



COLLEGE of
SAN MATEO



Summer 2008
Schedule of Classes
Session starts June 16
collegeofsanmateo.edu

Summer 2008 Important Dates

| | |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------|
| | Matriculation activities: Placement Testing, College Orientation, Counseling—see page 7 |
| Through Thursday, May 1 | Submit Application for Admission through WebSMART for earliest registration appointment |
| Through Friday, August 15 | Summer Counseling Services available on drop-in basis – call 574-6400 for hours |
| Monday, April 21 – Sunday, May 11 | Priority Registration for Continuing Students for Summer and Fall 2008 by WebSMART – See page 6 |
| Monday, May 12 – Sunday, June 15 | WebSMART Registration for New and Former Students for Summer and Fall 2008 |
| Sunday, June 8 | Spring 2008 final grades available on WebSMART (websmart.smccd.edu) |
| Monday, June 16 | Summer Session begins for both day and evening classes |
| Monday, June 16 – Saturday, June 21 | WebSMART Late Registration period – See page 6 for instructions |
| Saturday, June 21 | Last day to complete registration process |
| Friday, July 4 | July 4th Holiday |
| Monday, July 7 | Last day to pay Summer fees |
| Friday, July 11 | Last day to apply for August A.A./A.S. degree or certificate |
| Saturday, July 26 | End of six-week session |
| Friday, August 1 | End of seven-week session |
| Saturday, August 9 | End of eight-week session |
| Wednesday, August 13 | Summer 2008 final grades available on WebSMART (websmart.smccd.edu) |
| Monday, August 18 | Fall 2008 Semester begins |



COLLEGE^{of} SAN MATEO

Welcome to College of San Mateo!

This class schedule is designed to help you register for classes at College of San Mateo. Answers to most of your questions can be found within this booklet. Course descriptions, graduation requirements and other important information about the college are contained in the college catalog, which may be purchased in the campus bookstore, through the mail, or viewed online at collegeofsanmateo.edu/catalog.

Table of Contents

| | |
|--------------------------------------------------------------------|-------------------|
| Academic Divisions & Instructional Programs/Departments Chart..... | 19 |
| Admissions and Records..... | 7 |
| Application for Admission..... | Center |
| Board of Governors Waiver (BOGW) | 10 & Center |
| Bookstore..... | 4 |
| Campus Policies | 14 |
| Catalog Order Form..... | 6 |
| Class Registration Worksheet | Center |
| Credit and Refund Policy..... | 10 |
| Distance Learning Guide | 41-43 |
| Enrollment Steps for New Students | 5-6 |
| Fees..... | 9 |
| Financial Aid..... | 11 |
| Getting Started at CSM | 4 |
| Map of Campus | Inside back cover |
| Online Courses | 44-45 |
| Placement Testing Information..... | 6 |
| Registration Dates and Times | 2-3 |
| Schedule of Classes | 20-40 |
| Student Resources Directory | 17-18 |
| Support Services for Students..... | 12-13 |
| Telecourses..... | 46-48 |

Accuracy Statement

College of San Mateo and the San Mateo County Community College District have made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other information contained herein, are subject to change without notice by the administration of College of San Mateo for reasons related to student enrollment or level of financial support, or for any other reason, at the discretion of the College. The College and the District further reserve the right to add, amend or repeal any of their rules, regulations, policies and procedures, in conformance with applicable laws.

This publication is available upon request in an alternate format by calling College of San Mateo's Disability Resource Center at (650) 378-7227.

Registration Dates and Times

YOU MUST HAVE AN ASSIGNED APPOINTMENT DATE TO REGISTER

Register Online at: websmart.smccd.edu

Continuing Students Priority Registration

Students who attended the Summer 2007, Fall 2007 or Spring 2008 terms are considered continuing students. In mid April, students will be sent a WebSMART registration appointment notice which includes their registration appointment date. Continuing students may register using WebSMART on or after their appointment date.

Priority Registration Dates:

April 21–May 11, 2008

All Students

All NEW and FORMER (have not attended any of the last three terms) students must submit an Application for Admission for the Summer 2008 Semester. Submit an Application for Admission at collegeofsanmateo.edu/apply. After being admitted, new and former students may register using WebSMART.

Registration Dates for All Students:

May 12–June 15

Late Registration

- 1: If a new student, submit an application for admission at collegeofsanmateo.edu/apply
- 2: To add classes, obtain an authorization code from each course instructor
- 3: Register on WebSMART using the authorization code

Admissions and Records Office Hours

Monday through Thursday – 7:30 am to 7:00 pm

Friday - 7:30 am to 4:30 pm

WebSMART Hours

Monday through Sunday (unavailable 2 am – 4 am daily)

For Information Contact Admissions and Records at (650) 574-6165

Priority Registration for Continuing Students (April 21–May 11)

You are a continuing student if you were enrolled at CSM, Cañada or Skyline College during Summer 2007, Fall 2007, or Spring 2008.

WebSMART online registration begins April 21.

In mid April, students will be sent a WebSMART registration appointment mailer which will contain their individual appointment date. Students may register on or after their appointment date.

WebSMART Registration Hours:

Available all days and hours except Monday–Sunday, 2 a.m.–4 a.m.

Admission and Registration for New and Former Students (May 12–June 15)

See page 5, Matriculation/Enrollment Steps

Submit your application for admission (see center insert); or apply online at collegeofsanmateo.edu/apply.

After your application is processed, you will receive an e-mail with specific instructions for completing the registration process. Based on the educational goal you select on the application you may be required to complete placement testing, attend an orientation session, and meet with a counselor/advisor as part of the registration process. See page 5 for further information on matriculation.

Applicants for the **Cosmetology** and **Nursing** programs must submit an additional application. Students must complete specific prerequisites before applying for admission to the Nursing program. Please call for details and special timelines:

| | |
|--------------|----------|
| Cosmetology: | 574-6361 |
| Nursing: | 574-6218 |

Late Registration for All Students (June 16–21)

If you are unable to submit your application and register before the semester begins, you may register after classes begin on June 16.

1. Submit your Application for Admission by logging on to collegeofsanmateo.edu/apply and clicking WebSMART or bring your completed Application for Admission to the Office of Admissions and Records (Bldg. 1, Second Floor) to begin the registration process.
2. You will be given information and a PIN code enabling you to register using the WebSMART registration system after you have obtained the instructor's approval to enroll in the class.
3. Attend the first class meeting. If space is available, the instructor will give you a 4-digit authorization code.
4. Use WebSMART no later than Saturday, June 21 to complete the registration process using the authorization code given to you by the instructor.

Program Changes – Adding/Dropping Classes (Through June 15)

Students who have completed Summer 2008 registration may add and/or drop classes by using WebSMART during published service hours through June 15.

Adding Classes June 16–21

- To add a class, attend the first class meeting to obtain the instructor's approval.
- If space is available, the instructor will give you a four-digit authorization code to enter when you register. You must complete the registration process through WebSMART no later than 3 p.m. Saturday, June 21.

See page 10 for important information regarding deadlines for eligibility for credit or refund of fees.

Classes that begin after June 21

Students may register on WebSMART or in person at the Office of Admissions and Records in classes that begin after June 21. If a class becomes filled to capacity, students will be required to attend the first class meeting, obtain the instructor's approval signature, and return to the Office of Admissions and Records to complete the registration process.

Dropping Classes

Classes may be dropped without the instructor's approval. Withdrawal from a class or classes must be initiated by the student **by the appropriate deadline date**.

After June 21

Throughout the remainder of the term (within published deadlines) use WebSMART, mail, or in person at the Office of Admissions and Records.

Withdrawal requests must be postmarked by the appropriate deadline date or they will not be processed. Your name, student I.D. or social security number, and **your signature must be included**. See Summer 2008 Important Dates on the inside front cover.

See page 10 for important information regarding deadlines for eligibility for credit or refund of fees.

A student who stops attending a class is **not** automatically dropped from the roll and may receive a penalty grade of F or NC. Instructors may drop students for non-attendance but are not obligated to do so. **It is the student's responsibility to withdraw officially, following prescribed timelines and procedures.**

Under certain circumstances students may be permitted to withdraw from a class after the last date to officially withdraw, but before the end of the term. Further information can be obtained from the Office of Admissions and Records (Bldg. 1, Second Floor).

WebSMART Hours:

Monday–Sunday (unavailable 2 a.m.–4 a.m.)

Office of Admissions and Records:

Monday - Thursday: 7:30 a.m. to 7:00 p.m.

Friday: 7:30 a.m. to 4:30 p.m.

See page 10 for important information regarding deadlines for eligibility for credit or refund of fees.

WebSMART

our online service enables you to:

- Register for Classes
- View the *Catalog*
- View the *Schedule of Classes*, and search for classes by category and time
- Apply for admission
- Check your registration status
- Add/Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Apply for Financial Aid information/review application status
- Obtain your grades
- Obtain your Placement Test scores
- Print an unofficial transcript
- Update personal information

Log on to collegeofsanmateo.edu and click on WebSMART.

Getting Started at CSM

Who May Attend CSM

Any person who is a high school graduate, or who has passed the California High School Proficiency Examination or the General Education Development Examination (GED), or who is 18 years of age or older is eligible to attend this public community college. See page 5 for Enrollment steps.

High school students who have completed the equivalent of their sophomore year may be admitted for concurrent enrollment with the permission of the Dean of Enrollment Services. See High School Students section for details.

Full-time students are those actively enrolled in 12 or more units.

Open Enrollment

Every course offered at College of San Mateo (unless specifically exempted by legal statute) is open for enrollment and participation by any person who has been admitted to the College and who meets the prerequisites of the course provided that space is available.

Residency

Students who have been California residents (as defined in the Education Code) for more than one year prior to the beginning of any semester are eligible to enroll as residents for that semester. Nonresident students are those U.S. citizens who have not been residents of California (as defined in the Education Code) continuously for one year prior to the start of the term. They are required to pay a tuition fee of \$191 per unit at the time of registration, in addition to other required fees paid by California residents. Students may be required to present documentary evidence of eligibility for classification as residents.

Students need not be U.S. citizens to be classified as residents. Permanent resident aliens and many other citizens of other countries are eligible to establish California residency.

International Students

Residents of other countries may apply for admission as F-1 Visa students through the International Student Program. Special international student applications, related forms and additional information may be obtained from the International Student Office (Bldg. 1, Room 263). Office hours are 8 a.m. to noon and 1 to 4:30 p.m., Monday through Friday. Telephone: +1 650 574 6525.

To be eligible for priority admission for the terms listed below, special applications should be filed in the International Student Office by these dates:

Fall 2008 (August-December)
April 15, 2008

Spring 2009 (January-May)
October 1, 2008

AB 540 Students

Under Assembly Bill 540 (AB540), you may be exempt from paying non-resident tuition. Students who have attended a California high school for three years AND received a California high school diploma or its equivalent, such as a GED or passing the high school proficiency exam, are exempt from paying non-resident tuition. If you are qualified, please complete the AB540 form and submit it by fax (650) 574-6506, by mail, or in person to the CSM Admissions and Records Office located in Building One, Second Floor. You may obtain the form from the CSM website at <http://collegeofsanmateo.edu/forms>, or from the Admissions and Records Office.

- This law does not apply to non-immigrant students such as F, H, or J visa holders
- This law does not change or grant residency status; it exempts students from non-resident tuition.
- There is no time limit as to when the student attended and graduated from a California high school.
- The students who meet the exemption requirements are not eligible for any state-funded programs such as Extended Opportunity Programs and Services (EOP&S), or Board of Governor Fee Waiver (BOGW). U.S. citizens or legal residents may qualify for federal aid.
- The information submitted on the AB540 form will remain confidential.

College Connection Concurrent Enrollment Program

Steps to Concurrent Enrollment Registration for High School Students

The High School College Connection Concurrent Enrollment Program is a special program designed to provide current 9th-12th graders the opportunity to get an "early start" on their college experience and earn college credit. Enrollment fees are free to California residents who enroll in less than 12 units.

- Step 1:** Apply for admission online at collegeofsanmateo.edu/apply.
- Step 2:** Take placement tests at CSM if you are planning to register for English or Math courses. Call (650) 574-6175 for information.
- Step 3:** Meet with your high school counselor to select your college courses.
- Step 4:** Complete the Concurrent Enrollment Forms (available at collegeofsanmateo.edu/forms) and obtain the required signatures.

Step 5: Submit completed approval forms to the Admissions and Records Office at College of San Mateo, Building One, Second Floor, by mail, in person, or by fax (650) 574-6506

Step 6: Register for classes at websmart.smccd.edu.

Questions? Call the CSM Admissions and Records Office at (650) 574-6165 or visit collegeofsanmateo.edu/highschool.

Priority Enrollment Program (PEP) For Graduating High School Seniors

College of San Mateo offers a special enrollment program for graduating high school students who plan to enter the College in the fall 2008 semester. This program, Priority Enrollment Program for High School Seniors (PEP), is offered on dates in the months of April and May 2008. More information about PEP can be found on the PEP website collegeofsanmateo.edu/PEP.

Transfer Students

If you attended a college or university other than College of San Mateo, Cañada College or Skyline College, you are a transfer student at College of San Mateo and must apply for admission. You may be eligible for exemptions from some of the matriculation requirements listed on page 6. Present your unofficial transcript(s) to a counselor for review.

Dismissed Students

Students dismissed at College of San Mateo, Cañada College or Skyline College must petition for reinstatement. Obtain the petition form from the Counseling Center (Building 5, Room 128).

