213

Presents basic topics related to Programmable Logic Controllers (PLC) and SCADA data acquisition systems. Topics include a discussion of the PLC's purpose, basic operation, functions, and applications. PLC architecture and hardware will be investigated, including I/O structures and configurations, central processing unit, and power supplies. PLC programming basics including: relay ladder logic, extended relay instructions, timers and counters, math functions, data and bit manipulation will be studied. Programs will be written and debugged, in a laboratory environment, that interface to electromechanical, hydraulic, pneumatic and Solar monitoring equipment. PLC peripherals and accessories will also be studied as well as SCADA software configuration.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**EET 257 COMPUTER INSTRUMENTATION AND CONTROL 4.00**

(Formerly ETCH257)

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: EET 224

Course includes topics related to basic process instrumentation and control developed in conjunction with Pacific Gas and Electric's (PG&E's) I&C technician training program. A brief review of industrial electronics is expanded upon to develop more advanced process instrumentation and control concepts. Topics include advanced applications of components used in both DC and AC motor control, recorders, control valves and actuators, temperature sensors, pressure sensors, level sensors, flow sensors and instrumentation maintenance techniques.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**EET 267 POWER SYSTEMS AND ROTATING ELECTRICAL MACHINERY 4.00**

(Formerly ETCH267)

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: EET 224

Course includes topics related to fundamental industrial electrical maintenance training developed in conjunction with Pacific Gas and Electric's (PG&E's) Electrical Maintenance Training Program. A brief review of electrical theory and practical troubleshooting is expanded upon to develop comprehensive electrical power system concepts. Topics include power drawings and circuit diagrams, grounding-cabling and conduit, meters, power transformers, circuit protection, relays, rotating electrical machinery, electrical testing equipment, bolting practices, controllers, safety and fire protection.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**EET 270 NUCLEAR POWER PROCESSES FOR TECHNICIANS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: MATH 127

Presents nuclear power plant maintenance technicians with an overview and quantitative description of the processes,

functions, and operational requirements of a modern nuclear power plant.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**EET 271 NUCLEAR POWER FUNDAMENTALS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: EET 270*

Introduces the basic nuclear energy concepts, and describes the essential systems, subsystems, and components required for the safe and reliable production of electrical power at a modern nuclear power plant. Topics include: reactor core design and safety systems, cooling systems, heat exchangers, steam generation and power production, and properties of materials.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**EMERGENCY MEDICAL SERVICES**

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**EMS 102 EMERGENCY MEDICAL TECHNICIAN-REFRESHER 1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Current CA Emergency Medical Technician certificate or a CA EMT/county EMT certificate that has not been expired for more than 2 years.*

Reviews and updates knowledge and skills required to qualify for the State of California Emergency Medical Technician certification. Current CA EMT certification will need to be received in the Nursing/Allied Health Department office in order to register for this course.

*Repeatable.*

[Click for Course Student Learning Outcomes](#)

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**EMS 102T EMERGENCY MEDICAL TECHNICIAN-TRANSITION 1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Student must show proof of completion of ICS-100, ICS-700 and HAZMAT First Responder Awareness level training (or the equivalent to these courses). This may be taken as a pre-req or concurrently.*

Designed for NREMT EMT-Basics to retain their National Registry status at the new Emergency Medical Technician level under the new EMS education standards. If you are an NREMT EMT-Basic who has an expiration date of March 31, 2011, you must complete a transition course by March 31, 2015. If your expiration date is March 31, 2012, then you must complete a transition course by March 31, 2016. To transition to the EMT level, the NREMT-Basic is not required to complete a National EMS certification examination. Completion of a transition course is not necessary to maintain California EMT certification. This transition course is for maintaining NREMT only. Student must show proof of completion of ICS-100, ICS-700 and HAZMAT First Responder Awareness level training (or the equivalent to these courses) to receive a transition course completion certificate

from Cuesta. Instructions for submitting proof of completion will be provided by your instructor.

*Repeatable 1 time(s).*

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**EMS 103 HAZARDOUS MATERIALS FIRST RESPONDER OPERATIONAL 1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

Focus is safety in hazardous materials response as an emergency responder. After successful completion of this course, the student will receive a California State certificate for Hazardous Materials First Responder "Operational" level. The CA Certification meets the requirements of Title 8 CCR Sec. 5192 (q) and is required by emergency providers. A certification fee is required prior to completion of the course.

*Repeatable 3 time(s).*

[Click for Course Student Learning Outcomes](#)

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**EMS 105 PARAMEDIC PREPARATORY 1.50**

*1.50 hours per week: (1.50 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: EMS 105 and Current EMT certificate; American Heart Association Healthcare Provider CPR or Red Cross Professional Rescuer; Must be 18 years of age on the first day of class.*

*Corequisites: EMS 105L*

Introduces the student who may be interested in paramedicine to pre-hospital concepts. Emphasis is on a strong base of EMT skills prior to considering a career in paramedicine. The course is designed to prepare the student for the paramedic training. Topics include anatomy and physiology review, patient assessment, electrocardiology, basic pharmacology and study habits as it applies to paramedic-level training.

[Click for Course Student Learning Outcomes](#)

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**EMS 105L PARAMEDIC PREPARATORY LAB 0.50**

*1.80 hours per week: (0.00 lecture hours/1.80 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Current county EMT certificate; American Heart Association Healthcare Provider CPR or Red Cross Professional Rescuer card; Must be at least 18 years of age on the first day of class.*

*Corequisites: EMS 105*

Introduces the student to a ride-a-long experience exposing them to a working Paramedic on 911 systems in the field of EMS. The purpose is to watch how paramedics work with patients, Fire Departments, Police Departments, hospital staff, families and bystanders on scene, and nurses in the convalescent homes and other settings. Also, focuses on observation of how paramedics interact and work while on a call.

[Click for Course Student Learning Outcomes](#)

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**EMS 107A ADVANCED CARDIAC LIFE SUPPORT 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Current CPR for Health Care Providers Certificate AND NRAD 204D or Must be a licensed MD, RN, Physician Assistant or Paramedic with prior ECG knowledge.*

Teaches Advanced Cardiac Life Support knowledge and skills necessary to provide the appropriate early treatment

for cardiopulmonary arrest. Based on current American Heart Association guidelines.

[Click for Course Student Learning Outcomes](#)

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**EMS 107B PEDIATRIC ADVANCED LIFE SUPPORT 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Current CPR for Health Care Providers Certificate AND NRAD 204D or Must be a licensed MD, RN, Physician Assistant or Paramedic with prior ECG knowledge.*

Teaches Pediatric Advanced Life Support knowledge and skills necessary to provide the appropriate early treatment for pediatric emergencies. Based on current American Heart Association guidelines.

[Click for Course Student Learning Outcomes](#)

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**EMS 107C PREHOSPITAL TRAUMA LIFE SUPPORT 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Must be a licensed Emergency Medical Responder, EMT, Paramedic, RN, Physician Assistant, or Physician. Military healthcare providers are also welcomed.*

Provides knowledge and skills taught to provide pre-hospital trauma life support appropriate for the care of the trauma patient. National Association of Emergency Medical Technicians based course.

[Click for Course Student Learning Outcomes](#)

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**EMS 193 EMERGENCY MEDICAL SERVICES SPECIAL TOPIC 0.50 to 4.00**

*1.50 -12.00 hours per week: (0.00 lecture hours/1.50 -12.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**EMS 201 EMERGENCY MEDICAL TECHNICIAN 8.50**

*9.50 hours per week: (8.00 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Student must be 18 years of age by the first class meeting. Have a current Healthcare Provider or Professional Rescuer CPR card*

*Advisories: NRAD 222 and ENGL 156*

Meets the U.S. Department of Transportation Emergency Medical Technician (EMT) National Standard Curriculum for students desiring certification. State certification for an EMT is mandated as the minimal level of emergency medical training required to work on any ambulance and in most fire departments. Student must be 18 years of age by the first class meeting and is required to bring a valid CA driver's license to show proof of age and a copy of current AHA issued Healthcare Provider or ARC issued CPR for the Professional Rescuer to first class meeting. Student is required to complete a drug screen and background check. Proof of immunizations will be needed prior to clinical. Uniform and other related materials will be required.

*Transfer: CSU*

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**EMS 210 PARAMEDIC THEORY I 17.00**

*(Formerly EMS106)*

*18.00 hours per week: ( 16.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Admission into Paramedic Program*

Apply knowledge of anatomy and physiology relevant to paramedic advanced life support training for emergency medical services. This includes cardiovascular, respiratory, pediatric, OB/GYN, and other emergency medical service training. Providing professional, non-discriminatory care for all people in their time of crisis. Perform as an EMS public servant Paramedic showing competency, ethical, confident entry-level healthcare. This course meets the minimum hours required to complete paramedic training in the state of California. Course content based on the guidelines and authority of the Title 22, Division 9, of the California Code of regulations and the US Department of Transportation Emergency Medical Technician-Paramedic Standard National Curriculum.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**EMS 211 PARAMEDIC THEORY II 5.00**

*(Formerly EMS107)*

*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: EMS 210*

*Corequisites: EMS 211L and EMS 212 and EMS 213A*

Apply knowledge of anatomy and physiology relevant to paramedic advanced life support training for emergency medical services. The study of medical diseases and traumatic related injuries for Paramedic training which meets the requirements of the National Standard Curriculum. Includes ACLS, PALS, and PHTLS training and certification. Providing professional, non-discriminatory care for all people in their time of crisis. Perform as an EMS public servant Paramedic showing competency, ethical, confident entry-level healthcare. This course meets the minimum hours required to complete paramedic training in the state of California. Course content based on the guidelines and authority of the Title 22, Division 9, of the California Code of regulations and the US Department of Transportation Emergency Medical Technician-Paramedic Standard National Curriculum.

*Transfer: CSU*

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**EMS 211L PARAMEDIC SKILLS 1.50**

*4.50 hours per week: (0.00 lecture hours/4.50 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Corequisites: EMS 211: and EMS 212 and EMS 213A*

Apply knowledge of anatomy and physiology relevant to paramedic advanced life support training for emergency medical services. This includes cardiovascular, respiratory, traumatic injuries, pediatric, OB/GYN, and other emergency medical service training. This lab portion provides supervised application of cognitive knowledge and skills in acute patient care.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**EMS 212 PARAMEDIC CLINICAL 3.50**

(Formerly EMS107L)

10.50 hours per week: (0.00 lecture hours/ 10.50 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: EMS 211 and EMS 211L and EMS 213A

Provide clinical application of advance life support concepts in acute patient care for the Paramedic Student. Opportunities for increasing skill performance in the clinical (hospital) setting. This course meets the minimum hours required to complete paramedic training in the state of California. Course content based on the guidelines and authority of the Title 22, Division 9, of the California Code of regulations and the US Department of Transportation Emergency Medical Technician-Paramedic Standard National Curriculum.

Transfer: CSU

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**EMS 213A PARAMEDIC INTERNSHIP I 2.00**

(Formerly EMS108A)

6.00 hours per week: (0.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: EMS 211 and EMS 211L and EMS 212

Apply the internship phase of paramedic training, which allows the student to be assigned to an emergency response vehicle with a field preceptor to establish advanced life support patient care responsibilities. This includes cardiovascular, respiratory, traumatic injuries, pediatric, OB/GYN, and other emergency medical service training. This portion of paramedic training provides supervised application of cognitive knowledge and skills in acute patient care. EMS 213A and EMS 213B meet the minimum hours for required to complete paramedic internship training in the state of California. Course content based on the guidelines and authority of the Title 22, Division 9, of the California Code of regulations and the US Department of Transportation Emergency Medical Technician-Paramedic Standard National Curriculum.

Transfer: CSU

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**EMS 213B PARAMEDIC INTERNSHIP II 7.00**

(Formerly EMS108B)

21.00 hours per week: (0.00 lecture hours/ 21.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: EMS 213A

Apply the last internship phase of paramedic training, which allows the student to be assigned to an emergency response vehicle with a field preceptor to establish advanced life support patient care responsibilities. This includes cardiovascular, respiratory, traumatic injuries, pediatric, OB/GYN, and other emergency medical service training. This portion of paramedic training provides supervised application of cognitive knowledge and skills in acute patient care. EMS 213A and EMS 213B meet the minimum internship hours required to complete paramedic training in the state of California. Course content based on the guidelines and authority of the Title 22, Division 9, of the California Code of regulations and the US Department of Transportation Emer-

gency Medical Technician-Paramedic Standard National Curriculum.

Transfer: CSU

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**EMERITUS COLLEGE**

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**ECOL 406 COMPOSING YOUR LIFE STORY 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents the process of ordering and developing chronologically a personal history, including introductory genealogical research and preservation of family historical materials. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 408 BEGINNING MUSIC ARTS FOR SENIORS 0**

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Develops critical listening ability and enriches musical experiences with the study of style, intonation, and lyrical content of musical selections. Attendance at concerts and preliminary and follow-up discussions help students to become more critical listeners.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 411 CREATIVE WRITING FOR SENIORS 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Introduces the writing of creative nonfiction, plays, poetry, OR short fiction. Students read and discuss published writing and workshop their own writing. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 412 BRAIN LONGEVITY: WAYS TO PRESERVE AND RESTORE MEMORY ADULTS 50+ 0**

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Designed for the adult 50+, this class will present information about brain longevity, including preventing and reversing memory loss effects of diet and physical and mental exercises; causes and treatments of Alzheimer's disease; and psychological approaches to memory preservation.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 414 DRAWING FOR ADULTS 50+ 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents basic skills of drawing with an opportunity to experience using pen and ink, charcoal, conte crayon. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 417 LAWS AND PROGRAMS AFFECTING ADULTS 50+ 0**

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Designed for the adult 50+, this class will presents information about laws and programs affecting older citizens such as Medicare, Medi-Cal, SSI; energy, nutrition, transportation; legal assistance; education and recreation; veterans' benefits; home health and day care.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 418 ADVENTURES IN READING FOR ADULTS 50+ 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents a guided reading of a particular literary genre-- short story, poetry, novel, drama, including analysis and discussion, historical and biographical information about the writer. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 420 FINANCE: WILLS AND TRUSTS 0**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents the pros and cons of wills and trusts, the process of probate, the types of trusts and of powers of attorney. Students find out what they need to know to make informed estate-planning decisions. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 421 GREAT LITERATURE: SELECTED READING 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents a guided reading of a selected great work of literature such as Dante's Inferno or Virgil's Aeneid or a play by William Shakespeare. Reading selection changes each session. Discussion of theme, setting, characterization occurs in class; in addition, students read aloud portions of the work and learn about the historical and cultural context of its writing. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 423 ART: WATERCOLOR 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Introduces the fundamentals of watercolor. Planning and preparation, color mixing and theory, design and composition, perspective are included. Several painting techniques and criteria for evaluation are taught as students create and critique their work. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 424 ART: PAINTING/OIL PAINTING 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents theories of color mixing and composition, and the process of critiquing. Students create a piece of work in oil or acrylic. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 425 ART HISTORY 0**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Presents an overview of art emphasizing historical development and cultural influences. Discussion and evaluation of works may center on a particular period or type of art such as modernism or impressionism or folk art, or may be a more general presentation spanning several centuries. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 427 CREATIVE COOKING AND HEALTH EATING FOR ADULTS 50+ 0**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Designed for the adult 50+, this class present healthy food and cooking choices that maintain optimum health for active older adults. Students learn basic concepts of nutrition as well as how to prepare tasty, flavorful and nutritious meals based on those concepts, using fresh food from local markets.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 428 FILM APPRECIATION 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Studies major films to consider historical context, dramatic issues, artistic and technical objectives, and the process and elements of filmmaking. This course is designed for adults over 50.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 429 PHOTOGRAPHY: EQUIPMENT AND TECHNIQUES FOR ADULTS 50+ 0**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Designed for the adult 50+, this class presents camera choices, in particular digital cameras; camera use; photo quality, including setting, composition and light; downloading, storing and sharing images; and documenting life events and travel.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 433 SENIOR SEMINAR FOR ADULT 50+ 0**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Discover the influences and connections between ideas, values and concepts on a variety of topics of interest to the older adult. In a setting that encourages dialogue and interaction this class covers topics in areas such as, health, culture, philosophy, psychology, literature, current events, science and history. Students are encouraged to share and compare life experiences and learn about international, national and/or local events and issues.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ECOL 439 COMPUTER BASICS FOR OLDER ADULTS 50+ 0**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Designed for the adult 50+, this course introduces computer basics including machine functions, keyboard use, fundamental word processing, email and web browsing.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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## ENGINEERING

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**ENGR 193 ENGINEERING SPECIAL TOPIC 0.50 to 4.00**

0.50 - 4.00 hours per week: (0.50 - 4.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**ENGR 210 COMPUTATIONAL METHODS FOR ENGINEERS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 265A

Advisories: PHYS 205A or PHYS 208A

Methodology and techniques for solving engineering/science problems using numerical-analysis computer-application programs MATLAB and EXCEL. Technical computing and visualization of problems in mechanics, electrical circuits, thermal systems, fluid systems and other branches of engineering.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 217 CIRCUIT ANALYSIS 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PHYS 208B and MATH 287

Analyze and measurement of electrical circuits. Use of analytical techniques based on the application of circuit laws and network theorems. Analysis of DC and AC circuits containing resistors, capacitors, inductors, dependent sources, operational amplifiers, and/or switches. Natural and forced

responses of first and second order RLC circuits; the use of phasors; AC power calculations; power transfer; and energy concepts.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 226 ENGINEERING DRAWING I 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduction to engineering drawing using AutoCAD. Topics include geometric construction, orthographic projection, isometrics, sectionals, auxiliaries, descriptive geometry, dimensioning, and working drawings.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 228 DETAILED DESIGN WITH SOLID MODELING 3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGR 226

Drawing parts and assemblies with solid modeling using current software and hardware. Techniques of advanced communication including weld symbols, threaded fasteners, dimensioning and tolerancing. Creation of design layouts and part models with varied configurations and dynamic assembly models. Introduction to section mass and inertia properties.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 246 MATERIALS ENGINEERING 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: CHEM 201A and MATH 265A

Corequisites: ENGR 246L

Presents the fundamentals of the structure of matter. Introduces physical and mechanical properties of materials including metals, alloys, ceramics, semi-conductors, and polymers. Provides a study of heat treatments, materials selection, corrosion phenomena, and equilibrium diagrams.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 246L ENGINEERING MATERIALS LAB 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Corequisites: ENGR 246

Presents laboratory experiments on the heat treatment and resulting proper ties of metals, effects of cold deformation of metals, brittle-ductile fracture behavior, equilibrium phase relationships, corrosion, mechanical behavior of polymers, as well as properties of semiconductor devices.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 247 INDEPENDENT STUDIES: ENGINEERING 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the technical field in which the study is to be undertaken.

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in the engineering area with support and direction from an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**ENGR 248 INTRODUCTION TO ENGINEERING 1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Broad overview of the field of engineering, including professional societies and their student chapters, professional licensing and registration, professional codes of ethics, the elements of engineering design, and the scope of analysis and design activities undertaken by private and public sector civil design professionals.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 250 ENGINEERING STATICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PHYS 208A

Analyzes forces on structures in equilibrium, properties of forces, moments, couples and resultant, conditions for equilibrium, friction, centroids, and area moments of inertia. Introduces mathematical modeling and problem-solving utilizing vector mathematics.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 251 ENGINEERING DYNAMICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGR 250

Analyzes the dynamics associated with motion of rigid bodies and particles, including velocity, acceleration, relative motion, energy, work, momentum, and impulse. Utilizes vector mathematics.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 252A STRENGTH OF MATERIALS I 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGR 250

Study of stresses, strains, and deformations associated with axial, torsional, and flexural loading of bars, shafts, and beams. Includes analysis of elementary determinate and indeterminate mechanical and structural systems.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGR 252B STRENGTH OF MATERIALS II 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGR 252A

Study of stress and strain transformations, analysis of beam deflection and rotation, indeterminate beams, and column buckling.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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## ENGLISH

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**ENGL 099 BASIC READING AND WRITING 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Prerequisites: CSS 080 and ACSK 050 or CSS 085 or ESL 054 or Qualifying score on the ENGL placement test

Introduces students to reading, writing, and critical thinking. Provides a basic course in paragraph and essay composition with students reading and writing both in class and out of class. Provides limited introduction to employment of sentence variety and recognition of some essential grammar and punctuation errors and rules. Emphasizes the process approach to reading and writing.

[Click for Course Student Learning Outcomes](#)

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**ENGL 156 COLLEGE READING AND WRITING 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Prerequisites: Placement Exam or ENGL 099 or ESL 099E

Provides a basic course in college reading and writing with individual attention to sentence structure, paragraph and essay structure, grammar, and critical thinking skills.

[Click for Course Student Learning Outcomes](#)

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**ENGL 193 ENGLISH SPECIAL TOPICS 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**ENGL 201A ENGLISH COMPOSITION 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Placement exam or ENGL 156

Provides a study of and practice in the use of language and writing of argumentative/analytical essays and research papers.

Transfer: CSU; UC

C-ID ENGL 100

[Click for Course Student Learning Outcomes](#)

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**ENGL 201B COMPOSITION: INTRODUCTION TO LITERATURE/CRITICAL THINKING 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

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Prerequisites: ENGL 201A

Provides an introduction to the study of literature with an emphasis in both literary composition and critical thinking. This course develops critical thinking and writing skills through the close study of major genres of literature: poetry, fiction, and drama. Students receive instruction in analytical and argumentative writing by studying literature and criticism and by identifying sound and fallacious methods of reasoning in assessments of literature.

Transfer: CSU; UC

C-ID ENGL 110

[Click for Course Student Learning Outcomes](#)

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**ENGL 201C ENGLISH COMPOSITION:CRITICALTHINKING 4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 201A

Presents an advanced composition course beyond ENGL 201A which emphasizes critical thinking, including reasoning, rhetoric, reading, and information fluency in order to develop argumentative skills for diverse contexts and audiences.

Transfer: CSU; UC

C-ID ENGL 105

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**ENGL 205 INTRODUCTION TO POETRY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ENGL 201A

Introduces students to the formal and stylistic elements of poetry, providing them with a shared vocabulary for recognizing and analyzing different literary forms, and developing their reading, writing, and critical discussion skills by analyzing exemplary texts from a variety of historical periods, genres, and cultures.

Transfer: CSU; UC

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**ENGL 206 INTRODUCTION TO THE NOVEL 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ENGL 201A

Advisories: ENGL 201B

Introduces the study of the novel with emphasis on understanding, analysis, and appreciation of the novel through an in-depth examination of a variety of literary works.

Transfer: CSU; UC

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**ENGL 212A AMERICAN LITERATURE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 201A

Presents a survey of American literature from the pre-colonial period to the Civil War. Introduces the study of major American writers against their historical backgrounds. Such writers as Bradstreet, Paine, Franklin, Jefferson, Poe, Cooper, Irving, Bryant, Melville, Hawthorne, Longfellow, Emerson, Thoreau, Whitman, and Dickinson are studied.

Transfer: CSU; UC

C-ID ENGL 130

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**ENGL 212B AMERICAN LITERATURE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 201A

The study of major American writers from the Civil War up through contemporary times. Includes writers such as Twain, Howells, Crane, London, Hemingway, Steinbeck, Faulkner, Wright, Dos Passos, Frost, Pound, Eliot, Stevens, Cummings, O'Neill, Tennessee Williams, Arthur Miller, O'Connor, Alice Walker, Berryman, Lowell, Sexton and Plath.

Transfer: CSU; UC

C-ID ENGL 135

[Click for Course Student Learning Outcomes](#)

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**ENGL 213 MULTICULTURAL VOICES IN AMERICAN LITERATURE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 201A

Introduces current literary study which focuses upon issues of race, gender, class, sexual orientation, and ethnicity in American literature. Surveys American history and culture in the context of its multicultural literary tradition from the early Native American tradition to present day. Emphasizes the formation of minority discourse against and within American mainstream culture and its literary tradition. Uses poems, novels, short stories, and essays for study.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGL 215 SHAKESPEARE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 201A

Introduces Shakespeare's works with emphasis on analysis of character and structured scene and requires preparation of critical papers based on analytical reading and investigation.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**ENGL 216 LITERATURE AND FILM 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: ENGL 201A

Introduces students to formal methods for analyzing literature and film, providing them with a discipline-specific vocabulary, teaching them a variety of interpretive strategies and theories, and developing their skills in critical thinking during reading/viewing, class discussion, panel presentation, formal exam, and essay activities. Reading and film texts will represent a variety of genres, cultures, historical periods, and theoretical perspectives.

Transfer: CSU; UC

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**ENGL 217 LITERATURE BY WOMEN 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: ENGL 201A*

Presents a survey of literature by women of English-speaking countries from the Middle Ages to the 21st century, with an emphasis on comparing historically oppressed women writers (including African-American and lesbian writers) to those in the mainstream. Authors covered include Phillis Wheatley, Anne Bradstreet, Mary Wollstonecraft, Jane Austen, Sojourner Truth, Harriet Beecher Stowe, Kate Chopin, Willa Cather, Gertrude Stein, Virginia Woolf, Zora Neale Hurston, Anne Sexton, Maya Angelou, Adrienne Rich, Toni Morrison, Sylvia Plath, Audre Lorde, Alice Walker, and Louie Erdrich.

*Transfer: CSU; UC*

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**ENGL 231 CREATIVE WRITING 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ENGL 201A*

Presents an opportunity for creative literary expression and emphasizes techniques in writing poems, and/or short stories, and/or plays for informal discussion and criticism by the class and by the instructor. Provides the opportunity to discover one's talent and to practice writing skills.

*Transfer: CSU; UC*

*C-ID ENGL 200*

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**ENGL 237 INTRODUCTION TO FILM STUDIES AND AESTHETICS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Introduces the close analysis of films ranging from the era of silent film to contemporary times. By examining the form, content, aesthetics, and meaning of a diverse series of films, students will be able to identify the historical and cultural significance of this art form. Topics include critical analysis of the function of visual design, editing, sound, genre forms, and ideology in a variety of narrative and non-narrative films produced by key filmmakers in cinema history.

*Transfer: CSU; UC*

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**ENGL 245A SURVEY OF WORLD LITERATURE 1 3.00**

*(Formerly ENGL244A)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ENGL 201A*

Focuses on a comparative study of selected works, in translation and in English, of literature from around the world, including Europe, the Middle East, Asia, and other areas, from antiquity to the mid or late seventeenth century; May include such readings as The Epic of Gilgamesh, the Odyssey, excerpts from the Old Testament, excerpts from the

Koran, Lysistrata, Allegory of the Cave, the Aeneid, Marcus Aurelius's Meditations, the Inferno, the Canterbury Tales, and Don Quixote.

*Transfer: CSU; UC*

*C-ID ENGL 140*

[Click for Course Student Learning Outcomes](#)

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**ENGL 245B SURVEY OF WORLD LITERATURE 2 3.00**

*(Formerly ENGL244B)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ENGL 201A*

Focuses on a comparative study of selected works, in translation and in English, of literature from around the world, including Europe, the Middle East, Asia, South America, and other areas, from the mid or late seventeenth century to the present. May include readings from Rousseau, Johnson, Swift, the English Romantics, Hawthorne, Whitman, Dickinson, Chekhov, Tolstoy, Conrad, Kafka, Hughes, Baldwin, Stevens, Eliot, Woolf, Mishima, Neruda, Borges, Rushdie, Soyinka, and Silko.

*Transfer: CSU; UC*

*C-ID ENGL 145*

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**ENGL 246A SURVEY OF BRITISH LITERATURE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ENGL 201A*

Presents a survey of British literature from the Middle Ages through the 18th century. Introduces the study of significant British writers and texts against their historical backgrounds. Such writers as Margery Kempe, Julian of Norwich, Chaucer, Spenser, Shakespeare, Barbauld, Queen Elizabeth I, Donne, Milton, Swift, Pope, Montagu, Haywood, Johnson, and Austen will be studied.

*Transfer: CSU; UC*

*C-ID ENGL 160*

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**ENGL 246B SURVEY OF BRITISH LITERATURE 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: ENGL 201A*

Presents a survey of major British writers extending from the Romantic Period through the 20th century, focusing on such writers as William and Dorothy Wordsworth, Anna Letitia Barbauld, Olaudah Equiano, Mary and Percy Shelley, John Keats, Elizabeth Barrett Browning, Matthew Arnold, Elizabeth Gaskell, W. B. Yeats, T. S. Eliot, D. H. Lawrence, James Joyce, and Virginia Woolf.

*Transfer: CSU; UC*

*C-ID ENGL 165*

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**ENGL 247 INDEPENDENT STUDIES: ENGLISH 0.50 to 2.00**

*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only,*

*Letter Grade Only*

Provides an opportunity for an in-depth study or a practi-

cum experience by an individual student in a selected topic of English under the direction of an

*Transfer: CSU; UC*

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## ENGLISH AS A SECOND LANGUAGE

### ESL 025B INTERMEDIATE LEVEL CONVERSATION 2.00 to 3.00

*2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

*Advisories: Intermediate-level score on the oral component of the ESL placement test or completion of ESL 015 or 015A or 015B or 015C with a Passing grade.*

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the intermediate-level student to function in everyday English-speaking situations. Prepares students for ESL 035A, 035B or 035C.

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### ESL 025C INTERMEDIATE LEVEL CONVERSATION 2.00 to 3.00

*2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

*Advisories: Intermediate-level score on the oral component of the ESL placement test or completion of ESL 015 or 015A or 015B or 015C with a Passing grade.*

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the intermediate-level student to function in everyday English-speaking situations. Prepares students for ESL 035A, 035B or 035C.

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### ESL 035B ADVANCED LEVEL CONVERSATION 2.00 to 3.00

*2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

*Advisories: Advanced-level score on the oral component of the ESL placement test or completion of ESL 025 or 025A or 025B or 025C with a Passing grade.*

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the advanced-level student to function in academic, professional and everyday English-speaking situations.

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### ESL 035C ADVANCED LEVEL CONVERSATION 2.00 to 3.00

*2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

*Advisories: Advanced-level score on the oral component of the ESL placement test or completion of ESL 025 or 025A or 025B or 025C with a Passing grade.*

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the advanced-level student to function in academic, professional and everyday English-speaking situations.

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### ESL 037 ACADEMIC LISTENING AND SPEAKING 2.00 to 3.00

*2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

*Advisories: Passing grade in ESL 035A, ESL 035B, or ESL 035C or placement into ESL 099E*

Focuses on developing academic listening comprehension and speaking skills that are required in college courses and academic settings. May be taken concurrently with ESL 047 and ESL 099E or ESL 100E.

[Click for Course Student Learning Outcomes](#)

### ESL 043 INTERMEDIATE GRAMMAR 3.00

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ESL 002 with a grade of Pass or a qualifying score on ESL placement assessment*

Focuses on building English language skills for speakers of other languages with an emphasis on grammar at the intermediate level. Provides instruction in present, past, and future tenses. Prepares students for ESL 044. May be taken concurrently with ESL 053, ESL 025A, 025B, or 025C.

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### ESL 044 HIGH-INTERMEDIATE GRAMMAR 3.00

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ESL 043 with a grade of C or better or a qualifying score on ESL placement assessment*

Focuses on building English language skills for speakers of other languages with an emphasis on grammar at the high-intermediate level. Provides instruction in present perfect, gerunds and infinitives, adjective clauses, and active vs. passive voice. May be taken concurrently with ESL 054, ESL 035A, 035B, or 035C.

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### ESL 047 ADVANCED GRAMMAR 3.00

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: Qualifying score on the ESL placement test*

*Advisories: ESL 044 and/or ESL 054*

Focuses on building English language skills for speakers of other languages with an emphasis on advanced grammatical structures. Provides instruction in verb forms, verb tenses, modals, noun clauses, and conditional sentences. Prepares students for transfer level coursework. May be taken concurrently with ESL 99E or ESL 100, and/or ESL 037.

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### ESL 053 INTERMEDIATE READING AND WRITING 4.00 to 6.00

*4.00 - 6.00 hours per week: (4.00 - 6.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ESL 002 with a grade of C or better or a qualifying score on the ESL placement test*

Focuses on building English language skills for speakers of other languages with an emphasis on reading and writing at the intermediate level. Provides instruction in sentence and paragraph writing. Introduces reading comprehension skills and strategies. This course prepares students for ESL 054.

May be taken concurrently with ESL 043, ESL 025A, 025B, or 025C.

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**ESL 054 HIGH-INTERMEDIATE READING AND WRITING 4.00 to 6.00**

(Formerly ESL006A, ESL006)

4.00 - 6.00 hours per week: (4.00 - 6.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Advisories: ESL 053 with a C or better or a qualifying score on the ESL placement test.

Focuses on building English language skills for speakers of other languages with an emphasis on reading and writing at the high-intermediate level. Provides instruction in paragraph writing. Develops reading comprehension skills and strategies. This course prepares students for ESL 099E. May be taken concurrently with ESL 044, ESL 035A, 035B, or 035C.

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**ESL 099E ADVANCED READING AND WRITING 4.00 to 6.00**

4.00 - 6.00 hours per week: (4.00 - 6.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Advisories: ESL 054 or qualifying score on the ESL or English placement test.