Students who were dismissed and who have NOT been in attendance at College of San Mateo, Cañada College or Skyline College since spring 2007 must complete an application for admission in addition to the petition for reinstatement.

College Catalog

The College of San Mateo Catalog contains detailed course descriptions, suggested programs of study, a list of transferable courses, degree and certificate requirements, and general college information. The catalog can be purchased in the Bookstore or viewed online at collegeofsanmateo.edu/catalog.

Bookstore

Books and supplies may be purchased at the College of San Mateo Bookstore (Bldg. 5). Hours are Monday through Thursday from 7:45 a.m. to 7:15 p.m. and Friday from 7:45 a.m. to 3 p.m. (574-6366). Books can also be purchased online at bookstore.collegeofsanmateo.edu/bookstore.

Five Steps to Successful Enrollment (The Matriculation Process) for New Students

The following enrollment steps are required to complete the registration process. More information is provided on page 6. These activities are in high demand during the registration period. You will need to complete these steps as soon as possible to complete the registration process.

**1
Apply**

Step 1: Apply

All students are required to complete the Application for Admission. Based upon the educational goal you select (see Question 7 of the Application) it will be determined whether you need to complete the placement testing, orientation and counseling steps before registering for classes. For more information, see pages 2–3.

**2
Take Placement
Tests**

Step 2: Take Placement Tests

You will need to complete the Application for Admission prior to taking the placement tests. These tests are designed to assess your skills in reading, English/ESL and mathematics. Day, evening and selected Saturday testing is available. For further information about testing policies, procedures and sample questions, go to collegeofsanmateo.edu/testing. To make an appointment to take the placement tests, call 574-6175 or visit Bldg. 1, Rm. 130. Some students may not be required to take the placement test. Find more information on page 6.

**3
Complete
Orientation**

Step 3: Complete Orientation

Two options are available to you: Online Orientation and In-person Orientation. Find more information on page 6.

**4
Meet with a
Counselor**

Step 4: Meet with a Counselor

Counseling and Transfer Services Center, Building 5, Room 128, (650) 574-6400.

After completing steps 1, 2 and 3, meet with a counselor. Appointments can be scheduled through June 2. Counseling services are available on a drop in basis only from June 3 through August 15. For summer hours of operation, call (650) 574-6400. Submit your completed Matriculation Ticket to the Counseling and Transfer Services Reception Desk and you will receive an appointment to register to complete your enrollment process on WebSMART.

**5
Register for
Classes**

Step 5: Register for Classes

Use our online registration system, WebSMART, to register for classes.

WebSMART at websmart.smccd.edu.

You may also use WebSMART to pay fees, buy books, print your class schedule, view grades, view academic standing, update email and address information, and much more!

New Students: Five Steps to Successful Enrollment

Matriculation: A process to assist you to gather and use information to enroll at CSM

Matriculation Waivers: If you wish to request a waiver for any matriculation component call 574-6413.

Students With Disabilities: If you need assistance with the matriculation process contact Disabled Students Programs & Services, 574-6438.

Si Necesita Ayuda en Español: Parra facilitar el proceso de matriculation, presentese en la oficina de admision y pregunte por alguien que hable español.

Step 1: Apply

All students are required to complete the Application for Admission. Based upon the educational goal you select (see Question 7 of the Application), it will be determined whether you need to complete the placement testing, orientation and counseling steps before registering for classes.

You will be considered non exempt and need to complete Steps 2-5 if you:

- plan to complete a certificate or an Associate degree at CSM, or
- plan to transfer to a university to complete a Bachelor's degree, or
- are undecided but interested in one of the aforementioned goals.

You will receive an email confirmation upon receipt of your application with information regarding how to complete the registration steps. You will need to download a Matriculation Ticket at www.collegeofsanmateo.edu/forms.

- Once all steps are completed, you will receive an appointment to register for classes.

You will be considered exempt and are not required to complete Steps 2-4 if you:

- are taking courses for your personal interest or to enhance current job skills
- are primarily a student at another educational institution and are taking courses at the College of San Mateo to meet the requirements of that institution, or
- have completed an Associate degree or higher.

After your application has been received and processed, you will receive an email confirmation and information about registering for classes using WebSMART, our online registration system.

Graduating High School Seniors are encouraged to attend a special PEP (Priority Enrollment Program) to complete matriculation steps and secure priority registration services. Information at the website: collegeofsanmateo.edu/PEP.

Step 2: Take Placement Tests

You will need to complete the Application for Admission prior to taking the placement tests. These tests are designed to assess your skills in reading, English/ESL and mathematics. Day, evening and selected Saturday testing is available. There is no fee to take the placement tests. The entire testing takes approximately 3 1/2 hours. Extended time for testing is available to eligible students. You must provide a photo ID and your CSM student ID on the day of the test. For further information about testing policies, procedures and sample questions, go to collegeofsanmateo.edu/testing. To make an appointment to take the placement tests, call 574-6175 or visit Bldg. 1, Rm. 130.

To Access Placement Test Results

Students who utilize the computerized testing service receive results immediately upon completion of the test(s). For manual testing, results are usually available after 3 pm on the following business day and retrieved on the WebSMART account.

Transcript Evaluation and Course Substitution Service

If you have completed coursework outside of the San Mateo County Community College District and want to apply that coursework to a CSM certificate, CSM associate degree, CSU GE certification, or IGETC certification, submit a TRANSCRIPT EVALUATION SERVICE REQUEST to the Office of Admissions and Records.

Step 3: Complete College Orientation

A College Orientation program is required and provides essential information about registration procedures, important timelines, how to get started in the right classes, academic expectations, how to accomplish educational goals, and college policies and services.

Orientation Program Options:

Option 1: On-line Orientation

- Go to the website collegeofsanmateo.edu/orientation.
- At the conclusion of the online orientation, print and complete the "How To Prepare For the Counseling Session" form and the Matriculation Ticket.
- You are now ready to go to Step #4, Counseling/Advising.

Option 2: In Person Orientation.

We strongly encourage all new students to take one or more of the following courses: CRER 120, CRER 121, CRER 123, CRER 104, CRER 105, CRER 106, CRER 107, CRER 108

Step 4: Meet with a Counselor

After you have completed Step 1, 2, and 3 go to counseling services in Building 1, second floor.

- Look through this *Schedule of Classes* and circle classes of interest.
- Bring your Matriculation Ticket, Placement Test results, and the "How to Prepare for Your Counseling Appointment" page from the online orientation.
- Counseling is available by appointment through June 2.
- Beginning June 3, services are available on a drop-in basis only. Call 574-6400 for Counseling Center hours or go to Building 1, second floor, for this information.
- Bring with you transcripts from all former college/university you attended and/or bring AP test results if appropriate
- Bring high school transcripts if you are a recent high school graduate.

Step 5: Register for Classes

Use our online registration service, WebSMART to register for classes.

College of San Mateo Catalog

The catalog may be purchased in person for \$2 at the CSM Bookstore. If you would like the catalog sent to you by mail, please complete this form and send it with \$5 (which includes postage/handling) to:

CSM Bookstore
1700 W. Hillsdale Blvd.
San Mateo, CA 94402-3784

Please make your check payable to "CSM Bookstore." Allow 1-2 weeks for delivery.

Name: _____

Street Address: _____

City: _____

State: _____ ZIP: _____

Admissions and Records

Located in the Administration Building (Bldg. 1, Second Floor, 574-6165), this office is open 7:30 a.m. to 7:00 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m. on Friday.

Attendance

You are **STRONGLY ADVISED** to attend the first class meeting of each class in which you register. If you cannot attend, notify your instructor in advance. Without prior notification, you may be dropped by the instructor and a waiting student may be admitted in your place.

Students are responsible for attending classes regularly. An instructor may drop a student from a class for excessive absences. Attendance regulations appear in the CSM Catalog.

Excessive absence may result in dismissal from class and/or a grade of "F."

Withdrawal from College

Students who find it necessary to withdraw from their entire program of classes at any time after registration must follow the official procedure for dropping classes as outlined on page 3.

Failure to comply with the prescribed withdrawal procedure and timelines may result in penalty "F" grades.

Credit/No Credit Grading Option

Most CSM courses are graded on the basis of the standard letter grades (A, B, C, D, F). Some courses are graded on a Credit (CR) or No Credit (NC) basis, and are so designated in the schedule of classes. Still other courses offer the student the choice between letter and Credit/No Credit grading; students electing the Credit/No Credit option in such courses must submit the appropriate form to the Office of Admissions and Records within the first 30% of the duration of the course. Changes are not permitted thereafter.

Students should be aware that many colleges and universities, including College of San Mateo, place specific restrictions on the number, if any, of units graded on a Credit/No Credit basis that are acceptable toward degrees and certificates. Because the decision to request Credit/No Credit grading is irrevocable after 30% of the duration of the course, students should be cautious in making such a request.

Course Repetition

Courses in which a student earns a final grade of A, B, C or CR cannot be repeated. College District Rules and Regulations, Section 6.12 permits a student to repeat certain courses for credit a maximum of three times (total of four class enrollments). These courses require increasing levels of student performance or provide significantly different course content in each subsequent semester. Such courses are specifically designated as "may be repeated for credit" in the college catalog. Courses that are not so designated may not be repeated. Further information about this policy is

available from your college counselor/advisor.

Notwithstanding the restrictions cited in the paragraph above, a student who has received a grade of D, F or NC may repeat a course two times for the purpose of grade alleviation. Refer to the CSM Catalog for details.

Open Entry/Open Exit Courses

A number of courses in this schedule are designated as open entry courses. You may enroll in these courses at any point in the semester provided that enough instructional hours remain to allow you to earn the minimum number of units for the course.

When registering for an open entry/open exit/variable units course, you must designate the number of units for which you want to enroll. The available range of units is indicated in the course listing. No enrollment fee credit/refund is available if you earn fewer units than the number for which you enrolled. You may stop attending class when the instructor informs you that you have earned the number of units for which you enrolled. However, it is possible to increase the number of units during the semester by application through the Office of Admissions and Records and payment of the additional enrollment fee.

Auditing

Students are allowed to audit a limited number of classes where the course repetition policy applies if they have previously enrolled for credit for the maximum number of times allowed for the particular course.

The following courses are approved to audit:

Arts

ART 206,207, 224, 232, 406, 412; MUSIC 452

P.E.

AQUA 127; INDV 120,160, 254

Incomplete Grades

A final grading symbol of I (Incomplete) may be assigned in case of incomplete academic work due to unforeseeable, emergency and justifiable reasons. Conditions for removal are set forth by the instructor in a written record which also indicates the grade to be assigned if the student fails to meet the stated conditions. The student receives a copy of this record, and a copy is filed in the Office of Admissions and Records. A final grade is assigned by the instructor when the stipulated work has been completed and evaluated. If the work is not completed within the prescribed time period, the grade previously determined by the instructor is entered in the permanent record.

An I (Incomplete) must be made up no later than one year following the end of the term in which it was assigned. The student does not re-enroll in the course in order to do the make-up work.

August Graduates

Applications for A.A./A.S. Degrees or Career Program Certificates to be conferred in August 2008 must be filed in the Office of Admissions and Records by Friday, July 11, 2008.

Final Grades

Final grades are not mailed to students; they are available at all times on WebSMART during published service hours. Summer 2008 final grades will be available beginning August 13, 2008; access WebSMART at websmart.smccd.edu.

Transcripts

Official transcripts of a student's academic record will be sent to colleges and universities, employers, and other institutions upon written request signed by the student. Transcript request forms are available from the Office of Admissions and Records and can also be found at collegeofsanmateo.edu/forms. Only courses taken at College of San Mateo, Cañada College and Skyline College will appear on the transcript. Transcripts from high schools and other colleges will not be forwarded. The first two official transcripts requested by a student are free; a fee of \$5 per transcript is charged if the student has previously requested two or more transcripts. A rush transcript may be obtained for an additional \$10.

If "in progress" transcripts are sent to colleges and universities, the student must also submit a request for required final transcripts to be sent to those institutions after grades have been posted at the end of the semester.

Students may obtain an unofficial copy of their CSM academic record on WebSMART. Courses taken prior to Summer 1981 will not appear on this copy.

Enrollment Management

- A Student Responsibility -

As a student at College of San Mateo, it is your responsibility to manage your enrollment. This includes updating your personal information record via WebSMART, registering for classes in a timely manner, adhering to all deadlines listed on the Important Dates page in the beginning of this Schedule (in particular late registration, withdrawal from classes, payment of fees), and monitoring your academic standing.

Prerequisites, Corequisites, and Recommended Preparation

The Board of Trustees of the San Mateo County Community College District allows colleges to establish prerequisites, corequisites, and recommended preparation for courses and educational programs. Prerequisites and corequisites must be determined to be necessary and appropriate and must be established in accordance with Title 5 regulations in the California Administrative Code. They are designated in course descriptions in the college catalog and appear in the Class Schedules.

A **PREREQUISITE** is a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or program. As an example, students must successfully complete, or test out of, elementary algebra (Math 110 or Math 111 & 112), prior to enrolling in intermediate algebra (Math 120 or 122). Thus, Math 110 or Math 112 is a prerequisite for Math 120 or 122. A prerequisite course must be completed successfully before enrolling in a course which follows. Successful completion is defined as earning a grade of "C" or better.

A **COREQUISITE** is a course that a student is required to take simultaneously in order to enroll in another course.

RECOMMENDED PREPARATION for a course or program is a condition that a student is advised, but not required, to meet before enrollment. Recommended preparation is designated in course descriptions in the catalog. A number of courses list English 848 and Reading 400 as recommended preparation which alerts students to the writing and reading skills that are important to student success.

Computerized Prerequisite Checking

The San Mateo County Community College District enforces all prerequisite and corequisite requirements. All mathematics and English classes have computerized prerequisite checking in place. Beginning in Fall 2008, courses with approved prerequisites and corequisites are subject to computerized prerequisite checking. When attempting to register for a course that has a prerequisite, the computer registration system searches the San Mateo County Community College District student data base for one of two things, 1) the successfully completed prerequisite course(s) or, 2) placement test results which meet the skill level prerequisite requirements. If neither prerequisite identifier is in place, registration for the class is not completed. If a student is currently enrolled in the prerequisite course(s), the system allows registration into the next level course. However, if the in progress prerequisite course is not successfully completed, the student will be withdrawn from the course.

How Can Students Meet Prerequisite Requirements?

There are several ways students can meet prerequisite requirements.

1. complete the prerequisite course(s) within the San Mateo County Community College system, with a grade of "CR or C" or higher; or
2. complete placement tests in the San Mateo County Community College District (the process includes multiple measures evaluation) with results that meet the prerequisite skill level; or
3. *complete the prerequisite course at another accredited college/university in the United States; or
4. *meet prerequisites through the College Board Advanced Placement Exam results (AP Tests).

*For 3 and 4, students must use the Prerequisite Equivalency Petition to secure approval. Prerequisite Equivalency Forms are available on the college website at collegeofsanmateo.edu/forms.

How Can Prerequisites and Corequisites Be Challenged?

A prerequisite or corequisite may be challenged only on one or more of the following grounds.

- The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite.
- The prerequisite or corequisite was established in violation of district policies or Title 5 regulations.
- The prerequisite or corequisite is unlawfully discriminatory or applied in an unlawfully discriminatory manner.
- The prerequisite or corequisite has not been made reasonably available and the student is subject to undue delay in goal attainment.

Students who wish to challenge prerequisites or corequisites must, within the established time frame, complete the Prerequisite Challenge Petition and attach required documentation. For semester length courses, petitions with documentation must be submitted to the Assessment Center, Building 1, Room 130, at least five working days prior to the last day of the published late registration period. For courses that are not semester length, the petition with documentation must be submitted prior to the first day of the class. It is the responsibility of students to provide compelling evidence to support the challenge. Prerequisite Challenge Petitions are available on the college website at collegeofsanmateo.edu/forms.

Fees

NOTE: Student enrollment fees are set by California's legislature and governor and are subject to change at any time. All Student records are automatically held until all outstanding debts to the District colleges have been cleared. Unpaid bills may be sent to collections.

| FEE TYPE | AMOUNT | PAYABLE BY |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enrollment Fee | \$20 per unit | All students except high school students enrolling for less than 12 units through the Concurrent Enrollment Program or Middle College High School Program |
| Health Services Fee* | \$13 Summer \$16 Fall \$16 Spring | All students except those enrolled ONLY in off-campus classes, Saturday classes, distance learning courses, or the Concurrent Enrollment Program |
| Student Representation Fee** | \$1 | All students |
| Nonresident Tuition Fee | \$191 per unit (plus \$20 per unit Enrollment Fee) ***\$200 per unit (plus \$20 per unit Enrollment fee) | This fee applies to nonresidents of California who are residents of other states. This fee applies to foreign students |
| International Student (F-1 Visa) Health Insurance | \$120 Summer \$310 Fall \$310 Spring | All F-1 Visa international students who do not present proof that they have the required level of private health insurance |
| Student Body Fee**** | \$8 Fall \$8 Spring | Students who purchase a photo ID student body card receive discounts throughout the year and also support many student-sponsored activities and programs (The student body fee is automatically assessed as part of your total fees; if you choose not to pay this fee, contact the Student Activities Office for reimbursement - See Credit and Refund Policy) |
| Parking Fee**** | \$20 Summer \$40 Fall \$40 Spring \$2 per day | Persons who park motor vehicles on campus (Daily permits may be purchased for \$2 from ticket dispensers in designated areas) The parking fee is optional and not transferable to other students; disabled parking permits are issued only by the Disabilities Resource Center - See Parking Regulations |
| Audit Fee | \$15 per unit (students enrolling in a variable unit course must pay for maximum units) | Students approved to audit a course which is on the list of designated courses Students enrolled in 10 or more units for credit can audit up to three additional units free of charge - See Auditing policy |
| Returned Check Fee | \$20 | Students whose personal checks are returned by the bank (Only cash, credit card or cashier's check will be honored to clear a returned check - Bookstore fee may differ) |
| Transcript Fee | \$5 official \$10 additional for rush service | Students requesting a transcript of their academic record at College of San Mateo, Cañada College and/or Skyline College (The first two transcripts ever requested are free) |

* Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization may be exempted from paying the health services fee. Contact the Health Center for details.

** A student has the right to refuse to pay the \$1 student representation fee for religious, political, moral or financial reasons. This refusal must be submitted in writing to the Business Office.

*** Foreign students are required to pay an additional \$9 Capital Outlay fee

**** This fee is optional. Please refer to "Payable By" column for further information.

Parking permits for low income students are \$20 per semester; low income students are those who demonstrate financial need under federal or state standards.

Fees *(continued)*

Students who are classified as California residents as defined in the California Education Code will be charged an enrollment fee, a health services fee and a student representation fee. An optional student body fee also will be assessed. In accordance with California law, the enrollment and health services fees may be waived for California residents who demonstrate financial need and qualify for a Board of Governors Enrollment Fee Waiver (BOGW). Contact the College Financial Aid Office for additional information.

Students who are classified as nonresidents will be charged a tuition fee in addition to the enrollment fee, health services fee and student representation fee. International Students (F-1 Visa) are subject to a health insurance requirement. Contact the International Student Office for details.

The student representation fee was established by student election to support student advocacy before local, state and federal offices and agencies.

In addition, students will be required to purchase textbooks and miscellaneous supplies, as well as tools and technical supplies for certain programs. In some courses students will also be required to pay a non-refundable instructional materials charge.

Fees are subject to change at any time by action of the State Legislature, Board of Governors of the California Community Colleges, or the District Board of Trustees.

Fees are due and payable at the time of registration.

Students who need assistance in paying fees are encouraged to contact the Financial Aid Office (Bldg. 1, Room 217, 574-6146).

All student records are withheld until all outstanding debts to the District colleges have been cleared.

AB 540 Students

Under Assembly Bill 540 (AB540), you may be exempt from paying non-resident tuition. Students who have attended a California high school for three years AND received a California high school diploma or its equivalent, such as a GED or passing the high school proficiency exam, are exempt from paying non-resident tuition. See page 4 for more information.

Credit and Refund Policy

Enrollment Fee

Nonresident Tuition Fee

Health Services Fee

Parking Fee

Student Representation Fee

Students who officially withdraw from all courses, or reduce their program prior to the first class meeting or within the first 10% of the scheduled class meetings, will receive credit toward future fees for the full amount of all fees paid for those classes.

Example: If a short course has eight meetings, 10% of 8 = 0.8, and this is rounded up to 1.0. Therefore, the student must officially withdraw no later than the end of the day of the first class meeting to be eligible for a credit or refund.

A \$10 processing fee (plus an additional \$50 processing fee for nonresident tuition) will be retained by the College if a refund is issued to a student withdrawing from all classes.

For semester-long classes dropped after the deadline, (or short courses dropped after the first 10% of the class meetings), these fees are **not refundable** unless an action of the College (e.g., class cancellation) prevents a student from attending class.

Variable Unit Courses

No enrollment fee or nonresident tuition refund or credit will be available to students enrolled in variable unit courses who earn fewer units of credit than the number for which they originally registered. Students earning additional units will be charged accordingly.

Important:

1. If a parking permit has been issued, it must be returned to the Business Office or the Security Office before a credit or refund of the parking fee will be processed.
2. Credit balances remain on student accounts for a maximum of five (5) years.
3. A student may either choose to maintain a credit balance on account or contact the Business Office (Bldg. 1, Room 147, 574-6412) to arrange for a refund.

4. Refunds are NOT issued automatically and are subject to a \$10 processing fee if the student withdraws from all classes. Refunds of nonresident tuition are subject to an additional \$50 processing fee.

5. Fees paid by personal check require 30 days for bank clearance before refunds can be processed.

6. To be eligible for a credit or refund, a student must officially withdraw from a course within the stated deadline. A withdrawal initiated by an instructor may NOT result in a credit or refund.

7. Fees will be credited or refunded if an action of the College (e.g., class cancellation) prevents a student from attending.

8. Student records, including transcripts, are withheld until all debts to the District colleges have been cleared.

Board of Governors Enrollment Fee Waiver (BOGW)

The Board of Governors of the California Community Colleges has established a program that **waives the enrollment fees** for all qualified applicants.

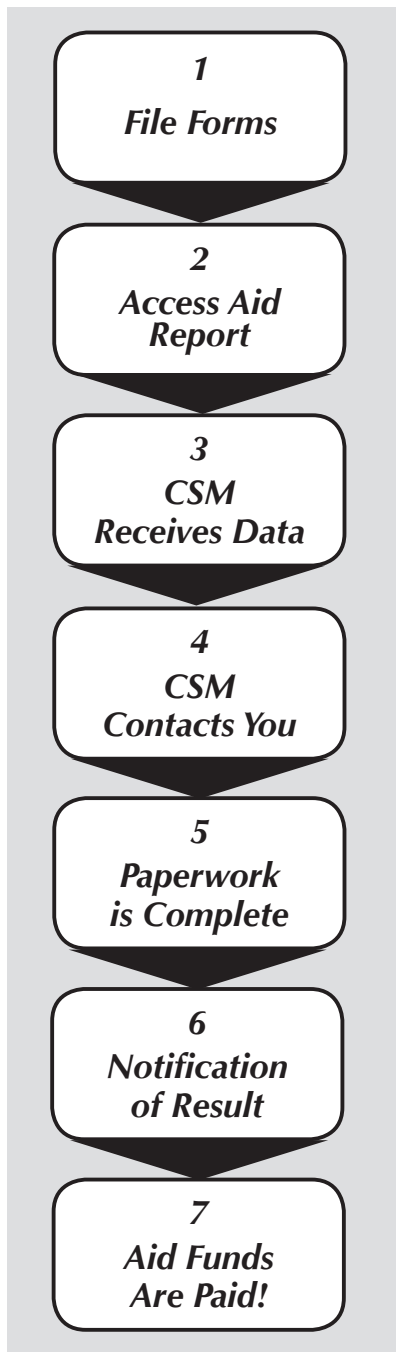
To apply for the Board of Governors Enrollment Fee waiver, complete the application (see center insert) and submit it to the Financial Aid Office (Bldg. 1, Room 217) or apply online. Log in to WebSMART and select Board of Governors Fee Waiver Application.

For most students, the application process is simple and can be completed within ten minutes. Students who qualify for a Board of Governors Enrollment Fee Waiver will have their enrollment fees waived for the entire academic year. Students who had a waiver for the '07/'08 academic year will need to reapply.

When submitting the Board of Governors Enrollment Fee Waiver application, please inquire about the many federal and state financial aid programs that are available to College of San Mateo students.

A Spanish version of the BOGW application is available in CSM's Financial Aid Office and in the Office of Admissions & Records.

Seven Steps to Financial Aid at CSM



Step 1: File Forms

For 2007-08 file an 07-08 FAFSA; for 2008-09 file an 08-09 FAFSA at www.fafsa.edu.gov. College of San Mateo's college code is 001181. Priority filing date for Cal Grants is March 2. For 08-09, FILE EARLY (anytime after January 1)!

Step 2: Access Aid Report

Access your Student Aid Report online at www.fafsa.edu.gov (one to two weeks after you have submitted your FAFSA.)

Step 3: CSM Receives Data

College of San Mateo receives your FAFSSA data from processor.

Step 4: CSM Contacts You

College of San Mateo will send an email or letter requesting additional documents, if needed.

Step 5: Paperwork is Complete

Student submits all required documents to College of San Mateo Financial Aid Office. File is complete! You may qualify for a fee waiver before you register.

Step 6: Notification of Result

College of San Mateo will notify you of your financial aid award or your eligibility status (email or letter) OR check WebSMART to learn the status of your financial aid.

Step 7: Aid Funds are Paid

Financial Aid funds are paid!

The entire process may take 1–3 months, so apply early!

For more information, see page 12

Financial Aid Office information: (650) 574-6146 or collegeofsanmateo.edu/finaid

Support Services for Students

CalWORKs Program

There are additional services available to students who are currently receiving TANF (Temporary Aid to Needy Families). CalWORKs (California Work Opportunity and Responsibility to Kids) is a state funded Welfare to Work program designed to assist individuals to get the job they need in order to become self-reliant. Support services include: child care, books, transportation, work-study, academic counseling, career planning, and assistance meeting county requirements. For more information, contact Danita Scott-Taylor in the CalWORKs office (Bldg. 20, Room 106, 574-6154).

Campus Tours

The CSM Student Ambassadors Program is providing free tours of its campus to student groups. Tours include a visit to KCSM radio and TV studios. Call 574-6349 today to schedule your tour.

CARE Program

The CARE program (Cooperative Agencies Resources for Education) provides services to single parents receiving CalWORKs (formerly known as AFDC) to increase their educational skills, become more confident and self-sufficient, and move from welfare to independence. Support and services include: child care, transportation, tutoring, peer advising, parenting workshops, books and supplies.