Focuses on building English language skills for speakers of other languages with an emphasis on reading, writing, and critical thinking at the advanced level. Provides instruction in essay writing and academic reading. This course prepares students for English 156. May be taken concurrently with ESL 044, ESL 035A, 035B, or 035C.

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**ESL 193 ENGLISH AS A SECOND LANGUAGE SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**ESL 701 INTRODUCTION TO LITERACY 0 to 0**

4.50 - 6.00 hours per week: (4.50 - 6.00 lecture hours/0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Develops students' English literacy and study skills at the introductory literacy level. Focuses on basic language necessary to function successfully in everyday situations.

Repeatable.

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**ESL 702 LITERACY 0 to 0**

4.50 - 6.00 hours per week: (4.50 - 6.00 lecture hours/0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Prerequisites: ESL 701 or ESL placement test

Develops students' English literacy and study skills at the beginning literacy level. Builds basic reading, writing, listening and speaking skills.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ESL 703 BEGINNING-LOW INTEGRATED SKILLS 0 to 0**

4.50 - 6.00 hours per week: (4.50 - 6.00 lecture hours/0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Prerequisites: ESL 702 or ESL placement test

Develops reading, writing, listening and speaking skills at the low-beginning level.

Repeatable.

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**ESL 704 BEGINNING-HIGH INTEGRATED SKILLS 0 to 0**

4.50 - 6.00 hours per week: (4.50 - 6.00 lecture hours/0.00 - 0.00 lab hours)

Noncredit

Non-credit Course

Prerequisites: ESL 703 or ESL Placement test

Develops reading, writing, listening and speaking skills at the beginning-high level.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ESL 705 ESL INTERMEDIATE HIGH - LEVEL 5 0**

4.50 hours per week: (4.50 lecture hours/0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Provides students with basic skills in English at the intermediate-high level through listening/speaking practice. Lifeskills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

Repeatable 3 time(s).

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**ESL 706 ESL ADVANCED - LEVEL 6 0**

4.50 hours per week: (4.50 lecture hours/0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Provides students with basic skills in English at the advanced level through listening/speaking practice. Life skills, grammar, pronunciation, vocabulary, history, government, and culture are taught.

Repeatable 3 time(s).

[Click for Course Student Learning Outcomes](#)

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**ESL 707 U. S. CITIZENSHIP 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Designed to provide non-U.S. citizens with an in-depth study of the federal and state system of government and the U. S. Constitution. This class will also prepare students for the U.S. Citizenship and Immigration Service application process and oral interview.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ESL 709 NONCREDIT ESL PROGRAM ORIENTATION 0**

0.17 hours per week: (0.17 lecture hours/0.00 lab hours)

Noncredit

Non-credit Course

Orients students to the Noncredit English-as-a-Second Language program and overview of educational options.

Includes assessing skills for the program and review of student support services.

[Click for Course Student Learning Outcomes](#)

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**ESL 725 ESL CONVERSATION, INTERMEDIATE 0 to 0**

(Formerly ESL025A)

2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Advisories: ESL 704 or qualifying score on the ESL placement test

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the intermediate-level student to function in everyday English-speaking situations (formerly ESL 025). Prepares students for ESL 735. May be taken concurrently with ESL 705 or ESL 706.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**ESL 735 ESL CONVERSATION, HIGH INTERMEDIATE 0 to 0**

(Formerly ESL035A)

2.00 - 3.00 hours per week: (2.00 - 3.00 lecture hours/0.00 - 0.00 lab hours)

Noncredit

P/NP Only,

Non-credit Course

Advisories: ESL 725 or qualifying score on the ESL placement test

Focuses on communication skills in listening comprehension and speaking for speakers of other languages and enables the high-intermediate level student to function in academic, professional and everyday English-speaking situations (formerly ESL 035). May be taken concurrently with ESL 705 or ESL 706.

Repeatable.

[Click for Course Student Learning Outcomes](#)

## FAMILY STUDIES

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**FMST 193 FMST SPECIAL TOPIC 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**FMST 202 CHILD, FAMILY AND COMMUNITY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the *importance of respectful, reciprocal relationships that support and empower families. Same as ECE 202. Meets Title XXII requirements: DS 2.*

Transfer: CSU; UC

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**FMST 205 LIFE MANAGEMENT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Articulates skills to understand and utilize internal and external resources to function effectively in society now and in the future. Major topics covered in the course include: socio-cultural forces that effect personal values, beliefs, and goals; decision making skills, time management and stress-reduction strategies, and conflict resolution; as well as methods for improving self-esteem, self-understanding, and interpersonal relationships.

Transfer: CSU

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**FMST 210 INTRODUCTION TO THE FIELD OF HUMAN SERVICES 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Provides a comprehensive overview of the field of Human Services. Outlines professional skills, prevention and intervention strategies, and multicultural competencies that support individual and family functioning. Presents an overview of support and advocacy services for individuals and families.

Transfer: CSU

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**FMST 212 HUMAN DEVELOPMENT: LIFE SPAN 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Integrates the physical, social, emotional and cognitive aspects of human development throughout the lifespan. Discusses the developmental tasks facing people at various points in the life cycle. Explores the way social interaction and cultural institutions shape the development of the individual. Meets Title XXII requirements: DS 1.

Transfer: CSU; UC

C-ID PSY 180

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**FMST 213 ETHNIC IDENTITY AND DEVELOPMENTAL PATTERNS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Interrogates the influence of ethnic identity on psycho-social developmental processes of major U.S. ethnic groups. Examines psychological theories of ethnic identity development and how ethnicity impacts the development and functioning of intra-psychological processes; interpersonal relationships; and mental health. Analyzes research methodology and current research on the developing person and multicultural psychology. Discusses the psychological contents of culture and its relationship to mental processes and behaviors.

Transfer: CSU; UC

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**FMST 214 FAMILY, RELATIONSHIPS AND INTIMACY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Scrutinizes sociological, psychological and cross-cultural concepts of intimate relationships and the family unit. Focuses on diversity within and the development of committed relationships and the family unit. Emphasizes intimacy dynamics, communication processes, and assessment of functionality and wellness.

Transfer: CSU; UC

C-ID SOCI 130

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**FMST 215 DEVELOPMENTAL PATTERNS OF WOMEN 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Examines major theories and research illuminating the relationship between gender and women's development across the lifespan. Particular emphasis is given to the evaluation of how the socio-cultural construction of gender influences psychological processes and interpersonal relationships.

Transfer: CSU

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**FMST 216 THE STUDY OF PARENTING: THEORY AND PRACTICE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents background for understanding parent-child relationships in the changing social environment. Examines common problems in child rearing, and cultural influences on parenting. Emphasizes development of a parenting philosophy and development of effective parenting behavior across the lifespan.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 218 HUMAN SEXUALITY: EXPERIENCE & EXPRESSION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Studies the complex psychological, sociological and physiological aspects of human sexuality. Introduces theoretical frameworks that explain sexual development and identity; sexual behaviors; gendered patterns and gender roles; and sexual satisfaction. Examines the societal constructions that define ab/normal sexual expression and the changing definitions of subjective experiences. Discusses sexual response processes, dysfunctions, reproductive health, and sexual violence and healing pathways.

Transfer: CSU; UC

C-ID PSY 130

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**FMST 247 INDEPENDENT STUDIES: FAMILY STUDIES 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of family studies under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 270 INTRO TO ADDICTION STUDIES: ADDICTION AND THE COMMUNITY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Explores historical, psychological, and sociological perspectives on the use, abuse, and social control of psychoactive drugs. Presents in depth analysis of the theoretical models of the biopsychosocial nature of addiction, the dynamics of addiction, the impact of addiction on children, families and society with emphasis on special populations, contemporary treatment and prevention approaches, and the addiction counseling profession.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 271 GROUP PROCESS AND PRACTICE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: FMST 210 and FMST 270

Presents and develops basic competency in theory and techniques of group process and practice used in the helping professions including task-oriented, psychoeducational, counseling, and psychotherapy groups with specific populations.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 272 DRUG PREVENTION AND EDUCATION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: FMST 270

Presents and develops basic competency in the history, theories, research, and current approaches to substance abuse education and prevention including public policy, media, age, gender, ethnic and culture-specific considerations and models, environmental risk reduction, harm reduction, and healthy alternatives to substance use.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 278 FAMILIES AND ADDICTION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: FMST 270 and ENGL 156

Examines common patterns of family structure and func-



tioning often correlated with substance abuse and addiction including the major types of family systems and dynamics. Reviews basic clinical practice including therapeutic approaches, skills, and techniques for effective intervention and treatment modalities for both individuals and the family system.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 279 TREATMENT AND CASE MANAGEMENT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: FMST 210 and FMST 270

Presents theories, skills, techniques, and legal and ethical practices fundamental to client treatment and case management. Includes guidelines for developing assessments, diagnoses, and the implementation of treatment plans. Emphasis is on working with chemically dependent individuals, survivors of intimate partner abuse, the homeless population, and individuals who are mentally impaired.

Transfer: CSU

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**FMST 280 BASIC INTERVIEWING AND COUNSELING SKILLS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: FMST 210 and FMST 270

Presents and develops basic competency in one-on-one counseling skills relevant to the helping professions with emphasis on motivational interviewing and client empowerment approaches. Places a strong emphasis on professional ethics and boundaries. Skills may be applied in counseling, mediation, negotiation and interpersonal settings.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FMST 288 ADDICTION STUDIES FIELDWORK & SEMINAR 7.00**

17.00 hours per week: (2.00 lecture hours/ 15.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: FMST 213, FMST 270, FMST 271, FMST 272, FMST 278, FMST 279, FMST 280, HEED 206

Provides the required 250 hours of internship for students seeking a degree or certificate in Addiction Studies and/or state certification as an alcohol and drug counselor. Course components include 15 hours a week of fieldwork in a licensed chemical dependency agency and 2.0 hours a week of seminar/classroom activities.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

## FILM TELEVISION AND ELECTRONIC MEDIA

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**FTVE 193 FILM, TELEVISION AND ELECTRONIC MEDIA SPECIAL TOPIC 0.50 to 4.00**

(Formerly BCST193)

1.50 -12.00 hours per week: (0.00 - 0.00 lecture hours/1.50 -12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**FTVE 212 BEGINNING RADIO PRODUCTION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Explores basic editing techniques in radio production.

Students will gain a basic understanding of beginning radio production. This includes the use of microphones, audio editing software, digital audio production, radio program formats, basic broadcast writing and announcing skills needed to professionally produce audio programs, soundtracks, and voice overs.

[Click for Course Student Learning Outcomes](#)

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**FTVE 221 INTRODUCTION TO ELECTRONIC MEDIA 3.00**

(Formerly BCST221)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Presents the history, structure, function, economics, content and evolution of radio, television, film, the Internet, and new media, including preexisting formats, social, political, regulatory, ethical and occupational impact of the electronic media with cross-cultural and international comparisons. Topics covered include technological development, programming, ratings, social, legal and economic aspects of electronic media in America with cross-cultural, international comparisons.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FTVE 223 VIDEO OPERATIONS 3.00**

(Formerly BCST223)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Presents the theory and demonstration of video control room and studio equipment. Offers beginning students a comprehensive overview of video studio and field operations, technical fundamentals, and basic program production.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FTVE 224A AUDIO PRODUCTION 3.00**

(Formerly BCST224A)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces the theory and practice of audio production for radio, television, film and digital recording applications. Students will learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FTVE 225A VIDEO STUDIO PRODUCTION 3.00**

(Formerly BCST225A)

7.00 hours per week: (1.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: FTVE 223

Presents an introduction to the theory, terminology and operation of a multi-camera television studio and control room. Topics include directing, theory and operation of camera and audio equipment, studio signal flow, switcher operation, fundamentals of lighting, graphics, video control and video recording and real-time video production.

Transfer: CSU

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**FTVE 225B SINGLE CAMERA TV PRODUCTION AND EDITING 3.00**

(Formerly BCST225B)

7.00 hours per week: (1.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: FTVE 223 completion or concurrent enrollment

Provides an introduction to the theory, terminology, and operation of single camera video production including composition, editing techniques, camera operation, portable lighting, video recording, audio control, basic editing, and graphics; includes the aesthetics and fundamentals of scripting, producing, and directing on location, postproduction, and exhibition/distribution.

Transfer: CSU

C-ID FTVE 130

[Click for Course Student Learning Outcomes](#)

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**FTVE 226 WRITING FOR ELECTRONIC MEDIA 3.00**

(Formerly BCST226)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 201A

Presents an introduction to writing for film and electronic media. Emphasis on preparing scripts in proper formats, including fundamental technical, conceptual and stylistic issues related to writing fiction and non-fiction scripts for informational and entertainment purposes in film and electronic media. Includes a writing evaluation component as a significant part of the course requirement.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FTVE 227 PRINCIPLES OF RADIO BROADCAST PERFORMANCE 0.50 to 3.00**

(Formerly BCST227)

0.50 - 3.00 hours per week: (0.50 - 3.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Explores techniques necessary to effectively communicate messages through basic announcing skills, interviewing, radio news, commercial announcing, ad-lib techniques, voice tracking and career exploration will be covered in-depth. Learn practice skills needed to professionally perform in radio broadcasting as a career.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FTVE 230A AUDIO/VIDEO INTERNSHIP 3.00**

(Formerly BCST230A)

9.00 hours per week: (0.00 lecture hours/9.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: FTVE 224A or FTVE 225A or FTVE 225B and approval of production company

Provides practical supervised work experience as a regular staff member in a local area media company. May include work in a local radio station, television station, cable company or marketing firm in audio and/or video production. Only students who have been given permission from the chair of the Film, Television, and Electronic Media department may be allowed to interview for the internship program.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**FTVE 247 INDEPENDENT STUDIES: FILM, TELEVISION AND ELECTRONIC MEDIA 0.50 to 2.00**

(Formerly BCST247)

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of film, television, and electronic media under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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## FRENCH

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**FR 110 BEGINNING FRENCH CONVERSATION AND READING 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents basic vocabulary and pronunciation needed to converse in French. Students will also develop listening comprehension, reading skills and knowledge and understanding of French-speaking cultures.

[Click for Course Student Learning Outcomes](#)

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**FR 120 FRENCH CONVERSATION AND READING 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: FR 110 or equivalent

Presents a continuation of FR 110 with intensive practice of oral communication skills and students will develop listening and reading strategies to access authentic cultural information.

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**FR 193 FRENCH SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**FR 201 FRENCH I 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a topic-based introduction to contemporary French language and culture with an emphasis on listening comprehension, oral interaction, culture-centered reading and writing basic French. Social and cultural aspects of the French-speaking world are presented along with some of the most essential structures and vocabulary.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**FR 202 FRENCH II 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: FR 201 or equivalent

Presents a continuation of FR 201 with intensive, topic-based practice in oral interaction, culture-centered reading and writing, and listening comprehension using recordings and video clips from the French-speaking world.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**FR 203 FRENCH III 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: FR 202 or equivalent

Presents a continuation of FR 202 with intensive, topic-based practice in listening comprehension, cultural readings and writing, and oral interaction including group discussion.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**FR 247 INDEPENDENT STUDIES: FRENCH 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for in-depth study by an individual student in a selected topic of French under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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## GEOGRAPHY

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**GEOG 201 PHYSICAL GEOGRAPHY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Studies human interaction with the basic elements of the physical environment. Includes climate, vegetation, soils, landforms, and their patterns of distribution.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**GEOG 202 CULTURAL GEOGRAPHY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Studies human interaction with the basic elements of the cultural environment. Includes language, religion, economy, and other cultural phenomena and their patterns of distribution.

Transfer: CSU; UC

C-ID GEOG 120

[Click for Course Student Learning Outcomes](#)

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## GEOLOGY

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**GEOG 193 GEOLOGY SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**GEOG 193C GEOLOGIC FIELD TECHNIQUES 1.00**

0 hours per week: (0.50 lecture hours/2.22 lab hours)

Credit - Degree Applicable

Letter Grade Only

Investigate methods of field geologic mapping and data acquisition.

[Click for Course Student Learning Outcomes](#)

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**GEOG 193D FIELD STUDIES IN GLOBAL WARMING 1.00**

2.33 hours per week: (0.33 lecture hours/2.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Explores the principles of global warming as it relates to environmental changes. Data will be gathered on decreases in glacier size, increases in desert size, and changes in the health of coral reefs.

[Click for Course Student Learning Outcomes](#)

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**GEOG 210 PHYSICAL GEOLOGY 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156 and MATH 123

Introduces the principles of geology with emphasis on Earth processes. Explores the evidence for the internal structure and origin of the Earth and the processes that change and shape it. Laboratory component focuses on the identification of rocks and minerals, topographic and geologic map interpretation to understand the work of water, wind, ice and gravity and the effects of tectonic and volcanic activity.

Transfer: CSU; UC

C-ID GEOL 101

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**GEOG 211 HISTORICAL GEOLOGY 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: MATH 123 and ENGL 156 and GEOL 210 or GEOL 220 or GEOL 212

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Presents the theory of the origin and evolution of the earth and its lifeforms; emphasizing global tectonics, methods of geologic dating, stratigraphy, paleontology, and paleogeography of North America.

*Transfer: CSU; UC*

*C-ID GEOL 111*

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**GEOL 212 GEOLOGIC HAZARDS, MAN, AND THE ENVIRONMENT 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Studies geologic hazards as they relate to human interaction with the environment. Emphasizes the cause of earthquakes, their recording, location, and measurement. Also covers flooding, landslides, subsidence, and volcanic hazards.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**GEOL 220 GEOLOGY OF CALIFORNIA 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces the principles of geology and the tectonic/geologic evolution of California. Emphasizes the processes responsible for shaping the environment including seismology, and volcanology, the fossil record, and the mineral/energy resources of the state.

*Transfer: CSU; UC*

*C-ID GEOL 200*

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**GEOL 225 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces the concepts, techniques, and tools of a Geographic Information System (GIS), including data acquisition, management, manipulation, spatial analysis, and cartographic output. Emphasizes training in the use of technology and software in order to provide students with skills and a conceptual base on which they can build further expertise in GIS. Includes exercises using GIS as a tool for solving real-world problems across a wide spectrum of disciplines. Focuses on development of spatial reasoning skills with applications in fields such as natural hazards, environmental assessment, and resource management.

*Transfer: CSU*

*C-ID GEOG 155*

[Click for Course Student Learning Outcomes](#)

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**GEOL 229A GEOLOGICAL SCIENCE FIELD STUDIES 1.00**

*2.72 hours per week: (0.50 lecture hours/2.22 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: GEOL 210 or GEOL 211 or GEOL 220*

Presents an on-site field study of Yosemite, the Sierra

Nevada, Mono Basin, Long Valley Caldera, and Owens Valley area.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**GEOL 229B GEOLOGICAL SCIENCE FIELD STUDIES 1.00**

*2.72 hours per week: (0.50 lecture hours/2.22 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: GEOL 210 or GEOL 211 or GEOL 220*

Presents an on-site field study of the Transverse Ranges, central San Andreas fault, Mojave desert, and the Death Valley area.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**GEOL 240 GEOLOGY TEACHING ASSISTANT 0.50 to 2.00**

*0.50 - 2.00 hours per week: (0.50 - 2.00 lecture hours/0.00 - 0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: Instructor approval*

Prepares students to facilitate geology courses by developing tutorial skills, understanding of the learning process, and effectiveness as a teaching assistant.

*Transfer: CSU*

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**GERMAN**

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**GER 110 BEGINNING GERMAN CONVERSATION AND READING 5.00**

*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents an introduction to contemporary German with emphasis on basic vocabulary and pronunciation skills needed to converse in German, interpretive communication skills and awareness of the links between language and culture.

[Click for Course Student Learning Outcomes](#)

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**GER 120 GERMAN CONVERSATION AND READING 5.00**

*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: GER 110 or equivalent*

Presents a continuation of GER 110 with emphasis on interpersonal and interpretive communication skills, including reading strategies for authentic cultural material and expanding awareness of the relationship between language and culture.

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**GER 193 GERMAN SPECIAL TOPIC 0.50 to 4.00**

*0.00 - 0.00 hours per week: (0.00 lecture hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**GER 201 GERMAN I 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a topic-centered introduction to contemporary German language and culture with emphasis on interpersonal, interpretive and presentational communication skills and awareness of the links between language and culture.

Transfer: CSU; UC

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**GER 202 GERMAN II 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: GER 201 or equivalent

Presents a continuation of GER 201 with emphasis on interpersonal, interpretive and presentational communication skills, including reading strategies for authentic cultural material and expanding awareness of the relationship between language and culture.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**GER 203 GERMAN III 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: GER 202 or equivalent

Presents a continuation of GER 202 with further development of interpersonal, interpretive, and presentational communication skills and continued awareness of cultural implications of language use.

Transfer: CSU; UC

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**GER 204 GERMAN IV 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: GER 203 or equivalent

Presents a continuation of GER 203 with emphasis on interpersonal, interpretive and presentational communication skills involving abstract topics and continued development of cultural knowledge and understanding based on social and historical context.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**GER 247 INDEPENDENT STUDIES: GERMAN 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for in-depth study by an individual student in a selected topic of German under the direction of an instructor.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**HEALTH EDUCATION**

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**HEED 193 HEALTH EDUCATION SPECIAL TOPIC 0.50 to 4.00**

0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade Only

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**HEED 202 HEALTH EDUCATION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents the major health topics and provides an introduction to health careers, emphasizing the prevention of non-communicable conditions, promotion of health and fitness throughout the lifespan, and the application of current research in health to affect behavior and lifestyle changes. Health issues will be discussed from a multi-dimensional perspective using relevant examples from a variety of diverse populations, including predominant ethnic minority groups.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**HEED 203 WOMEN'S HEALTH ISSUES 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents major health issues of special significance to women cross culturally. Emphasis will be placed on current trends in the prevention of chronic diseases and health disorders, the promotion of a positive body image, and self-empowerment. Identification of significant cultural obstacles of access for women's health care by non-dominant groups are presented. In addition, traditional, as well as, experiential and cooperative teaching/learning strategies will be used to explore the application of lifestyle changes to individual health beliefs and practices.

Transfer: CSU; UC

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**HEED 204 STANDARD FIRST AID AND CPR (CARDIOPULMONARY RESUSCITATION) 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Provides information and training in the immediate and temporary emergency care in case of accident or illness. The student will learn to assess a victim's condition and incorporate proper treatment. Standard first aid, C.P.R., and AED certificate examination(s) will be granted upon successful completion of requirements.

Transfer: CSU; UC

C-ID KIN 101

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**HEED 206 HEALTH ASPECTS OF DRUG USE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents an in depth analysis of the major health problems associated with the use, misuse, and abuse of drugs including herbs/plants, performance enhancing, over-the-counter, prescription, controlled, and designer drugs. Emphasizes the metabolism of drugs, drug-drug and herb- interactions, addiction from an age, gender, and ethnic perspective, and the impact of substance use and abuse on a variety of cultures.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**HEED 208 MULTICULTURAL HEALTH 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Examines the major health problems facing non-dominant/minority ethnic groups related to acculturation, assimilation, and biological variations. Various health beliefs systems, folk remedies, health practices, and attitudes toward health will be analyzed to promote prejudice reduction and understanding of cultural differences. A variety of non-traditional and experiential teaching/learning strategies will be used to examine alternative approaches to healthy lifestyles and to develop a personal health plan.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**HEED 210 COMMUNITY HEALTH 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents environmental, biological and socio-cultural determinants of health quality in a given community. Areas of emphasis include: personal and community health behavior, epidemiology of infectious and chronic disease, methods of community health assessment and investigation, health promotion, environmental health, and the organization, implementation and regulation of community health efforts. Within these topics physiological, psychological and spiritual influences of health will be addressed including accessibility, availability and community education toward disease prevention of special populations within a given community. A variety of community-based activities will afford students the opportunity to experience and propose innovative solutions to local community health problems identified.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**HIGH SCHOOL PROGRAM**

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**HSD 404 HSD NON-CREDIT BASIC SKILLS, BIOLOGY 0**

(Formerly BIO401)

8.00 hours per week: (6.00 lecture hours/2.00 lab hours)

Noncredit

Letter Grade or P/NP

-Designed to inculcate the student with the living world and its systems. Introduces concepts of Cell Biology, Genetics, Evolution and Physiology will be presented. This is an elective course towards a high school diploma.

[Click for Course Student Learning Outcomes](#)

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**HSD 406 HSD NON-CREDIT BASIC SKILLS ECONOMICS 0**

(Formerly ECON401)

4.00 hours per week: (3.00 lecture hours/1.00 lab hours)

Noncredit

Letter Grade or P/NP

Introduce students to microeconomics, macroeconomics, and international economic relationships. Presents vocabulary and the technical knowledge needed for an understanding of economic issues, both in the media and at the collegiate level of study. Provides the student with information and analytical tools useful in developing a personal system of values in regard to economic issues. This is an elective course towards a high school diploma.

[Click for Course Student Learning Outcomes](#)

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**HSD 407 HSD NON-CREDIT BASIC SKILLS WORLD HISTORY 0**

(Formerly HIST401)

8.00 hours per week: (6.00 lecture hours/2.00 lab hours)

Noncredit

Letter Grade or P/NP

Introduces major turning points that shaped the modern world, from the late eighteenth century through the present, including the cause and course of two world wars. Tracing the rise of democratic ideas and develop an understanding of the historical roots of current world issues, especially as they pertain to international relations. Extrapolate from the American experience that democratic ideals are often achieved at a high price, remain vulnerable, and are not practiced everywhere in the world. Develop an understanding of current world issues and relate them to their historical, geographic, political, economic, and cultural contexts. Consideration of multiple accounts of events in order to understand international relations from a variety of perspectives. This is an elective course towards a high school diploma.

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**HSD 408 HSD NON-CREDIT BASIC SKILLS U.S. HISTORY 0**

(Formerly HIST402)

8.00 hours per week: (6.00 lecture hours/2.00 lab hours)

Noncredit

Letter Grade or P/NP

Introduces the major turning points in American history in the twentieth century. Following a review of the nation's beginnings and the impact of the Enlightenment on US democratic ideals, students build upon the tenth grade study

of global industrialization to understand the emergence and impact of new technology and a corporate economy, including the social and cultural effects. Tracing change in the ethnic composition of American society; the movement toward equal rights for racial minorities and women; and the role of the United States as a major world power. Emphasis on the expanding role of the federal government and federal courts as well as the continuing tension between the individual and the state. Consider the major social problems of our time and trace their causes in historical events. Emphasis that the United States has served as a model for other nations and that the rights and freedoms we enjoy are not accidents, but the results of defined set of political principles that are not always basic to citizens of other countries. Develop the understanding that our rights under the U.S. Constitution are a precious inheritance that depends on an educated citizenry for their preservation and protection. This is an elective course towards a high school diploma.  
[Click for Course Student Learning Outcomes](#)

**HSD 409 HSD NON-CREDIT BASIC SKILLS ALGEBRA I 0**  
 (Formerly MATH401)  
 8.00 hours per week: (6.00 lecture hours/2.00 lab hours)  
 Noncredit  
 Letter Grade or P/NP

Designed to cover symbolic reasoning and calculations with symbols allowing a student to develop an understanding of the symbolic language of mathematics and the sciences. Range of problem solving situations allow for the development of algebraic skills and concepts. This is an elective course towards a high school diploma.  
[Click for Course Student Learning Outcomes](#)

**HSD 410 HSD NON-CREDIT BASIC SKILLS, ALGEBRA II 0**  
 (Formerly MATH402)  
 8.00 hours per week: (6.00 lecture hours/2.00 lab hours)  
 Noncredit  
 Letter Grade or P/NP

Introduces Algebra II topics including linear equations and inequalities, systems of equations and polynomial, exponential and logarithmic functions. Geometric topics covered are: triangular and circular trigonometry. Other topics covered are: probability, conic sections and trigonometric functions and their graphs. This is an elective course towards a high school diploma.  
[Click for Course Student Learning Outcomes](#)

**HSD 411 HSD NON-CREDIT BASIC SKILLS, GEOMETRY 0**  
 (Formerly MATH403)  
 8.00 hours per week: (6.00 lecture hours/2.00 lab hours)  
 Noncredit  
 Letter Grade or P/NP

Focusing on fundamental knowledge of basic geometric postulates and theorems and their use in proofs. Integrating algebra in a geometric setting. Using formulas to calculate perimeter, area, and volume of a variety of geometric shapes. This is an elective course towards a high school diploma.  
[Click for Course Student Learning Outcomes](#)

**HSD 412 HSD NON-CREDIT BASIC SKILLS POLITICAL SCIENCE 0**  
 (Formerly POLS401)  
 4.00 hours per week: (3.00 lecture hours/1.00 lab hours)  
 Noncredit  
 Letter Grade or P/NP

Presents the organization and mechanics of our federal, state, and local systems of government. Explores the basic ideals of American democracy as well as contemporary issues relevant to American government. This is an elective course towards a high school diploma  
[Click for Course Student Learning Outcomes](#)

**HSD 414 HSD NON-CREDIT BASIC SKILLS, SPANISH I 0**  
 (Formerly SPAN401)  
 8.00 hours per week: (6.00 lecture hours/2.00 lab hours)  
 Noncredit  
 Letter Grade or P/NP

Focuses on reading, writing, speaking and understanding standard Spanish at a basic level. Acquiring basic vocabulary and grammar structures, including the simple present tense, noun-adjective agreement, subject-verb agreement, interrogatives, the immediate future tense, and the preterite tense. Exposure to and interaction with the cultures of the Spanish-speaking countries of the world. Using Spanish selectively both within and beyond the school setting. Participating in cultural projects, including comparing and contrasting other cultures to their own. This is an elective course towards a high school diploma.  
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## HISTORY

**HIST 203A HISTORY OF WORLD CIVILIZATIONS 3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade Only  
 Advisories: ENGL 156

Surveys World Civilizations from antiquity to the 1500s, with a particular emphasis on the dynamic interaction and comparison of peoples and cultures. The focus is on the role played by social, political, economic, cultural, and religious forces in shaping the major world civilizations and the legacy of the subsequent civilizations for our world today. The course will analyze these forces within the context of such historical concepts as cause and effect, multiple causation, and historical interpretation.  
 Transfer: CSU; UC  
 C-ID HIST 150  
[Click for Course Student Learning Outcomes](#)

**HIST 203B HISTORY OF WORLD CIVILIZATIONS 3.00**  
 3.00 hours per week: (3.00 lecture hours/0.00 lab hours)  
 Credit - Degree Applicable  
 Letter Grade Only  
 Advisories: ENGL 156

Surveys World Civilizations from the 1500's to the present, with a particular emphasis on the increased integration of peoples and cultures as a result of the continuing process of

globalization. The focus is on the transformations of human society and human social relations caused by such ideas as scientific racism, nationalism, imperialism, and constitutional government. This course also covers trends including the increasing prevalence of migration, the changing nature of warfare, the harnessing of fossil fuels, the growing integration of global economies, and the scientific and technological advances that continue to revolutionize humanity's understanding and relationship to the natural world. This course will investigate the roles played by social, political, economic, cultural, and religious forces in shaping the major world civilizations, and the legacy of these subsequent civilizations for our world today. The course will analyze these forces within the context of such historical concepts as cause and effect, multiple causation, and historical interpretation.

*Transfer: CSU; UC*

*C-ID HIST 160*

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**HIST 204A HISTORY OF WESTERN CIVILIZATION 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Surveys the history of Western Civilization from its origins in the Ancient Middle East through the Renaissance. It emphasizes the interplay of social, political, cultural, and intellectual forces that have served to define Western Civilization; how these forces impacted and shaped ethnic, racial, gender, and class relations; and how these influence modern contemporary life. These analyses also emphasize such historical concepts as cause and effect, multiple causation, and historical interpretation.

*Transfer: CSU; UC*

*C-ID HIST 170*

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**HIST 204B HISTORY OF WESTERN CIVILIZATION 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Surveys the history of Western Civilization from the Renaissance to contemporary times. It emphasizes the interplay of social, political, cultural, and intellectual forces that have served to define Western Civilization; how these forces impact and shape ethnic, racial, gender, and class relations, and how these influence modern contemporary life. These analyses also emphasize such historical concepts as cause and effect, multiple causation, and historical interpretation.

*Transfer: CSU; UC*

*C-ID HIST 180*

[Click for Course Student Learning Outcomes](#)

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**HIST 207A HISTORY OF THE UNITED STATES 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Surveying United States history from its European, African, and Native American origins to 1865. It also analyzes many of America's political, social, economic, and intellectual institutions, as they impact ethnic, racial, gender, and class

relations, and how these influence American contemporary life. These analyses also emphasize such historical concepts as cause and effect, multiple causation, and historical interpretation.

*Transfer: CSU; UC*

*C-ID HIST 130*

[Click for Course Student Learning Outcomes](#)

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**HIST 207B HISTORY OF THE UNITED STATES 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Surveying United States History from 1865 to the present. It also analyzes many of America's political, social, economic, and intellectual institutions, as they impact ethnic, racial, gender, and class relations, and how these influence contemporary life. This course also examines this nation's increasing involvement in world affairs. These analyses are set within the context of such historical concepts as cause and effect, multiple causation, and historical interpretation.