To be considered for the CARE program, a student must: 1) be 18 years of age or older; 2) be a single parent and head of household; 3) be receiving CalWORKs; 4) have one child under 14 years of age; and, 5) qualify for the EOPS program. For more information, contact Ruth Turner in the EOPS Office (Bldg. 20, Room 107, 574-6154).

Career Development Center

- Career Counseling
- College Major Research
- Career Research
- Student Employment
- Job Search Assistance

The Career Development Center assists students to explore interests, skills, abilities, motivation, strengths, and values and determine educational and career goals and objectives. Special emphasis is put on assisting undecided students to participate in self assessment and career exploration so they can actively participate in decision making and academic and career planning. The Career Development Center includes a number of services that include career and academic counseling, career exploration and research, student employment, job search assistance, and the integration of work experience or volunteer experience as a career exploration tool. The Career Development Center is located in the Student Services Center adjacent to building 1.

Career and Life Planning Classes

The Department of Counseling, Advising, and Matriculation offers a number of classes that help students learn about educational goals, college planning, university transfer, how to choose a college major, career assessment, job search strategies, and more. Look under Career and Life Planning in this schedule for a complete list of this term's offerings.

Child Development Center

The Mary Meta Lazarus Child Development Center provides a child care program for children two and one-half through five years old who have a parent attending CSM or another District college. Children are selected on a non-discriminatory basis.

Families may be eligible for financial assistance. Subsidized fees are based on family size and gross income and are subject to change. There is a \$50 registration fee per semester. In addition, fees for children three to five years old are as follows: part-time (less than 5 hours) \$38 per day; full time (5 hours or more) \$43 per day. Fees for children two and one-half to three years old are as follows: part-time \$45 per day; full-time \$55 per day.

The Child Development Center, located in Bldg. 33, is open from 8:00 a.m. to 5 p.m., Monday through Friday. During summer session, the Child Development Center will be open for a 6 week session from June 16 through July 25, 2008. For more information, call Louise Piper at 574-6279.

Counseling & Transfer Center Academic Counseling and Transfer Services

The Counseling & Transfer Center offers services in the areas of academic, transfer, and career counseling to CSM students. Academic counseling services are designed to: 1) help students make decisions and set educational goals; 2) provide academic planning assistance to complete certificate, associate degree, and/or university transfer goals; 3) help students evaluate academic readiness and plan coursework to build skills; 4) teach students important skills to enhance classroom and academic success; and 5) work with students to resolve personal concerns that may interfere with the ability to succeed.

Counselors work with students to develop personalized Student Educational Plans (SEPs) that map out semester by semester, the courses necessary to complete specific educational goals. Once an SEP is developed, students are expected to meet with a counselor at least once a semester to review the SEP, evaluate ongoing educational progress, and make modifications as needed to stay on the path and successfully complete educational goals. During summer, counseling services are available on a drop-in basis. For service hours call (650) 574-6400, or inquire at the Counseling counter, Building 1, second floor.

Disabled Students Programs and Services

Disabled Students Programs & Services (DSP&S) provides assistance to students with verified physical, psychological and specific learning disabilities. Support services and accommodations are provided to help students develop independence and to successfully participate in college classes. Contact the Disability Resource Center to get started (Bldg. 16, Room 150, 574-6438). Additional programs for students with disabilities include:

- Disability Resource Center (Bldg. 16, Room 150, 574-6438)
- Learning Disabilities Assessment Center (Bldg. 16, Room 150, 574-6433)
- Assistive Technology Center (Bldg. 16, Room 151, 574-6432)
- Adapted Physical Education (Bldg. 8, Room 109A, 378-7219)
- Transition to College (Bldg. 15, Room 122, 574-6487)

Extended Opportunity Programs and Services (EOPS)

EOPS is a support service available for full-time students who need additional services to successfully pursue their educational and vocational goals. Support services include: priority registration, counseling, book service, transportation, tutoring, application fee waivers and peer advising.

To be considered for the EOPS program, a student must meet the following criteria: 1) be enrolled full-time (12 units); 2) qualify to receive the Board of Governors Enrollment Fee Waiver (BOGW); 3) meet the EOPS guidelines definition of an educationally underprepared student; and 4) have completed less than 70 degree applicable units. For more information visit the EOPS Office (Bldg. 20, Room 107, 574-6154).

Financial Aid

Students who would be unable to attend college without financial aid can receive help in paying for educational expenses—enrollment fees, books, transportation, room and board, and other related costs.

In order to qualify for financial aid, students and/or their families must demonstrate financial need. Interested students must complete the application process through the Financial Aid Office, and should begin this process at the earliest possible date. For step-by-step process, see page \$\$\$. Determination of eligibility takes approximately eight to 12 weeks.

Office hours are Monday through Thursday 8 a.m. to 7:00 p.m. and Friday 8 a.m. to 4:30 p.m. For information, visit the Financial Aid Office (Bldg. 1, Room 217, 574-6146).

Health Services

In the CSM Health Center, the college nurse provides: emergency care and first aid; consultation on health problems; referrals to psychologists, physicians, and health or social agencies; drug and alcohol counseling and referral; arrangements for emergency transportation; health screenings for blood pressure, hearing, vision, TB, pregnancy, and strep; anonymous HIV counseling and testing; nutrition and stress counseling; and immunizations. Additional physician services available by appointment include: physicals, lab work and prescription medications. Emergency accident insurance coverage is in effect when students are on campus or attending college-sponsored events. Low-cost medical and dental insurance is available for purchase.

Office hours are 8:00 a.m. to 7 p.m., Monday through Thursday and 9:00 a.m. to 2:00 p.m. on Friday. For more information, visit the Health Center (Bldg. 1, Room 226, 574-6396).

Labs & Centers

There are a variety of labs and centers on campus that offer use of computers and tutoring/academic support services. Please see the "Labs & Centers" list in the directory on page 20.

Library Services

For information on access to Library Computers, see "Labs & Centers" list in the directory on page 5.

Library services will be available 9 a.m. to 7 p.m., Monday–Thursday. Closed Friday, Saturdays and Sundays. Telephone: 574-6100.

Multicultural Center

The Multicultural Center is designed to meet the needs of multicultural students through academic/personal counseling as well as general financial aid information in a supportive, culturally-enriching environment. The staff is made up of full-time, bicultural and bilingual certificated counselors and support personnel. The Multicultural Center is located in Bldg. 20, Rooms 112 and 113. For more information, call 574-6154.

Psychological Services

Psychological Services offers confidential individual consultation regarding personal concerns. Also available are: group counseling, seminars, classes in developing coping skills, and referral to other on- and off-campus resources. These services are available to all day and evening students. Appointments may be made through the Health Center (Bldg. 1, Room 226, 574-6396).

Scholarships

College of San Mateo offers many scholarships with awards ranging from \$100 to approximately \$2,000. CSM students who have completed at least 12 graded CSM units and who have a GPA of 2.75 or above may apply. Both students returning to and transferring from CSM the following fall are eligible. Scholarships are awarded on the basis of academic achievement and are for the most part not need-based.

CSM Scholarship applications are available online at collegeofsanmateo.edu/forms or in the Scholarship Office. Completed packets will be accepted beginning November 1, 2007 with a deadline of 12 noon on February 1, 2008.

For additional information, contact the Scholarship Office (Bldg. 1, Room 271, 574-6434). Office hours are Monday - Thursday, 8 a.m. to 2:30 p.m. and Friday 8 a.m. to 1 p.m.

Student Body Card

All students who have completed registration and paid the \$8 student body fee are entitled to a photo I.D. student body card. After classes have begun, you may obtain your Student Body Card at the Student Activities Office. This photo identification card entitles you to special discounts from 10% to 40% off at local businesses, movie theaters, shops and restaurants. On-campus discounts are available at the cosmetology salon, CSM Bookstore (non-book items), and all athletic events. The funds collected from the student body fee help support numerous programs and services on campus including: scholarships, emergency student loans, child care, athletics, guest speakers and concerts. If you would like more information about the student body card benefits, please contact the Student Activities Office.

Transfer Services

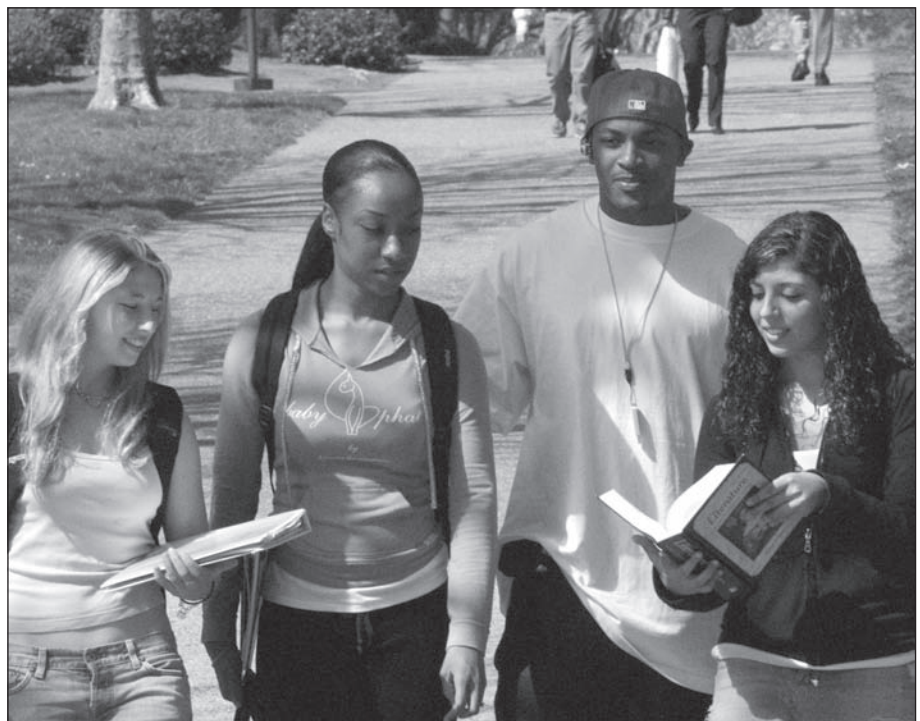
Located within the Student Services Center (adjacent to Building 1), Transfer Services provide information and workshops on such topics as transfer planning, writing the application essay, choosing a college and completing transfer admission applications. Transfer Services also schedule representatives from other universities and colleges, including UC, CSU and private universities, to meet with students on a regular basis. CSM has **Transfer Admission Agreements with a number of four-year UC and private institutions which can guarantee transfer admission.** For more information, call 358-6839, or visit our website at collegeofsanmateo.edu/transfer.

For summer hours, call (650) 358-6839.

Veterans Benefits

College of San Mateo offers instruction to veterans, service members, dependents and survivors of veterans and to other eligible persons, and is authorized by the Department of Veterans Affairs to certify students' educational programs for veterans benefits. Honorably discharged veterans with at least 18 months of active military service are eligible for educational benefits for a period of 10 years following discharge. Benefits are also available to members of the active reserve who pursue approved college studies.

To initiate benefit payments, an eligible student must request that certification of enrollment be sent to the Department of Veterans Affairs. Contact the Veterans Assistant in the Office of Admissions and Records for more information at (650) 358-6856.



Featured Programs

Study in China, London or Spain

You may be eligible to participate in the 5-week summer 2008 program in China if you have completed at least 6 degree applicable units with at least a 2.5 GPA. Participants will visit three of China's cities: Beijing, Shanghai, and Xian.

If you have completed at least 12 degree applicable units at any college with at least a 2.5 GPA, you are eligible to participate in CSM's fall 2008 London or Spain Semester. You can earn up to 15 units in the fall toward an A.A./A.S. degree which are transferable for bachelor's degree credit. These programs are open to students of all ages.

Proposed course offerings in London this fall will include English, history, psychology, humanities and anthropology. All students participating in the London program will enroll in a British Life and Culture class with weekly field trips.

Proposed course offerings in Spain this fall will include history, Spanish and communications. All students participating in the Spain program will enroll in a Spanish Life & Culture class with weekly field trips.

The same enrollment fee as charged for on-campus classes covers the cost of instruction for California residents. The program fee includes services offered by the American Institute for Foreign Study, living accommodations and many activities. Financial aid can assist students with these costs, but early filing is essential.

For more information and a detailed brochure on any of the above-mentioned programs, please call the Study Abroad office at 650-574-6595.

Honors Program

The CSM Honors Program was established to seek out students of exceptional ability and purpose, and to provide these students with the education they merit. The program is open to all students meeting certain academic requirements. Students interested in applying should contact the Honors Program Coordinator (Bldg. 15, Room 121) or call 574-6638.

Apprenticeship Programs

College of San Mateo offers related and supplemental instruction for several of the many apprenticeship programs based in San Mateo County. Through these programs, participants (1) work full-time, earning an ever-increasing percentage of journeyman pay, and (2) attend CSM related and supplemental classes part-time.

Applicants must be indentured by the California Division of Apprenticeship Standards (D.A.S.) before attending classes or working in a program.

For more information, call the CSM Apprenticeship Office at 574-6116 or the D.A.S. Office at (408) 277-1273.

Community Education Classes

Expand your knowledge without the commitment of a semester-long course or grades. Consider the many fun, not-for-credit short classes, one-day seminars and workshops at College of San Mateo offered by the Office of Community Education.

The program features over 200 classes in topics such as arts and science, business, computers, languages, real estate, dance and fitness, music, photography, and financial planning. Classes are conveniently located at CSM, Skyline and Canada. Additionally, online classes are available.

Fees are charged for these classes. Community Education is entirely self-supporting; and does not receive State or local funding. For more information, call Community Education at 574-6149.