*Transfer: CSU; UC*

*C-ID HIST 140*

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**HIST 210 HISTORY OF CALIFORNIA 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces the concepts and issues that have shaped the history of California. Emphasizes the physical environment, the indigenous Indian culture, the Hispanic culture, and the American culture. Analyzes political, social, and economic factors.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

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**HIST 212 HISTORY OF MEXICAN AMERICANS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Examines the historical and contemporary experience of people of Mexican descent from pre-Contact indigenous Mexican societies to the present, focusing on the legacies of the U.S.-Mexican War, history of Mexican immigration, U.S.-Mexico relations, and the struggle for citizenship and civil rights.

*Transfer: CSU; UC*

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**HIST 233 HISTORY OF AFRICAN AMERICANS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Examines the historical, cultural, political, economic, and social development of people of African descent from 1619 to the present, focusing on the legacies of slavery, abolitionism, emancipation, segregation, urban black migration, economic exploitation, and the continuous forms of black resistance in the struggle for civil rights.

*Transfer: CSU; UC*

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**HIST 237 HISTORY OF AMERICAN WOMEN 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Surveys the social, political, economic, and cultural history of women in America from pre-European Native American societies through the late twentieth century, with particular emphasis on the marginalization of women and their struggles for justice, power, and equality in America.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**HIST 247 INDEPENDENT STUDIES: HISTORY 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of history under the direction of an instructor.

Transfer: CSU

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**HIST 260 HISTORY OF THE SAN SIMEON REGION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: HIST 207B, HIST 210, ART 203, ART 204

Focuses on the North Coast of San Luis Obispo County, the San Simeon region, using the methods of environmental and public historical studies. The course will analyze and interpret the diverse communities present at different times in the San Simeon area, paying special attention to land use, social and cultural patterns, group relations and gender roles. Following a natural history and geographic study of the area, the class will move chronologically from the earliest human communities to the near present.

Transfer: CSU; UC

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**JOURNALISM**

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**JOUR 193 JOURNALISM SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**JOUR 201A NEWS WRITING AND REPORTING 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces techniques of news reporting and writing. Provides intensive practice in gathering and evaluating information and writing basic news stories. Considers ethical and legal aspects of publications. Concentrates on the lead

and simple story types, organization and structure of news stories, and the language and style of journalism.

Transfer: CSU

C-ID JOUR 110

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**JOUR 201B INTRODUCTION TO MASS COMMUNICATION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Presents a survey of the field of journalism, media, and opportunities, including an introduction to journalism literature, news analysis, comparison of journalistic styles, and an introduction to the writing and structure of news stories.

Transfer: CSU; UC

C-ID JOUR 100

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**JOUR 201C JOURNALISM FIELD STUDIES 0.50 to 1.00**

0.50 - 1.00 hours per week: (0.50 - 1.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents on-site studies of local, state, or national government entities, and/or publications and broadcasting stations. Students must pay their proportional part of the expenses resulting from transportation, meals, and lodging.

Transfer: CSU

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**JOUR 202A INTRO TO NEWS PRODUCTION 4.00**

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces hands-on news production to produce The Cuestonian student newspaper and Cuestonian.com. Presents all aspects of the newspaper business including reporting, writing, editing, photography, design/layout, online publishing, multimedia journalism and emerging technologies. Includes weekly news assignments for publication across multiple platforms for publications produced with student leadership.

Transfer: CSU

C-ID JOUR 130

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**JOUR 202B NEWS PRODUCTION 4.00**

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: JOUR 202A

Involves students in editorial positions using state-of-the-art technology to produce The Cuestonian and Cuestonian.com. Continues the study of all aspects of the print and online news production business at a higher skill level and leadership involvement than JOUR 202A.

Transfer: CSU

C-ID JOUR 131

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**JOUR 202C NEWS PRODUCTION 4.00**

8.00 hours per week: (2.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: JOUR 202A and JOUR 202B

Involves students in major hands-on editorial positions and leadership in using state-of-the-art technology to produce The Cuestonian and Cuestonian.com. Continues the study of all aspects of the print and online news business at an advanced skill level and leadership involvement, which goes beyond JOUR 202A and JOUR 202B.

Transfer: CSU

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**JOUR 203 FEATURE WRITING 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Introduces feature writing techniques. Presents critical analysis of markets for nonfiction articles and practice in research and preparation of articles for both magazines and newspapers.

Transfer: CSU

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**JOUR 205 MULTIMEDIA JOURNALISM 3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: JOUR 201A and ENGL 156

Introduces the fundamentals of gathering, producing and presenting content for digital media. Explores ethical issues and stresses multimedia storytelling.

Transfer: CSU

C-ID JOUR 120

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**JOUR 247 INDEPENDENT STUDIES: JOURNALISM 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of journalism under the direction of an instructor.

Transfer: CSU

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## KINESIOLOGY ACTIVITIES

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**KINA 193 KINESIOLOGY ACTIVITIES SPECIAL TOPIC 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**KINA 201 WEIGHT TRAINING 0.50 to 1.00**

(Formerly PEAC270)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the fundamentals of weight training and the principles involved in developing a strength and endurance conditioning program. Students will learn proper training techniques utilizing a variety of exercise modalities to achieve strength, endurance and core stability.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 202 STRENGTH TRAINING FOR SPORT PERFORMANCE 0.50 to 1.00**

(Formerly PEAC271)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: KINA 201 or by consent of the instructor

Presents concepts and techniques of strength and endurance training for the intermediate level student. Training strategies and their underlying principles will be emphasized, with the focus on more advanced program development.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 203 ENDURANCE CIRCUIT WEIGHT TRAINING 0.50 to 1.00**

(Formerly PEAC269)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Recognize that circuit weight training is an approach to physical fitness that involves quick bursts of exercise with minimal rest intervals between each burst. The "circuit" in the term is a reference to students will move around a circuit to access different types of weight training equipment during their exercise sessions.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 204 POWER LIFTING 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Designed to offer students a chance to power train. Students will develop an understanding of power lifting and how to implement it into a fitness plan. Power lifting is a system of heavy resistance and low repetition exercise that builds power in large muscle groups. Recommended for students with experience in weight training.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 205 RESISTANCE TRAINING 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a guided strength training course designed to sculpt and strengthen the body for general and/or sport specific fitness. The course utilizes muscular strength and endurance training using a variety of modalities and equipment including but not limited to: free weights, bars, exercise tubes, medicine balls, body weight, stability balls and cables.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 206 TRX FULL BODY FITNESS 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides the concepts of health and skill related fitness including muscular endurance, muscular strength, flexibility, agility, power and core development using the TRX Suspension Training System techniques in a group fitness setting.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 207 ADVANCED TRACK & FIELD APPLICATIONS 2.00**

(Formerly PEAC209)

6.00 hours per week: (0.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: KINA 208

Designed for students of advanced skills and abilities in track and field. Fundamentals of jumping, throwing, sprinting, hurdling and distance running will be stressed. Recommended for those interested in club sport and/or intercollegiate competition.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 208 TRACK AND FIELD TECHNIQUES 1.00**

(Formerly PEAC275)

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Provides skills and techniques in multiple events for the sport of track & field.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 210 ADVANCED WEIGHT TRAINING 0.50 to 1.00**

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Develops advanced weight lifting techniques and conditioning for sports activity and competition. Power lifting on free weights, resistance machines, and use of additional equipment. Focus is on maximizing muscle development through advanced training principles.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 212 CARDIO STEP TRAINING 1.00**

(Formerly PEAC264)

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a total fitness program, including cardiovascular, muscular strength and flexibility fitness through a step training program.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 213 ZUMBA 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a mix of Latin dance steps like the merengue, salsa, cambia, mambo, samba, as well as other dances from around the world. The dances are set to high energy Latin music that makes this total body workout an inspiring and energetic method for increasing cardiovascular fitness, muscular strength, and flexibility.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 214 CIRCUIT STEP TRAINING 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a circuit mode of cardiovascular, muscle endurance and core fitness activities, utilizing interval training and various exercise stations.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 217 KICKBOXING FOR FITNESS 0.50 to 1.00**

(Formerly PEAC210)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the concepts of cardiorespiratory fitness, muscular endurance, muscular strength, and flexibility of exercise through high-intensity kickboxing techniques.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 222 PILATES 0.50 to 1.00**

(Formerly PEAC206)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a progressive exercise program using the Pilates method. Exercises encompass the strength and flexibility fitness components, while focusing on alignment, efficiency of movement, balance and coordination.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 223 PILATES BARRE 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a fitness method that teaches the fundamentals of the Pilates technique using the ballet barre as a tool. Pilates Barre utilizes the barre warm-up in a complimentary fashion with various principles, exercises, poses, stretches, and breathing techniques from Pilates and Yoga. Correct anatomical alignment is taught by utilizing the barre to warm-up while also performing strengthening, lengthening, and aerobic conditioning exercises. Pilates mat exercises are used to develop and challenge core strength. Various Yoga poses are incorporated into the workout for their muscular strengthening and stretching benefits.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 224 CORE PILATES 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Incorporates the Pilates method into a strengthening and general core fitness and sport training course. Students will improve overall movement fluidity, breathing techniques, kinesthetic awareness, proprioception, core strength, and endurance while integrating the mind/body connection during movement based on the original techniques developed by Joseph H. Pilates. Students will learn principles of proper alignment, strength, endurance, flexibility, balance, and coordination using intermediate level mat exercises.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 227 INDOOR CYCLING FOR FITNESS 0.50 to 1.00**

(Formerly PEAC260)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the concepts of cardio-respiratory fitness, muscular endurance, muscular strength and flexibility in a cycling format. Students will use a combination of cardio-respiratory training and strength work using stationary bikes to enhance overall fitness and health levels.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 231 CARDIO BOOTCAMP 0.50 to 1.00**

(Formerly PEAC288)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents the fundamentals and techniques of total body fitness including cardiovascular fitness, strength, agility and flexibility training. Students will learn proper techniques and exercise progression in a predominantly outdoor environment.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 232 CARDIO ENDURANCE CONDITIONING 0.50 to 1.00**

(Formerly PEAC266)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a programmed method of cardiovascular/respiratory fitness through walking, running, swimming and/or cycling.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 233 SPORT SPECIFIC CONDITIONING 0.50 to 1.00**

(Formerly PEAC267)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents general and sport-specific conditioning methods for intercollegiate athletes. Course is designed to meet conditioning needs using a variety of modalities including running, swimming, cycling and resistance training.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 234 CROSS FITNESS TRAINING 0.50 to 1.00**

(Formerly PEAC265)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents cross fitness training methods for general fitness and sport training. Training modalities include running, circuit training, interval training, swimming, cycling and resistance training.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 236 BACKPACKING 1.00**

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Must be able to complete a 2 mile time trial in under 20 minutes.

Identify principles, techniques, and methods for safe and responsible skills in backpack camping. Students will gain information on what to include in their pack, how to prepare a pack efficiently, trail etiquette, and risks associated with outdoor terrain and weather. Day backpacking at a local county park, an overnight backpacking trip, and an extended weekend experience at a California National or State Park.

Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)

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**KINA 237 TENNIS FOR LIFETIME FITNESS 0.50 to 1.00**

(Formerly PEAC285)

1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the basic skills and strokes used in controlling play, rules, and etiquette of the game. Reviews basic ground strokes, improves serving technique, introduces advanced skills and starts on basic strategy patterns. Pres-

ents individual instruction to develop player's own personal stroke pattern and refine skills in a competitive atmosphere.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 238 GOLF 0.50 to 1.00**

*(Formerly PEAC238)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents an opportunity to develop one's knowledge and skills in the sport of golf. Instruction emphasizes swing fundamentals, rules, etiquette, history of the game and psychological aspects.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 241 WATER POLO TECHNIQUES 0.50 to 1.00**

*(Formerly PEAC242)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides the opportunity for swimmers to develop an interest in and knowledge of water polo. Presents the rules and fundamental skills of the game. Endurance training and cardiovascular fitness will be discussed.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 246 YOGA FOR FITNESS 0.50 to 1.00**

*(Formerly PEAC262)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces the fundamentals of Yoga as it relates to fitness. Students will learn a series of physical postures (asanas) as well as practical methods of proper breathing, relaxation, meditation, and concentration that promote health, alleviate stress, improve skeletal alignment and increase muscular strength and flexibility.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 247 INDEPENDENT STUDIES: KINESIOLOGY ACTIVITIES 0.50 to 2.00**

*(Formerly PEAC247)*

*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or skill development experience by an individual student in a selected topic of physical education under the direction of an instructor.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 251 DISTANCE RUNNING FOR INDIVIDUAL SUCCESS 0.50 to 1.00**

*(Formerly PEAC274)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents the key ingredients of successful distance running and their application to life long fitness. The class will prepare students for competitive distance running; 10k - 1/2 marathon distances.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 252 INTRODUCTION TO TRAIL RUNNING 0.50 to 1.00**

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents key concepts of a successful trail running program including health related fitness, appropriate gear, and trail running techniques. The course prepares student for trail running for recreation and/or competition.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 256 VOLLEYBALL TECHNIQUES 0.50 to 1.00**

*(Formerly PEAC297)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides progressive instruction for skill development in both offensive and defensive systems of volleyball. Skills practice as well as rules and strategy of game play will be presented.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 261 SOCCER 0.50 to 1.00**

*(Formerly PEAC295)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduces techniques, tactics, skills, rules and attitudes inherent to the sport of soccer.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 266 WRESTLING 0.50 to 1.00**

*(Formerly PEAC250)*

*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Presents the basic skill techniques involved in Folkstyle Wrestling. Emphasizes active participation in drill and scrimmage situations.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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**KINA 267 FREESTYLE WRESTLING** **0.50 to 1.00**  
(Formerly PEAC252)  
1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Presents the basic skill techniques involved in International Wrestling: Freestyle and Greco-Roman. Designed for both the beginning and advanced wrestler.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 271 BASKETBALL TECHNIQUES** **0.50 to 1.00**  
(Formerly PEAC292)  
1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: Students must possess advanced collegiate athletics skills and knowledge to participate, which will be determined by the instructor.  
Considers broad aspects of intercollegiate basketball. Emphasizes offensive and defensive floor strategies, the physical conditioning necessary for engaging in competitive sports, and the responsibilities required of a player who participates in a team activity.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 272 FUNDAMENTALS OF BASKETBALL** **1.00**  
3.00 hours per week: (0.00 lecture hours/3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Considers broad aspects of intercollegiate basketball. Emphasizes offensive and defensive floor strategies, the physical conditioning necessary for engaging in competitive sports, and the responsibilities required of a player who participates in a team activity.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 277 BASKETBALL TECHNIQUES AND APPLICATIONS** **0.50 to 1.00**  
(Formerly PEAC292)  
1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Emphasizes basic skills, techniques, theories, strategies, and rule interpretations used in basketball.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 278 BASKETBALL FOR LIFETIME FITNESS** **0.50 to 1.00**  
(Formerly PEAC293)  
1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: Prior participation in a high school, collegiate or club level basketball program or consent of instructor.  
Presents major concepts of basketball offense and defense, taught and played in game-like situations.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 281 SOFTBALL FUNDAMENTALS** **0.50 to 1.00**  
1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Presents theory, practice, and strategy of fastpitch softball.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 286 ADVANCED BASEBALL APPLICATIONS** **2.00**  
(Formerly PEAC296)  
6.00 hours per week: (0.00 lecture hours/6.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: KINA 287  
Designed for students of advanced ability in baseball. Fundamentals of offense, defense and advanced strategies will be stressed. Recommended for those interested in intercollegiate competition.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 287 BASEBALL TECHNIQUES** **1.00**  
(Formerly PEAC291)  
3.00 hours per week: (0.00 lecture hours/3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Presents the skills, drills, theory and practice of advanced baseball. Presents individual and team instruction to develop player's own personal skills in a competitive atmosphere.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 292 SWIMMING & DIVING APPLICATIONS** **2.00**  
(Formerly PEAC299)  
6.00 hours per week: (0.00 lecture hours/6.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Designed for students of advanced ability in swimming. Fundamentals of all four competitive strokes and advanced strategies of how to compete as an individual/team will be incorporated. Recommended for those interested in intercollegiate competition.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 293 SWIMMING TECHNIQUES** **0.50 to 1.00**  
(Formerly PEAC240)  
1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: Float in water.  
Emphasizes developing the fundamental techniques of swimming. All strokes will be taught along with elementary diving and basic survival skills. Endurance training and cardiovascular fitness will be discussed.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
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**KINA 294 LAP SWIMMING** **0.50 to 1.00**  
*1.50 - 3.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: Swim 25 yards.*

Provides training for students wishing to improve swimming skills in order to increase recreational enjoyment, to improve stroke technique, and to increase endurance, strength, and stamina.

*Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)*

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## KINESIOLOGY THEORY

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**KINE 193 KINESIOLOGY THEORY SPECIAL TOPICS** **0.50 to 4.00**  
*0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

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**KINE 201 INTRODUCTION TO KINESIOLOGY** **3.00**  
*(Formerly PETH201)*  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Presents the study of kinesiology including the history, subdisciplines, future trends, and career opportunities in the areas of teaching, coaching, allied health, and fitness professions.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

*C-ID KIN 100*

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**KINE 202 PRINCIPLES OF COACHING** **3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Presents current theory and practice in coaching education, including sport pedagogy, physiology, psychology, administration, and risk management. Issues of performance and competition specific to child, youth, and collegiate coaching are emphasized. The course is designed to prepare students to take the American Sport Education Program Coaching Principles Certification Exam and/or the California Interscholastic Federation Exam.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

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**KINE 213 INTRODUCTION TO PREVENTION AND CARE OF ATHLETIC INJURIES** **3.00**  
*(Formerly PETH213)*  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Provides the student with basic exposure to the care and prevention of activity injuries. Includes general principles in

sports medicine and athletic training.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

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**KINE 214 FOUNDATIONS FOR FITNESS** **3.00**  
*(Formerly PETH214)*  
*4.00 hours per week: (3.00 lecture hours/1.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Presents the physiological principles and other factors that provide the foundations for the development and maintenance of physical fitness and exercise. Presents opportunities for lab application of basic fitness and exercise principles.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

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**KINE 215 THEORY OF BASEBALL** **2.00**  
*(Formerly PETH215)*  
*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Presents all the fundamental phases of defensive and offensive baseball. Lectures, chalkboard discussion, demonstrations, and video studies are included in the course.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

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**KINE 216 THEORY OF TRACK AND FIELD AND CROSS COUNTRY** **2.00**  
*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*  
*Advisories: ENGL 156*

Introduces the basic description and knowledge of all track and field and cross country events. Provides advanced understanding of rules, regulations, and organization of track and field and cross country including community events.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

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**KINE 218 GROUP EXERCISE LEADERSHIP** **3.00**  
*(Formerly PETH218)*  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*  
*Advisories: ENGL 156 and KINE 201*

Presents the fundamentals of exercise programming and group class leadership. Students will demonstrate skills in assessment and monitoring of group fitness participants, learning methods of teaching group exercise classes, including general and special populations, as well as how to apply principles of adherence and motivation to group exercisers. Class will prepare students to take the ACSM Certified Group Fitness Instructor exam.

*Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)*

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**KINE 220 WELLNESS: PERSONALIZED FITNESS AND NUTRITION FOR LIFE 2.00**

(Formerly PETH220)

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents and applies the scientific principles of fitness and nutrition for a well lifestyle. Upon completion of the course, the student will be able to continue applying and implementing the fitness principles, wellness parameters, and nutritional guidelines into their personal lifestyles.

Transfer: CSU; UC (UC credit limit of 8 semester credits total in KINE courses)

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**KINE 224 CERTIFIED PERSONAL TRAINER 3.00**

(Formerly PETH224)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: BIO 212

Presents the principles of fitness training and its application to personal training for the health and fitness professional. Upon completion of this course, the student will be prepared to take the American College of Sports Medicine Certified Personal Trainer certification exam.

Transfer: CSU

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**LEADERSHIP**

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**LDER 193 LEADERSHIP SPECIAL TOPIC 0 to 0**

0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**LDER 247 INDEPENDENT STUDIES: LEADERSHIP 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or skill development experience by an individual student in a selected topic of leadership under the direction of an instructor.

Transfer: CSU

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**LDER 253 PEER COUNSELING 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: Completion of or concurrent enrollment in ENGL 156.

Peer Counseling is a practicum experience that helps to address positive mental health concepts. It prepares students to assist other students with issues and problems facing many college students, including self-acceptance, problem solving/decision making, and interpersonal relationships.

Transfer: CSU

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**LDER 256 CAMPUS PEER EDUCATOR 1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: LDER 253 completion or concurrent enrollment.

This course is designed for students who are interested in or who have been invited to be a campus peer educator. Peer education is a leadership program which takes the knowledge gained from LDER 253 and applies it in a way to promote healthy behaviors and wellness among all members of the Cuesta College community.

Transfer: CSU

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**LDER 261A PHILOSOPHY OF LEADERSHIP 1.50**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 156 completion or concurrent enrollment.

Studies group and individual leadership techniques. Identifies, classifies, and analyzes the components essential to the development of leadership. Includes definitions, traits and behaviors of leadership, personal considerations in leadership, listening skills, personal values, and problem solving. Recommended for all first-time elected or appointed officers in the Student Senate; and recommended for officers of other organizations with a voting position on the Student Senate.

Transfer: CSU

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**LDER 261B LEADERSHIP: SUCCESS STRATEGIES SEMINAR 1.50**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: ENGL 156 completion or concurrent enrollment.

This course is designed to help students create greater success in college and in life. In so doing, discover those inner qualities necessary to become an effective leader. Such qualities touched on include personal responsibility; motivating purpose; taking effective action; building mutually supportive relationships; gaining heightened self awareness; developing emotional maturity; and believing in yourself.

Transfer: CSU

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**LDER 262 STUDENT LEADERSHIP 1.00 to 3.00**

3.00 - 9.00 hours per week: (0.00 - 0.00 lecture hours/3.00 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: Completion of or concurrent enrollment in LDER 261A or LDER 261B for first-time elected or appointed officers in the Student Senate.

Provides membership experience in the Student Senate with additional leadership experiences in the planning and implementation of student activities and services. Allows students to initiate on-campus and off-campus community projects and programs.

Transfer: CSU

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**LDER 263 EXPLORING LEADERSHIP-MAKING A DIFFERENCE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Evaluates how purpose in life influences goals and leadership in a rapidly changing world. Analyzes responsibilities and commitments in the context of leadership for the common good and for purposeful change. Examines leadership potential. Explores how leaders and participants mutually shape the environment of an organization and/or community.

Transfer: CSU

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**LEGAL**

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**LGL 193 LEGAL SPECIAL TOPIC 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examine a special topic in the field of study related to the discipline offering this course.

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**LGL 217 INTRODUCTION TO LAW 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the student to the study of law and the interrelationship between law and society as a whole. Addresses the fundamental but seemingly contradictory functions the law serves as an instrument of both social control and social change. Also examines the critical role the law plays in conflict resolution, especially with regard to conflicts between majority and minority interests in society. Explores the evolution and social impact of different legal systems, competing sources of the law, and conflicting theories of the law. Integrates an examination of selected procedural and substantive areas of the law with a critical analysis of these areas as sources of social control, social change, and conflict mediation among various social groups.

Transfer: CSU; UC

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**LGL 247 INDEPENDENT STUDIES: LEGAL 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected legal topic under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**LIBRARY AND INFORMATION TECHNOLOGY**

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**LIBT 193 LIBRARY INFORMATION SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**LIBT 201 INTRODUCTION TO LIBRARY SERVICES 3.00**

(Formerly LIBT101)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Completion of or concurrent enrollment in DIST 101

Advisories: ENGL 156 with a minimum grade of C or better

Surveys the history, organization, services, personnel and functions of libraries and information centers. Provides beginning library/information technology students with an introduction and overview to the field and identifies job opportunities.

Transfer: CSU

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**LIBT 204 ORGANIZING INFORMATION 3.00**

(Formerly LIBT104)

4.00 hours per week: (2.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: LIBT 201

Advisories: ENGL 156

A practical introduction to the tasks involved with cataloging book and nonbook library materials. Includes descriptive cataloging using AACR2, subject cataloging, and classification. Covers MARC formats as well as their use in the OCLC bibliographic utility and local automated library systems.

Transfer: CSU

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**LIBT 205 LIBRARY/INFORMATION CENTER COLLECTIONS 3.00**

(Formerly LIBT105)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: LIBT 201

Provides an overview of how to select, purchase, and organize print, electronic, and other materials to stock library/information center collections.

Transfer: CSU

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**LIBT 207 WEB PAGE DEVELOPMENT 3.00**

(Formerly LIBT107)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Designed to prepare students to understand XHTML and the steps necessary to the effective design and development of a web site. All elements of web page design will be covered including such topics as content, navigation and aesthet-

ics. The student will have the opportunity to demonstrate mastery of the subject by working on a collaborative web site project. This class is for the student who is new to web page development.

*Transfer: CSU*

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**LIBT 208 LIBRARY TEAMWORK AND SUPERVISORY SKILLS 1.00**

*(Formerly LIBT108)*

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Completion of or concurrent enrollment in LIBT 201*

Introduces teamwork and supervisory skills within the context of a library department or branch. Covers how to train, motivate, counsel and evaluate employees, time management, delegation of work, communication methods, and statistical reports.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**LIBT 209 LIBRARY PUBLIC SERVICES 3.00**

*(Formerly LIBT109)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: LIBT 201*

Surveys all major library services provided to the public. Focuses on the philosophy, policies and procedures associated with reference/information and circulation services. Major emphasis is placed on skill building in defining and executing search strategies that answer information questions from the public.

*Transfer: CSU*

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**LIBT 210 SCHOOL LIBRARY/MEDIA CENTER SERVICES 3.00**

*(Formerly LIBT110)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: LIBT 201*

Explores the role of the school library media program in the educational community. Introduces students to the basic skills and competencies necessary to provide effective school library media programs for grades K-12.

*Transfer: CSU*

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**LIBT 212 RESEARCH SKILLS FOR INFORMATION AGE 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

An information literacy course for students wishing to improve their research skills. This course will prepare students to effectively address different information questions, problems or issues by providing them with the skills to locate, interpret, analyze, synthesize, evaluate and communicate information.

*Transfer: CSU; UC*

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**LIBT 213 ADVANCED INTERNET SEARCHING 1.00**

*(Formerly LIBT113)*

*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Focuses on advanced search techniques, strategies, and concepts to locate a variety of information resources for personal and academic needs. Students will learn how to formulate effective search queries, select appropriate information resources, and retrieve and evaluate information from these resources.

*Transfer: CSU*

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**LIBT 214 INFORMATION TECHNOLOGY INTERNSHIP 2.00**

*(Formerly LIBT114)*

*5.00 hours per week: (0.50 lecture hours/4.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Completion of with a grade of C or better or concurrent enrollment in 10 Library/Information Technology units from LIBT 201, LIBT 204, LIBT 205, LIBT 208, LIBT 209, LIBT 215, or LIBT 217 or ten Web Development Technology units from ART 220, BUS 243, BUS 248, LIBT 202, LIBT 206, LIBT 211, LIBT 216, or LIBT 217 and Consent of the instructor.*

Provides structured on-the-job experience in an appropriate information technology environment. (e.g., information center, library, business, etc.)

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**LIBT 215 TECHNOLOGY IN THE WORKPLACE 3.00**

*(Formerly LIBT115)*

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

This course offers a practical look at proper approaches and techniques used to understand, utilize and troubleshoot workplace technology-- particularly computer and multimedia technology.

*Transfer: CSU*

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**LIBT 217 ETHICS IN THE INFORMATION AGE 1.00**

*(Formerly LIBT117)*

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Focuses on ethical and legal issues of information access and publishing as applicable to the Internet. Include a basic knowledge of copyright laws, security and privacy issues, Internet advertising, and the appropriate use of the Internet as an information delivery system.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**LIBT 218 CONNECTING ADOLESCENTS WITH LITERATURE AND LIBRARIES 3.00**

*(Formerly LIBT118)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Explores the literature and electronic resources essential for library technicians to work effectively with adolescents in

the information age. Issues of materials selection, evaluation and youth programming will be related to teenage trends, popular culture, multiculturalism and other contemporary subjects of importance to adolescents.

*Transfer: CSU*

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**LIBT 220 FUNDAMENTALS OF CASCADING STYLE SHEETS 1.00**

*(Formerly LIBT120)*

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: LIBT 207 or concurrent enrollment*

Introduces the fundamentals of CSS for the Web Page Developer. The essential elements such as selectors, positioning, floating, and vertical alignment, tables, and other topics will be explored.

*Transfer: CSU*

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**LIBT 247 INDEPENDENT STUDIES: LIBRARY/INFORMATION TECHNOLOGY 0.50 to 2.00**

*1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: LIBT 201 and other preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Library/Information Technology (more specialized than is covered in the curriculum) under the direction of an instructor.

*Transfer: CSU*

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**LICENSED VOCATIONAL NURSING**

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**LVN 101 THEORY I: FUNDAMENTALS, MOTHER/BABY AND ACUTE ADULT 7.00**

*7.00 hours per week: (7.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Program admission*

*Corequisites: LVN 101A and LVN 101AL and LVN 101B*

Prepares students to practice vocational nursing. The Caring Framework is used for the study of nursing fundamentals, nursing process, and standard nursing and medical care for a variety of common disease states. The course compares and contrasts nursing care systems and roles employed in health maintenance, acute illness, surgical care, rehabilitation nursing for adults and elderly, and perinatal nursing. Adapting standard nursing care to meet the needs of the elderly is a focus for the LVN role.

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**LVN 101A SKILLS THEORY I: ADULT, MOTHER/BABY, AND MEDICATION ADMINISTRATION 7.00**

*7.00 hours per week: (7.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Corequisites: LVN 101 and LVN 101AL and LVN 101B*

Apply theory to demonstration of basic nursing skills based

on scientific principles: Use legal and LVN Scope to learn safe patient care and nursing skills. Apply relevant steps in the nursing process: assessment, planning, implementing, evaluation and documentation. Application of pharmacology and methods that foster safe medication administration are a major focus. Methods for basic nursing skills and care of the perinatal patient and newborn are introduced.

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**LVN 101AL SKILLS LAB I: BASIC CARE, ADULT, MOTHER/BABY, MEDICATION ADMINISTRATION 2.50**

*7.50 hours per week: (0.00 lecture hours/7.50 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Corequisites: LVN 101 and LVN 101A and LVN 101B*

Provides opportunity for supervised practice of basic nursing skills in a simulated clinical setting. During their practice, students apply relationships between theory concepts and nursing skills relevant to steps in the nursing process: assessment, planning, implementing, evaluations and documentation. Emphasis is placed on meeting critical elements of hands-on skills, practicing a consistent method of medication administration, and practicing documentation and patient interactions. Students demonstrate competent skill performance in a simulated clinical setting. Provides opportunity for supervised practice of basic nursing skills in a simulated clinical setting. During their practice, students apply relationships between theory concepts and nursing skills relevant to steps in the nursing process: assessment, planning, implementing, evaluations and documentation. Emphasis is placed on meeting critical elements of hands-on skills, practicing a consistent method of medication administration, and practicing documentation and patient interactions. Students demonstrate competent skill performance in a simulated clinical setting.

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**LVN 101B CLINICAL I: MEDICATION ADMINISTRATION, BASIC CARE 5.00**

*15.00 hours per week: (0.00 lecture hours/ 15.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Corequisites: LVN 101 and LVN 101A and LVN 101AL*

Apply fundamental principles of theory and skills courses in the care of patients in long term-care, physical rehabilitation settings. Mental & spiritual health concepts and socio-cultural aspects are explored as they apply to individually assigned patients.

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**LVN 102 THEORY II: PERIOPERATIVE, PEDIATRICS, CHRONIC DISEASE 7.00**

*7.00 hours per week: (7.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: LVN 101B*

*Corequisites: LVN 102A and LVN 102AL and LVN 102B*

Prepares the licensed vocational student nurse to care for patients and integrate concepts of perioperative nursing, pediatric nursing, chronic disease and dependent care across the lifespan. Concepts fundamental to the leadership, supervision and delegation roles are presented.

[Click for Course Student Learning Outcomes](#)

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**LVN 102A SKILLS THEORY II: PERIOPERATIVE, PEDIATRICS, CHRONIC DISEASE 7.00**

7.00 hours per week: (7.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: LVN 101B

Corequisites: LVN 102 and LVN 102AL and LVN 102B

Applies nursing concepts and skills through theory and demonstration to more complex clients based on scientific principles. Concepts from theory include chronic disease, perioperative problems, and pediatric assessment and skills. Planning and implementing patient care is relevant to steps in the nursing process: assessment, planning, implementing, evaluation and documentation.

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**LVN 102AL SKILLS LAB II: PERIOPERATIVE, PEDIATRICS, CHRONIC DISEASE 2.50**

7.50 hours per week: (0.00 lecture hours/7.50 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: LVN 101B

Corequisites: LVN 102 and LVN 102A and LVN 102B

Provides opportunity for supervised practice of specific nursing skills in a simulated clinical setting. During their practice, students apply relationships between theory concepts and nursing skills relevant to steps in the nursing process: assessment, planning, implementing, evaluations and documentation. Emphasis is placed on meeting critical elements of hands-on skills, adhering to a consistent method of medication administration, and practicing documentation and patient interactions for pediatric clients, clients with chronic illness, and dependent care clients. Tools for leadership and supervision are also practiced.

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**LVN 102B CLINICAL II: ADULT ACUTE, MOTHER/BABY, PEDIATRIC CARE 5.00**

15.00 hours per week: (0.00 lecture hours/ 15.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: LVN 101B

Corequisites: LVN 102 and LVN 102A and LVN 102AL

Applies concepts and skills learned with integration to the care of the acute adult, the obstetric, neonate, and pediatric client. An emphasis on normal growth and development process in relationship to disease is emphasized. The family as a whole system of interactions for patient teaching and the administration of culturally sensitive care is applied to diverse clinical setting. Application of the critical elements for clinical skills performance.

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**LVN 103 THEORY III: COMMUNITY AND MENTAL HEALTH NURSING 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: LVN 102B

Corequisites: LVN 103A and LVN 103B

Prepares student in community health and mental health nursing. Also prepares student for NCLEX exam success.

[Click for Course Student Learning Outcomes](#)

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**LVN 103A SKILLS THEORY III: COMMUNITY AND MENTAL HEALTH NURSING 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: LVN 102B

Corequisites: LVN 103: and LVN 103B

Applies nursing concepts through theory and demonstration of advanced vocational nursing skills based on scientific principles. Planning & implementing patient care for patients in the community and psychiatric setting. Emphasis is placed on the unique needs of the mental health and community based patient with multiple health care needs. NCLEX preparedness is also presented..

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**LVN 103B CLINICAL III: MENTAL HEALTH, TEAM LEADING, PRECEPTORSHIP 3.00**

9.00 hours per week: (0.00 lecture hours/9.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: LVN 102B

Corequisites: LVN 103 and LVN 103A

Prepares students to make the transition from student vocational nurse to entry-level practice. The principles learned in co-requisites and previous theory and skills level courses are applied to care of patients in skilled nursing settings. Students are challenged with more complicated patients in a variety of settings, including caring for the patient with mental health priorities. This course also includes a 108 hour preceptorship component at the end of the semester.

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**LVN 104 BASIC INTRAVENOUS THERAPY, BLOOD ADMINISTRATION, AND PHLEBOTOMY 1.50**

1.50 hours per week: (1.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: LVN 103B or May have current and active LVN license from the Board of Vocational Nursing and Psychiatric Technicians of the State of California.

Corequisites: LVN 104L

Prepares the Licensed Vocational Nurse who has successfully completed LVN 103B or its equivalent to initiate intravenous therapy, phlebotomy, and blood product transfusion. This course prepares the LVN for certification that meets standards of the California State Board of Vocational Nurses and Psychiatric Technicians.

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**LVN 104L BASIC INTRAVENOUS THERAPY, BLOOD ADMINISTRATION AND PHLEBOTOMY LAB 0.50**

1.50 hours per week: (0.00 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: LVN 103B or May have current and active LVN license from the State of California Board of Vocational Nursing and Psychiatric Technicians of the State of California.

Corequisites: LVN 104

Prepares students to perform venipuncture and initiate and monitor administration of IV fluid, blood and blood products, and withdraw venous blood for diagnostic purposes. (Formerly part of LVN104 as one class)

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**LVN 193 LVN SPECIAL TOPICS** **0.50 to 4.00**  
*1.50 -12.00 hours per week: (0.00 lecture hours/1.50 -12.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.  
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## MATHEMATICS

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**MATH 003 ARITHMETIC** **3.00**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Credit - Not Degree Applicable*  
*P/NP Only*

Provides a review of the basic skills of arithmetic. Designed as a transitional course for students who have either not taken a mathematics course for a considerable period of time or who have been in a tutorial program. This course is organized in a regular classroom setting to prepare students for a pre-algebra course.  
[Click for Course Student Learning Outcomes](#)

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**MATH 007 PREALGEBRA** **4.00**  
*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*  
*Credit - Not Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: MATH 003*

Presents the mathematical concepts and arithmetic skills necessary for success in elementary algebra and for further work in mathematics. The concepts are applied to numerous practical problems in order to demonstrate their applicability to real life situations. Not open to students with credit in MATH 123 or its equivalent or any course for which MATH 123 is the prerequisite.  
[Click for Course Student Learning Outcomes](#)

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**MATH 008 INTRODUCTION TO FACTORING** **1.00**  
*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*  
*Credit - Not Degree Applicable*  
*P/NP Only*

Introduces the student to methods of factoring polynomials. Presents the topic from geometric, numeric and algebraic perspectives. Multi-sensory approaches will include manipulatives and graphing. Students should have proficiency in whole number arithmetic skills, including positives and negatives and knowledge of procedures for solving simple linear equations.  
[Click for Course Student Learning Outcomes](#)

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**MATH 021 TWO-SEMESTER BEGINNING ALGEBRA: PART 1** **5.00**  
*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*  
*Credit - Not Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: MATH 007*

Presents the first half of a two-semester course in beginning algebra for the student who has no algebraic background. This course enables students to complete the equivalent of Elementary Algebra, (MATH 123) at a slower pace. Successful completion of MATH 021 or equivalent and MATH 122 is equivalent to MATH 123.  
[Click for Course Student Learning Outcomes](#)

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**MATH 112 CONVERTING MEASUREMENTS** **1.00**  
*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*P/NP Only*

Introduces the student to methods of converting from one measurement unit to another. Emphasis will be on basic applications from nutrition, nursing, chemistry, physical sciences and other disciplines.  
[Click for Course Student Learning Outcomes](#)

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**MATH 114 WORD PROBLEMS** **1.00**  
*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*P/NP Only*  
*Prerequisites: MATH 123 and MATH 127*

This course presents strategies for successfully solving word problems such as distance, mixture, work and others at the elementary and intermediate algebra level. This course is intended to help students with word problems in MATH 123 and MATH 127.  
[Click for Course Student Learning Outcomes](#)

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**MATH 122 TWO-SEMESTER BEGINNING ALGEBRA: PART 2** **5.00**  
*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: MATH 021 with a minimum grade of C or better*

Presents the second half of a two-semester course in beginning algebra for the student who has no algebraic background. This course enables the students to complete the equivalent of Elementary Algebra (MATH 123) at a slower pace. Successful completion of MATH 021 or equivalent and MATH 122 is equivalent to MATH 123.  
[Click for Course Student Learning Outcomes](#)

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**MATH 123 ELEMENTARY ALGEBRA** **5.00**  
*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: MATH 007*

Presents a first course in algebra for the student without any algebraic background. Topics include solving linear equations and inequalities, solving quadratic equations by factoring, polynomial expressions, factoring, graphing linear equations and inequalities in the variables, solving systems of two linear equations and radical expressions and equations.  
[Click for Course Student Learning Outcomes](#)

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**MATH 126A TWO-SEMESTER INTERMEDIATE ALGEBRA: PART 1** **5.00**  
*5.00 hours per week: (5.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: MATH 122 or MATH 123*

Presents the first half of a two-semester course in intermediate algebra. This course enables students to complete the equivalent of Intermediate Algebra (MATH 127) at a slower pace. Topics include factoring polynomial expressions, simplifying rational expressions, absolute value equations and inequalities, functions and relations, and solving systems of linear equations and inequalities.  
[Click for Course Student Learning Outcomes](#)

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**MATH 126B TWO-SEMESTER INTERMEDIATE ALGEBRA-  
PART 2** **5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 126A

Presents the second half of a two-semester course in Intermediate Algebra. This course enables students to complete Intermediate Algebra (MATH 127) at a slower pace. Topics include functions and relations, quadratic equations, exponential and logarithmic functions, inverse functions, and sequences and series.

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**MATH 127 INTERMEDIATE ALGEBRA** **5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123

Broadens and adds to the concepts of elementary algebra. Such additions include rational expressions, quadratic equations, functions, exponential and logarithmic functions, inverse of functions, solving systems of two or more linear equations, and sequences and series.

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**MATH 128 APPLIED BEGINNING AND INTERMEDIATE  
ALGEBRA** **6.00**

6.00 hours per week: (6.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 007 with a minimum grade of C or better

Accelerated preparation for Introduction to Applied Statistics(Math 236) or College Mathematics for the Humanities (Math 230). Topics include calculations and error analysis on real number data, development of equations, formulas, and functions as mathematical models, exploratory data analysis, introduction to probability, and the development of statistical literacy. This course is designed for students who want an alternative to the Math 123/Math 127 sequence for meeting the math requirement of the Associates degree, or who intend to take Math 236, Math 232, or Math 230 to meet transfer requirements. Not intended for science, technology, engineering, math, or business majors

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**MATH 193 MATH SPECIAL TOPIC** **0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**MATH 229 TRIGONOMETRY** **4.00**

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 127 or MATH 126B and geometry or equivalent courses with a grade of C or better

Advisories: MATH 242

Presents trigonometry from a function approach using both right triangle and circular relationships. The relationships between the angles and sides of triangles and relationships

between central angles and the coordinates of points on a circle are developed. The course is designed to prepare the student for further study in the mathematics required in the sciences and technical areas.

Transfer: CSU

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**MATH 230 COLLEGE MATHEMATICS FOR THE  
HUMANITIES** **3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 127, MATH 126B, or MATH 128 or equivalent with a grade of C or better

Presents applications of intermediate algebra and critical thinking to solving contemporary problems in mathematics. Topics include mathematical reasoning with four additional topics selected from number systems, number theory, finance, computer applications, probability, statistics and mathematical modeling.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**MATH 231 TRIGONOMETRY WITH GEOMETRIC  
FOUNDATIONS** **5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 127

Presents the entire content of MATH 229 Trigonometry with topics from MATH 225 Geometry. Topics include trigonometric functions, equations, graphs, identities, and solution of triangles. Also includes geometric congruence, properties of polygons, parallel lines, similarity, areas, and volumes.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**MATH 232 COLLEGE ALGEBRA** **3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Suggested - MATH 127 or MATH 126B or MATH 128 or equivalent with a grade of C or better

Presents a study of college algebra and analytic geometry with an emphasis on mathematical modeling. Covers such topics as algebraic equations and inequalities, functions and graphs, zeros of functions, rational functions, exponential and logarithmic functions, conic sections, and systems of equations.

Transfer: CSU; UC

C-ID MATH 150

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**MATH 236 INTRODUCTION TO APPLIED STATISTICS** **3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 127 or MATH 126B or MATH 128 or equivalent with a minimum grade of C or better

Presents an introduction to the study of basic descriptive and inferential statistical methods, with an emphasis on applications, to prepare students for work in the disciplines of

psychology, sociology, education, life sciences, and applied science.

Transfer: CSU; UC

C-ID MATH 110

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**MATH 242 PRECALCULUS ALGEBRA** 5.00

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 127 or MATH 126B or equivalent with a grade of C or better

Presents a study of precalculus algebra and analytic geometry. Covers such topics as algebraic equations and inequalities, functions and graphs, zeros of functions, polynomial functions, rational functions, exponential and logarithmic functions, parametric equations, conic sections, systems of equations and inequalities, matrices, determinants, sequences and series. The course is designed to prepare the student for calculus.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**MATH 247 INTRODUCTION TO STATISTICS** 4.00

4.00 hours per week: (4.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 126B or MATH 127 with a minimum grade of C or better

Presents a study of basic descriptive and inferential statistics designed to prepare students for work in the fields of economics, business, psychology, education, mathematics and applied science.

Transfer: CSU; UC

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**MATH 255 CALCULUS FOR BUSINESS AND MANAGEMENT** 3.00

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 242 with a minimum grade of C or better

Presents a study of the techniques of calculus with emphasis placed on the application of these concepts to business and management related problems. The applications of derivatives and integrals of functions including polynomials, rational, exponential and logarithmic functions are studied.

Transfer: CSU; UC

C-ID MATH 140

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**MATH 265A CALCULUS I** 5.00

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 242 and MATH 229 or MATH 231 or equivalent with a grade of C or better

Presents a study of analytic geometry, limits, continuity, the calculus of algebraic, trigonometric, exponential and logarithmic functions as well as applications of the derivative and integral. Every topic will be taught geometrically, numerically, and algebraically.

Transfer: CSU; UC

C-ID MATH 210

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**MATH 265B CALCULUS II** 5.00

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 265A

Presents a continuing study on integration, some first and second order differential equations, infinite sequences and series, Taylor series, parameterized curves, polar curves, and their applications. Every topic will be taught geometrically, numerically, and algebraically.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**MATH 283 CALCULUS III: MULTIVARIABLE CALCULUS** 5.00

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 265B

Presents a study of vectors, differentiation and integration of multiple variable functions, parametric curves in two and three dimensions, optimization, line integrals, and the calculus of vector fields. Specific topics include vector functions, partial derivatives, surfaces, parametric equations, multiple integrals (with rectangular, polar, cylindrical, and spherical coordinates), and vector calculus (including line integrals, flux integrals, Greens Theorem, the Divergence Theorem, and Stokes Theorem). Every topic will be taught geometrically, numerically, and algebraically.

Transfer: CSU; UC

C-ID MATH 230

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**MATH 287 ORDINARY DIFFERENTIAL EQUATIONS AND LINEAR ALGEBRA** 5.00

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 265B with a minimum grade of C or better

Presents a study of separable and linear ordinary differential equations with selected applications; numerical and analytical solutions; second order differential equations; Laplace transforms. Delves into Linear Algebra with a study of vectors in n-space, matrices, linear transformations, eigenvalues, eigenvectors, diagonalization; applies linear algebra in the study of systems of linear differential equation.

Transfer: CSU; UC

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**MEDICAL ASSISTING**

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**MAST 109 PHLEBOTOMY** 2.50

2.78 hours per week: (2.78 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Student must be 18 years of age by the first class meeting. Proof of high school or equivalent education.

Corequisites: MAST 109L and Health Care Provider CPR

Advisories: NRAD 222

Designed to prepare the student in essential blood specimen collecting skills to fulfill CA State phlebotomy certificate requirements. Student is required to bring a valid CA driver's license or CA photo ID card to the first class meeting

to show proof of age. Must be 18 years or older to be certified.

[Click for Course Student Learning Outcomes](#)

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**MAST 109L PHLEBOTOMY EXTERNSHIP 1.00**

*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Student must be 18 years of age by the first class meeting.*

*Corequisites: MAST 109*

*Advisories: NRAD 222*

Provide students the opportunity of an externship to apply knowledge and skills to an acute and/or ambulatory care laboratory setting.

[Click for Course Student Learning Outcomes](#)

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**MAST 110 MEDICAL ASSISTING BASICS 2.00**

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Introduces the medical assisting role and responsibilities, professionalism, and medical terminology. Concepts of anatomy, physiology, and computer basics are presented to facilitate entry level medical assisting practice.

[Click for Course Student Learning Outcomes](#)

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**MAST 111 MEDICAL ASSISTING FAST TRACK 11.00**

*11.33 hours per week: ( 11.33 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: MAST 110 or Concurrent enrollment in MAST 110; Student must be 18 years of age by the first class meeting*

*Corequisites: MAST 111L and Current Health Care Provider CPR and Standard First Aid*

*Advisories: NRAD 222*

Prepares the student for entry level employment as a medical assistant and approved state or national certification exam. Must be 18 years or older to be certified.

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**MAST 111L MEDICAL ASSISTING FAST TRACK LAB 1.00**

*3.78 hours per week: (0.00 lecture hours/3.78 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Prerequisites: Student must be 18 yrs of age by the first class meeting.*

*Corequisites: MAST 111 and Current Health Care Provider CPR and Standard First Aid*

Provides the opportunity to apply theory during skills lab practice and externship. Placement in a community front and back office site helps the student perform various skills, communications techniques and professionalism under the direction of a preceptor. This experience provides marketability for employment as a medical assistant and approved state or national certification exam. Must be 18 years or older to be certified.

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**MAST 193 MEDICAL ASSISTING SPECIAL TOPIC 0.50 to 4.00**

*1.50 -12.00 hours per week: (0.00 lecture hours/1.50 -12.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

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**METEOROLOGY**

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**METE 193 METEOROLOGY SPECIAL TOPIC 0.50 to 4.00**

*1.50 -12.00 hours per week: (0.00 - 0.00 lecture hours/1.50 -12.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

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**METE 212 INTRODUCTION TO METEOROLOGY 3.00**

*(Formerly OCEN212)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: MATH 123*

*Advisories: ENGL 156*

Introduces the fundamentals of meteorology, including the nature and origin of the atmosphere. Topics include atmospheric circulation, humidity, cloud formation, precipitation, storm growth, cyclone development, climates of the earth, and global climate change.

*Transfer: CSU; UC*

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**MUSIC**

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**MUS 193 MUSIC SPECIAL TOPIC 0.50 to 4.00**

*0.00 - 0.00 hours per week: (0.00 lecture hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

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**MUS 193E CHORAL ENSEMBLE TOUR 3.00**

*9.00 hours per week: (0.00 lecture hours/9.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Studies, rehearses, and performs jazz and vocal chamber literature of French and American cultures. Nine performances in France, and two local performances (pre-tour and post-tour) will be a large part of the class.

[Click for Course Student Learning Outcomes](#)

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**MUS 201 FUNDAMENTALS OF MUSIC (MUSIC THEORY I) 3.00**

*(Formerly MUS239)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: No previous musical experience necessary*

Explores the basics of tonal music, its place in culture and writing music using excerpts of great pieces and the opportunity to make original compositions. Topics include, music in our culture, creating your own music, staff notation in treble and bass clefs, rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; and diatonic chords. Aimed at the non-major or the potential music ma-



for who does not have the necessary background for MUS 204A.

*Transfer: CSU; UC*

*C-ID MUS 110*

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**MUS 204A MUSIC THEORY II 3.00**

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: MUS 201 or placement test*

*Corequisites: MUS 205A*

*Advisories: Keyboard skills or Piano class.*

Incorporates the concepts from Music Fundamentals (Music Theory I) and continues the four semester program. Some students with prior music training maybe able to test into this course. Through guided composition and analysis, the course will include: an introduction to two-part counterpoint; voice leading involving four-part chorale writing; diatonic harmony; and an introduction to secondary/applied chords and modulation.

*Transfer: CSU; UC*

*C-ID MUS 130*

[Click for Course Student Learning Outcomes](#)

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**MUS 204B MUSIC THEORY III 3.00**

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: MUS 204A*

*Corequisites: MUS 205B*

Incorporates the concepts from Music Theory II and continues the four semester program. Through writing and analysis, the course will include: introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; introduction to Neapolitan and augmented-sixth chords. Required of all music majors.

*Transfer: CSU; UC*

*C-ID MUS 140*

[Click for Course Student Learning Outcomes](#)

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**MUS 204C MUSIC THEORY IV 3.00**

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: MUS 204B*

*Corequisites: MUS 205C*

Incorporates the concepts from Music Theory III. Through writing and analysis, the course will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants; and 20th century techniques such as: Impressionism, tone rows, set theory, pandiatonicism and polytonalism, meter and rhythm.

*Transfer: CSU; UC*

*C-ID MUS 150*

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**MUS 205A MUSICIANSHIP II 1.00**

*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Corequisites: MUS 204A*

Applies and develops the rhythmic, melodic, and harmonic materials of Music Theory II through ear training, sight singing, analysis, and dictation.

*Transfer: CSU; UC*

*C-ID MUS 135*

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**MUS 205B MUSICIANSHIP III 1.00**

*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: MUS 205A*

*Corequisites: MUS 204B*

Applies and develops the rhythmic, melodic, and harmonic materials of Music Theory III through ear training, sight singing, analysis, and dictation.

*Transfer: CSU; UC*

*C-ID MUS 145*

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**MUS 205C MUSICIANSHIP IV 1.00**

*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: MUS 205B*

*Corequisites: MUS 204C*

Applies and develops the rhythmic, melodic, and harmonic materials of Music Theory IV through ear training, sight singing, analysis, and dictation.

*Transfer: CSU; UC*

*C-ID MUS 155*

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**MUS 212 APPLIED MUSIC (PRIVATE LESSONS) 2.00**

*7.00 hours per week: (0.00 lecture hours/7.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Final admittance to course based on audition.*

*Corequisites: One of the following: MUS 201 or, MUS 204A and 205A or, MUS 204B and 205B or, MUS 204C and 205C AND one of the following: MUS 223 or, MUS 225 or, MUS 228 or, MUS 229 or, MUS 231 or, MUS 245*

Consists of individualized study of the appropriate techniques and repertoire for the specific instrument or voice being studied. The emphasis is on the progressive development of skills needed for solo performance. Achievement is evaluated through a juried performance. The student is required to practice on campus a minimum of five hours per week, and to enroll and participate in a large performing music ensemble. Applied lessons are available in voice, piano, strings, guitar, woodwinds, brass, and percussion.

*Repeatable 3 time(s).*

*Transfer: CSU; UC*

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**MUS 220 ELEMENTARY VOICE 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Presents a study of the techniques of voice training for solo singing. Music will range through appropriate song repertoire and selections from musicals. Class performance required.

Transfer: CSU; UC

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**MUS 222 INTERMEDIATE VOICE 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MUS 220 or equivalent or audition and/or consent of instructor.

Provides an opportunity for students to continue with advanced study of singing and preparation of song repertoire on an individual basis. Public performance required.

Transfer: CSU; UC

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**MUS 223 VOCAL JAZZ ENSEMBLE 2.00 to 3.00**

6.00 - 9.00 hours per week: (0.00 lecture hours/6.00 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: MUS 228 or MUS 229

Presents the study and performance of literature in the vocal jazz and popular music genre with emphasis upon vocal improvisation in the jazz and scat style. Student compositions and arrangements will be encouraged. Attendance at scheduled performances is required.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 224 VOCAL JAZZ WORKSHOP 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition or consent of instructor

Practice and study vocal jazz literature and techniques. Introduce vocal jazz improvisation and vocal jazz harmonies.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**MUS 225 WIND ENSEMBLE 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition or consent of director.

Studies, rehearses, and performs of wind band literature, with an emphasis on the development of skills needed to perform within an ensemble. Different literature will be studied each semester. Choice of ensemble is based on each student's identified major instrument. Limited to those students who have had experience with wind and percussion instruments.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 227 CHAMBER MUSIC ENSEMBLE 1.00 to 3.00**

3.00 - 9.00 hours per week: (0.00 - 0.00 lecture hours/3.00 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition or consent of instructor.

Studies, rehearses, and performs chamber music (small ensemble) literature, with an emphasis on the development of skills needed to perform within an ensemble. Different literature will be studied each semester.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 228 MIXED CHORUS 1.00 to 3.00**

3.00 - 9.00 hours per week: (0.00 lecture hours/3.00 - 9.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition or consent of instructor

Advisories: Knowledge of music notation

Presents the study and performance of appropriate choral literature selected from the wide variety of historic eras and musical styles from the 16th Century to the present. Public performance required.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 229 CHAMBER SINGERS 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition or consent of instructor

Advisories: Previous choral experience

Studies, rehearses, and public performs madrigals and vocal chamber literature of all cultures and time periods. Frequent performances on and off campus will be a large part of the class with different music each semester.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 231 JAZZ ENSEMBLE (BIG BAND) 1.50 to 3.00**

2.50 - 5.00 hours per week: (1.00 - 2.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Ability to play an instrument and sight read. Audition or consent of instructor.

Provides for study, rehearsal, and public performance of big band literature. This course has an emphasis on the development of skills needed to perform this music in an ensemble. Attendance at scheduled performances is required.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 232 BEGINNING JAZZ IMPROVISATION 2.00**

3.00 hours per week: (1.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: MUS 201

Introduces students to the skills and principles of Jazz Improvisation. Includes a basic study of scales, chords and the transcription process.

Transfer: CSU; UC

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**MUS 233 JAZZ IMPROVISATION 2.00**

3.00 hours per week: (2.00 lecture hours/1.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: Completion of MUS 201 or equivalent and concurrent enrollment in MUS 227

Provides an opportunity for the analysis and practice of jazz improvisation. Includes study of scales, chords and the transcription process.

Transfer: CSU; UC

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**MUS 234 ARRANGING, SCORING, AND ORCHESTRATION 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MUS 204B or equivalent and knowledge of jazz literature, styles and basic piano skills.

Advisories: Concurrent enrollment in MUS 223, MUS 225, MUS 227, MUS 228, MUS 229, MUS 231, or MUS 232A.

Provides an opportunity for composing, arranging and orchestrating for jazz ensembles and orchestras. Focuses on the analysis of jazz and classical harmonic practices, relation of contemporary melodic and rhythmic concepts to instrumentation.

Transfer: CSU; UC

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**MUS 235 MUSIC APPRECIATION: CLASSICAL MUSIC 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Surveys classical art music in western civilization. Topics studied include but are not limited to elements of music, basic musical forms, music periods, styles, and the role of music and musicians in the western world.

Transfer: CSU; UC

C-ID MUS 100

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**MUS 236 MUSIC APPRECIATION: WORLD MUSIC 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Surveys the music that is unique to different parts of the world. There will be emphasis on the elements of each kind of music, the instruments, form, style and the role that each music plays in its society.

Transfer: CSU; UC

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**MUS 237 MUSIC APPRECIATION: AMERICAN POPULAR MUSIC 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the non-music major to the history and literature of the popular music movement in the United States. Emphasizes musical styles and personalities from the late forties to the present.

Transfer: CSU; UC

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**MUS 238 MUSIC APPRECIATION: JAZZ HISTORY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the history and literature of jazz music in the United States. Emphasizes the styles and musical personalities involved from 1900 to the present. Designed for the non-music major.

Transfer: CSU; UC

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**MUS 240 RECORDING ARTS I: FUNDAMENTALS OF AUDIO TECHNOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: MUS 201

Introduction to audio technology, including sound characteristics, signal flow, basic recording console functions, microphone types and techniques, signal processing, and mixing techniques.

Transfer: CSU

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**MUS 241 RECORDING ARTS II: STUDIO WORKSHOP 3.00**

4.00 hours per week: (3.00 lecture hours/1.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MUS 240

Provides the student with an in-depth introduction to audio equipment and techniques. Topics include basic studio procedures, equipment design and proper use of multitrack techniques using the Didi design Pro Tools HD System and D-Command Console.

Transfer: CSU

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**MUS 244A BEGINNING SMALL GROUP JAZZ PEDAGOGY PRACTICUM 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MUS 245 or Consent of Instructor

Gives students a chance to develop rehearsal and teaching skills under the guidance of a master teacher in the small group jazz setting. Each student will be required to lead rehearsals and develop a notebook of rehearsal techniques.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**MUS 244B ADVANCED SMALL GROUP JAZZ PRACTICUM 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MUS 245

Gives students a chance to develop rehearsal and teaching skills under the guidance of a master teacher and experience leadership in the small group jazz setting. Each student will be required to lead rehearsals and develop a notebook of rehearsal techniques.

Transfer: CSU; UC

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**MUS 245 JAZZ WORKSHOP 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition or consent of instructor.

Advisories: Ability to play an instrument

Performs music for small jazz ensembles, with an emphasis on the development of skills needed to publicly perform this music. The class is divided into different groups all playing different literature each semester. Stresses stylistic interpretation and ensemble playing.

Repeatable 3 time(s).

Transfer: CSU; UC

C-ID MUS 180

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**MUS 247 INDEPENDENT STUDIES: MUSIC 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Audition and/or consent of instructor.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of music under the direction of an instructor.

Transfer: CSU; UC

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**MUS 257 ELEMENTARY PIANO FOR MUSICIANS 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The ability to read standard music notation.

Introduces the student to piano skills needed to pass a piano proficiency examination including practical keyboard facility, elementary sight-reading, harmony, transposition, ensemble playing, open score reading and performance of elementary and intermediate piano repertoire. It is assumed that the student can read standard music notation.

Transfer: CSU; UC

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**MUS 258 ELEMENTARY PIANO 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the student to practical keyboard facility, reading music notation, elementary sight reading, harmony and performance of elementary piano repertoire.

Transfer: CSU; UC

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**MUS 259 INTERMEDIATE PIANO 1.00 to 2.00**

2.00 - 4.00 hours per week: (0.50 - 1.00 lecture hours/1.50 - 3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MUS 258 or equivalent or audition and/or consent of the instructor.

The study and performance of concert piano literature from Baroque, Classic, Romantic, and 20th Century time periods. The student will develop and improve pianistic skills and repertoire.

Transfer: CSU; UC

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**MUS 266 CHORAL MUSIC 1: MUSIC OF THE MASTERS 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Audition for placement and consent of the instructor

Study and performance of major historical choral works with emphasis on master composers. These include, but are not limited to, J.S. Bach, W.A. Mozart, Joseph Haydn, Felix Mendelssohn, Johannes Brahms, Ludwig van Beethoven, Giuseppe Verdi, Benjamin Britten, and Igor Stravinsky. Students will develop and improve choral music techniques through rehearsing great choral works. Auditions will be scheduled at the beginning of each semester. May be taken four semesters for credit.

Transfer: CSU

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**MUS 267 OPERA/MUSICAL THEATER WORKSHOP 2.00**

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: MUS 220

Presents an opportunity for students to prepare dramatic musical material, including ensemble as well as solo pieces, and allow them to explore acting and movement principles in performance. The course will be a combination of discussions on dramatic and character analysis, individual coaching sessions, rehearsal and performances.

Transfer: CSU; UC

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**MUS 270 ELEMENTARY GUITAR 2.00**

3.00 hours per week: (1.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Introduces the techniques of playing the guitar. Topics include reading music, flat picking and finger picking, chords, and the playing of melodies. No previous musical experience is required. Students must provide their own acoustic or electric guitar.

Transfer: CSU; UC

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**MUS 271 INTERMEDIATE GUITAR 2.00**

3.00 hours per week: (1.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MUS 270 or equivalent playing experience and ability to read standard music notation.

Continues the foundational techniques of playing the guitar and provides more depth of skill study. Topics include playing more advanced literature, chords, scales and accompaniment.

Transfer: CSU; UC

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**NURSING ASSISTANT**

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**NAST 148 NURSING ASSISTANT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Corequisites: NAST 148L

Advisories: ENGL 156

Presents theory necessary for basic nursing care. Upon completion of this course, students are eligible to take the National Nurse Assistant Training and Assessment Program Test (NNAAP). Based on state background clearance and success on the NNAAP, students will obtain a certificate as a Certified Nurse Assistant in the state of California.

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**NAST 148L NURSING ASSISTANT LAB 2.00**

6.00 hours per week: (0.00 lecture hours/6.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: NAST 148

Presents skills necessary for basic nursing care. Requires supervised clinical experiences in a skilled nursing facility. Must be able to lift 50#. Upon completion of this course, students are eligible to take the National Nurse Assistant Training and Assessment Program Test (NNAAP). Based on state background clearance and success on the NNAAP, students will obtain a certificate as a Certified Nurse Assistant in the state of California.

[Click for Course Student Learning Outcomes](#)

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**NAST 193 NURSING ASSISTANT SPECIAL TOPIC 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**NURSING REGISTERED ASSOCIATE DEGREE**

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**NRAD 004E NCLEX PREPARATION 0.50**

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

P/NP Only

Corequisites: NRAD 204B

This course is to help prepare the RN student for the state licensing exam. Critical thinking strategies required to

answer the NCLEX questions are presented. A portion of this class will be hands-on computer testing to simulate the state board testing format.

[Click for Course Student Learning Outcomes](#)

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**NRAD 103H THIRD SEMESTER NURSING READINESS 0.50**

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: NRAD 203A

A course designed for registered nursing students entering the third semester. Nursing concepts necessary for success in the third semester are reviewed.

[Click for Course Student Learning Outcomes](#)

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**NRAD 120 SUPPLEMENTARY NURSING SKILLS PRACTICE 0.50 to 3.00**

1.50 - 9.00 hours per week: (0.00 lecture hours/1.50 - 9.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: Enrollment in the nursing program.

Provides the opportunity to practice nursing skills in a caring environment. Nursing skills will vary from the simple to the complex. Allows for demonstration and assessment of nursing skills and knowledge learned in nursing lecture and laboratory courses. Practice opportunities vary from highly structured to less structured simulated clinical situations.

Note: 0.5 unit required in first, second, and third semester.

Repeatable 3 time(s).

[Click for Course Student Learning Outcomes](#)

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**NRAD 193 NURSING SPECIAL TOPIC 0.50 to 4.00**

1.50 - 12.00 hours per week: (0.00 lecture hours/1.50 - 12.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**NRAD 201 FOUNDATIONS OF NURSING/CARING 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 201A

Introduces caring theory as the essence of nursing. Foundational concepts include communication, teaching/learning, nursing process, life-span. Self-care and academic success principles are introduced. Surveys historical, social, legal, economic and ethical aspects of nursing, emphasizing critical thinking, patient advocacy and caring in a multicultural society.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NRAD 201A NURSE CARING CONCEPTS 2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: Admittance into the registered nursing program.