Coastside Office

In order to better provide for the coastal community, the San Mateo County Community College District has established an office in Half Moon Bay that functions as a one-stop service center for all three schools in the district. SMCCCD Coastside ('Coastside Office') assists prospective and continuing students with the application and registration processes, financial aid applications and information, placement and skills assessment, and general counseling.

The Coastside Office offers some courses at coastal locations and provides support for those students taking online courses.

For more information, visit collegeofsanmateo.edu/coastside, or call (650) 726-6444.

Cooperative Work Experience Education

This program allows students to earn college credit for learning on the job. Co-op is offered to students who work full- or part-time and attend classes as a full- or part-time day or evening student. Work may be paid or volunteer.

You may register by WebSMART or by mail during regular registration periods for Cooperative Work Experience Education courses. In addition, you must go to the Cooperative Work Experience Education Office (located in the Student Services Center—see campus map) for your specific instructor assignment. If your work assignment is outside of San Mateo or San Francisco counties, check with the Cooperative Work Experience Education Office prior to enrollment.

For more information, please call the program coordinator, Steve Cooney at (650) 358-6762.

Emeritus Institute

Emeritus Institute offers college-level classes in a format and setting designed to meet the needs and interests of mature adults. This program appeals to those who want to know about the colorful history of the community and state in which they live, understand the affairs of the nation and world, and fully appreciate art, music and ideas. For further information, call Community Education at 574-6149.

College Policies

Crime Awareness/ Student Right to Know Policy

In order to make College of San Mateo a safe and pleasant environment for students and employees, the College has established procedures in compliance with Federal Public Law 101-542 (Crime Awareness and Campus Security Act of 1990). CSM is an extremely safe campus; a fact confirmed by the most recent FBI-reported data. (For more information about Student Right to Know data, including completion or graduation rates, please contact CSM's Office of Institutional Research at 574-6196 or email: csmresearch@smccd.edu.) Persons seeking information concerning CSM campus law enforcement procedures, crime prevention efforts and crime statistics should contact the Supervisor of College Security at 574-6415.

Disciplinary Actions

Decisions regarding the following types of disciplinary action are the responsibility of the Vice President, Student Services. Unless the immediate application of disciplinary action is essential, such action will not be taken until the student has had an opportunity to utilize the established appeal procedures found in Rules and Regulations, Section 7.73. General disciplinary actions include warning, temporary exclusion, censure, cancellation of registration, disciplinary probation and restitution. Disciplinary action shall not of itself jeopardize a student's grades, nor will the record of such actions be maintained in the student's academic files. A student subject to disciplinary action has a right to appeal the decision in accordance with Rules and Regulations, Section 7.73.

Other specific disciplinary actions which may be taken are suspension and expulsion. Suspension is the termination of student status for a definite period of time. A suspended student may not be present on campus and is denied College privileges including class attendance and all other student body or College-granted privileges. The chief executive officer of the College or his/her designee may suspend a student, as deemed appropriate, for specified time periods. Expulsion of a student is the indefinite termination of student status and all attending rights and privileges. Expulsion of a student is accomplished by action of the Board of Trustees on recommendation of the College President and the Chancellor-Superintendent. An expelled student shall not be allowed to register in any subsequent semester without the approval of the College President. Detailed information is provided in the College catalog, which is available for review in College offices and for purchase in the CSM Bookstore. For further information concerning any aspect of student disciplinary actions, students should contact the Office of the Vice President, Student Services at 574-6118.

Drug-Free Campus Policy

College of San Mateo prohibits the use, possession, sale or distribution of alcohol, narcotics, dangerous or illegal drugs or other controlled substances on College property or at any function sponsored by the College.

For further information on the Drug-Free Campus Policy, contact the Health Services Center (Bldg. 1, Room 226, 574-6396).

Guidelines Addressing Cheating and Plagiarism

As the Student Handbook in the College of San Mateo Catalog states, "The principle of personal honor is the basis for student conduct. The honor system rests on the sincere belief that College of San Mateo students are mature and self-respecting, and can be relied upon to act as responsible and ethical members of society."

Although instructors may hope that students will act responsibly and ethically at all times, situations will arise in which it is clear, beyond a reasonable doubt, that a student cheated or plagiarized. The College of San Mateo Academic Senate has developed guidelines for such situations by providing specific definitions of cheating and plagiarizing, and addressing the related instructor responsibilities, student responsibilities and sanctions. The entire document can be found in the College of San Mateo Catalog.

Students seeking further information concerning these guidelines should contact the Office of the Vice President, Student Services (Bldg. 1, Room 273, 574-6118).

Off-Campus Transportation Guidelines Field Trips/Excursions

Throughout the semester/school year, the District may sponsor voluntary off-campus extracurricular field trips/excursions. If you choose to participate, be advised that pursuant to California Code of Regulations, Subchapter 5, Section 55450, you have agreed to hold the district, its officers, agents and employees harmless from any and all liability or claims which may arise out of or in connection with your participation in the activity.

Although the district may assist in coordinating the transportation and/or recommend travel times, route or caravanning, be advised that the district assumes no liability or responsibility for the transportation and any person driving a personal vehicle is not an agent of the district.

Off-Campus Classes

Some classes may be conducted off campus. Unless you are specifically advised otherwise, you are responsible for arranging for your own transportation to and from the class site.

Sexual Harassment Policy

It is the policy of San Mateo County Community College District and College of San Mateo to prohibit, in any and all forms, the sexual harassment of its students and staff. Sexual harassment of students by other students or staff, and/or the harassment of staff by students or other staff is considered intolerable behavior that will be investigated and acted upon immediately.

Students or staff seeking further information concerning this policy or claiming grievance because of alleged violations of this policy should contact the Vice-Chancellor of Human Resources and Employee Relations, 358-6767.

Smoking Policy

In order to provide a safe learning and working environment for students and employees, smoking is only allowed in designated areas on the campus. Maps identifying designated areas are available in the Security Office. Violation of this policy could lead to disciplinary action under usual disciplinary procedures. For a complete copy of the Smoking Policy and Guidelines, see CSM's current catalog.

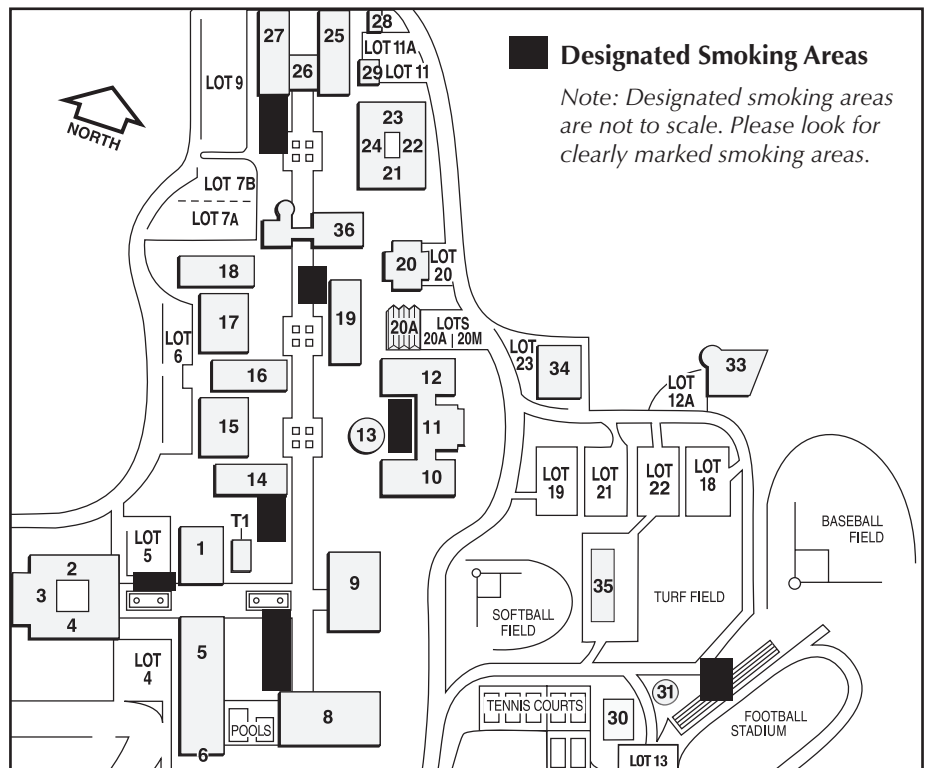
Statement on Academic Freedom

The San Mateo County Community College District is dedicated to maintaining a climate of academic freedom encouraging the sharing and cultivation of a wide variety of viewpoints.

More information on this statement is available by contacting the office of the Vice President, Instruction at 574-6404 or the office of the Academic Senate President at 574-6235.

Student Conduct

Students enrolled in the Colleges of the District are expected to conduct themselves as responsible citizens and in a manner compatible with the District and College function as an educational institution. Students are also subject to civil authority and to the specific regulations established by each College in the District. Violators shall be subject to disciplinary action, including possible cancellation of registration, and may be denied future admission to the Colleges of the San Mateo County Community College District. A list of actions which are prohibited and may lead to appropriate disciplinary action is contained in the College Catalog, which is available for review in College offices and for purchase in the College of San Mateo Bookstore. For further information concerning any aspect of student conduct, students should contact the Office of the Vice President, Student Services (Bldg. 1, Room 273, 574-6118).



Student Grievances and Appeals

Students are encouraged to pursue their academic studies and become involved in other sponsored activities that promote their intellectual growth and personal development. The College is committed to the concept that, in the pursuit of these ends, the student should be free of unfair and improper actions on the part of any member of the academic community. If, at any time, a student feels that he/she has been subject to unjust actions, or denied his/her rights, redress can be sought through the filing of an appeal or grievance. Detailed information is provided in the College Catalog, which is available for review in College offices and for purchase in the CSM Bookstore. For further information concerning any aspect of student grievances or rights of appeal, students should contact the Office of the Vice President, Student Services (Bldg. 1, Room 273, 574-6118).

Student Rights and Nondiscrimination Policy

College of San Mateo is committed to equal opportunity regardless of age, gender, marital status, disability, race, color, sexual orientation, religion, national origin or other similar factors, for admission to the College, enrollment in classes, student services, financial aid and employment in accordance with the provisions of Title VI of the 1964 Civil Rights Act, Title IX of the Educational Amendments of 1972 (45CRF 86), Section 504, Rehabilitation Act of 1973 (P.L. 93-112), and the Americans With Disabilities Act of 1990.

It is important that students, staff and all others associated with the College understand the importance of reporting concerns about possible violations of this policy. The College's commitment to equal opportunity demands full investigation of possible violations and an opportunity for a fair and impartial hearing on any matter relating to these laws and policies.

Any person seeking information concerning these laws and policies or claiming grievance because of alleged violations of Title VI of the 1964 Civil Rights Act and Sec. 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990 should contact the Vice Chancellor, Human Resources/Employee Relations, 358-6767.

All grievances will be reviewed in terms of Title VI and Title IX law, and persons involved will be advised of the provisions of the law and their legal rights. If normal channels are not available or fail to meet legal requirements, the necessary action will be initiated. The office will maintain a record of all Title VI and Title IX grievances and will report to the Affirmative Action Committee the general nature of such grievances and progress toward their resolution.

Política Antidiscriminatoria

El Colegio de San Mateo se compromete a proporcionarles a todos la misma oportunidad de ingresar en el colegio, de matricularse en las clases y de recibir servicios, ayuda financiera y empleo estudiantil, sin que se tenga en cuenta la edad, el sexo, el estado civil, la incapacidad física o mental, la raza, el color, la orientación sexual, la religión, el nacionalidad u otro factor similar. El texto completo de nuestra política antidiscriminatoria se encuentra en la página 6 de la edición actual del Catálogo del Colegio de San Mateo.

Walang Diskriminasyong Patakaran

Ang Kolehiyo ng San Mateo ay nagbibigay ng pantay na pagkakataon sa lahat anumang edad, kasarian, katayuang marital, kapansanan, lahi, kulay, orientasyong seksuwal, relihiyon, bansang pinagmulan, o iba pang batayan, para sa pagtanggap sa Kolehiyo, pagpapatala sa klase, serbisyo sa estudyante, tulong na pinansiyal, at trabaho.

Ang kumpletong patakaran ay matatagpuan sa pahina 6 ng katalogo para sa 2007-2008 ng College of San Mateo.

無種族歧視政策

聖馬刁學院本著平等的精神，準許學生入學選課，享受學生服務、助學金和僱用。不論年齡、性別、婚姻狀況、殘障、種族、膚色、性別傾向、宗教、國籍或其它種種之因素而有差別待遇。

Privacy Rights of Students Policy

The Family Educational Rights and Privacy Act (Sec. 438, P.L. 93-380, as amended) requires educational institutions to provide access to students' official educational records; provide opportunity for a hearing to challenge such records on certain grounds; obtain written consent of the student before releasing certain information; and extend these rights to all students of the College.

The Act provides that the College may release certain types of "Directory Information" unless the student submits a request in writing to the Office of Admissions and Records that certain or all such information not be released without his/her consent. Currently enrolled students may request that "Directory Information" be withheld by notifying the Office of Admissions and Records in writing each term or semester. Such requests must be submitted within two weeks after the first day of instruction.

"Directory Information" at this College includes: (1) student's name and city of residence; (2) participation in recognized activities and sports; (3) dates of enrollment; (4) degrees and awards received; (5) the most recent previous educational agency or institution attended; and (6) height and weight of members of athletic teams.

See the *CSM Catalog* for further information.