Corequisites: NRAD 201B

Applies the foundational caring concepts of communication, teaching, learning, nursing process, caring, energy and life span as a structure for nursing practice. Provides a foundation for health promotion in a multicultural society. Intro-

duces independent learning modules.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 201B NURSE CARING PRACTICUM I 5.00**

*11.00 hours per week: (2.00 lecture hours/9.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Admission to the registered nursing program and Current Health Care Provider CPR card is required*

*Corequisites: NRAD 201D*

Applies nursing concepts to the practice of nursing. Presents related nursing procedures. Provides opportunities for student practice of procedures. Provides skill practice in lab setting for the student to perform nursing care for adults and geriatric clients through structured experiences in long-term care settings and acute care hospital settings. Student will identify personal biases as they relate to the provision of culturally sensitive nursing care. Application of nursing process and cultural concepts to individual nursing care.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 201D DECISION MAKING DATA I 2.00**

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: Admittance into the registered nursing program*

*Corequisites: NRAD 201A*

Presents fundamental concepts and nursing care problems related to pharmacology, nutrition, fluid and electrolyte balance, diagnostic testing, and acute pain for the adult and geriatric client. Introduces math calculations for medication administration. Explores application of nursing process to nursing care problems. Cultural concepts pertinent to nursing care are presented.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 202A NURSE CARING FAMILY CONCEPTS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: NRAD 201B and/or admission to the nursing program*

*Corequisites: NRAD 202B*

Continues the study of caring concepts in greater depth and complexity. Teaches nursing care of the childbearing family, children and young through middle adulthood. Introduces family considerations in establishing short-term and long-term goals for health promotion. Continues focus on the individual assuming responsibility for health promotion and learning. Emphasizes planning, implementation and evaluation of nursing process in a multicultural society.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 202B NURSE CARING PRACTICUM II 8.00**

*20.00 hours per week: (2.00 lecture hours/ 18.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: NRAD 201B and/or Admission to the nursing program and Current Health Care Provider CPR card is required*

*Corequisites: NRAD 202D*

Applies nurse caring concepts to the clinical practice of nursing in a wide variety of health care settings. Presents

related nurse caring skills. Provides opportunity to deliver relevant nursing care for maternity clients, infants, children, and young/middle-aged adults instructed clinical practice in a way that is culturally competent.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 202D DECISION MAKING DATA II 2.00**

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: NRAD 201B and/or Admission to nursing program*

*Corequisites: NRAD 202A*

Builds on fundamental concepts related to pharmacology, nutrition, diagnostic testing across the life span. Emphasis is placed on the role of the nurse in client education. Cultural concepts pertinent to nursing care problems are presented.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 203 NURSING TRANSITIONS 1.00**

*0.89 hours per week: (0.89 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Introduces caring theory as the essence of nursing. Surveys legal and ethical aspects of nursing, emphasizing critical thinking, patient advocacy and caring in a multicultural society. Provides an 8-week transition course required for 30 unit option students.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 203A NURSE CARING CONCEPTS III 2.00**

*2.00 hours per week: (2.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: NRAD 202D and/or admission to the nursing program*

*Corequisites: NRAD 203B*

Applies nurse caring concepts to care of child, adult, and elderly clients with goal setting, energy, and caring problems. Includes cultural diversity and ethnic considerations, men and women's health, musculoskeletal, nutrition and elimination, degenerative nervous system, liver, skin, acute oxygenation, hematologic, and vascular problems. Emphasizes nursing intervention.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 203B NURSE CARING PRACTICUM III 5.00**

*11.00 hours per week: (2.00 lecture hours/9.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: NRAD 202D and/or admission to the nursing program and Current Health Care Provider CPR card is required*

*Corequisites: NRAD 203D*

Applies nurse caring concepts to the clinical practice of nursing in a variety of health care settings. Presents advanced nursing skills. Provides opportunity to implement culturally relevant nursing care to clients with varied health problems in a various clinical settings.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**NRAD 203D NURSE CARING FOR MEDICAL-SURGICAL CLIENTS** **2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: NRAD 202D and/or admission to the nursing program

Corequisites: NRAD 203A

Applies nursing interventions of prevention, maintenance, restoration and caring to a variety of health problems: neurologic, genito-urinary, renal, endocrine. Content is related to pathophysiology, life span, barriers to goal-setting, nursing process and teaching/ learning. Emphasis is also placed on the impact that this situational crisis has on the client and families ability to cope.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NRAD 204 NURSE LEADERSHIP/MANAGEMENT** **1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: NRAD 203D and/or admission to the nursing program

Corequisites: NRAD 204A

Continues to develop leadership and management content at the Associate Degree level as required for beginning practice. Includes the management process, assertion skills, organizational skills, decision making, and change theory. Explores work-role relationships and collegiality, including conflict resolution, reality shock and strategies to deal with burnout.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NRAD 204A NURSE CARING CONCEPTS FOR CLIENTS PSYCHIATRICALY AT RISK** **2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: NRAD 203D and/or admission to the nursing program

Corequisites: NRAD 204B

Applies nurse caring concepts to planning nursing care for clients at risk from mental illness, dysfunction and crisis. Presents assessment techniques, nursing diagnoses and specific nursing interventions.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NRAD 204B NURSE CARING FOR PEOPLE AT RISK PRACTICUM** **6.00**

18.00 hours per week: (0.00 lecture hours/ 18.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: NRAD 203D and/or admission to the nursing program and Current Health Care Provider CPR card is required

Corequisites: NRAD 204D

Applies culturally sensitive nursing care for people at risk in health care settings, which are varied and more complex. Provides client care experiences in a less structured environment and with increasing independence. Includes preceptorship experience, which covers a designated period of time and a variety of clients across the life span in a variety of settings.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NRAD 204D NURSE CARING FOR PEOPLE AT RISK CONCEPTS** **2.00**

2.00 hours per week: (2.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: NRAD 203D and/or admission to the nursing program

Corequisites: NRAD 204

Applies nurse caring concepts to clients at risk. Emphasizes the nursing process as a framework for critical thinking for moderate to complex client situations. Introduces the critical care environment and establishment of priorities for clients in crisis. Emphasis is on clients with cardiovascular problems. Coping strategies, life style changes to promote health, and culturally relevant care are presented.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NRAD 219 BEGINNING STUDENT INTERNSHIP** **1.00 to 3.00**

3.00 - 9.00 hours per week: (0.00 - 0.00 lecture hours/3.00 - 9.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: NRAD 202B

Provides the opportunity to practice selected nursing skills learned during the first year of Associate Degree Nursing course work under the supervision of a preceptor. Offers work experience in a participating agency.

Transfer: CSU

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**NRAD 222 MEDICAL TERMINOLOGY** **3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Introduces medical terminology for body structure, body systems, and diagnostic work. Prefixes, suffixes and combined root forms are used to identify medical terms.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NUTRITION**

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**NUTR 193 NUTRITION SPECIAL TOPIC** **0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

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**NUTR 210 NUTRITION** **3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Examines nutritional needs throughout the life cycle including the interpretation of the chemical composition of food as applied to the utilization of nutrients in the body.

Transfer: CSU; UC

C-ID NUTR 110

[Click for Course Student Learning Outcomes](#)

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**NUTR 211 INTRODUCTION TO NUTRITION FOR HEALTH PROFESSIONALS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Studies the nutritional needs of the human life cycle and examines the biological function and chemical classification of nutrients. Relates nutrition concepts to health and disease. This course is designed for current or prospective members of health professions such as nurses, physicians, physician assistants, dietitians, dentists, dental hygienists, physical therapists and occupational therapists.

Transfer: CSU

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**NUTR 218 MATERNAL AND CHILD NUTRITION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines the nutritional requirements of the pregnant woman, developing fetus, infant, toddler and child.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NUTR 222 CULTURAL ASPECTS OF FOOD 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: NUTR 210

Examines the impact of stereotypes, stigmas, and discrimination on the health of non-dominant ethnic/racial and select minority groups (women, children and religious) based on their heritage consistent food patterns and preferences. Various socio-political, industrial, environmental, communication styles, and psychological factors influencing assimilation and acculturation will be analyzed to promote prejudice reduction and understanding of the meaning of food to cultures around the world. Non-traditional and/or experiential teaching/learning strategies may be used to evaluate nutritional excesses as well as deficiencies across the life span.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

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**NUTR 224 GERONTOLOGICAL NUTRITION 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the basic nutrition concepts and theories that impact the nutritional status of older persons. Emphasis is placed on the physiologic changes of aging and the effect on nutrition status; the factors that influence nutrient intakes and what diet and/or exercise changes may correct nutrition deficiencies and/or stabilize chronic diseases.

Transfer: CSU

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**NUTR 230 NUTRITION FOR FITNESS AND SPORT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156 and NUTR 210

Presents a specialized course relating nutrition to physical

performance and fitness. Explores current trends, controversies, and professional publications. Provides opportunity to analyze various dietary recommendations and relate them to specific physical needs.

Transfer: CSU

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**NUTR 232 PRINCIPLES OF FOOD WITH LAB 3.00**

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Applies food science principles with emphasis on ingredient function and interaction, food preparation techniques, sensory evaluation standards, food safety and sanitation, and nutritional values.

Transfer: CSU

C-ID NUTR 120

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**NUTR 247 INDEPENDENT STUDIES: NUTRITION 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of nutrition under the direction of an instructor.

Transfer: CSU

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## OCEANOGRAPHY

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**OCEN 210 OCEANOGRAPHY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: MATH 123

Advisories: ENGL 156

An introductory course designed to acquaint the student with general oceanography. Topics treated include the history and scope of oceanography, properties of sea water, ocean currents, ocean waves and tides, submarine morphology and geology, marine sediments, life in the sea, and the significance of the oceans to local and global environments.

Transfer: CSU; UC

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**OCEN 210L OCEANOGRAPHY LABORATORY 1.00**

3.00 hours per week: (0.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: Completion of or concurrent enrollment in OCEN 210.

Laboratory and field investigations of marine environments, including geologic, physical, chemical, and biological aspects of the ocean and coastal area. The course emphasizes changing physical factors and human activities as they affect the oceans.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

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**OCEAN 247 INDEPENDENT STUDIES: OCEANOGRAPHY 0.50 to 4.00**  
*0.80 - 6.00 hours per week: (0.00 - 0.00 lecture hours/0.80 - 6.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Oceanography under the direction of an instructor.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

## PHYSICAL EDUCATION ADAPTED

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**PEAD 200 ADAPTED AQUATICS 1.00**  
*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Provides an individualized aquatic exercise program for students with a disability. Improves flexibility, strength, and endurance using the water as a source of buoyancy and resistance. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
[Click for Course Student Learning Outcomes](#)

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**PEAD 205 ADAPTED FITNESS: WEIGHT TRAINING 0.50 to 1.00**  
*1.50 - 3.00 hours per week: (0.00 lecture hours/1.50 - 3.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Provides an individualized fitness program for students with a disability using resistive exercises and equipment. An appointment with a Disabled Student Programs and Services faculty member prior to enrollment is strongly advised.  
Transfer: CSU; UC (UC credit limit of 4 semester credits total in PEAD, KINA and ATHL courses)  
[Click for Course Student Learning Outcomes](#)

## PARALEGAL

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**PLGL 131 CURRENT ETHICAL ISSUES FOR PARALEGALS 1.00**  
*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Examines current ethical issues for paralegals using case law and examples of lawyer and paralegal misconduct.  
[Click for Course Student Learning Outcomes](#)

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**PLGL 147 INDEPENDENT STUDIES: PARALEGAL 0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Paralegal under the direction of an instructor.  
[Click for Course Student Learning Outcomes](#)

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**PLGL 193 PARALEGAL SPECIAL TOPIC 0.50 to 4.00**  
*0.00 - 0.00 hours per week: (0.00 lecture hours/0.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.  
[Click for Course Student Learning Outcomes](#)

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**PLGL 201 INTRODUCTION TO PARALEGAL STUDIES 3.00**  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Introduces the professional responsibilities of the paralegal, including rules regarding ethical conduct and a basic overview of the legal system and research. Covers different law office management functions commonly performed by paralegals such as basic correspondence, billing and financial management, calendar and docket control management, file and record management, and library management.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**PLGL 203 PARALEGAL INTERNSHIP 3.00**  
*8.00 hours per week: (0.50 lecture hours/7.50 lab hours)*  
Credit - Degree Applicable  
Letter Grade Only  
Advisories: PLGL 220, PLGL 201, PLGL 205

Provides students an opportunity to experience the responsibilities of an employee in a legal setting related to their courses in paralegal studies.  
Transfer: CSU  
[Click for Course Student Learning Outcomes](#)

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**PLGL 205 CIVIL PROCEDURE and LITIGATION 4.00**  
*5.00 hours per week: (3.50 lecture hours/1.50 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Introduces the principles and management of civil litigation in state and federal courts including pretrial, trial, and post trial practice and procedures. Covers pleadings, discovery, pretrial motions, trial preparation, trial motions, trial assistance, post trial motions, enforcement of judgments, and appeals. Procedures used in case settlement and in alternative dispute resolution such as mediation and arbitration will also be covered.  
Transfer: CSU  
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**PLGL 206 BUSINESS ORGANIZATIONS 3.00**  
*(Formerly LGL206)*  
*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*  
Credit - Degree Applicable  
Letter Grade or P/NP  
Advisories: ENGL 156

Introduces the student to the substantive law and procedural aspects of business organizations, including sole proprietorships, partnerships, limited liability companies, and corporations. Includes a study of the relative advantages and disadvantages of the different business organizations as related to formation, management, liability, dissolution, regulation, and taxation. Also includes an overview of such

related areas as agency law, employment law, and business ethics.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**PLGL 207 FAMILY LAW 3.00**

*(Formerly PLGL107, LGL207)*

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces the fundamental principles of California Family Law along with the terminology, procedures, and legal document and form preparation involved in family law matters. Topics include an overview of California law regarding marriage versus domestic partnerships, principles of community property law, marital and cohabitation agreements, legal separations, marital and domestic partnership dissolutions, annulments, spousal and domestic partner support, child custody and support, paternity, adoption, and domestic violence.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**PLGL 208 ESTATE PLANNING AND ADMINISTRATION 3.00**

*(Formerly LGL208)*

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 156*

Introduces the fundamental principles of estate planning and administration along with the terminology, procedures, and legal document and form preparation involved in estate planning and administration matters. Topics cover aspects of estate planning including the preparation of wills, trusts, and related documents along with aspects of estate administration including probate proceedings and estate disposition outside of probate.

*Transfer: CSU*

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**PLGL 209 TECHNOLOGY IN THE LAW OFFICE 3.00**

*4.00 hours per week: (2.50 lecture hours/1.50 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: CIS 210*

Introduces the student to the use of technology by paralegals in the law office. Includes an overview of technology in the law office and the ethical issues raised by the use of such technology. Covers computer applications in the law office including word processing and document assembly, spreadsheets, database management, law office management, case management and litigation support as well as electronic discovery. Also covers computer assisted legal research including CD-ROM and internet legal and factual research.

*Transfer: CSU*

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**PLGL 220 LEGAL RESEARCH AND WRITING 4.00**

*(Formerly LGL220)*

*4.00 hours per week: (4.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: ENGL 201A*

Provides an introduction to the fundamental aspects of legal research by an in-depth analysis of case law, statutory law, and administrative law on both a federal and state level. Students will learn to locate authority relevant to selected legal issues. This skill is applied to writing clear and concise briefs, opinion letters, and memoranda, employing the IRAC (issue, rule, analysis, conclusion) legal analytical formula.

*Transfer: CSU*

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**PARAMEDIC**

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**SEE EMERGENCY MEDICAL SERVICES**

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**PERSONAL DEVELOPMENT STUDIES**

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**PEDS 110 CAREER PLANNING: COMPREHENSIVE 3.00**

*(Formerly WEXP110)*

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

*Advisories: ENGL 156*

Introduces a decision-making process that will help students envision and plan for a future that is productive, achievable, and stimulating. The culmination of this process is the development of an online career and education 10-year plan that can be used for advisory and academic coaching purposes and updated as students grow, change, or face transitions. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life.

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**PEDS 111 CAREER PLANNING: ATTITUDES AND APTITUDES 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*P/NP Only*

Presents students with the second installment of an online career and education 10-year plan. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life. Students revisit the plan as they explore the following: how their year-to-year changes impact lifestyle, career and education goals; high-demand careers that match their interests and aptitudes; education and training options and how to make school affordable; skills needed for college and career success; and how to update their 10-year plan to keep their future on schedule.

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**PEDS 112 CAREER PLANNING: POST-SECONDARY EDUCATION PATH 1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Presents students with the third installment of an online career and education 10-year plan. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life. Students explore the following: determining a major and college or post-secondary educational options; writing important documents, such as a resume, college essay, and planning timelines; and developing an educational plan that will assure they are college and career ready.

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**PEDS 113 CAREER PLANNING: ACTING UPON THE 10-YEAR PLAN 1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Presents students with the fourth and last installment of an online career and education 10-year plan. The personalized 10-year plan provides the focus and intrinsic motivation to succeed in college, at work, and in life. Students explore the following: developing a post-secondary education and training paths; writing a resume, college or job applications, admissions essays and timelines; and designing an education plan to assure they are college and career ready.

[Click for Course Student Learning Outcomes](#)

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**PHILOSOPHY**

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**PHIL 205 INTRODUCTION TO THE BIBLE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the literature of the Hebrew scriptures and the Christian New Testament through their history, literary conventions, authors, and sources.

Transfer: CSU; UC

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**PHIL 206 INTRODUCTION TO PHILOSOPHY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the ideas and methods of major philosophers through the critical reading of selections from primary texts. Emphasis will be placed on the philosophical subfields of metaphysics, epistemology, and ethics. May also include philosophical examination of topics in religion, science, language, art, or politics.

Transfer: CSU; UC

C-ID PHIL 100

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**PHIL 208 INTRODUCTION TO LOGIC 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the basic principles of both deductive and inductive reasoning. Treatment of deductive reasoning emphasizes translation, truth tables, and natural deduction in sentential logic. Treatment of inductive reasoning emphasizes inductive argument forms, functions of language, and informal fallacies.

Transfer: CSU; UC

C-ID PHIL 110

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**PHIL 209 WORLD RELIGIONS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Presents the history, concepts, and cultures of the world's major religions. Emphasizes Judaism, Christianity, Islam, Hinduism, and Buddhism. Surveys Jainism, Confucianism, Taoism, Zoroastrianism, Shintoism, and Sikhism.

Transfer: CSU; UC

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**PHIL 212 PHILOSOPHICAL CLASSICS IN THEORY OF REALITY AND OF KNOWLEDGE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Presents an in-depth study of problems in the theory of reality and the theory of knowledge by means of a critical analysis of a selection of classics in philosophy.

Transfer: CSU; UC

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**PHIL 213 PHILOSOPHICAL CLASSICS IN ETHICS AND SOCIAL PHILOSOPHY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 201A

Studies problems in ethics and social philosophy by critically analyzing a selection of classic texts.

Transfer: CSU; UC

C-ID PHIL 120

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**PHIL 247 INDEPENDENT STUDIES: PHILOSOPHY 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for in-depth study or a practicum experience by an individual student in a selected topic of philosophy under the direction of an instructor.

Transfer: CSU

[Click for Course Student Learning Outcomes](#)

## PHLEBOTOMY

### SEE MEDICAL ASSISTING

## PHYSICS

### PHYS 193 PHYSICS SPECIAL TOPIC 0.50 to 4.00

0.00 - 0.00 hours per week: (0.00 - 0.00 lecture hours/0.00 - 0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

[Click for Course Student Learning Outcomes](#)

### PHYS 193C FIELD STUDIES IN PHYSICS 1.00

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Explores the principles of nuclear physics at the particle accelerator in CERN, Switzerland.

[Click for Course Student Learning Outcomes](#)

### PHYS 193E ADVANCED PROBLEM SOLVING FOR PHYS 208B 1.00

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: PHYS 208B

Supplements PHYS 208B to further develop general physics skills and conceptual understanding. Provides the opportunity for additional assistance in developing and mastering problem-solving abilities.

[Click for Course Student Learning Outcomes](#)

### PHYS 205A GENERAL PHYSICS 4.00

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 229 or MATH 231

Presents the principles of statics and dynamics of particles and rigid bodies, harmonic motion, fluid mechanics, heat, thermodynamics, wave motion and sound using trigonometry.

Transfer: CSU; UC

C-ID PHYS 105. PHYS 205A+205B = C-ID PHYS 100S

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### PHYS 205B GENERAL PHYSICS 4.00

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PHYS 205A

Presents the principles of geometric optics, physical optics, static and dynamic electricity and magnetism, introductory DC and AC circuit theory, modern physics topics (relativity, particles and waves, atomic structure, radioactivity and nuclear reactions) using trigonometry.

Transfer: CSU; UC

C-ID PHYS 110. PHYS 205A+205B = C-ID PHYS 100S

[Click for Course Student Learning Outcomes](#)

### PHYS 208A PRINCIPLES OF PHYSICS 1 5.00

7.00 hours per week: (4.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 265A or equivalent

Presents the principles of statics and dynamics of particles and rigid bodies, fluids, harmonic motion, heat and thermodynamics using calculus.

Transfer: CSU; UC

C-ID PHYS 205. PHYS 208A+208B+208C = C-ID PHYS 200S

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### PHYS 208AX DIRECTED PROBLEM SOLVING METHODS FOR PHYS 208A 1.00

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: PHYS 208A

Presents problem-solving and fundamental reasoning skills needed for success in PHYS 208A, Principles of Physics I. This course is designed for students who are currently enrolled in PHYS 208A and seek to improve their problem solving skills and mastery of concepts presented in PHYS 208A. Topics include specific techniques for solving kinematics, force, energy, momentum, torque, thermodynamics, fluid mechanics, and simple harmonic motion problems, analysis of word problems, and the development of solution maps.

Transfer: CSU; UC

[Click for Course Student Learning Outcomes](#)

### PHYS 208B PRINCIPLES OF PHYSICS 2 5.00

7.00 hours per week: (4.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: MATH 265B or equivalent and PHYS 208A

Presents the principles of wave motion, sound, geometric and physical optics, static and dynamic electricity and magnetism, D.C. and A.C. circuit theory and electromagnetic waves using calculus.

Transfer: CSU; UC

C-ID PHYS 210. PHYS 208A+208B+208C = C-ID PHYS 200S

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### PHYS 208BX DIRECTED PROBLEM SOLVING METHODS FOR PHYS 208B 1.00

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: PHYS 208B

Presents problem-solving and fundamental reasoning skills needed for success in PHYS 208B, Principles of Physics II. This course is designed for students who are currently enrolled in PHYS 208B and seek to improve their problem solving skills and mastery of concepts presented in PHYS 208B. Topics include specific techniques for modeling wave phenomena including sound, electromagnetic, and physical waves, and problem solving techniques utilized in charged systems subjected to magnetic fields.

Transfer: CSU

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**PHYS 208C MODERN PHYSICS 4.00**

6.00 hours per week: (3.00 lecture hours/3.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PHYS 208B

Presents the principles of relativity, waves and particles, Bohr theory, quantum mechanics and Schrodinger's equation, elementary atomic structure, nuclear structure and radioactivity using calculus and vector algebra.

Transfer: CSU; UC

C-ID PHYS 215. PHYS 208A+208B+208C = C-ID PHYS 200S

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**PHYS 218 APPLIED PROBLEMS FOR CALCULUS-BASED PHYSICS 1.00**

1.00 hours per week: (1.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Corequisites: PHYS 208A or PHYS 208B

Develops problem-solving skills that directly assist student mastery of concepts presented in PHYS 208 classes.

Transfer: CSU; UC

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## POLITICAL SCIENCE

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**POLS 201 INTRODUCTION TO POLITICAL SCIENCE 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Surveys the scope, methods and theories of political science with special emphasis on contemporary political issues and problems.

Transfer: CSU; UC

C-ID POLS 150

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**POLS 202 GOVERNMENT AND POLITICS OF THE UNITED STATES 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Presents an introduction to the institutions, operation, and policy outputs of the American political system at the national, state, and local levels. The structures and functions of American government will be explored in the context of their historical development and their relation to political power and interest today.

Transfer: CSU; UC

C-ID POLS 110

[Click for Course Student Learning Outcomes](#)

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**POLS 204 WORLD POLITICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Examines the nature of relations among states. Analyzes the basic forces affecting the formulation and implementation of foreign policy, and the dynamics of international politics. Emphasizes contemporary problems affecting the United

States of America in relation to other nations of the world, and the consequences of those contemporary problems.

Transfer: CSU; UC

C-ID POLS 140

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**POLS 205 LAW AND POLITICS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 201A

Introduces the political and constitutional context of major legal controversies, including but not limited to civil rights, civil liberties, presidential versus congressional power, and national versus state and local power.

Transfer: CSU; UC

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**POLS 206 COMPARATIVE GOVERNMENT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Compares and analyzes different kinds of political systems; their history, political institutions, political processes, and the environments in which they occur and their consequences.

Transfer: CSU; UC

C-ID POLS 130

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**POLS 209 INTRODUCTION TO POLITICAL THEORY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: POLS 201 and ENGL 201A

Surveys the diversity of ideas and concepts in political thought from the ancients to the present, from Plato to contemporary feminism.

Transfer: CSU; UC

C-ID POLS 120

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**POLS 247 INDEPENDENT STUDIES: POLITICAL SCIENCE 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Provides an opportunity for an in-depth study or practicum experience by an individual student in a selected topic of government under the direction of an instructor.

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## PROFESSIONAL DEVELOPMENT STUDIES

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**PDS 101 SURVEY OF OFFICE PROCEDURES 1.00**

(Formerly WEXP193R, WEXP143)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of professional office procedures in a hands-on learning environment, with an emphasis on the foundational knowledge and skills required for a basic

entry level administrative office support position.  
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**PDS 102 SURVEY OF RETAIL PROCEDURES 1.00**

*(Formerly WEXP 193T, WEXP145)*  
*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*  
*Credit - Not Degree Applicable*  
*P/NP Only*

Presents a basic overview of professional retail procedures in a hands-on environment, with an emphasis on the foundational knowledge and skills required for basic entry-level retail positions.

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**PDS 120A BEGINNING COMPUTER KEYBOARDING AND DOCUMENT PROCESSING 3.00**

*(Formerly CAO20A, CAO120A)*  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Advisories: ENGL 156*

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or for personal use. Provides basic keyboarding skills by touch, using a microcomputer with a 10-key pad. Includes basic formatting instructions for letters, tables, and reports.

[Click for Course Student Learning Outcomes](#)

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**PDS 120B INTERMEDIATE COMPUTER KEYBOARDING AND DOCUMENT PROCESSING 3.00**

*(Formerly CAO20B, CAO120B)*  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or personal use. Provides the primary purposes of building speed and accuracy and arranging letters, memos, reports, business forms and tables in proper format.

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**PDS 150 PROJECT MANAGEMENT FUNDAMENTALS 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Provides students with an overview of the concepts, tools, techniques and results of successful project management. Using hands-on learning activities, this course investigates the role and responsibilities of the Project Manager and introduces the student to the steps involved in planning and managing a project from beginning to end.

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**PDS 162 INTRODUCTION TO BEGINNING COMPUTER KEYBOARDING 1.00**

*(Formerly CAO262, CAO162)*  
*1.50 hours per week: (0.75 lecture hours/0.75 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Introduces typing fundamentals, machine functions, keyboard use, and speed and accuracy drills. Designed to develop a minimum typing speed of 20 words a minute.

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**PDS 166 INTRODUCTION TO COMPUTER BASICS 1.00**

*(Formerly CAO266, CAO266)*  
*1.50 hours per week: (1.00 lecture hours/0.50 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Covers the basics of the computer's Windows operating system. Includes working with folders and files, customizing the operating system environment, using a browser to explore and search the World Wide Web.

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**PDS 170 DEALING WITH CHANGE 0.50**

*(Formerly BUS170)*  
*0.50 hours per week: (0.50 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Provides students with an understanding of change and the influence it has on an organization and the individuals in that organization. Topics will include understanding organizational and individual change, theoretical models of change, and how to manage change.

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**PDS 171 TEAM BUILDING 0.50**

*(Formerly BUS171)*  
*0.50 hours per week: (0.50 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Provides the student with an understanding of how teams work together, common problems teams encounter and how to solve them. Students will learn to recognize various team player styles. Students will be introduced to team building in the workplace.

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**PDS 172 COMMUNICATING WITH PEOPLE 0.50**

*(Formerly BUS172)*  
*0.50 hours per week: (0.50 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Introduces the student to key elements in communication within business organizations. Topics will include verbal and nonverbal communication, listening skills and specific supervisory communication skills.

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**PDS 173 CONFLICT RESOLUTION 0.50**

*(Formerly BUS173)*  
*0.50 hours per week: (0.50 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Provides the student with an analysis of attitudes and behavior which create conflict between individuals and groups within an organization.

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**PDS 174 CUSTOMER SERVICE 0.50**

*(Formerly BUS174)*  
*0.50 hours per week: (0.50 lecture hours/0.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Provides the student with certain key skills and attitudes

in order to effectively meet the needs of customers. The student will be introduced to the concept of internal and external customers, customer satisfaction and customer retention.

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**PDS 175 VALUES & ETHICS 0.50**

(Formerly BUS175)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Acquaints the student with the importance of values and ethics in the workplace. The importance of values and ethics involved in carrying out one's duties will be emphasized.

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**PDS 176 ATTITUDE IN THE WORKPLACE 0.50**

(Formerly BUS176)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Provides the student with certain key skills in the area of attitude so that they may effectively maintain a positive attitude at the workplace and at home. Concepts of how attitudes are communicated, the three types of attitudes and how to adjust one's attitude will be presented.

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**PDS 177 STRESS MANAGEMENT 0.50**

(Formerly BUS177)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Acquaints the student with various skills the supervisor needs to help employees. Included is the recognition of stress and how to manage it.

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**PDS 178 DECISION MAKING & PROBLEM SOLVING 0.50**

(Formerly BUS178)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the student to decision making and problem solving for the workplace.

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**PDS 179 TIME MANAGEMENT 0.50**

(Formerly BUS179)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Introduces the student to time management principles and specific tools that assist in making maximum use of time.

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**PDS 181 PROFESSIONAL IMAGE: APPEARANCE, ETIQUETTE & NETWORKING 0.50**

(Formerly BUS181)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Engages the student in discussions and activities related to the significance of personal appearance, business appropriate behavior and etiquette, as well the process of network-

ing to build professional relationships.

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**PDS 182 GOAL SETTING: VISION, GOALS AND JOB SEARCH STRATEGIES 0.50**

(Formerly BUS182)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Engages the student in discussions and activities related to the significance of having a personal vision, setting attainable goals for the future, and employing useful job search strategies for pursuing a meaningful career and work life.

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**PDS 183 IMPACTS OF TECHNOLOGY ON COMMUNICATION 0.50**

(Formerly BUS183)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Equips the student to communicate professionally and effectively when using various forms of electronic/technology communication tools. Includes telephone etiquette and techniques, e-mail, text messaging and other business-related technologies.

[Click for Course Student Learning Outcomes](#)

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**PDS 190 SUPERVISION AND MANAGEMENT ACADEMY: EXPAND YOUR MANAGEMENT PERSPECTIVE 0.50**

(Formerly BUS190)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Builds on the students' past and current experience as a manager supervising employees. This advanced class facilitates and expands students' understanding of the significant change in perspective that must be adopted by supervisors in order to be effective at managing employees, and adhering to company policies and labor law.

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**PDS 191 SUPERVISION AND MANAGEMENT ACADEMY: THE PERFORMANCE MANAGEMENT CYCLE 0.50**

(Formerly BUS191)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Enhances the students' current performance management practices from hiring to the formal appraisal by examining the performance management cycle. This is an advanced course designed for students who are currently employed with responsibility to formally manage employee performance.

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**PDS 192 SUPERVISION AND MANAGEMENT ACADEMY: THE ART OF REACHING MUTUAL UNDERSTANDING 0.50**

(Formerly BUS192)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Learn state of the art communication skills necessary to reach mutual understanding and manage inevitable conflicts that supervisors must handle. This is an advanced communication and conflict management course designed for students who are currently employed with responsibility to supervise others.

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**PDS 194 SUPERVISION AND MANAGEMENT ACADEMY:  
MAKING CONSCIOUS, STRATEGIC DECISIONS 0.50**

(Formerly BUS194)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Expounds on strategic methods for effective decision-making while exploring the implications of those decisions on the organizational and employees personal resistance to change. This is an advanced class that emphasizes the students' current ability to strategically and effectively lead the process of change as a working manager.

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**PDS 195 SUPERVISION AND MANAGEMENT ACADEMY:  
MOTIVATING PERFORMANCE THROUGH FEEDBACK  
AND DELEGATION 0.50**

(Formerly BUS195)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Advance the students' success at using delegation as a motivational and time management tool. This course is specially designed for currently employed managers needing to effectively supervise employees.

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**PDS 197 SUPERVISION AND MANAGEMENT ACADEMY:  
LEADING A DIVERSE TEAM 0.50**

(Formerly BUS197)

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

Letter Grade or P/NP

Identifies the students' demonstrated strengths and areas of improvement for leading a diverse team. Improves the students' ability as a manager to value diversity and effectively use their legitimate and personal power to lead a highly effective team.