A copy of the Family Educational Rights and Privacy Act is available in the Office of Admissions & Records during normal business hours.



Student Resources Directory - Summer 2008

(Services, Programs & Centers for Students)

Area Code for College of San Mateo is 650

This alphabetical listing includes all Student Resources other than Instructional Programs.
For Instructional Programs, Departments & Divisions info, see listing on page 19.

KEY

A = Advisor/Advisor & Faculty
C = Counselor/
Counselor & Faculty
D = Dean
F = Faculty
S = Staff

Academic Advising & Counseling

(see Counseling Center)

Academic Support Services

(see Labs & Centers)

Admissions & Records

574-6165
Building 1, Second Floor

Hours:
Monday through Thursday
7:30 am to 7:00 pm
Friday
7:30 am to 12:30 pm

Henry Villareal (D)
574-6590
villarealh@smccd.edu

Arlene Fajardo (S)

574-6576

fajardo@smccd.edu

Grace Gamiao (S)

AA/AS & Certificate Programs

358-6857

Admissions Information

574-6165

Grades/Attendance

358-6855

Registration Information

574-6165

Transcripts (Outgoing)

574-6593

Veterans Assistant

358-6858; 358-6856

Articulation Office

John Sewart (D)

574-6196

sewart@smccd.edu

Sheldon Carroll

574-6198

carrolls@smccd.edu

collegeofsanmateo.edu/articulation

Assessment Center

- Placement Testing

- Career Assessment

- eMatriculation

Info Line: 574-6262

Christopher Rico (S)

574-6175

Building 1, Room 130

collegeofsanmateo.edu/testing

Assistive Technology Center

Carolyn Fiori (F)

574-6432

Building 16, Room 151

collegeofsanmateo.edu/ATC

Associated Students

Location to be determined.

For more information and office location, call 574-6141

Athletics/PE/Dance

574-6461

Building 8, Room 105

Bookstore

574-6366

Location: To be determined
collegeofsanmateo.edu/bookstore

Hours:

Monday through Thursday
7:45 am to 7:15 pm

Friday

Closed

Buildings & Grounds

(see Facilities Department)

Business Microcomputer Labs

574-6489; 574-6474

Building 12, Rooms 79 & 85

Business Office

574-6412

Building 1, Room 147

Hours:

Monday through Friday
8:00 am to 3:00 pm

Business Students Lab

574-6663

Building 12, Room 82

Cafeteria

(see Food Service/Cafeteria)

CalWORKs Program

Danita Scott-Taylor (A)

574-6155

Building 20, Room 106

Career Services

Jeanne Stalker (S)

574-6495

Student Services Center (SSC)

Cashier

(see Business Office)

Child Development Center

Louise Piper (F)

574-6279

Building 33

Hours:

Monday through Friday
8:00 am to 5:00 pm

Coastside Office

726-6444

collegeofsanmateo.edu/coastside

College Connection

Concurrent Enrollment

Program (High School Students)

Steve Morehouse (C)

574-6131

Building 1, Room 130

collegeofsanmateo.edu/ce

Community Education

Renee Khoury (S)

574-6149

khouryr@smccd.edu

Building 17, Room 137

http://communityed.smccd.edu

Computer & Info Science (CIS) Lab

574-6327

Building 19, Rooms 124 & 126

Computer Labs

(see Labs & Centers)

Cooperative Agencies

Resources for Education (CARE)

Ruth Turner (C); 574-6154

Building 20, Room 107

Cooperative Work Experience Education

Steve Cooney (F)

358-6762

cooney@smccd.edu

collegeofsanmateo.edu/studentjobs

Counseling & Transfer Center

- Academic Counseling Services

574-6400

378-7229

- Transfer Services

(see Transfer Services)

358-6839

Building 1, Second Floor

For summer hours of operation,

call 574-6400.

Division Office -

Counseling, Advising & Matriculation

574-6413

Building 1, Room 209

Counseling -

Psychological Services

(see Psychological Services)

Disabled Students Programs & Services (DSPS)

Adapted Physical Education

(Instructional Program)

Paul Sacomano (S)

378-7219

sacomano@smccd.edu

Assistive Technology Center

(see Assistive Technology Center)

Disability Resource Center

(see Disability Resource Center)

Learning Disabilities

Assessment Center

(see Learning Disabilities

Assessment Center)

Transition to College Program

(see Transition to College Program)

Disability Resource Center

Kevin Sinarle (C)

378-7227

Building 16, Room 150

Distance Learning

(Telecourses & Online Courses)

Betty Fleming (S)

524-6933

Building 9, Room 181

collegeofsanmateo.edu/DL

Drip Coffee

(see Food Service/Drip Coffee)

Emeritus Institute

Renee Khoury (S)

574-6149

khouryr@smccd.edu

Building 17, Room 137

communityed.smccd.edu

Hours:

Monday through Friday

9:00 am to 4:00 pm

English 800 Lab

574-6539

Building 18, Room 102

Extended Opportunity Programs & Services (EOPS)

574-6154

Building 20, Room 107

For summer hours of operation,
call 574-6154.

Facilities Department/Buildings & Grounds Maintenance

574-6113

Building 7

www.smccd.edu/accounts/facilities

Hours:

Monday through Friday

7:30 am to 4:00 pm

Facilities Rental/Scheduling

574-6220

Building 1, Room 123

Hours:

Monday through Friday

8:00 am to 4:00 pm

Financial Aid

Claudia Menjivar (S)

574-6146

Building 1, Room 217

collegeofsanmateo.edu/finaid

Hours:

Monday through Thursday

8:00 am to 7:00 pm

Friday

8:00 am to 12:30 noon

Food Service/Cafeteria

574-6582

Temporarily located Kiosko, plaza near

Building 13

Hours:

Monday through Thursday

7:30 am to 2:00 pm

Friday

Closed

Food Service/Drip Coffee

378-7343

East side of Building 17

Hours:

Monday through Thursday

7:30 am to 1:30 pm

Friday

Closed

Food Service/Kiosko

574-6582

Plaza near Building 13

Hours:

Monday through Thursday

7:30 am to 2:00 pm

Friday

Closed

Foreign Language Center

574-6346

Building 18, Room 112

Foreign Study Program

(See Study Abroad Program)

Global Studies Program

574-6496

Health Services Center

574-6396
Building 1, Room 226

Hours:

Monday through Thursday
8:00 am to 1:00 pm &
4:00 pm to 7:00 pm
Friday
Closed

High School Relations

(also see *Concurrent Enrollment*)

Steve Morehouse (C)
574-6131
Building 1, Room 130
collegeofsanmateo.edu/highschool

Honors Program

Jeremy Ball (F)
574-6638
Building 15, Room 121
collegeofsanmateo.edu/honors

Institutional Research

John Sewart (D)
574-6196
sewart@smccd.edu
Jonah Wong (S)
574-6214
wongjo@smccd.edu
collegeofsanmateo.edu/research

Integrated Science Center

574-6688
Building 36, Room 110

**Integrative Learning:
Learning Communities**

Jean Mach (F)
Jon Kitamura (F)
574-6353; 574-6554
collegeofsanmateo.edu/LCOM

International Students Program

Building 1, Room 263
Margaret Skaff (S)
574-6525
skaff@smccd.edu
Martin Bednarek (C)
574-6526
bednarekm@smccd.edu

Hours:

Monday through Thursday
8:00 am to 12:00 noon &
1:00 pm to 4:30 pm
Friday
8:00 am to 12:30 pm

Job Listings—District

574-6111
www.smccd.edu/hr

Job Listings—Student

(see *Student Employment Office*)

KCSM TV & FM

574-6586
Building 9, Lower level
www.kcsm.org

Kiosko

(see *Food Service/Kiosko*)

Labs & Centers

(see *specific listings for each*)

Assistive Technology Center
Biology Computer Lab
Business Microcomputer Labs
Business Students Lab
Chemistry Study Center
Computer & Info Science (CIS) Lab
English 800 Lab
Foreign Language Center
Integrated Science Center

Language Arts Centers

(see *specific listings for each*)

- English 800 Lab
- Foreign Language Center
- Reading and ESL Center
- Speech Lab
- Writing Center

Library Computer Access System**Math Resource Center****Multimedia Lab****Nursing Lab****Reading and ESL Center****Speech Lab****Writing Center****Language Arts Centers**

English 800 Lab (see *English 800 Lab*)

Foreign Language Center

(see *Foreign Language Center*)

Reading and ESL Center

(see *Reading and ESL Center*)

Speech Lab (see *Speech Lab*)**Writing Center** (see *Writing Center*)**Learning Disabilities****Assessment Center**

Peggy Ryan (S)
574-6433
Building 16, Room 150

Library

574-6100
Building 9, Upper Level
collegeofsanmateo.edu/library

Lorrita Ford - Director

574-6569
fordl@smccd.edu

Loan Desk

574-6548

Reference Desk

574-6232

Hours:

Monday–Thursday
9:00 am to 7:00 pm
Friday–Sunday
Closed

Lost and Found

(See *Bookstore*)

Mail Room

574-6410
Building 1, Room 148

Maintenance

(see *Facilities Department*)

Masterworks Chorale

Peter Jensen (S)
574-6210
Building 2, Room 117
www.masterworks.org

Math Resource Center

Caryn Goldman (S)
574-6540
Building 18, Rooms 202

Matriculation

Marsha Ramezane (D)
574-6413
Building 1, Room 209

Media Services**(Audio/Visual Equipment Rental)**

(within *District ITS/HelpCenter*)

574-6717
www.smccd.edu/mediacenter

Middle College High School

Greg Quigley - Principal
574-6101
quigley@smccd.edu
Building 11, Room 136
www.smccd.edu/middlecollege

Multicultural Center

Sylvia Aguirre-Alberto (C)
574-6154
Building 20, Room 112

Multimedia Lab

574-6446
Building 27, Room 100

Nursing Lab

574-6218
Building 23, Rooms 174 & 175

Online Courses

(see *Distance Learning*)

**Placement Testing/
Skills Assessment**

(see *Assessment Center*)

Planetarium

Darryl Stanford (F)
574-6256; 574-6268
Building 36, Room 100

Priority Enrollment Program (PEP)

Chris Rico (S)
574-6175
Building 1, Room 207
collegeofsanmateo.edu/PEP

Psychological Services

574-6396
Building 1, Room 226

Hours:

Monday through Thursday
(by appointment)

Reading and ESL Center

574-6437
Building 18, Room 101

San Mateo**(Student Newspaper)**

574-6330
sanmatean@smccd.edu

Scholarships

574-6434
Building 1, Room 271
collegeofsanmateo.edu/scholarships

Hours:

Monday through Thursday
8:00 am to 2:30 pm
Friday
8:00 am to 12:30 pm

Security Office

574-6415
Building 1, Room 269

Hours:

Monday through Thursday
8:00 am to 7:00 pm
Friday
8:00 am to 12:30 pm

Shipping & Receiving

Building 7
574-6115

Speech Lab

574-6257
Building 18, Room 110
collegeofsanmateo.edu/speech

Student Activities Office

Fauzi Hamadeh (S)
574-6141
Building 5, Room 125
collegeofsanmateo.edu/studentactivities

Hours:

Monday through Thursday
8:00 am to 5:15 pm
(Evening hours by appointment)

Student Body Card

(see *Student Activities Office*)

Student Clubs & Organizations

(see *Student Activities Office*)

Student Employment Office

574-6495
collegeofsanmateo.edu/studentjobs

Student Government

(see *Associated Students*)

Study Abroad Program

574-6595
marrac@smccd.edu
Building 1, Room 101
collegeofsanmateo.edu/studyabroad

Swimming Pool

574-6459
Building 8 (Gymnasium)

Switchboard/General Line

574-6161
Building 1, Front desk

Telecourses

(see *Distance Learning*)

Testing Center

(see *Assessment Center*)

Theatre

574-6191; Event Info Line: 378-7218
Building 3

Tutoring

(see *Labs & Centers*)

Transcripts

574-6593
websmart.smccd.edu
collegeofsanmateo.edu/forms

Transfer Services

(within *Counseling Center*)
Mike Mitchell (S)
358-6839
Student Services Center (SSC)
collegeofsanmateo.edu/transfer
For hours of operation, call 358-6839.

Transition to College Program

574-6487
Building 15, Room 127

Veterans Assistance

358-6858; 358-6856
Building 1, Second Floor
(within *Admissions & Records*)

Hours:

Monday through Thursday
8:00 am to 7:00 pm
Friday
8:00 am to 12:30 pm

Writing Center

574-6436
Building 18, Room 104

Academic Divisions and Instructional Programs/Departments

| Division Office | Instructional Program/Department | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Business/Technology Bldg. 19, Rm. 113; 574-6228 collegeofsanmateo.edu/technology Dean: Kathleen Ross | Accounting Administration of Justice Apprenticeship Training Building Inspection Technology Business | Business - Microcomputer Applications Computer & Information Science Cosmetology Drafting Technology Electronics Technology | Fire Technology Machine Tool Technology Management Manufacturing & Industrial Technology Media Communication Broadcast & Electronic Media | Film Production Graphics Journalism Multimedia Real Estate Welding Technology |
| Creative Arts/ Social Science Bldg. 15, Rm. 157; 574-6494 Dean: Kevin Henson | Alcohol & Other Drug Studies Anthropology Art Economics | Ethnic Studies Geography Global Studies History Humanities | Human Services Library Studies Military Science Music Music - Electronic | Philosophy Political Science Psychology Social Science Sociology |
| Language Arts Bldg. 17, Rm. 169; 574-6314 Dean: Sandra Stefani Comerford | English English for Non-native Speakers (ESL) Film History | Foreign Language <i>American Sign Language</i> <i>Chinese (Mandarin)</i> <i>French</i> | <i>German</i> <i>Italian</i> <i>Japanese</i> <i>Spanish</i> | Literature Reading Speech Communication |
| Math/Science Bldg. 36, Rm. 311; 574-6268 Dean: Charlene Frontiera | Architecture Astronomy Biology Chemistry Consumer Arts & Science | Dental Assisting Dental Hygiene Engineering Geology Health Science | Horticulture Mathematics Meteorology Nursing Oceanography | Paleontology Physical Science Physics Study Abroad |
| Physical Education/ Athletics/Dance Bldg. 8, Rm. 103; 574-6461 Dean: Andreas Wolf Athletic Trainer: Pat Fitzgerald; 574-6451 Equipment Manager: Ken Haren; 574-6452 | Athletics Physical Education Adapted Aquatics | <i>Dance</i> <i>Fitness</i> <i>Individual Sports</i> <i>Team Sports</i> | <i>Intercollegiate Sports Theory</i> <i>Theory</i> <i>Varsity</i> | |
| Special Instructional Programs Bldg. 19, Rm. 111; 574-6533 Dean: Martha Tilmann | CSM Coastside | Community Education | Distance Learning | Special Projects Assigned by VPI |
| Student Services Bldg. 1, Rm. 209; 574-6413 Dean - Counseling, Advising & Matriculation: Marsha Ramezane | Career & Life Planning Cooperative Work Experience Education | Developmental Skills <i>Assistive Technology</i> <i>Learning Disabilities Assessment</i> | | |
| Corporate & Continuing Education Bldg. 1, Rm. 117; 574-6173 Dean: Sandra Mellor mellor@smccd.edu | - Training at your site for your employees - Accounting Fundamentals Business Writing Computer Applications Developing Teams English as a Second Language Environmental/Safety Foreign Languages Lean Manufacturing Programming Languages Project Management Punctuation & Grammar Successful Communication | | | |

SCHEDULE OF CLASSES

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

ACCOUNTING

A \$2.00 materials fee is payable upon registration for Accounting classes.

GET THE SKILLS, GET THE JOB, GET THE CREDIT

Looking for a new job? Our Accounting Assistant and Tax Preparer certificates give you the skills to begin a new career. The Accounting Assistant program starts with ACTG 100, 103, 144; BUSW 415; and CRER 127. The Tax Preparer program starts with ACTG 100, 103, 171; BUSW 415; and CRER 127.

PREPARE FOR THE CPA EXAM

The California Board of Accountancy requires applicants to complete 24 semester-hours of accounting education prior to taking the CPA exam. All Accounting courses at CSM count toward this education requirement.

EARN CONTINUING EDUCATION CREDIT

You can earn continuing education credit for your CPA, EA or CTEC license at CSM.

VISIT OUR WEB SITE

To learn more about the Accounting and Tax programs go to collegesofsanmateo.edu/accounting.

GET THE NEWS

Subscribe to CSM Accounting News and get email updates about new courses and special events. Send a message to csmaccounting@smccd.edu.

ACTG 100 ACCOUNTING PROCEDURES

Study of the accounting cycle for service and merchandising businesses. Preparation of journals, ledgers, and financial statements using manual work papers and Peachtree accounting software. ACTG 100 provides an important foundation for ACTG 121. **A \$2.00 materials fee is payable upon registration. Recommended Preparation:** BUS. 115; BUSW 105 or equivalent; eligibility for ENGL 848. (CSU)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|-------|------------|-----|
| 51346 | ACTG 100 AA | MTWTh | 8:10 10:15 | 12-85 | Raeber, S. | 3.0 |
| | | | By Arr 6.0 Hrs/Wk | | | |
| | | | Start and end dates for section 51346: | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|----|----------------------------------------|-------|------------|-----|
| 51477 | ACTG 100 JA | MW | 6:00 10:10 | 12-85 | Raeber, S. | 3.0 |
| | | | By Arr 6.0 Hrs/Wk | | | |
| | | | Start and end dates for section 51477: | 6/16 | 7/23 | |

ACTG 103 TEN-KEY SKILLS

Development of speed and accuracy using a ten-key calculator and the ten-key pad on a computer keyboard. Students must complete twenty-four hours of self-paced work. **A \$2.00 materials fee is payable upon registration.** For complete information about this course, including how to get started, visit our website at smccd.net/accounts/maule.edu. Open entry/open exit. Credit/No Credit grading. May be taken twice for a maximum of 1 unit. (CSU)

| | | | | | | |
|-------|-------------|--------|----------------------------------------|--------|-----------|----|
| 52028 | ACTG 103 AO | By Arr | 24 Hrs Total | 15-160 | Maule, B. | .5 |
| | | | Start and end dates for section 52028: | 6/16 | 7/24 | |

ACTG 121 FINANCIAL ACCOUNTING

Preparation and interpretation of accounting information. Includes application of accounting principles to value assets, liabilities, and equity; accounting systems; use of software applications to prepare and analyze accounting information; use of accounting information by decision makers. Students taking their first course in accounting are encouraged to complete ACTG 100 before enrolling in ACTG 121. **A \$2.00 materials fee is payable upon registration. Prerequisite:** BUSW 105 or equivalent. **Recommended Preparation:** ACTG 100; BUSW 415 or equivalent; ENGL 100.

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|-------------|-----|
| 50476 | ACTG 121 AA | MTWTh | 8:00 10:15 | 12-188 | Harding, J. | 5.0 |
| | | | By Arr 5.2 Hrs/Wk | | | |
| | | | Start and end dates for section 51346: | 6/16 | 8/07 | |

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

ACTG 144 QUICKBOOKS: SET-UP AND SERVICE BUSINESS

Practical hands-on introduction to QuickBooks accounting software. Covers set-up and service business transactions, including sales, receivables, cash collections, purchases, payables, cash payments, and end-of-period procedures. ACTG 144 and ACTG 145 are independent courses and may be taken in either order or concurrently. **A \$2.00 materials fee is payable upon registration.** May be taken twice for a maximum of 3 units. See instructor's website at smccd.edu/accounts/raeber for information about materials which must be brought to the first class meeting. (CSU)

| | | | | | | |
|-------|-------------|-----|----------------------------------------|-------|------------|-----|
| 52259 | ACTG 144 AA | TTh | 10:40 12:45 | 12-85 | Raeber, S. | 1.5 |
| | | | By Arr 3.4 Hrs/Wk | | | |
| | | | Start and end dates for section 52259: | 6/17 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|---|----------------------------------------|-------|------------|-----|
| 52260 | ACTG 144 JA | T | 6:00 10:10 | 12-85 | Raeber, S. | 1.5 |
| | | | By Arr 3.0 Hrs/Wk | | | |
| | | | Start and end dates for section 52260: | 6/17 | 7/22 | |

ONLINE CLASSES

| | | | | | | |
|-------|-------------|-----------------|----------------------------------------|------|------------|-----|
| 53790 | ACTG 144 WW | See pages 44-45 | Online-CRS | | Raeber, S. | 1.5 |
| | | | Start and end dates for section 53790: | 6/16 | 7/24 | |

ACTG 145 QUICKBOOKS: PAYROLL AND MERCHANDISING BUSINESS

Practical, hands-on instruction to QuickBooks accounting software. Covers payroll and merchandising business transactions, including sales, receivables, cash collections, purchases, payables, and cash payments, payroll, and end-of-period procedures. **A \$2.00 materials fee is payable upon registration.** ACTG 144 and ACTG 145 are independent courses and may be taken in either order or concurrently. May be taken twice for a maximum of 3 units. See instructor's website at smccd.edu/accounts/raeber for information about materials which must be brought to the first class meeting. (CSU)

EVENING CLASSES

| | | | | | | |
|-------|-------------|----|----------------------------------------|-------|------------|-----|
| 52697 | ACTG 145 JA | Th | 6:00 10:10 | 12-85 | Raeber, S. | 1.5 |
| | | | By Arr 3.0 Hrs/Wk | | | |
| | | | Start and end dates for section 52697: | 6/19 | 7/24 | |

ONLINE CLASSES

| | | | | | | |
|-------|-------------|-----------------|----------------------------------------|------|------------|-----|
| 53792 | ACTG 145 WW | See pages 44-45 | Online-CRS | | Raeber, S. | 1.5 |
| | | | Start and end dates for section 53792: | 6/16 | 7/24 | |

ACTG 173 TRUST, ESTATE, AND GIFT TAXES

Study of Federal and California income tax regulations and their application to trusts, estates, and gifts. Students will learn how to prepare Form 1041 (Fiduciary Tax Return), Form 706 (Estate Tax Return) and Form 709 (Gift Tax Return) and the related California tax forms. Combined with Accounting 171 and 172, this course will enable students to prepare most of the tax returns required of accounting professionals. The course will meet continuing education requirements for the California Tax Education Council (CTEC). **Recommended Preparation:** ACTG 171. Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES

| | | | | | | |
|-------|-------------|-----|----------------------------------------|--------|-------------|-----|
| 53241 | ACTG 173 JA | TTh | 6:30 9:20 | 12-188 | Stevens, S. | 1.5 |
| | | | By Arr 4.6 Hrs/Wk | | | |
| | | | Start and end dates for section 53790: | 6/17 | 7/10 | |

ACTG 665 DEPRECIATION SYMPOSIUM

Exploration of the variety of ways to depreciate business assets, including Class Life, ACRS, MACRS, Section 179, AMT adjustments, and California conformity/nonconformity. The 8 class hours of this course will satisfy continuing education requirements for the California Tax Education Council (CTEC).

SATURDAY CLASSES

| | | | | | | |
|-------|----------------|---|----------------------------------|-------------|-----------|----|
| 53945 | ACTG 665 MA SA | S | 9:00 1:00 | 12-188 | Reitz, D. | .5 |
| | | | Meeting dates for section 53945: | 7/12 & 7/19 | | |

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

ADMINISTRATION OF JUSTICE

ADMJ 771 PENAL CODE 832: ARREST AND CONTROL TRAINING

Arrest, search and seizure; theory and practical application of related laws. Students must meet performance objectives upon completion of course. Credit/No Credit grading. Course is certified by POST (Peace Officer Standards and Training Commission) as required under Penal Code 832.6(a)(1). POST requires strict attendance to mandated training hours. Students arriving late or missing classes may be dropped. Students are required to attend classes both on Tuesday and Thursday evenings and on Saturdays.

EVENING AND SATURDAY CLASSES

| | | | | | | |
|-------|-------------|----------------------------------------|------------|--------|------------|-----|
| 53489 | ADMJ 771 J1 | TTh | 6:30 10:30 | 35-101 | Curley, W. | 3.0 |
| | | S | 8:00 5:00 | 35-101 | | |
| | | Start and end dates for section 53489: | | 6/17 | 7/15 | |

ADMJ 775 PENAL CODE 832: FIREARMS TRAINING

Includes handgun familiarization; safety; care, cleaning, and storage; shooting principles; firearms range qualifications. Firearms used in this course are those typically used by law enforcement. Firearms and materials will be supplied in class. Range fees required. **Prerequisite:** successful completion of or concurrent enrollment in ADMJ 771 or successful completion of the P.C. 832 Arrest and Control portion (40 hours). Per Penal Code 13511.5, students must obtain written clearance from the California Department of Justice verifying that they are not prohibited from firearms training. Please allow five to six weeks for DOJ clearance. Call the Administration of Justice Office for more information. Credit/No Credit grading. May be taken two times for a maximum of 1 unit. Students are required to attend classes both on Tuesday and Thursday evenings and on Sundays.

EVENING AND SUNDAY CLASSES

| | | | | | | |
|--------|-------------|----------------------------------------|------------|------|------------|----|
| *53807 | ADMJ 775 J1 | TTh | 6:30 10:30 | CPFR | Curley, W. | .5 |
| | | Sun | 6:30 10:30 | CPFR | | |
| | | Start and end dates for section 53807: | | 7/22 | 8/03 | |

*This class meets off-campus. See page 40 for Off-Campus Locations.

AMERICAN SIGN LANGUAGE

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 29.