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**PDS 520A BEGINNING COMPUTER KEYBOARDING AND  
DOCUMENT PROCESSING 0**

(Formerly BUS520A)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Noncredit

Non-credit Course

Advisories: ENGL 156

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or for personal use. Provides basic keyboarding skills by touch, using a microcomputer with a 10-key pad. Includes basic formatting instructions for letters, tables, and reports.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**PDS 520B INTERMEDIATE COMPUTER KEYBOARDING AND  
DOCUMENT PROCESSING 0**

(Formerly BUS520B)

5.00 hours per week: (2.00 lecture hours/3.00 lab hours)

Noncredit

Non-credit Course

Advisories: PDS 120A, PDS 520A or ability to type 30 words per minute

Designed for all students whose keyboarding skill will be primary and/or secondary to their vocation and/or personal use. Provides the primary purposes of building speed and accuracy and arranging letters, memos, reports, business forms and tables in proper format.

Repeatable.

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**PDS 520S SPEED AND ACCURACY COMPUTER  
KEYBOARDING 0**

(Formerly BUS520S)

4.00 hours per week: (1.00 lecture hours/3.00 lab hours)

Noncredit

Non-credit Course

Advisories: Ability to type 20 words per minute or successful completion of PDS 120A.

Increases skills in typing speed and accuracy. Emphasizes keyboarding basics through keystroking analysis and corrective drills.

Repeatable.

[Click for Course Student Learning Outcomes](#)

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**PDS 562 INTRODUCTION TO BEGINNING COMPUTER  
KEYBOARDING 0**

(Formerly BUS562)

1.50 hours per week: (0.75 lecture hours/0.75 lab hours)

Noncredit

Non-credit Course

Introduces typing fundamentals, machine functions, keyboard use, and speed and accuracy drills. Designed to develop a minimum typing speed of 20 words a minute.

Repeatable.

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## PSYCHIATRIC TECHNICIAN

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**PSYT 110 INTRODUCTION TO PSYCHIATRIC TECHNICIAN 6.50**

6.67 hours per week: (6.67 lecture hours/0.00 lab hours)

Credit - Degree Applicable

P/NP Only

Prerequisites: Admission to the Psychiatric Technician Program

Introductory psychiatric technician training program. Concepts necessary to practice safely and legally in a forensic mental institution are presented. The effect of culture and its affect on the client and care are presented.

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**PSYT 193 PSYCHIATRIC TECHNICIAN  
SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade Only

Examines a special topic in the field of study related to the discipline offering this course.

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**PSYT 207 NURSING SCIENCE 19.00**

31.12 hours per week: ( 13.56 lecture hours/ 17.56 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PSYT 110

Presents principles of Mental Health and Physical Health. Principles of Theory and Clinical Skills are applied in the care of patients in Long Term Care and Respite Day Care facilities. Students demonstrate competent skill performance in a simulated clinical setting. Principles of Nursing Process, Standard Nursing Care for a variety of common diseases and care of the elderly are also a focus.

Transfer: CSU

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**PSYT 208 CARE OF THE DEVELOPMENTALLY DISABLED 17.50**

30.17 hours per week: ( 11.50 lecture hours/ 18.67 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PSYT 207

Introduces concepts of care for the developmentally disabled. Presents causes, prevention, and treatment of developmentally disabled disorders. Provides practice and the rise of rehabilitative methods, problem solving, and communication in providing client care.

Transfer: CSU

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**PSYT 209 PSYCHIATRIC NURSING 18.50**

31.12 hours per week: ( 12.56 lecture hours/ 18.56 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: PSYT 207

Introduces psychological and mental health concepts. Presents causes, prevention, and treatment of mental, emotional and behavior disorders. Provides practice in interpersonal skills, self understanding, problem solving, communication, and the use of rehabilitative methods in providing client care.

Transfer: CSU

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**PSYCHOLOGY**

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**PSYC 200 RESEARCH METHODS FOR THE BEHAVIORAL AND SOCIAL SCIENCES 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: PSYC 201 (or consent of instructor and MATH 236 (or consent of instructor) or MATH 247 (or consent of instructor)

Introduces research methods used in psychology and other social sciences. Topics include the logic and ethics of research; descriptive, correlational, and experimental methodology; instrumentation; strategies for searching research literature; basic statistical reasoning and methods; and the collection, analysis, interpretation, and reporting of research data.

Transfer: CSU; UC

C-ID PSY 200

[Click for Course Student Learning Outcomes](#)

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**PSYC 201 INTRODUCTORY PSYCHOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces psychology as the study of behavior and mental processes involving biological, psychological and social influences that provide the basis for human experience. Principles involved in brain function, learning, development, motivation, perception, personality and social adjustment present the basic concepts, vocabulary and methods of psychology.

Transfer: CSU; UC

C-ID PSY 110

[Click for Course Student Learning Outcomes](#)

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**PSYC 202 INTRODUCTION TO BIOLOGICAL PSYCHOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: PSYC 201

Presents an analysis of the biological bases of behavior and mental processes in terms of evolutionary, genetic, anatomical and physiological determinants. Examines heredity, development, cognitive processes, and the function of the nervous and endocrine systems.

Transfer: CSU; UC

C-ID PSY 150

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**PSYC 206 INTRODUCTION TO SOCIAL PSYCHOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: PSYC 201

This course considers individual human behavior in relation to the social environment. The power of the situation, other individuals, and the social group will be examined. Emphasized topics include: aggression, prejudice and stereotypes, interpersonal attraction, attitudes and attitude change, conformity, group phenomena, gender roles, cultural norms, person perception, and social cognition.

Transfer: UC

C-ID PSY 170

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**PSYC 233 PERSONALITY AND ADJUSTMENT 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: PSYC 201

Presents the scientific study of personality with an applied focus on how psychological science is used for personal growth and adjustment to life experiences. The course surveys different psychological perspectives and theoretical foundations of personality development and change, with consideration of the influence of personal relationships, culture, gender, ethnicity, historical context, and socio-economic status.

Transfer: CSU; UC

C-ID PSY 115

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**PSYC 247 INDEPENDENT STUDIES: PSYCHOLOGY 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of psychology under the direction of an instructor.

Transfer: CSU

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**RECREATION ADMINISTRATION**

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**REC 201 INTRODUCTION TO RECREATION AND LEISURE SERVICES 3.00**

(Formerly PETH207, REC207)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Introduces the history, philosophy, principles, organization and direction of recreation and leisure services in the public, voluntary, private and commercial sectors. Emphasizes functions, areas, facilities, clientele and career opportunities available within the profession.

Transfer: CSU

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**REC 203 INTRAMURAL AND RECREATIONAL SPORT PROGRAMMING 3.00**

(Formerly PETH203)

4.00 hours per week: (2.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Presents philosophy, foundations, policy and techniques underlying intramurals and recreational sport programming in schools, public, private and commercial recreation settings. Analyzes program design for club, informal, league and tournament formats. Discusses appropriate means for promotion, safety and risk management and participant recognition. Detailed sport program plan created.

Transfer: CSU

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**REC 204 RECREATION PROGRAM PLANNING 3.00**

(Formerly PETH204)

4.00 hours per week: (2.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Advisories: ENGL 156

Presents a theoretical and practical approach to program planning, organization, implementation, and evaluation of recreation services in public, non-profit, private, and commercial settings. Emphasis on interrelationship of needs and interests of participants with goals and objectives, physical settings and activity content. Includes planning and conducting events under direct supervision of instructor and local agency supervisor.

Transfer: CSU

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**REC 205 LEADERSHIP AND DIVERSE GROUPS 3.00**

4.00 hours per week: (2.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

Letter Grade Only

Application and development of leadership skills in the recreation setting. Emphasis on applicable leadership techniques including working with groups consisting of representatives from diverse populations such as those with disabilities or special needs, cultural and social differences, and diversity of all ages.

Transfer: CSU

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**SOCIOLOGY**

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**SOC 201A INTRODUCTION TO SOCIOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Introduces the basic principles of sociology including the study of the structure of human society, and the structure and process of group life.

Transfer: CSU; UC

C-ID SOCI 110

[Click for Course Student Learning Outcomes](#)

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**SOC 201B SOCIAL INSTITUTIONS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: SOC 201A and ENGL 156

Studies the major social institutions, both the traditional ideas of social institutions (family, education, economic, religion, and government/political) and contemporary ideas of social institutions (science, mass media, medicine, sports, and the military). The structures and functions of social institutions will be covered. This course also considers major works and draws comparisons between our institutions and those of other societies.

Transfer: CSU; UC

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**SOC 202 SOCIAL PROBLEMS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: SOC 201A and ENGL 156

Examines current social problems and the sociological concepts, theories, and methods used in their analysis. Emphasis is on the role of power and ideology in the definition of social problems, the causes and consequences of social problems, and the methods of intervention. Topics include crime, poverty, gender inequality, race/ethnic inequality, and family problems.

Transfer: CSU; UC

C-ID SOCI 115

[Click for Course Student Learning Outcomes](#)

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**SOC 204 INTRODUCTION TO CRIMINOLOGY 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: SOC 201A and ENGL 156

Introduces the basic principles of criminology including the various theories of criminal behavior and the processing of delinquency and crime including arrest, trial, detention, and release from prison.

Transfer: CSU; UC

C-ID SOCI 160

[Click for Course Student Learning Outcomes](#)

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**SOC 206 RACE AND ETHNIC RELATIONS 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: English 156

Introduces students to the sociological analysis of race, ethnicity, and racism, focusing on the US American context. Examines the experiences of racial and ethnic groups. Discusses the patterns of interaction between racial and ethnic groups. Analyzes social and cultural factors that sustain racial and ethnic inequality. Evaluates efforts to achieve racial and ethnic equality.

Transfer: CSU; UC

C-ID SOCI 150

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**SOC 208 INTRODUCTION TO GENDER STUDIES 3.00**

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Advisories: ENGL 156

Studies the interaction of gender and society. Introduces theories of gender differentiation, stratification, and gender roles. Discusses research methodology and examines current research on gender, both within and outside the United States. Investigates how social and cultural factors (e.g., race, class) have shaped the lives of men and women as well as how they have affected their social and cultural environments. Examines the role and status of U.S. women and men within the larger social structure. Women and men in varying cultural settings will be examined, with an emphasis on how social systems shape the roles of women and affect larger U.S. institutions.

Transfer: CSU; UC

C-ID SOCI 140

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**SOC 247 INDEPENDENT STUDIES: SOCIOLOGY 0.50 to 2.00**

1.50 - 6.00 hours per week: (0.00 lecture hours/1.50 - 6.00 lab hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of sociology under the direction of an instructor.

Transfer: CSU

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**SPANISH**

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**SPAN 193 SPANISH SPECIAL TOPIC 0.50 to 4.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Examines a special topic in the field of study related to the discipline offering this course.

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**SPAN 201 SPANISH I 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Presents a topic-based, introductory language acquisition course in standard contemporary Spanish, with emphasis on listening comprehension, oral interaction, culture-centered readings, and writing of basic Spanish. Social and cultural aspects of the Spanish-speaking world are presented along with the most essential structures and vocabulary. Typed written exercises and online multimedia practice activities are required.

Transfer: CSU; UC

C-ID SPAN 100

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**SPAN 202 SPANISH II 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: SPAN 201 or equivalent

Presents a continuation of SPAN 201 with a topic-centered, intensive practice in listening comprehension, oral interaction, and writing. Selected readings from the Hispanic world include cultural vignettes, prose selections, and poetry. Typed written exercises and online multimedia practice activities are required.

Transfer: CSU; UC

C-ID SPAN 110

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**SPAN 203 SPANISH III 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: SPAN 202 or equivalent

Presents a continuation of SPAN 202 incorporating a review with topic-centered intensive practice in listening comprehension, oral interaction, and paragraph writing. Selected readings from the Hispanic world include social, cultural, and history-themed vignettes, prose selections, and poetry. Typed written exercises and online multimedia practice activities are required.

Transfer: CSU; UC

C-ID SPAN 200

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**SPAN 204 SPANISH IV 5.00**

5.00 hours per week: (5.00 lecture hours/0.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Prerequisites: SPAN 203 or equivalent

Presents an expansion of SPAN 203 focusing on 4 skills:

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listening, conversation, reading and presentational writing. Drawing from authentic materials, SPAN 204 is an intermediate course that provides a comprehensive grammar review, extensive oral practice and an introduction to literary concepts. Competency reflects the students' emerging ability to perform both orally and in written form with complex situations. Online multimedia practice is required and includes audio and video and extensive online resources.

*Transfer: CSU; UC*

*C-ID SPAN 210*

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**SPAN 247 INDEPENDENT STUDIES: SPANISH 0.50 to 2.00**  
*1.50 - 6.00 hours per week: (0.00 - 0.00 lecture hours/1.50 - 6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.*

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Spanish under the direction of an instructor.

*Transfer: CSU; UC*

[Click for Course Student Learning Outcomes](#)

## VOCATIONAL ENGLISH AS A SECOND LANG

**VESL 701 WORK-RELATED CONVERSATIONAL SKILLS, LEVEL 1 0**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Noncredit*  
*Non-credit Course*  
*Advisories: ESL placement evaluation or equivalent*

Focuses on work-related conversation, reading, and writing for the non-native speaker at the beginning level. No English is required.

*Repeatable.*

[Click for Course Student Learning Outcomes](#)

**VESL 702 WORK-RELATED CONVERSATIONAL SKILLS, LEVEL 2 0**  
*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*  
*Noncredit*  
*Non-credit Course*  
*Advisories: VESL 701 or equivalent*

Presents a continuation of VESL 701, focusing on work-related reading, conversation, and writing for the non-native speaker.

*Repeatable.*

[Click for Course Student Learning Outcomes](#)

**VESL 715 COMMUNICATION SKILLS FOR WORKPLACE 0**  
*2.00 hours per week: (0.50 lecture hours/1.50 lab hours)*  
*Noncredit*  
*Non-credit Course*

Focuses on the basic verbal communication skills and cultural knowledge needed in job readiness and job search in the United States.

*Repeatable 3 time(s).*

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## WELDING

**WELD 101 SURVEY OF WELDING 2.00**  
*4.00 hours per week: (1.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade Only*

Provides welding process instruction to include Shielded Metal Arc Welding (SMAW), Oxy Acetylene Welding (OAW), Gas Metal Arc Welding (GMAW), Gas Tungsten Arc Welding (GTAW), and Flux Core Arc Welding (FCAW). Also includes instruction in Oxy Fuel Cutting (OFC) and Plasma Arc Cutting (PAC). Safety instruction will include industry standard Job Safety Analysis (JSA) with material from ANSI Z49.1.

[Click for Course Student Learning Outcomes](#)

**WELD 175 BLUEPRINT READING AND MATERIALS PROCESSING 3.00**  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: WELD 270A*  
*Advisories: MATH 123*

Provides students with instruction and experience with structural, architectural and shop blueprints commonly utilized in the welding industry. Interpretation, drawing, and application of skills will be applied to determining job cost, material acquisition and project construction.

[Click for Course Student Learning Outcomes](#)

**WELD 176 WELDING POWER 3.00**  
*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Applies principles of selection, maintenance, diagnostics and repair of various welding power supplies and external drive mechanisms. Includes instruction and hands on experiences in electrical principles as they pertain to machine selection, installation, operation and maintenance. Manual, semiautomatic and automatic equipment will be included as focus topics for this course.

[Click for Course Student Learning Outcomes](#)

**WELD 193 WELDING TECHNOLOGY SPECIAL TOPIC 0.50 to 4.00**  
*1.50 - 12.00 hours per week: (0.00 lecture hours/1.50 - 12.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*

Examines a special topic in the field of study related to the discipline offering this course.

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**WELD 247 INDEPENDENT STUDIES: METALS TECHNOLOGY 2.00**  
*6.00 hours per week: (0.00 lecture hours/6.00 lab hours)*  
*Credit - Degree Applicable*  
*Letter Grade or P/NP*  
*Prerequisites: The student must have completed preparatory course work in the technical field in which the study is to be undertaken.*

Provides an opportunity for in-depth study or practicum experience by an individual student in a selected topic in

the Welding Technology area with support and direction from an instructor.

*Transfer: CSU*

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**WELD 270A BASIC WELDING 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Provides for basic instruction in oxyacetylene and shielded metal arc welding. Begins with the fundamentals and quickly progresses through intermediate skills for welding steel. Includes information on cutting, braze welding, metallurgy, vertical arc welding and non-ferrous welding. An emphasis is placed on developing good manipulative welding skills for joining steel in the flat and horizontal positions.

*Transfer: CSU*

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**WELD 270B ADVANCED WELDING 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: WELD 270A*

Continues WELD 270A with emphasis placed on vertical and overhead welding with the shielded metal arc processes. Includes instruction on air carbon arc gouging, flux core arc welding, and development of welding procedures and techniques.

*Transfer: CSU*

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**WELD 270C WELDING: GMAW & GTAW 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Prerequisites: WELD 270A*

Presents advanced welding with Gas Tungsten Arc (Heliarc) Welding, Gas Metal Arc (Wire Feed) Welding and Flux Core Arc Welding processes on ferrous and nonferrous materials.

*Transfer: CSU*

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**WELD 273 METALLURGY 3.00**

*5.00 hours per week: (2.00 lecture hours/3.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Emphasizes the mechanical and physical properties of ferrous and non-ferrous metals. Includes preparation and inspection of metal samples and manufacturing and forming processes.

*Transfer: CSU*

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**WELD 277 METAL FABRICATION 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Prerequisites: WELD 270A*

Provides an opportunity to design and construct major projects from metal. Manufacturing processes and production techniques are included in planning and developing projects.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**WELD 280A STRUCTURAL STEEL WELDING CERTIFICATION 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

*Advisories: Completion of or concurrent enrollment in WELD 270B.*

Continues WELD 270B. Prepares the student to meet industry standards in shielded metal arc welding on plate steel. Includes performance and procedure qualification, workmanship, techniques, inspection. Provides opportunity for certification to the American Welding Society D1.1 Structural Welding Code.

*Transfer: CSU*

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**WELD 280B PIPE WELDING CERTIFICATION 3.00**

*6.00 hours per week: (2.00 lecture hours/4.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

*Advisories: WELD 270B*

Prepares the student to meet industry standards in Shielded Metal Arc Welding (SMAW) on plate and pipe, as well as introduces Gas Tungsten Arc Welding (GTAW) on pipe. Includes workmanship and pipe fitting techniques, providing opportunity for certification to the American Society of Mechanical Engineers (ASME) Section IX Boiler and Pressure Vessel code.

*Transfer: CSU*

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**WELLNESS**

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**WELL 000 ADULT FITNESS 0**

*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*

*Noncredit*

*Non-credit Course*

Presents an opportunity to begin or continue a lifetime fitness program. Students will participate in activities developing flexibility, muscular endurance, muscular strength, cardiovascular and general conditioning. Group or individual activities may include weight training, aerobics, step training, running, walking, water exercise, resistance workout, use of exercise equipment, etc.

*Repeatable.*

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**WELL 001 ADAPTED AQUATICS 0**

*3.00 hours per week: (0.00 lecture hours/3.00 lab hours)*

*Noncredit*

*Non-credit Course*

Provides an individualized aquatic exercise program for students with a disability. Improves flexibility, strength, and endurance using the water as a source of buoyancy and resistance.

*Repeatable.*

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## WORK EXPERIENCE

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**WEXP 012 LIFE SKILLS FOR SUCCESS A: WHO AM I? 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to personal identity, values and goals, and self-esteem and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

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**WEXP 013 LIFE SKILLS FOR SUCCESS B: HOW DO I DECIDE? 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to decision-making, dealing with change, time and energy management through reality-based readings, discussions and activities fostering the skills needed to live and thrive in our society.

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**WEXP 014 LIFE SKILLS FOR SUCCESS C: HOW MUCH DO I NEED? 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to financial literacy, personal budgeting and planning, and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

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**WEXP 015 LIFE SKILLS FOR SUCCESS D: STAYING HEALTHY 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to establishing a healthy lifestyle in the areas of physical, mental and sexual health, and through reality-based readings, discussions and activities foster the skills needed to live and thrive in our society.

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**WEXP 016 LIFE SKILLS FOR SUCCESS E: FINDING YOUR FUTURE 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to planning one's future including identifying career interests and motivation, career paths, related

educational opportunities, job market trends, basic elements of a job search portfolio; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

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**WEXP 017 LIFE SKILLS FOR SUCCESS F: COMMUNITY LIVING A 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to getting along in the community such as housing, transportation, and public services; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

[Click for Course Student Learning Outcomes](#)

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**WEXP 018 LIFE SKILLS FOR SUCCESS Q: COMMUNITY LIVING B 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to developing a sense of community and participating in the community; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

[Click for Course Student Learning Outcomes](#)

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**WEXP 019 LIFE SKILLS FOR SUCCESS R: LIVING HEALTHY RELATIONSHIPS 1.00**

*1.00 hours per week: (1.00 lecture hours/0.00 lab hours)*

*Credit - Not Degree Applicable*

*Letter Grade or P/NP*

Provides individuals with skills to function effectively in the workplace, school and the community. This course focuses on issues related to building and maintaining healthy relationships; and through reality-based readings, discussions and activities fosters the skills needed to live and thrive in our society.

[Click for Course Student Learning Outcomes](#)

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**WEXP 030 WELLNESS ARTS 2.00**

*(Formerly ACSK093A)*

*3.00 hours per week: (1.50 lecture hours/1.50 lab hours)*

*Credit - Not Degree Applicable*

*P/NP Only*

*Advisories: Consult with Wellness Arts Coordinator*

Presents art as a tool for processing, expressing and managing mental health issues as they relate to succeeding in a college environment. Examines internal and external factors that affect wellness in the college setting and strategies for managing them. Provides skills for establishing and assessing educational goals. Creates an atmosphere for team-building and self-discovery. Designed for students who struggle with levels of anxiety, sadness, intrusive thoughts, and social phobia that may make attending and succeeding in college difficult.

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**WEXP 111 WORKPLACE READINESS FUNDAMENTALS 3.00**

(Formerly WEXP210)

3.00 hours per week: (3.00 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

P/NP Only

Introduces fundamentals of workplace readiness, job search and job retention. Students will gain an understanding of the role and value of working; identify and implement steps involved in obtaining employment; identify and demonstrate the employability skills associated with maintaining employment; and describe and apply basic employee money management skills.

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**WEXP 131 MENTAL HEALTH FIRST AID 0.50**

0.50 hours per week: (0.50 lecture hours/0.00 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents the 5-step action plan of Mental Health First Aid, an internationally recognized certificate training in identifying and responding in a potential mental health crisis. This first aid aims to preserve life when a person may be a danger to self or others, provide help to prevent the problem from becoming more serious, promote and enhance recovery, and provide comfort and support.

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**WEXP 140 SURVEY OF AUTOMOTIVE MECHANICS 1.00**

(Formerly WEXP193O)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of the automotive mechanics industry in a hands-on learning environment, with an emphasis on the foundational knowledge and skills required for a basic entry level position.

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**WEXP 141 SURVEY OF AUTOMOTIVE BODY REPAIR 1.00**

(Formerly WEXP193P)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of the auto body repair industry in a hands-on learning environment, with an emphasis on the foundational knowledge and skills required for a basic entry level position.

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**WEXP 142 SURVEY OF MOTION PICTURE AND TELEVISION PRODUCTION 1.00**

(Formerly WEXP193Q)

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of electronic filmmaking and television production in a hands-on environment, with an emphasis on the foundational knowledge and skills required for a basic entry level position.

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**WEXP 146 SURVEY OF WEB DESIGN 1.00**

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Not Degree Applicable

P/NP Only

Presents a basic overview of web design in a hands-on environment, with an introduction to the knowledge and skills needed for positions in web design.

[Click for Course Student Learning Outcomes](#)

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**WEXP 147 INDEPENDENT STUDIES: WORK EXPERIENCE 0.50 to 2.00**

0.00 - 0.00 hours per week: (0.00 lecture hours)

Credit - Degree Applicable

Letter Grade or P/NP

Prerequisites: The student must have completed preparatory course work in the field in which the study is to be undertaken.

Provides an opportunity for an in-depth study or a practicum experience by an individual student in a selected topic of Work Experience under the direction of an instructor.

[Click for Course Student Learning Outcomes](#)

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**WEXP 193 WORK EXPERIENCE SPECIAL TOPICS 0.50 to 4.00**

30.00 - 300.00 hours per week: ( 30.00 - 300.00 lab hours)

Credit - Degree Applicable

Letter Grade Only

Examines a special topic in the field of study related to the discipline offering this course. Occupational Work Experience Education - This work experience course of supervised employment is designed to assist students to acquire career awareness, work habits, attitudes and skills related to the student's college major. Credit may be accrued at the rate of 1 to 8 units per semester for a total of 16 units. Additionally, students must work 75 paid hours or 60 non-paid hours per units earned.

[Click for Course Student Learning Outcomes](#)

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**WEXP 193R SURVEY OF OFFICE PROCEDURES 1.00**

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

P/NP Only

Presents a basic overview of professional office procedures, with an emphasis on the foundational knowledge and skills required for basic entry level administrative office support.

[Click for Course Student Learning Outcomes](#)

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**WEXP 193S SURVEY OF RESIDENTIAL CONSTRUCTION 1.00**

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

P/NP Only

Presents a basic overview of the residential construction industry, with an emphasis on the foundational knowledge and skills required for basic entry-level construction trades positions.

[Click for Course Student Learning Outcomes](#)

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**WEXP 193T SURVEY OF RETAIL PROCEDURES 1.00**

2.00 hours per week: (0.50 lecture hours/1.50 lab hours)

Credit - Degree Applicable

P/NP Only

Presents a basic overview of professional retail procedures, with an emphasis on the foundational knowledge and skills required for basic entry-level retail positions.

[Click for Course Student Learning Outcomes](#)

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**WEXP 210 INTRODUCTION TO WORKPLACE READINESS 3.00**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Credit - Degree Applicable*

*Letter Grade or P/NP*

Introduction of fundamentals for workplace readiness and job retention. Students will develop skills related to customer service, workplace attitude, written and oral communication, and ethical behavior; students will also create a resume and complete a job application, and develop qualities sought by employers.

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**WEXP 251L COOPERATIVE WORK EXPERIENCE LAB –  
GENERAL 1.00 to 4.00**

*(Formerly WEXP151L)*

*3.33 -16.66 hours per week: (0.00 - 0.00 lecture hours/3.33 -16.66 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Provides opportunities for working students to acquire and demonstrate desirable work habits, attitudes, and skills in the workplace. Employment need not be related to the students' educational goals.

*Repeatable 3 time(s).*

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**WEXP 252L COOPERATIVE WORK EXPERIENCE LAB –  
OCCUPATIONAL 1.00 to 4.00**

*3.33 -16.66 hours per week: (0.00 - 0.00 lecture hours/3.33 -16.66 lab hours)*

*Credit - Degree Applicable*

*Letter Grade Only*

Provides opportunities for working students to acquire and demonstrate work habits, attitudes, and skills in the workplace. Employment is related to the students' educational goals.

*Repeatable 3 time(s).*

*Transfer: CSU*

[Click for Course Student Learning Outcomes](#)

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**WEXP 510 INTRODUCTION TO WORKPLACE READINESS 0**

*3.00 hours per week: (3.00 lecture hours/0.00 lab hours)*

*Noncredit*

*Non-credit Course*

Introduces fundamentals of workplace readiness and job retention. Students will gain an understanding of the role and value of working; identify and implement steps involved in obtaining employment; identify and demonstrate the employability skills associated with maintaining employment; and describe and apply basic employee money management skills.

*Repeatable 3 time(s).*

[Click for Course Student Learning Outcomes](#)

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## FACULTY AND ADMINISTRATION



# MANAGEMENT

## **Bell, Trudy (2000)**

**Director of Bookstore and Auxilliary Services**  
Ventura City College;  
California Polytechnic State University,  
San Luis Obispo

## **Cartnal, Ryan (1994)**

**Director, Institutional Research and Assessment**  
B.A., Occidental College; Los Angeles;  
M.A., California State University, Bakersfield  
Ph.D., University of California, Santa Barbara

## **Cascamo, John (2010)**

**Dean Of Academic Affairs, Workforce and Economic Development**  
B.A., M.A., Chaminade University, Honolulu;  
Ph.D., Walden University, Minneapolis

## **Curtis, Jason (2014)**

**Dean Of Academic Affairs, Sciences and Mathematics**  
B.S., M.S., California Polytechnic State University,  
San Luis Obispo;  
Ph.D., Purdue University, West Lafayette

## **DeBernardi, Kasey (2016)**

**Interim Supervisor of the Student Success Centers**  
B.S., M.A., California Polytechnic State University,  
San Luis Obispo

## **Escobedo, Maria (2014)**

**Dean, North County Campus & South County Center**  
B.A., California State University, Bakersfield;  
M.A., University of Texas at Brownsville & Texas  
Southmost College, Brownsville  
Ed.D., University of the Pacific, Stockton

## **Green, Christopher (2002)**

**Director, Fiscal Services**  
B.S., California Polytechnic State University:  
San Luis Obispo

## **Green, Matthew (2002)**

**Director, Workforce, Economic Development and Community Programs**  
B.A., University Of California, Santa Barbara;  
M.A., University Of California, Davis;  
Ph.D. Pacifica Graduate Institute

## **Hafley-Kliver, Haila (2016)**

**Director of Children's Center, Early Childhood Education Laboratory**  
A.A., Cuesta College, San Luis Obispo;  
B.A., M.A., Pacific Oaks College, Pasadena

## **Hill, Shannon (2011)**

**Executive Director, Foundation/Institutional Advancement**  
B.F.A., University Of Tennessee  
M.S., University Of Oregon

## **Jurevich, Gayla (2015)**

**Small Business Deputy Sector Navigator (DSN)**  
B.A., California State University, Fresno;  
M.B.A., University of Phoenix, Fresno

## **Leonard, Teri-Lyn (2016)**

**Director, Human Resources/Benefits/Payroll**  
B.A., Chapman University, Orange;  
M.B.A., Northcentral University, Prescott Valley

## **Mariucci, Robert (2001)**

**Director, Athletics**  
B.S., M.A., Northern Michigan University

## **McAlister, Brian (2016)**

**Assistant Director of Bond Projects**  
Cuesta College, San Luis Obispo

## **Munoz, Candelario (1989)**

**Director of Counseling and Student Success and Support Program (3SP)**  
B.A., Loyola University;  
M.A., Loyola Marymount University

## **Pimentel, Kristin (2011)**

**Director, Admissions and Records**  
B.S., University Of Phoenix; Phoenix

## **Reece, Terry (2001)**

**Director of Facilities Services, Planning & Capital Projects**  
A.A., Cuesta College

## **Richerson, Melissa (2014)**

**Vice-President of Human Resources and Labor Relations**  
B.A., Ashford University; Clinton  
M.A., Ashford University; Clinton

## **Riedstra, Catherine (2014)**

**Dean of Student Services**  
B.A., M.A., California Polytechnic State University:  
San Luis Obispo

## **Roldan, Stephen (2014)**

**Director of Disabled Student Programs and Services (DSPS)**  
B.A., Brigham Young University, Provo;  
M.S., San Diego State University, San Diego

## **Ruiz, Mia (2014)**

**WED&CP Associate Director of Continuing Education & Special Programs**  
B.A., California Polytechnic State University,  
San Luis Obispo;  
M.A., University of Phoenix, Phoenix

## **Scott, Marcia (1995)**

**Director Of Nursing**  
B.S.N., Luther College, Decorah, Iowa;  
M.S.N., California State University, Dominguez Hills

## **Scott, Patrick (2015)**

**Director Of Financial Aid**  
B.A., University of Idaho, Moscow;  
M.A., University of Chicago, Chicago

**Shephard, Janet (2015)****Director of Grant Development**

B.A., Texas A & M, College Station;  
M.S., University of Houston, Houston

**Stearns, Keith (2015)****Executive Director, Information Systems and Technology**

B.S., California Polytechnic State University,  
San Luis Obispo

**Stengel, Mark (2008)****Director, Library and Learning Resources and Distance Education**

B.A., Luther College;  
M.A., Washington State University;  
M.S., University of Illinois

**Stork, Gilbert (2010)****Superintendent/President**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo;  
Ed.D., Brigham Young University, Utah

**Troy, Daniel (2016)****Assistant Superintendent/ Vice-President of Administrative Services**

B.A., Dickenson College;  
M.A., Georgetown University

**Urquhart Tacket, Karen (2004)****Director of Development**

B.S., M.S., California Polytechnic State University,  
San Luis Obispo

**Wulff, Deborah (2008)****Assistant Superintendent/Vice-President of Academic Affairs**

B.A., San Diego State University;  
M.A., United States International University  
Ed.D., University of La Verne

## **FACULTY: FULL-TIME AS OF JULY 1, 2013**

**Akelian, Christopher (1977)****Engineering and Technology**

B.S., California Polytechnic State University,  
San Luis Obispo;  
M.S., San Diego State University

**Allen, Bret (2001)****Engineering and Technology**

B.S., California Polytechnic State University,  
San Luis Obispo

**Ames, Stephen (2014)****Engineering and Technology**

B.S., California State University, Long Beach;  
M.S., Bowling Green State University, Bowling Green

**Arno, John (2007)****Languages and Communications**

B.A., M.A., University Of Southern California

**Babu, Praveen (2006)****Physical Sciences**

B.S., Boston College;  
Ph.D., Louisiana State University

**Baeyen, Dennis (1988)****English**

B.A., Washington State University, Pullman;  
M.A., Iowa State University

**Baxley, Gregory (2004)****Physical Sciences**

B.S., California Polytechnic State University,  
San Luis Obispo;  
Ph.D., University Of Oregon

**Baxley, Lara (2012)****Chemistry**

B.S., California Polytechnic University; San Luis Obispo;  
Ph.D., University Of Oregon

**Biering, Ruth (2008)****Business Education**

B.A., University Of California, Los Angeles;  
J.D., Loyola University

**Blum, Katherine (2006)****Counseling Services**

B.S., University Of California, Davis;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Boggs, Denaë (2015)****Human Development**

B.A., California Polytechnic State University, San Luis  
Obispo  
M.A., Chapman University, Santa Maria

**Boling, Sean (2000)****English**

B.A., University Of Santa Cruz;  
M.A., San Francisco State University

**Bontenbal, Kevin (1997)****Library/Learning Resources**

B.A., California State University, Chico;  
M.L.S., Syracuse University, New York  
Ed.D., University Of California, Santa Barbara

**Bower, Donna (2001)****English as a Second Language**

B.A., M.A., California State University, Fresno

**Bramsen, Tricia (1983)****Human Development**

B.S., California Polytechnic State University,  
San Luis Obispo

**Butler, Fionnuala (2014)****Psychology**

B.A., Arizona State University, Tucson;  
M.S., Ph.D., University of California, Davis

**Chellsen, Denise (2006)****Mathematics**

B.S., M.S., California Polytechnic State University,  
San Luis Obispo

**Clark, Bret (2005)****Physical Science**

B.S., M.S., California Polytechnic State University,  
San Luis Obispo;  
Ph.D., Purdue University, West Lafayette

**Clayton, Petra (1992)****Languages and Communications**

B.A., M.A., University Of California, Riverside

**Conklin, Edward (1990)****English**

B.A., California State University, Long Beach;  
M.A., University Of California, Irvine

**Cooper, Solveg (2013)****Business Education**

B.S., Texas A&M University, College Station;  
M.B.A., University Of Southern California, Los Angeles

**Curtis, Lisa (2001)****Disabled Student Programs and Services**

B.S., M.A., California Polytechnic State University,  
San Luis Obispo

**Davis, Matthew (2015)****English**

B.A., University of Southern California, Los Angeles  
Ph.D., University of Washington, Seattle

**Debin, Megan (2014)****Fine Arts**

B.A., M.A., University of Southern California, Los Angeles

**Defraga, Lisa (2005)****Social Sciences**

B.A., Pomona College;  
M.A., San Francisco State University

**Demarest, Sally (2000)****English**

B.A., Indiana University;  
M.Ed., University Of North Carolina, Greensboro;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Demarest, William (2011)****Mathematics**

B.S., M.A., California Polytechnic State University,  
San Luis Obispo

**Devitt, Andrea (2006)****Counseling Services**

B.A., Loyola Marymount University;  
M.A., California State University, Dominguez Hills

**Downing, Tanya (2004)****Business Education**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Drechsler, Bailey (1999)****Human Development**

B.A., University Of California, Berkeley;  
M.A., Antioch University, Santa Barbara

**Duffy, Joan (2014)****Health Services**

B.S., Mount St. Mary's College, Los Angeles;  
M.S.N., Oregon Health & Science University

**Dumas, Beth-Ann (1999)****Languages and Communications**

B.A., M.A., California State University, Fullerton

**Eickemeyer, James (1999)****Physical Sciences**

M.S., University Of California, Los Angeles;  
B.S., Ph.D., University Of California, Santa Barbara

**Favoreto, Silvio (2010)****Biology**

M.S., Federal University Of Uberlandia  
Ph.D., Federal University Of Sao Paulo

**Fernandez, David (2004)****Engineering and Technology**

B. Arch., California Polytechnic State University,  
San Luis Obispo

**Finger, Roland (2011)****English**

B.A., San Francisco State University; San Francisco;  
M.A., California State University; Hayward;  
Ph.D., University Of California; Davis

**Fleming, Matthew (1999)****English**

B.A., California State University, Sacramento;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Florez, Janet (1994)****Extended Opportunity Programs and Services**

B.A., M.A., California State University, San Diego

**Fontes, Mike (2015)****Engineering and Technology**

Ventura College  
California Polytechnic State University, San Luis Obispo

**Gervasi, Jeffrey (2014)****Mathematics**

B.A., Rutgers University, Camden;  
M.A., Villanova University, Villanova;  
Ph.D., University of Southern California, Los Angeles

**Gilbert, Christopher (2000)****Social Sciences**

B.A., Loyola Marymount University;  
M.A., Boston College, Massachusetts;  
Ph.D., University Of California, Riverside

**Gonsalves, Jessica (2014)****Library/Learning Resources and Distance Education**

B.A., M.L.S., San Jose State University, San Jose

**Gossard, Susan (1986)****Counseling Services**

B.A., California State University, Chico;  
M.A., California State University, Sacramento

**Gough, Dana (1986)****Counseling Services**

B.A., University Of California, Santa Barbara;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Grover, Jeffrey (1988)****Physical Sciences**

B.S., University Of Southern California;  
M.S., University Of Arizona

**Gutierrez, Anthony (2006)****Student Life and Leadership**

B.A., Azusa Pacific University;  
M.A., Michigan State University  
Ed.D., University of California, Santa Barbara

**Ha, Francis (2001)****Social Sciences**

B.S., University Of California, Berkeley;  
M.A., Ph.D., University Of California, Santa Barbara

**Hall, Zachary (2010)****Language & Communications**

B.A., California State University; Northridge;  
M.S., San Jose State University; San Jose;  
Ph.D., University Of California; Santa Barbara

**Hardiman, Tonya (1995)****Counseling Services**

B.A., California Polytechnic State University,  
San Luis Obispo;  
M.S., University Of La Verne

**Harris, Linda (2008)****Nursing/Allied Health**

B.S., Consortium Cal State University; Nursing Program;  
M.S., California State University; Dominguez Hills

**Higgins, Neil (2014)****Business Education**

B.S., University of California, Davis;  
M.B.A., California Polytechnic State University,  
San Luis Obispo

**Highland, Douglas (2004)****Fine Arts**

B.A., California Polytechnic State University,  
San Luis Obispo;  
M.A., University Of Arizona

**Hoffman, Julie (1999)****Mathematics**

B.A., University Of California, Irvine;  
M.S., California State University, San Jose

**Iredale, Susan (2012)****Business Education**

B.A., Pace University, New York;  
M.S., University Of California; Irvine

**Jimison, Katherine (1996)****Physical Sciences**

B.S., University Of Nevada, Reno;  
M.S., University Of California, Santa Barbara

**Johnson, Beth (2012)****Nursing/Allied Health**

B.S., Pacific Lutheran University; Tacoma;  
M.S., Walden University Minneapolis

**Johnson, Fay (1999)****Nursing/Allied Health**

A.A., Harbor College

**Jones, Jeffrey (1990)****Engineering and Technology**

B.S., M.S., San Jose State University

**Kahane-Unch, Alexandra (2008)****Chemistry**

B.A., State University Of New York; Geneseo;  
Ph.D., Ohio State University; Columbus

**Kayser, Amy (2006)****English as a Second Language**

B.A., University Of Chicago;  
M.A., Northern Arizona University;  
Ed.D., University Of Exeter, United Kingdom

**Kinter, Michael (1999)****Mathematics**

B.A., University Of California, Berkeley;  
M.A., University Of Houston, Texas

**Knudsen, Matthew (2000)****Mathematics**

B.A., University Of California, Santa Cruz;  
M.S., University Of California, Irvine

**Knutson, John (2001)****Performing Arts**

B.M., University Of Minnesota, Twin Cities;  
M.M., Northern Arizona University

**Koeninger, Anthony (2001)****Social Sciences**

B.A., M.A., Ph.D., University Of California, Santa Barbara

**Korisheli, Margaret (2002)****Fine Arts**

B.S., University Of California, Los Angeles;  
M.A., California State University, Northridge

**Krulikowski, Victor (2001)****Social Sciences**

B.A., University Of Delaware;  
M.A., University Of California, Santa Barbara

**Labrenz, Thea (2014)****Counseling Services**

B.A., M.S., University of California, San Diego, La Jolla

**Lamon, Brent (1999)****Social Sciences**

B.S., California Polytechnic State University,  
San Luis Obispo;  
M.Phil., Ph.D., Graduate School And University Center Of  
The City University Of New York

**Langer, Bradley (2014)****Languages and Communications**

B.A., University of Santa Barbara, Santa Barbara  
M.A., Ph.D., University of California, Davis

**Larsen, Marie (1999)****Mathematics**

B.S., M.S., California Polytechnic State University,  
San Luis Obispo

**Len, Patrick (2003)****Physical Sciences**

B.A., Washington State University, Missouri;  
Ph.D., University Of California, Davis

**Leone, Stephen (1999)****English**

B.A., M.A., California State University, Fresno

**Lewis, Greg (1992)****Mathematics**

B.S., University Of California, Los Angeles;  
M.S., California State University, Northridge

**Liu, Canguo (2015)****Fine Arts**

B.S., Beijing Film Academy, China;  
M.S., Beijing Film Academy, China;  
M.S., University of Massachusetts Dartmouth,  
North Dartmouth

**Lloyd, Susan (1992)****Languages and Communications**

B.A., California State University, Hayward;  
B.A., University Of Montpellier, France;  
M.A., University Of California, Santa Barbara

**Lobo, Elizabeth (2012)****Biology**

B.S., University Of San Francisco; San Francisco;  
Ph.D., City Of Hope Beckman Research Institute; Duarte

**Locher, Brian (2014)****Kinesiology, Health Science and Athletics**

B.S., Chico State University, Chico;  
M.S., California Polytechnic State University,  
San Luis Obispo

**Lorenzen, Matthew (2014)****Counseling Services**

B.A., University of California, Santa Barbara  
M.S., California Polytechnic State University,  
San Luis Obispo

**Love, Carina (2004)****Library/Learning Resources and Distance Education**

B.A., University Of California, Santa Barbara;  
M.A., University Of California, Los Angeles

**Machado, Catherine (2006)****Counseling Services**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Maliszewski, Ann (2006)****Biological Sciences**

B.S., Keene State College, New Hampshire;  
M.A., Kent State University, Ohio;  
Ph.D., University Of Massachusetts

**Mann, Nancy (1990)****Biological Sciences**

B.A., M.A., California State University, Fullerton

**Marsala, Susan (1989)****English**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Marsh, John (2004)****Kinesiology, Health Science and Athletics**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Martin, Jennifer (2004)****Performing Arts**

B.A., California State University, Fullerton;  
M.M., University Of Redlands

**McAustin, Michelle (1990)****Business Education**

B.S., M.A., California Polytechnic State University,  
San Luis Obispo

**McCarley, Ronald (2005)****Performing Arts**

B.A., Westmont College;  
M.F.A., California Institute Of The Arts

**McConnico, Laurie (2007)****Biological Sciences**

B.S., University Of California, San Diego;  
M.S., Moss Landing Marine Laboratories, San Jose State University

**McDonald, Ronald (2007)****Engineering and Technology**

A.S., Cuesta College

**McQuillen, Patricia (2014)****Nursing/Allied Health**

A.D.N., Santa Barbara City College;  
M.S., M.A., California Polytechnic State University, San Luis Obispo

**Medeiros Taylor, Madeline (2005)****English as a Second Language**

B.A., M.A., California State University, Chico

**Merzon, Allison (1996)****Kinesiology, Health Science and Athletics**

B.A., University Of California, Davis;  
M.A., California Polytechnic State University, San Luis Obispo

**Meyer, Jodi (2001)****Mathematics**

B.S., California Polytechnic State University, San Luis Obispo;  
M.S., Northern Arizona University

**Mifsud, Lise (2008)****Social Sciences**

B.A., University Of California, Berkeley;  
M.A., University Of Tennessee, Knoxville

**Millard, Monica (2014)****Nursing/Allied Health**

A.D.N, Santa Barbara City College

**Miller, Barbara (1996)****Mathematics**

B.A., College Of St. Benedict, Minnesota;  
M.S., University Of Colorado, Denver

**Miller, Kenneth "Bob" (2003)****Kinesiology, Health Science and Athletics**

B.S., University Of Redlands;  
M.S.S., United States Sports Academy, Alabama

**Millich, Stacy (2008)****Engineering and Technology**

B.A., California State University; Chico;  
J.D., Santa Clara University; School Of Law

**Mills, Katherine (2015)****Nursing/Allied Health**

A.D.N., Cuesta College;  
M.S., Mount St. Mary's College, Los Angeles

**Mogull, Michael (2014)****Mathematics**

B.S., M.S., California Polytechnic State University, San Luis Obispo

**Mooney, Amy (1997)****English**

B.A., M.A., Iowa State University

**Moore, Cherie (1995)****Human Development**

B.A., University Of Hawaii At Manoa;  
M.S., California Polytechnic State University, San Luis Obispo

**Morgan, Jane (2001)****Social Sciences**

B.S., San Diego State University;  
M.A., Ph.D., Florida International University

**Moscoso, Glenda (2005)****Counseling Services**

B.A., M.A., California Polytechnic State University, San Luis Obispo

**Neary, Angela (2008)****Kinesiology, Health Science and Athletics**

B.A., California Polytechnic State University; San Luis Obispo;  
M.S., University Of Arkansas; Fayetteville;  
M.A., State University Of New York; Stony Brook

**Neidhardt, Katherine (2011)****Psychology**

B.A., M.A., Humboldt State University; Arcata

**Norton, Donald (1989)****Human Development**

B.A., Antioch University;  
M.A., Pacific Oaks College And Children's School

**Patchell, Thomas (2006)****English**

B.A., M.A., California Polytechnic State University, San Luis Obispo

**Peters, Kathleen (1997)****Disabled Student Programs And Services**

B.A., M.A., California Polytechnic State University, San Luis Obispo

**Pfeiffer, Jared (2014)****Fine Arts**

B.A., University of Wisconsin, Madison;  
M.F.A., Kansas State University, Manhattan

**Pointer, Stacy (2006)****English**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Porter Kathleen (2006)****Counseling Services**

B.A., California State University – Sacramento;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Powers, Robin (2009)****Disabled Student Programs and Services**

TESL Certificate, University Of Santa Barbara;  
B.A., M.A., Kent State University; Ohio

**Prochaska, David (1997)****Fine Arts**

B.F.A., College Of Creative Studies, University Of  
California, Santa Barbara;  
M.F.A., University Of California, Santa Barbara

**Rector-Cavagnaro, Anthony (1989)****Languages and Communications**

B.A., M.A., University Of California, Irvine

**Reed, Blake (1997)****Counseling Services**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Rodrigues, Aaron (1991)****Social Sciences**

B.A., University Of Southern California;  
M.A., Stanford University

**Ross, Alan (1998)****Business Education**

B.S., M.S., Ph.D., University Of California, Los Angeles

**Rossa, Marilyn (1984)****English**

B.A., California Polytechnic State University,  
San Luis Obispo;  
M.A., San Francisco State University

**Rubin, Gary (2004)****Business Education**

B.S., DePaul University, Chicago;  
J.D., California Western School of Law

**Ruiz, Katherine (2015)****Nursing/Allied Health**

A.D.N., Mt. San Antonio Community College; Walnut  
B.S., Cal State Cominguez Hills, Carson

**Ruppert, Ron (1989)****Biological Sciences**

B.A., M.A., California State University, Fullerton

**Sanders-Moreno, Jennifer (2001)****Mathematics**

B.S., M.S., California Polytechnic State University,  
San Luis Obispo

**Schwennicke, Robert (1998)****Mathematics**

B.A., California State University, Long Beach;  
M.A., Ph.D., University Of California, Santa Barbara

**Scovil, Randy (2001)****Business Education**

B.A., San Diego State University;  
M.S., California Polytechnic State University,  
San Luis Obispo

**Sherman, Teri (2002)****Counseling Services**

B.A., California State University, Fresno;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Silverberg, Bruce (2008)****Engineering and Technology**

B.A., Dickinson College, Pennsylvania;  
B.Arch., Boston Architectural Center;  
M.S., Columbia University, New York

**Smith, Julie (2006)****Counseling Services**

B.S., M.A., California Polytechnic State University,  
San Luis Obispo

**Stakes, Debra (2006)****Physical Sciences**

B.A., Rice University;  
Ph.D., Oregon State University

**Staley, Richard (2006)****Nursing/Allied Health**

B.S., California State University, Fresno;  
M.A., California Polytechnic State University,  
San Luis Obispo

**Stapp, Amy (2015)****Business Education**

B.A., Wheaton College, Wheaton;  
M.S., California Polytechnic State University,  
San Luis Obispo

**Sims, Wesley (2015)****English**

B.A., Mount Vernon Nazarene University;  
M.S., Texas A&M, College Station;  
Ph.D., University of Illinois, Chicago

**Stever, Cindy (2006)****Counseling Services**

B.A., M.A., California Polytechnic University,  
San Luis Obispo



**Stokes, John (2006)****Engineering and Technology**

B.S., California Polytechnic University, San Luis Obispo

**Stone, George (1998)****Performing Arts**

B.A., California State University, Northridge;

M.A., University Of La Verne

**Taylor, Richard (1999)****Mathematics**

B.A., M.A., San Jose State University

**Thoresen, George "Rob" (2005)****Engineering and Technology**

B.S., M.S., California Polytechnic State University,  
San Luis Obispo

**Tomes, Mark (1989)****Disabled Student Programs and Services**

B.A., California State University, Chico;

M.A., Humboldt State University

**Torrey, Antonia (2001)****Nursing/Allied Health**

A.D.N., Cuesta College;

B.S.N., M.S.N., California State University,  
Dominguez Hills;

Ph.D., Duquesne University, Pittsburgh, Pennsylvania

**Tucker, Heather (2014)****Nursing/Allied Health**

B.A., American Public University System, Charles Town

**Turner, Mark (1995)****Mathematics**

B.A., California State University, Fullerton;

M.S., California Polytechnic State University,  
San Luis Obispo

**Valle, Bree (2001)****Performing Arts**

B.A., B.Ed., Lakehead University, Canada;

M.F.A., Arizona State University

**Vasques, Matt (1998)****Languages and Communications**

B.A., California Polytechnic State University,  
San Luis Obispo;

M.A., University Of Maine

**Vasta, Joseph (2001)****Mathematics**

B.S., M.S., Ph.D., University Of California, Riverside

**Veres, John (1999)****Biological Sciences**

B.A., Rutgers University, New Jersey;

M.S., Washington State University;

Ph.D., Duke University, North Carolina

**Villa, Gary (2001)****Engineering and Technology**

B.A., California Polytechnic State University,  
San Luis Obispo

**Voge, Regina (2006)****English as a Second Language**

B.A., M.A., California Polytechnic State University

**Vriend, Regina (2001)****Counseling Services**

B.S., M.A., California Polytechnic State University,  
San Luis Obispo

**Wearda, Lisa B. (2007)****Counseling Services**

B.S., M.A., California Polytechnic State University,  
San Luis Obispo

**Weber, Mark (1989)****Social Sciences**

B.A., Humboldt State University;

M.A., Vanderbilt University, Tennessee

**West, James (1999)****English**

B.A., M.A., California Polytechnic State University,  
San Luis Obispo

**Wright, Peggy (1999)****Mathematics**

B.A., University Of California, Los Angeles;

M.S., California State University, Northridge

**Ziehl, Cheryl (1990)****Academic Support/Disabled Student Programs and Services**

B.A., University Of California, Santa Barbara;

M.A., California Polytechnic State University,  
San Luis Obispo

**Zin, Kyi (2009)****Mathematics**

B.S., M.S., Western Illinois University; Macomb

**Zipperian, Kathryn (1998)****English**

B.A., California State University, Sacramento;

M.A., California Polytechnic State University,  
San Luis Obispo,

Ph.D., Capella University

## EMERITI: FACULTY

Upon retirement, regular (tenured) and temporary faculty members who have served as faculty at Cuesta College for a minimum of fifteen years shall be eligible for emeritus faculty status if they have fulfilled at least nine full-time equivalent years.

\*Deceased

**Amyx, Chester L. (1965-1993)**

Fine Arts

**Amyx, Guyla (1988-2010)**

Fine Arts

**Andrews, Katchy (1991-2011)**

Counseling and Guidance

**Asire, Joseph J. (1967-1995)**

Physical Sciences

**Aleshire, Evlyne (1975-2008)**

Biological Sciences

**Avila, Frank W.\* (1965-1974)**

Social Sciences

**Bailey, Lorraine H. (1975-1993)**

Human Development

**Balfour, D.M.E., Warren H. (1973-2001)**

Performing Arts

**Basseri, Ed.D., Jamshid\* (1965-1996)**

Business Education

**Barclay, Judith (1985-2008)**

Mathematics

**Bauer, Paul G. (1971-2006)**

Physical Sciences

**Bedell, Lee L. (1966-2006)**

English

**Belden, Lonnie M. (1966-1999)**

Biological Sciences

**Blakeslee, D.S.M., Earle B.\* (1965-1973)**

Fine Arts

**Blazej, Donald (1987-2012)**

Business Education

**Boster, Elizabeth A. (1974-2011)**

Human Development

**Bowen, Terry C. (1978-2004)**

Physical Education

**Bowen, John E.\* (1965-1988)**

Physical Sciences and Mathematics

**Brady, Linda (1986-2010)**

Counseling and Guidance

**Brudney, Kent (1986-2010)**

Social Sciences

**Brundage II, Joe R. (1965-2003)**

Physical Sciences

**Burse, Victoria D. (1989-2006)**

English

**Canney, D.A., Daniel J.\* (1966-1995)**

Language Arts

**Cardinale, Joe (1985-2012)**

Counseling Services

**Carra, Hedy (1979-2009)**

Academic Support/Disabled Students Program and Services

**Chandler, Arlene B. (1965-1986)**

Human Development

**Collier, Margaret (1975-2005)**

Human Development

**Corey, Jean (2004-2012)**

Nursing and Allied Health

**Crystal, Ed.D., Delbert G.\* (1966-1993)**

Engineering and Technology

**Diaz, David (1984-2009)**

Kinesiology, Health Sciences and Athletics

**Dill, Peter (1983-2010)**

Social Sciences

**Eister, J. Owen (1965-1993)**

Language Arts

**English, Wallace E. (1972-1995)**

Engineering and Technology

**Erickson, Lenore A. (1967-2000)**

Social Sciences

**Evans, Valerie (1986-2001)**

Business Education

**Findley, Virginia (1983-2010)**

Business Education

**Fisher, Richard L.\* (1965-1998)**

Physical Sciences

**Frank, Arnold F. W. (1965-1990)**

Engineering and Technology

**Frantz, Barry J. (1967-2001)**

Fine Arts

**Frey, Adele H. (1965-1992)**

Physical Education

**Frost, Ramona Z.\* (1965-1988)**

Language Arts

- Galczenski, Marian (1990-2013)**  
Fine Arts
- Genereux, Marilyn Kay\* (1989-2001)**  
Disabled Student Programs and Services/Learning Skills
- Gillette, Jan\* (1997-2014)**  
Human Development
- Girard, Sally (1984-2010)**  
Languages and Communications
- Girolo, Nella S. (1972-2003)**  
Performing Arts
- Gold, Ph.D., Randall (1968-2010)**  
Social Sciences
- Guidi, Addie (1972-1991)**  
Nursing and Allied Health
- Hansen, Donald F. (1965-2000)**  
Business Education/Men's Basketball
- Hansen, Mary El (1985-2001)**  
Counseling Services
- Hartwig, Robert L.\* (1976-2005)**  
Languages and Communications
- Hendricks, Judith E.\* (1987-2003)**  
Human Development
- Herbekian, Steve (1996-2012)**  
Mathematics
- Hesson, Ed.D., J. C. (1965-1995)**  
Language Arts
- Hitchman, Richard J. (1967-2003)**  
Social Sciences
- Hughes, Patrick (1989-2010)**  
Mathematics
- Johns, Marvin (1984-1995)**  
Physical Sciences and Mathematics
- Johnson, Jani N. (2002-2015)**  
Kinesiology/Athletics
- Johnson, Joyce R. (1965-1986)**  
Business Education
- Johnson, Richard E. (1989-2005)**  
English
- Johnston, Laurence (1990-2012)**  
Mathematics
- Judd, D (1988-2015)**  
Social Sciences
- Kanbara, Jack N. (1969-1990)**  
Library Services
- Kelley, James David (1965-1990)**  
Social Sciences
- Lagomarsino, Peter (1976-2008)**  
Construction
- Lane, Irene O.\* (1969-1986)**  
Counseling Services
- Larson, Beverly (1998-2010)**  
Business Education
- Lau, Christina (1991-2012)**  
Library/Learning Resources
- Lilley, Keith (1974-2008)**  
Library/Learning Resources
- Marchant, Christine (1987-2011)**  
English
- Marshall, A. Robert (1977-2005)**  
Mathematics
- Mauro, Carmen L.\* (1965-1987)**  
Physical Education
- McBade, Jayson (1967-1986)**  
Fine Arts
- McCorkle, Mary (1975-2010)**  
Languages and Communications
- McGee, Barbara (1989-2012)**  
Mathematics
- McGill, Paul L.\* (1966-1983)**  
Language Arts
- Meissner, Gary C. (1971-2002)**  
Physical Education
- Napoli, Michael (1985-2011)**  
Kinesiology, Health Sciences and Athletics
- Nelson, Darlene L. (1986-2004)**  
Learning Skills/Disabled Students Programs and Services
- Nunez, Daniel J. (1972-1992)**  
Engineering and Technology
- Panter, Dwight (1976-2004)**  
Engineering and Technology
- Peachey, Pam (1995-2014)**  
Nursing and Allied Health
- Pedersen, Pete K. (1971-2006)**  
Biological Sciences
- Pelfrey, Robert H. (1972-2003)**  
Fine Arts
- Peter, Gilbert M.\* (1966-1993)**  
Physical Sciences and Mathematics
- Pillsbury, Douglas (1990-2010)**  
English as a Second Language
- Platou, Harald S.\* (1965-1989)**  
Biological Sciences

**Platou, Teofila A. (1968-1991)**

Nursing and Allied Health

**Platt, Jr., Hugh H. (1981-1999)**

Language Arts

**Ralston, Irmtraud (1986-2010)**

Counseling and Guidance

**Rehm, Walt (1990-2012)**

Kinesiology, Health Sciences and Athletics

**Rich, Darrell L. (1972-2002)**

Physical Education

**Richmond, William F. (1972-2004)**

Engineering and Technology

**Robert, Karen (1989-2006)**

Student Life and Leadership

**Rumore, George (1968-2001)**

Business Education

**Schnoor, Gail (1991-2013)**

Languages and Communications

**Shearer, Nancy (1988-2008)**

Languages and Communications

**Shelton, Eugene R. (1969-1995)**

Language Arts

**Smith, Darlene (1976-2010)**

Social Sciences

**Smith, Dawn (1993-2015)**

Nursing and Allied Health

**Snider, William R. (1989-2015)**

Business Education

**Solis, Yolanda (1994-2013)**

Languages and Communications

**Stanford, Ph.D., Barbara (1971-1992)**

Social Sciences

**Steinberg, Elizabeth D. (1986-2013)**

Human Development

**Stewart, James (1973-2010)**

Counseling and Guidance

**Stone, Richard M.\* (1971-2002)**

Business Education

**Stout, Leland K. (1971-1988)**

Engineering and Technology

**Sullivan, John (1987-2012)**

Business Education

**Sutter, Ralph (1987-2011)**

Languages and Communications

**Thompson, Stanley E. (1970-1998)**

Engineering and Technology

**Thorup, Ph.D., H. Christian\* (1966-1995)**

Social Sciences

**Tomlinson, Robert S. (1966-1987)**

Language Arts

**Waska, Karen (1990-2015)**

College Success Studies

**Welch, D.A., C. Lee (1965-1991)**

Physical Sciences and Mathematics

**Windsor, Aloha (1989-2012)**

English

## EMERITI: MANAGEMENT

Upon retirement, management, supervisory, confidential, and classified employees who have served at Cuesta College for a minimum of fifteen years shall be eligible for management, supervisor, confidential, or classified staff emeritus status if they have fulfilled at least nine full-time equivalent years.

*\*Deceased*

**Bennett, Sidney S. (1968-1995)**

Counseling Services/Director of Career-Transfer Center and Job Placement

**Booth, Juanita A.\* (1966-1975)**

Director of Nursing Programs

**Cementina, Ed.D., Ernest G. (1966-1992)**

Dean of Instruction, Humanities

**Choate, Dean (1975-1992)**

Director of Building Maintenance and Operations

**Dressler, Ed.D., Susan J. (1992-2005)**

Assistant Superintendent/Vice President, Instructional Services

**Eisenbise, Ph.d./L.L.D., Merlin E.\* (1964-1977)**

President/Superintendent

**Evans, Robert J. (1968-2001)**

Dean of Instruction, Humanities

**Fradley Kelley, Ed.D., Lynn (1973-2001)**

Director of Learning Support/Disabled Student Programs and Services

**Gabriel, Douglas J. (1975-1992)**

Director of Grounds

**Garrett, Richard L. (1967-1989)**

Director of Student Affairs

**George, Ed.D., Barbara H. (1977-2004)**

Executive Director of Institutional Advancement

**Grant, RN, Ph.D., Ann B. (1981-2004)**

Dean of Instruction, Sciences, Mathematics, Nursing and Physical Education

**Greathouse, Ed.D., Jim J.\* (1966-1992)**

Vice President/Assistant Superintendent, Educational Services

**Hagen, Ph.D., Peter F. (1988-2004)**

Director Of Matriculation and Research Services

**Hansen, Warren E. (1965-2001)**

Director Of Athletics and Physical Education

**Hastings, Mary (1987-2013)**

Supervisor Tutorial Services, Academic Support

**Hendricks, Orville L. (1966-1998)**

Dean of Instruction, Business, Engineering/Technology, and Human Development

**Henry, Joy F.\* (1965-1989)**

Registrar

**House, Janice (1990-2013)**

Director of Computer Services

**Judson, Laurie (1968-1992)**

Director of Public Affairs

**Manyak, John N. (1965-1993)**

Director of Counseling Services

**Martinez, Ed.D., Frank R. (1964-1988)**

President/Superintendent

**McGinnis, Ed.D., George C.\* (1964-1972)**

Assistant Superintendent, Business Services

**McLaughlin, Sandee (1986-2016)**

Assistant Superintendent/Vice President Student Services

**Miller, Wilma J.\* (1971-2000)**

Director of Fiscal Services

**Mitchell, Ed.D., Grace N.\* (1989-1999)**

Superintendent/President

**Parker, Ed.D., Mary N. (1973-2006)**

Director of Nursing/Allied Health

**Pearce, Edwin M. (1968-2002)**

Dean of Vocational Education, Community Programs/Recreation, and Economic Development

**Perkins, Cynthia S.\* (1964-1969)**

Director of Counseling and Guidance

**Schaub, John G.\* (1965-1985)**

Administrative Dean of Student Services

**Sommer, Toni (1998-2015)**

Assistant Superintendent/Vice President Administrative Services

**Spatafora, Sharon (1988-2015)**

Administrative Assistant Student Support

**Stork, Ed.D., Gilbert H. (1967-2004)**

Assistant Superintendent/Vice President, Student Services

**Wambolt, Connie (1981-1998)**

Director of Community Services

**Wilhelm, Mary Lou (1976-1993)**

Director of Library Services

**Wong, Emery (1968-2000)**

Director of Bookstore and Auxiliary Services

**Workman, Burma (1980-2004)**

Director of Human Resources

## EMERITI: SUPPORT STAFF

Upon retirement, management, supervisory, confidential, and classified employees who have served at Cuesta College for a minimum of fifteen years shall be eligible for management, supervisor, confidential, or classified staff emeritus status if they have fulfilled at least nine full-time equivalent years.

\*Deceased

**Acebo, Nancy (1989-2014)**

Fiscal Services

**Amborn, Sandra (1996-2009)**

Counseling and Guidance

**Bachmann, Anne (1980-2004)**

Administrative Services

**Baggett, Linda (1993-2010)**

Student Services

**Bartholow, Bonnie\* (1976-2001)**

Student Services

**Bartholow, Sid (1985-2005)**

Physical Plant

**Brown, Judi (1990-2009)**

Health Services

**Carver, Leon D.\* (1986-2006)**

Learning Resources

**Cater, Katherine (1988-2014)**

Administrative Services

**Coats, Elaine H. (1964-1992)**

Educational Services

**Cook, Sally (1969-2000)**

President's Office

**Cudigan, Karen (1971-2000)**

Fiscal Services

**Davenport, Joyce (1998-2015)**

Facilities Services

**DeCou, Kathy (1990-2013)**

Library/Learning Resources and Distance Education

**Deschler, Fred "Ric" (1981-2001)**

Fiscal Services

**Dewing, James (1997-2015)**

Facilities Services

**Eddy, Edna M.\* (1973-1996)**

Library Services

**Ellithorpe, Larry\* (1965-1998)**

Business Services

**Fazio, Gloria (1976-2001)**

Counseling Services

**Feil, Jennifer (1988-2012)**

Bookstore

**Goldstein, Margie (1988-2005)**

Admissions and Records

**Greenway, Guadalupe (1993-2015)**

Career Transfer Services

**Harling, Evelyn\* (1973-1991)**

Physical Education

**Harris, Susan (2002-2014)**

Admissions & Records

**Hayner, Claudia L. (1968-2004)**

Executive Dean's Office, North County Campus

**Hollenbach, Paula (1965-1983)**

Business Services

**Hollenbach, Robert\* (1966-1981)**

Physical Education

**Hudson, Margaret (1990-2013)**

Administrative Services

**Hunsaker, Pam (1977-2003)**

Fiscal Services

**Ingram, Ira Leon (1971-1993)**

Physical Plant

**Johnson, Randall (1985-2007)**

Fine Arts

**Jones, Marla (1975-2010)**

Institutional Research and Assessment

**Jonsson, Jodi (1997-2012)**

Reprographics

**Kim, Dorrae (1998-2013)**

Human Resources/Payroll

**Kirstatter, Ruth (1993-2011)**

Nursing and Allied Health

**Lacross, Maryann (1995-2012)**

Fine Arts

**Lawson, Lori (1973-2008)**

Human Resources

**Linn, Karen (1973-2012)**

Workforce Economic Development & Community Programs

**Malmen, Jeff (1980-2007)**

Facilities Services

**Martin, Madeline (1998-2011)**

Telecommunications

**May, Kathryn (1969-1990)**

Library Services

**Meissner, Darlene (1977-2001)**  
Sciences, Mathematics, Nursing and Physical Education

**Miller, Glover\* (1965-1980)**  
Public Safety

**Munson, Marcia (1971-1992)**  
Study Center

**Nelson, Ed (1968-1991)**  
Physical Plant

**Overton, Linda (2000-2014)**  
Workforce Economic Development & Community  
Programs

**Parker, Bruce (1977-1995)**  
Physical Plant

**Pedroni, Pete\* (1972-2007)**  
Facilities Services

**Penncock, Frank (1999-2015)**  
Facilities Services

**Robinson, Paula (1990-2012)**  
Academic Support/Disabled Student Programs and  
Services

**Rodriguez, Rogelio (1999-2015)**  
Facilities Services

**Ryan, William (1979-2010)**  
Facilities Services

**Sawyer, Darlene (1987-2013)**  
Facilities Services

**Schoenfeld, Lola "Willie"\* (1981-2001)**  
English

**Scott, Linda (1995-2012)**  
Social Sciences

**Scott Dewing, Judith (1975-2008)**  
North County Campus

**Summers, Noma (1979-2004)**  
Career Transfer Services

**Swan, Elaine (1981-2009)**  
Library, Learning Resources and Distance Education

**Tway, Edith (1989-2015)**  
Financial Aid

**Villador, Ed (1965-1981)**  
Maintenance and Operations

**Vogel, Janet\* (1979-1995)**  
Admissions and Records

**Waddell, Yolanda (1978-2000)**  
Information Technology Services

**Wilmer, Elizabeth (1993-2013)**  
Library/Learning Resources and Distance Education

**Winterberg, Stephen\* (1987-2012)**  
Facilities Services

**Wise, Kathryn Claire (1975-1995)**  
Learning Resources

**Yerger, Stephen (1987-2010)**  
Facilities Services

# CUESTA COLLEGE FOUNDATION

Since 1973, the foundation has worked with generous donors to support student access and success at Cuesta College. Each year, the foundation raises millions of dollars on behalf of the college for programs, capital needs, scholarships and grants.

Because of our generous donors, over half a million dollars of scholarships are available for students for 2015-16, including the Cuesta College Promise, which provides the first year of college fee-free to new San Luis Obispo County high school graduates. For more information about applying for scholarships offered by the foundation, see the Financial Aid section of this catalog.

The foundation is led by a board of directors, representing volunteer community members from across San Luis Obispo County. Additional information about the foundation's programs and ways to give can be found on the website: <http://www.cuesta.edu/aboutcc/planning/foundation/> or by calling (805)546-3279.

## MISSION

The Cuesta College Foundation ensures the greatest educational opportunities for student access and success by:

- Providing the highest level of support and philanthropic opportunities
- Serving as a liaison between the college and the community
- Enhancing the college's visibility and stature
- Advocating for community colleges
- Fostering a creative and rewarding environment for students, faculty, staff and volunteers

## SCHOLARSHIPS, AWARDS AND FUNDS

### Perpetually Endowed Funds

The following is a listing of perpetual endowments with earnings available for scholarships, departments or specially designated awards (year indicated is date funded).

Acorn Scholarship (2001)

Ada Irving Nursing Endowment Fund (1991)

Afghanistan and Iraq Wounded War Veterans Scholarship Endowment (2007)

Alice Thompson Scholarship Fund (1995)

Alvin E. and Mary S. Rhodes Trustee Award (1990)

Ann Grant Nursing Endowment Scholarship (2012)

Anna Adams-Gohler Nursing Scholarship (1997)

Arlene B. Chandler and Everett M. Chandler Endowment (2002)

Arletta Dennis Moore Scholarship Fund (1991)

Audrey J. English and Wallace E. English Memorial Endowment (1992)

Avis J. Madden, R.N., Memorial Scholarship (1987)

B.T. and Bonnie Mills Scholarship Fund (2000)

Barry Frantz Scholarship Fund (2001)

Baywood Park Women's Club Scholarship Endowment (1973)

Be Happy, Smile at a Stranger Drama Scholarship in Memory of Daniel Cicchini, Danny Boy (2005)

BeJae Mallory Blake Endowment (2007)

Bert Conklin Scholarship Endowment (1996)

Bessie Barnes Scholarship (1989)

Betty A Cousins Endowment (2013)

Betty A. Cousins "Queenie" Scholarship (1999)

Betty Nielsen Scholarship Fund (1994)

Blezilda "Blez" Soriano Maduli Memorial Scholarship (2008)

Brian Caldwell Scholarship Fund (1989)

Bud and Grace Myers Scholarship Quota International of Paso Robles (2000)

Burt W Polin & Virginia Polin Visual Arts Endowed Scholarship Fund (2012)

Burt W Polin and Virginia Polin Visual Arts Endowed Scholarship Fund (2012)

Burt W. Polin and Virginia Polin Nursing Endowed Scholarship Fund (2012)

Burt W. Polin and Virginia Polin Nursing Endowed Scholarship Fund (2012)

C. Baring Farmer, M.D., Scholarship (1989)

C.C.F.T. Robert Hartwig Memorial Broadcast Endowment (2006)

C.M. Peart Family Endowment (2001)

Cagliero Viticulture T/T Endowment (2013)

Calvin and Ruth Gabriel Family Scholarship (1994)

Carl A. Carlson Scholarship Fund (2001)

The Carl and Carol Schliep Fund (1983)

Carmen Mauro Scholarship (1990)

Carol S. Judd Scholarship Endowment (2007)

Carolyn Ragsdale Nursing Scholarship (2005)

Central Coast Women's League Scholarship (1985)

Central Shores Chapter of the Oncology Nursing Society Excellence in Nursing Scholarship (2001)

Charles and Marjorie Burkhardt Endowment (1991)



Charline Albertine Knight Nursing Scholarship (1993)

Chris Stodolka Scholarship for Academic Excellence (1994)

Christopher Giambalvo Memorial Fund (1995)

Christy Sweeny Scholarship Fund for Nursing Students (2004)

Clifford Engineering and Science Scholarship (2001)

College Grant Fund (1993)

College Readiness Endowment (1991)

Craig Farley Ryan Gift of Life Scholarship (1985)

Cuesta College Endowment Fund (1982)

Cynthia Rose Sargen Endowment (2014)

Dallons/Bennett LRC Endowment (2013)

David A. Finley and Eva A. Finley Endowment (2002)

Disabled Student Programs and Services Endowment Fund (1989)

Dolores McLaughlin Fine Arts Endowment for the North County Campus (2007)

Don and Elaine Holley Coats Scholarship Endowment (2002)

Don Hansen Basketball Camp Scholarship (2000)

Doreen Chapman Bird Scholarship (2007)

Dori Lynn Deutsche Scholarship (2003)

Dorothy B. Stork Memorial Endowment (2005)

Dowell Fund for Technology Advancement (2000)

Dr. Barbara H. George Fund for the Greatest Need (2004)

Dr. Danny Lickness Nursing Scholarship (1998)

Dr. Gilbert H. Stork Scholarship (2004)

Dr. R's Excellence Fund (2006)

Dr. R's Speech Scholarship (2006)

Dr. Susan Dressler Fund for Faculty Professional Development (2006)

Dr. W. Boyd and Mrs. Carol Judd Scholarship in Honor of Anita Judd (2002)

Earle B. and Diane P. Blakeslee Endowment Fund (1988)

The Earle B. Blakeslee Music Award (1999)

Ed Atkinson Memorial Nursing Scholarship (1978)

Eleanor Sears Memorial Scholarship Endowment (1988)

Elizabeth Brown Endowment (1994)

Elizabeth Tudor Scholarship of the Central Coast Renaissance Historical Society (1995)

Emile and Pat Attala Endowed Scholarship (2012)

Ethel Cooley Scholarship Endowment Fund (1993)

Evelyn E. Cunningham Endowment (2010)

Faculty Grants Endowment Fund (1994)

The Farrer Family Women in Technology Scholarship Fund (2000)

The Fely and Harald Platou Scholarship Fund (1997)

Fine Arts Gallery Endowment Fund (2012)

Finley-Kolemaine Scholarship (2002)

Florence Eileen Shaffer Memorial Scholarship (1994)

Fox Family Trust (2008)

Frady Family Scholarship Endowment (1998)

Frances A. French and Marion E. French Memorial Nursing Scholarship Endowment (2007)

Francis Vincent See Memorial Fund (1993)

Frank A. "Tony" Sprague Memorial Award (1989)

Frank and Josephine Avila Endowment Fund (1993)

Frank and Lois Martinez "President's Scholarship" Endowment Fund (1988)

Frederick G. Novy III History Scholar Award (1991)

Friends of the Library Lyn Vivrette Scholarship (2005)

G. D. Wallace Endowment for Public and Community Events (1997)

The Gene and Dorothy Miller Endowed Scholarship Fund (2012)

The Gene and Dorothy Miller Endowed Scholarship Fund (2012)

The Gene and Fern Hulse "Twiggy" Award (1994)

General Foundation Administration Endowment (1988)

Gil Peter "S.A.M." (Scholastic Achievement in Mathematics) Scholarship Endowment Fund (1996)

Glenn H. Robinson Memorial Scholarship Fund (2003)

Grace N. Mitchell Opportunity Scholarship (1999)

The Grover City Civic Women's Club Scholarship (2000)

Harry K. Wolf Scholarship Endowment (2007)

Hassiba Williams Scholarship (2001)

Helen Novy Art Fund (1995)

Helen R. "Pat" Allen-Kennedy Scholarship Fund (1990)

Heritage Oaks Bank Endowment Fund (2012)

Heritage Oaks Bank Endowment Fund (2013)

Hopkins Trust Scholarship (2013)

Independent Insurance Agents and Brokers of San Luis Obispo County Endowment Fund (1981)

J. Neil Moses Scholarship (1986)

J. Vard Loomis Memorial Scholarship Fund (1977)

Jack Bohannon Scholarship Endowment (1996)

Jack E. Robinson Geology Endowment (2009)

James K. Ekegren, M.D., Nursing Scholarship Fund (1992)

James T. Clarke Scholarship (2009)

Jane Barnes Williams Endowment Fund (1990)

Jean Ann Miller Memorial Endowment (1995)

Jessie H. Ray Encouragement Endowment (1991)

Jim and Maxine Greathouse Endowment (1992)

John and Dorothy Hayner Memorial Scholarship (2002)

John Bowen Memorial Scholarship (1989)

John G. Schaub Memorial "Dean's" Award (1999)

John K. and Vivian B. Christian Scholarship (1999)

The Joseph T. and Amy Silva Arsenio Endowment (1998)

Joyce Williams Smith Memorial Scholarship (1987)

Judy Barclay Mathematics Endowment (2008)

June and Jayson McBade Endowment Fund (1989)

Kathryn Trout Memorial Fund (1984)

Kenneth Diefenderfer Scholarship Endowment (2007)

The Laumann Family Scholarship Endowment (1986)

LaVonne Gaebe Nursing Scholarship Fund (1997)

League of Women Voters Scholarship in Memory of Beverly Hund (1993)

Lillian Dean Memorial Fund (2006)

The Linnaea Phillips Endowment (1998)

Lorraine V. Erno, R.N., Memorial Scholarship (1998)

Lucille Peyton Endowment (1989)

M. L. Duke Scholarship (1985)

Margaret Peart-Collier Early Childhood Education Endowment Scholarship (1989)

Margaret Templeton Scholarship (2004)

The Marianne Michels College for Kids Memorial Scholarship (1998)

Marie Alice Peart and Gilbert M. Peart Scholarship Fund (1992)

Mario Rizzoli Automotive Scholarship (2004)

Mark Corey Pitchlyn Textbook Grant (1992)

Martha C. Bennett Nursing Endowment (2005)

Mary E. Smith Memorial Marine Biology Award (1983)

Mary Mae McQuaid Scholarship Fund (1997)

Matthew Aydelott Endowment For Youth (2008)

Maude E. Shawhan Scholarship Endowment (1991)

Merlin and June Eisenbise Endowment Fund (1996)

The Michael James Sotelo Scholarship (2005)

Mickey Testa Memorial Scholarship (1998)

Military Officers Association of America Ladies (MOAAL) Scholarship (1991)

Milton and Margaret Levy Endowment Scholarship Fund (1989)

Missie Hobson Endowed Scholarship (2012)

Mr. and Mrs. Charles Dovica Endowed Scholarship (aka The Cuesta Promise) (2013)

Mr. and Mrs. Robert Lutz Scholarship Fund (1989)

Nellie Bjorn Nursing Scholarship (2002)

Norberto G. Diaz Scholarship Fund (2004)

The Norby-Perkins Scholarship Fund (2001)

The Patrick A. Walsh Memorial Scholarship Fund (1999)

Patty Riley "Big Sun Peppermint Willow" Scholarship (1999)

The Patty, Fred and Diane Diamond Fund (2005)

Paul and Katherine Schmitt Scholarship Fund (2002)

Pease Endowment (2008)

The Pete Cagliero Family Endowment (2005)

Peter and M'May Diffley Award for Faculty Excellence (1989)

Peter and Maria Nappi Scholarship (1990)

Peter K. Pedersen Endowment (2006)

Portraits in Music/Public Events Endowment (1989)

Quota International of Morro Bay Garnet Coughlin Scholarship (1991)

Quota International of San Luis Obispo Endowment Fund (1994)

The Ralph M. and Grace Warten Scholarship (1997)

Ralph Waldo and Opal Lucy Daugherty Scholarship Fund (2000)

Ralston Family Scholarship Fund (1993)

Ramona Frost Foreign Language Scholarship (1988)

Renee Cunningham Nursing Endowed Scholarship Fund (2014)

Rev Doctor Sharon Rose Daugherty Scholarship Fund (2000)

Robert David Endowment (1999)

Rose and Robert Lane Music Endowment (2008)  
Rose Polin McKeen and William Henry McKeen  
Scholarship (1994)  
The Rose Sargen Endeavor Scholarship (2005)  
Rosie Benevedo Endowment (2008)  
The Roy E. Coats Endowed Memorial Fund (2012)  
Ruth Whipple and Genevieve Coolidge Endowment  
(1972)  
San Luis Obispo General Hospital Auxiliary Endowment  
Fund (1990)  
Scholarship Endowment for Nursing Students (1989)  
The Schwartz Family (Stella, Barney, Dorothy, Mary, and  
Dale) Scholarship (1999)  
Schwartz-Studer Scholarship Fund (2000)  
Sid and Bonnie Bartholow Scholarship (2002)  
Sidney R. Broadbent, M.D., Nursing Training Fund  
(2005)  
Sierra Vista Hospital Volunteer Auxiliary Scholarship  
(1990)  
SLO County Physicians Endowment Fund (1995)  
Soroptimist International of San Luis Obispo  
Scholarship Award (1991)  
Stanley W. Welchert Veterans Emergency Grant Fund  
(2011)  
Susan Dressler and Jack Bohannon Scholarship  
Endowment Fund (2014)  
Teaching and Service Excellence Awards (1992)  
Thomas and Susan Davies Master Chorale  
Endowment (2004)  
Tibor Kalman String Quartet Award (1991)  
Twin Cities Community Hospital Volunteers Scholarship  
Fund (2002)  
Veterinarians of San Luis Obispo County Scholarship  
Fund (1996)  
Vicki Farrer Endowment (1989)  
Virgie L. Lebo Scholarship Endowment (1996)  
The W. Boyd Judd Math Scholarship Fund (2011)  
Wallace and Frances J. Reynolds Scholarship Fund  
(1994)  
Walter Conley Endowment (1993)  
Wanetta Thomas Endowment Fund (1984)  
Wendi Lawless Interior Design Endowment Fund (1999)  
Wilhelm Book Endowment Fund (1993)  
William and Jeanne Greene Scholarship Endowment  
Fund (2014)

William Larrick Trevathan Fund to Benefit the Learning  
Disabled (1989)  
Women's Program Endowment Fund (1990)  
Zelle Diefenderfer Endowment (1988)

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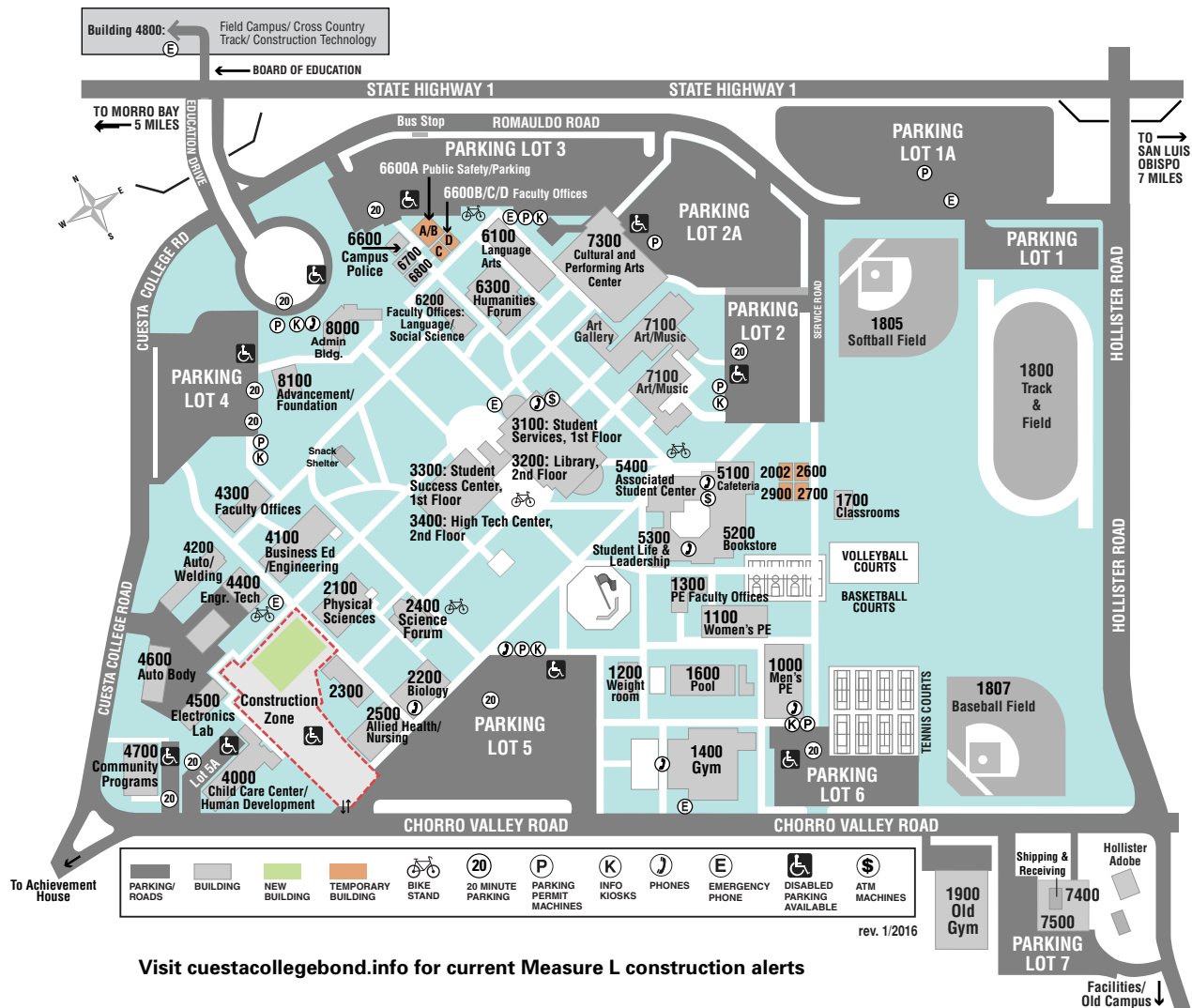
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# San Luis Obispo Campus (805) 546-3100



Visit [cuestacollegebond.info](http://cuestacollegebond.info) for current Measure L construction alerts

Administration.....	8000	Cooperative Work Experience.....	5300	Humanities Forum.....	6300
Admissions/Records.....	3100	Disabled Student Programs		Language Arts.....	6100
Advancement/Foundation.....	8100	and Services (DSPS).....	3300	Learning Support Services/.....	3300/
Allied Health/Nursing.....	2500	Electronics power control lab.....	4500	Learning Resources.....	3400 2nd Fl.
Alumni Association.....	8100	Engineering Technology/		Library.....	3200 2nd Fl.
Art Gallery.....	7100	Electronics Lab.....	4400	Marketing & Communications.....	8100
Assessment/ Matriculation.....	3400	English as a Second Language Office.....	3100	Parking/Public Safety.....	6600A
Associated Students Auditorium.....	5400	Extended Opportunity Programs		Performing Arts Center (CPAC).....	7300
Auto Body.....	4600	& Services.....	3100	Performing Arts/Fine Arts.....	7100
Auto Technology and Welding.....	4200	Faculty Offices.....	2900, 6600B/C/D	P.E., Men's.....	1000
Biological Sciences.....	2200	Faculty Offices: Biological		P.E., Women's.....	1100
Bookstore.....	5200	& Physical Sciences.....	2300	Physical Sciences.....	2100
Business & Entrepreneurship Center.....	6800	Faculty Offices: Business/Engineering.....	4300	Pool (closed until Feb. 15, 2016).....	1600
Business Education/Engineering.....	4100	Faculty Offices: English.....	3400	Professional Development Center.....	3100
Cafeteria.....	5100	Faculty Offices: Human Development.....	4000	Reprographics.....	6700
CalWORKs/CARE.....	3100	Faculty Offices: Language Arts/		Science Forum.....	2400
Campus Police Station.....	6600	Social Sciences.....	6200	Staff Offices.....	2900
Career Connections.....	5300	Faculty Offices: Math.....	3400	Student Health Center.....	3100
Cashier.....	3100	Faculty Offices: Nursing/ Allied Health.....	2500	Student Success Center.....	3300
Child Care Center.....	4000	Faculty Offices: Physical Education.....	1300	Student Support Services.....	3100
Classrooms.....	1100, 2002, 2600	Financial Aid.....	3100	Track and Field.....	1800
Community Programs/Youth Programs.....	4700	Gym, old.....	1900	Transfer/Career Counseling Center.....	3100
Computer Services (staff use only).....	3100	Gymnasium.....	1400	University Partners.....	2700
Construction Technology.....	4800	Human Development.....	4000	Weight Room.....	1200

For current map information visit [www.cuesta.edu/student/findingway/bldgs\\_maps/sanluiscampusmap.html](http://www.cuesta.edu/student/findingway/bldgs_maps/sanluiscampusmap.html)



Admissions Records/Student Services.....	N3000
ASCC, Counseling, Financial Aid.....	N3000
Bookstore.....	N1002
CalWORKs, EOPS & CARE.....	N3024
Cashier.....	N3000
Children's Center (Early Childhood Education).....	N4022/N4036
Classrooms.....	N6001, N5001, N5002, N5003, N5006
Continuing Education (ESL Credit & Non-Credit), Enrollment Specialist, Sustainability Center.....	N3032/N6003
Continuing Education Computer Lab.....	N4001
Computer Lab & Assessment Lab.....	N5004
Dean.....	N3208
Disabled Student Programs & Services (DSPS).....	N3121
Extended Opportunity Program & Services (EOPS).....	N3024
Faculty Support Office.....	N2432
Health Center & Mental Health Counseling.....	N3025
Library.....	N3113
Math Tutoring.....	N3129
Public Safety, LVN Simulation Lab.....	N1035/N1013
Staff & Faculty Offices.....	N7000
Student Lounge.....	N2000
Student Success Center/Academic Tutoring.....	N3130
Writing Center/ESL Language Lab.....	N3134

**Visit [cuestacollegebond.info](http://cuestacollegebond.info) for current Measure L construction alerts**

**Parking Permits:** Parking permits are required on the North County Campus and also are valid on the San Luis Obispo Campus.

**Textbooks:** Textbooks can be purchased at the North County Campus Bookstore or at the San Luis Obispo Campus Bookstore.

**North County Off Campus Instructional Sites**

A limited number of Cuesta College North County courses are offered at sites other than the North County Campus.

In the Class Finder, look for:

- Atascadero High School (AHS)**, 1 High School Hill, Atascadero
- Atascadero State Hospital (ASH)**, 10333 El Camino Real, Atascadero
- North County Off-Campus (NCO)**
- Paso Robles High School (PRH)**, 801 Niblick Rd., Paso Robles
- Templeton High School (TMH)**, 1200 Main St., Templeton

*NOTE: Parking Permits are not required at the off-campus sites.*

For current map information visit [www.cuesta.edu/student/findingway/bldgs\\_maps/northcountycampusmap.html](http://www.cuesta.edu/student/findingway/bldgs_maps/northcountycampusmap.html)

# South County Center (SCC) at Arroyo Grande High School (805) 474-3913

Corner of Orchard Avenue and West Cherry Avenue  
 Arroyo Grande, CA 93420  
 (805) 474-3913

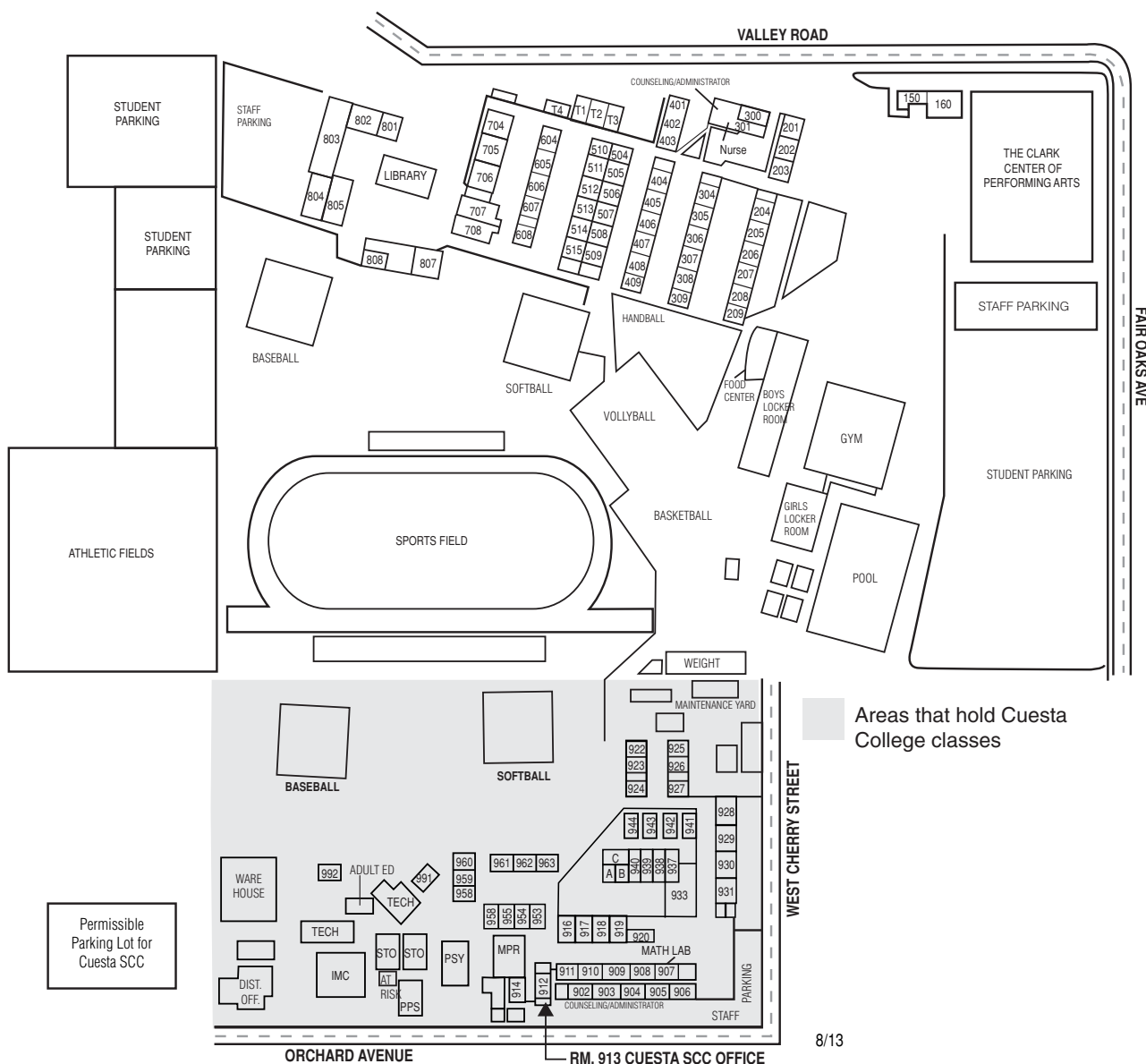
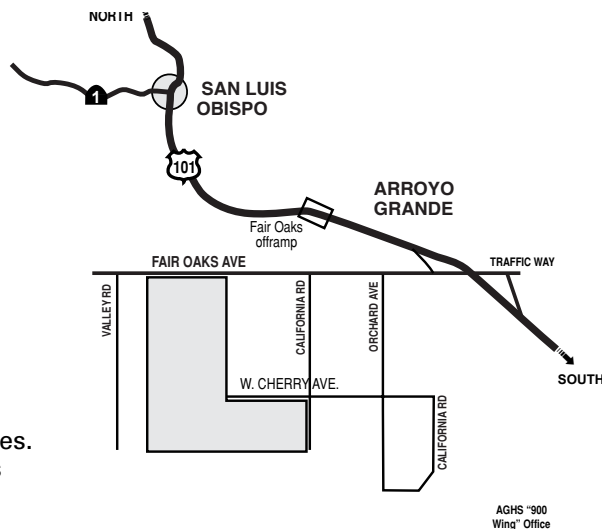
**Office in Room 913**

**Admissions and Records Office:** (805) 546-3955

**Counseling:** For an appointment at the SCC, call the San Luis Obispo Campus at (805) 546-3138.

**Parking Permits:** Parking permits are not required for Cuesta College classes held at Arroyo Grande High School.

**Textbooks:** Books are available for purchase at the SCC, "900 Wing" each semester only during the first two weeks of classes. Textbooks are also available at the Bookstore on the San Luis Obispo Campus.



8/13

# Associate Degrees for Transfer (ADT)




Physics  
Music  
Spanish  
Administration of Justice  
Sociology  
Kinesiology  
Art History  
Journalism  
Studio Arts  
Psychology  
History  
Business Administration  
Nutrition  
Psychology  
Anthropology  
Mathematics  
Agriculture Business  
Sociology & Communication  
Communication Studies  
Administration Business  
English  
Economics  
Geology  
Administration Business  
Philosophy  
Theatre Arts  
Early Childhood Education  
Political Science

## On the Cover: Alex De Alba is a Business Administration major at Cuesta College.

Every industry needs people with strong business and management skills. From first-line supervisors to top executives, business administrators plan and direct an organization's mission, establish strategy and communication channels, and evaluate the objectives that have been completed.

Students enrolled in Cuesta College's popular Business Administration program receive an overview of the study of business and economics. The college offers an Associate Degree for Transfer (ADT) in Business Administration, and soon, students will have the opportunity to fully complete this degree-with-a-guarantee from the North County Campus. Beginning in the fall of 2016, a total of six transfer degrees will be rolled out exclusively for North County Campus students, including Agriculture Business, Administration of Justice, Psychology, Sociology and Communication. In total, the college is offering 24 transfer degrees in 2016, providing a seamless transition into the CSU system.

COLLEGE INFO > [Cuesta.edu](http://Cuesta.edu) FIND CLASSES AT > [Class Finder](#)  
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San Luis Obispo County Community College District

On-site. Online. [cuesta.edu](http://cuesta.edu)

**San Luis Obispo Campus**  
P.O. Box 8106  
San Luis Obispo, CA 93403-8106  
(805) 546-3100

**North County Campus**  
2800 Buena Vista Dr.  
Paso Robles, CA 93446  
(805) 591-6210

**South County Center**  
at **Arroyo Grande High School**, Office in Room 913  
Corner of Orchard St. and W. Cherry Ave.  
Arroyo Grande, CA 93420  
(805) 474-3913