ASL 111 ELEMENTARY AMERICAN SIGN LANGUAGE I

Basic course in American Sign Language taught as a second language using dialogue drills, commands, and creative ideas. Plus 2.8 hours by arrangement per week for the day class and 2.0 lab hours per week for the evening class. Credit/No Credit or letter grade option. (CSU/UC)

| | | | | | | |
|-------|------------|----------------------------------------|-------------|--------|------------|-----|
| 53289 | ASL 111 AA | MTWTh | 10:40 12:50 | 18-304 | Cheung, M. | 3.0 |
| | | Start and end dates for section 53289: | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|------------|----------------------------------------|-----------|--------|------------|-----|
| 53485 | ASL 111 JB | MW | 6:30 9:45 | 16-170 | Cheung, M. | 3.0 |
| | | Start and end dates for section 53485: | | 6/16 | 8/06 | |

ASL 112 ELEMENTARY AMERICAN SIGN LANGUAGE II

Encoding, decoding, interaction, and acquisition techniques for skilled hearing signers and deaf people. Plus 2.0 lab hours by arrangement per week. **Prerequisite:** ASL 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

| | | | | | | |
|-------|------------|----------------------------------------|-----------|--------|------------|-----|
| 53290 | ASL 112 JA | TTh | 6:30 9:45 | 16-268 | Cheung, M. | 3.0 |
| | | Start and end dates for section 53290: | | 6/17 | 8/07 | |

ANTHROPOLOGY

ANTH 110 CULTURAL ANTHROPOLOGY

Study of culture as the man-made environment of particular societies. A cross-cultural comparison of cultural practices. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN ANTH 4)

| | | | | | | |
|-------|-------------|----------------------------------------|-------------|--------|-----------|-----|
| 50485 | ANTH 110 AA | MTWTh | 10:40 12:45 | 16-154 | Titus, M. | 3.0 |
| | | Start and end dates for section 50485: | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|----------------------------------------|------------|--------|----------|-----|
| 53113 | ANTH 110 JA | TTh | 7:00 10:15 | 16-154 | Nass, G. | 3.0 |
| | | Start and end dates for section 53113: | | 6/17 | 8/07 | |

ANTH 180 MAGIC, SCIENCE AND RELIGION

Cross-cultural study of societies' beliefs on the nature of reality, and their religious, scientific, and magical practices as a consequence. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/ No Credit or letter grade option. (CSU/UC)

| | | | | | | |
|-------|-------------|----------------------------------------|------------|--------|-----------|-----|
| 52474 | ANTH 180 AA | MTWTh | 8:10 10:15 | 16-167 | Titus, M. | 3.0 |
| | | Start and end dates for section 52474: | | 6/16 | 7/24 | |

ART

ART 100 ART OF THE WESTERN WORLD

"Art of the Western World" traces the Western tradition in the visual arts from Ancient Greece to the present day. Chronologically introducing the societies, values, and ideals that gave birth to Western Art, it explores the connection between great works and the environment that stimulated their creation. Not applicable to Art major. **Recommended Preparation:** ENGL 848. Credit/No Credit or letter grade option. (CSU)

TV CLASSES

| | | | | | |
|-------|------------|----------------------------------------|--------|----------------|------|
| 51649 | ART 100 TV | See pages 46-48 | TV-CRS | Pennington, S. | 3.0 |
| | | Start and end dates for section 51649: | | 6/20 | 8/01 |

ART 101 ART AND ARCHITECTURE FROM THE ANCIENT WORLD TO MEDIEVAL TIMES, c. 1400

Ancient, Classical, Early Christian, Byzantine and Medieval art and architecture. A survey of artistic expression from Prehistoric to late Medieval times with emphasis on sculpture and architecture, and their relationship to their cultural and historical context. **Recommended Preparation:** eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) (CAN ART 2) (Completion of ART 101, 102, and 103=CAN ART SEQ A) Also offered as ART 801.

| | | | | | | |
|-------|------------|----------------------------------------|------------|--------|--------------|-----|
| 52949 | ART 101 AX | MTWTh | 8:10 10:15 | 11-130 | Listopad, J. | 3.0 |
| | | Start and end dates for section 52949: | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|------------|----------------------------------------|------------|--------|--------------|-----|
| 50936 | ART 101 JX | MW | 6:00 10:10 | 11-130 | Hiramoto, J. | 3.0 |
| | | Start and end dates for section 50936: | | 6/16 | 7/23 | |

ART 201 DRAWING AND COMPOSITION I

Study of two- and three-dimensional forms and space relationships. Drawing in various dry media. Drawing proficiency is not required. Extra supplies may be required. (CSU/UC) (CAN ART 8) Students are required to attend both the morning and afternoon sessions.

| | | | | | | |
|-------|------------|----------------------------------------|------------|-------|---------|-----|
| 53509 | ART 201 AA | MW | 9:00 12:05 | 10-07 | Ren, M. | 3.0 |
| | | MW | 1:00 4:05 | 10-07 | | |
| | | By Arr 6.0 Hrs/Wk | | | | |
| | | Start and end dates for section 53509: | | 6/16 | 8/06 | |

Course

| Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|----------|----------|------|-------|-----------|------------|-------|
|----------|----------|------|-------|-----------|------------|-------|

ART 223 OIL PAINTING I

Basic techniques; emphasizes the use of value, color and light to model 3D form. **Recommended Preparation:** ART 214 and 301. Students are encouraged to develop personal style in the latter part of the course. Credit/No Credit or letter grade option. (CSU/UC*) (CAN ART 10) Students are required to attend both the morning and the afternoon sessions.

| | | | | | | |
|-------|------------|--------------------------------------------------|------------|-------|--------------|-----|
| 53282 | ART 223 AX | TTh | 9:00 12:05 | 10-07 | Buchanan, N. | 3.0 |
| | | TTh | 1:00 4:05 | 10-07 | | |
| | | By Arr 6.0 Hrs/Wk | | | | |
| | | Start and end dates for section 53282: 6/17 8/07 | | | | |

ART 224 OIL PAINTING II

Continuation of ART 223 with increased emphasis on a variety of painting techniques and development of personal style. **Recommended Preparation:** ART 223. Credit/No Credit or letter grade option. May be taken three times for a maximum of 9 units. (CSU/UC*) Students are required to attend both the morning and the afternoon sessions.

| | | | | | | |
|-------|-------------|--------------------------------------------------|------------|-------|--------------|-----|
| 53286 | ART 224 AX@ | TTh | 9:00 12:05 | 10-07 | Buchanan, N. | 3.0 |
| | | TTh | 1:00 4:05 | 10-07 | | |
| | | By Arr 6.0 Hrs/Wk | | | | |
| | | Start and end dates for section 53286: 6/17 8/07 | | | | |

ART 665 INTRODUCTION TO PASTEL PAINTING

Drawing still life and landscape with color pastels to achieve painterly effects. Credit/No Credit or letter grade option. (CSU)

| | | | | | | |
|-------|---------------|--------------------------------------------------|-----------|-------|-----------|----|
| 53949 | ART 665 MA A1 | MW | 9:00 1:05 | 10-12 | Rumer, D. | .5 |
| | | Start and end dates for section 53949: 6/16 6/25 | | | | |

ART 801 ART AND ARCHITECTURE FROM THE ANCIENT WORLD TO MEDIEVAL TIMES, c. 1400

Ancient, Classical, Early Christian and Medieval art and architecture. A survey of artistic expression from Prehistoric to late Medieval times with emphasis on sculpture and architecture, and their relationship to their cultural and historical context. No recommended prerequisite. Credit/No Credit grading. Not transferable. Applies to AA degree only.

| | | | | | | |
|-------|------------|--------------------------------------------------|------------|--------|--------------|-----|
| 53163 | ART 801 AX | MTWTh | 8:10 10:15 | 11-130 | Listopad, J. | 3.0 |
| | | Start and end dates for section 53163: 6/16 7/24 | | | | |

EVENING CLASSES

| | | | | | | |
|-------|------------|--------------------------------------------------|------------|--------|--------------|-----|
| 53164 | ART 801 JX | MW | 6:00 10:10 | 11-130 | Hiramoto, J. | 3.0 |
| | | Start and end dates for section 53164: 6/16 7/23 | | | | |

ASTRONOMY**ASTR 100 INTRODUCTION TO ASTRONOMY**

Descriptive study of the solar system, stars, galaxies, and life in the universe. Plus 2.8 hours by arrangement per week. (CSU/UC)

| | | | | | | |
|-------|-------------|--------------------------------------------------|-------------|--------|----------------|-----|
| 52660 | ASTR 100 AA | MTWTh | 8:10 10:15 | 36-100 | Vanajakshi, C. | 3.0 |
| | | Start and end dates for section 52660: 6/16 7/24 | | | | |
| 53793 | ASTR 100 AB | MTWTh | 10:40 12:45 | 36-100 | Stanford, D. | 3.0 |
| | | Start and end dates for section 53793: 6/16 7/24 | | | | |

TV CLASSES

| | | | | | | |
|-------|-------------|-----------------|--------|--|----------------|-----|
| 50502 | ASTR 100 TV | See pages 46-48 | TV-CRS | | Vanajakshi, C. | 3.0 |
|-------|-------------|-----------------|--------|--|----------------|-----|

ASTR 101 ASTRONOMY LABORATORY

Constellation identification, coordinate systems and basic astronomical measurements of planets, stars and spectra. Extra supplies may be required. **Prerequisite:** MATH 110 or equivalent with a grade of C or higher and completion of (with a grade of C or higher) or concurrent enrollment in ASTR 100. (CSU/UC)

| | | | | | | |
|-------|-------------|--------------------------------------------------|-----------|--------|--------------|-----|
| 52661 | ASTR 101 AA | MTWTh | 1:00 3:05 | 36-100 | Stanford, D. | 1.0 |
| | | Start and end dates for section 52661: 6/16 7/24 | | | | |

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

BIOLOGY**BIOL 100 INTRODUCTION TO THE LIFE SCIENCES**

For non-science majors. Fundamental principles of life. Covers plant and animal inter-dependencies. Examines the human role in the world of living things in relation to contemporary problems. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening class. Possible field trip(s). **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill levels as indicated by the reading placement tests or other measures. (CSU/UC)

| | | | | | | |
|-------|-------------|--------------------------------------------------|-------------|--------|----------|-----|
| 50505 | BIOL 100 AA | MTWTh | 8:10 10:15 | 36-207 | Staff | 3.0 |
| | | Start and end dates for section 50505: 6/16 7/24 | | | | |
| 53500 | BIOL 100 AB | MTWTh | 10:40 12:45 | 36-207 | Fark, R. | 3.0 |
| | | Start and end dates for section 53500: 6/16 7/24 | | | | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|--------------------------------------------------|-----------|--------|------------|-----|
| 50506 | BIOL 100 JA | TTh | 6:10 9:25 | 36-207 | Zahedi, S. | 3.0 |
| | | Start and end dates for section 50506: 6/17 8/07 | | | | |

ONLINE CLASSES

| | | | | | | |
|-------|-------------|--------------------------------------------------|------------|--|-----------|-----|
| 53310 | BIOL 100 WW | See pages 44-45 | Online-CRS | | Beliz, T. | 3.0 |
| | | Start and end dates for section 53310: 6/18 8/06 | | | | |

BIOL 110 GENERAL PRINCIPLES OF BIOLOGY

Lecture/lab study of major principles of biology; one or more field trips may be required. Extra supplies may be required. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN BIOL 2)

| | | | | | | |
|-------|-------------|--------------------------------------------------|-------------|--------|---------------|-----|
| 50507 | BIOL 110 AA | MTWTh | 10:25 12:30 | 36-200 | Railsback, D. | 4.0 |
| | | MTWTh | 8:10 10:15 | 36-200 | | |
| | | Start and end dates for section 50507: 6/16 7/24 | | | | |
| 50508 | BIOL 110 AB | MTWTh | 10:25 12:30 | 36-223 | Whyte, W. | 4.0 |
| | | MTWTh | 8:10 10:15 | 36-223 | | |
| | | Start and end dates for section 50508: 6/16 7/24 | | | | |
| 51747 | BIOL 110 AC | MTWTh | 10:25 12:30 | 36-204 | Malik, A. | 4.0 |
| | | MTWTh | 8:10 10:15 | 36-204 | | |
| | | Start and end dates for section 51747: 6/16 7/24 | | | | |

BIOL 130 HUMAN BIOLOGY

Introduction to human anatomy and physiology, including the functional relationship of cells to each body system. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** eligibility for ENGL 848. Recommended especially for students in the Medical Assisting program. (CSU/UC)

ONLINE CLASSES

| | | | | | | |
|-------|-------------|--------------------------------------------------|------------|--|------------|-----|
| 53796 | BIOL 130 WW | See pages 44-45 | Online-CRS | | Martin, T. | 3.0 |
| | | Start and end dates for section 53796: 6/19 8/07 | | | | |

BIOL 240 GENERAL MICROBIOLOGY

Introduction to morphology and physiology or microorganisms, with emphasis on control by chemical and physical means; their role in the human body and the environment. One or more field trips may be required. Extra supplies may be required. **Prerequisite:** one semester of college chemistry and college-level biology with lab course with grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN BIOL 14)

| | | | | | | |
|-------|-------------|--------------------------------------------------|-----------|--------|-----------|-----|
| 53253 | BIOL 240 AA | MTWTh | 1:00 3:05 | 36-204 | Smith, C. | 4.0 |
| | | MTWTh | 3:15 5:20 | 36-204 | | |
| | | Start and end dates for section 53253: 6/16 7/24 | | | | |

BIOL 250 ANATOMY

Human body structure. Lab study and dissection of human male and female. Extra supplies may be required. Plus 2.8 hours by arrangement per week. **Prerequisite:** successful completion of college level biology course with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN BIOL 10) (BIOL 250 and 260 = CAN BIOL SEQ B)

| | | | | | | |
|-------|-------------|--------------------------------------------------|------------|--------|------------|-----|
| 51093 | BIOL 250 AA | MTWTh | 9:10 11:15 | 36-217 | Martin, T. | 4.0 |
| | | MTWTh | 11:25 1:30 | 36-217 | | |
| | | Start and end dates for section 51093: 6/16 7/24 | | | | |

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

BROADCAST AND ELECTRONIC MEDIA

BCST 320 DIGITAL TELEVISION FIELD PRODUCTION

Introduction to digital video techniques and technologies for video production in a field setting. A comprehensive survey of digital television field production. Allows students to sharpen their skills in all field production positions including camcorder operation, audio, lighting, and grip, with an introduction to digital video editing. Covers field production from planning through final editing. **Recommended Preparation:** ENGL 838 or ENGL 848 or equivalent. Credit/No Credit or letter grade option. May be taken two times for a maximum of 6 units. (CSU)

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|-----------|-----|
| 53778 | BCST 320 AA | MTWTh | 10:40 | 12:45 | 19-105 | Brown, M. | 3.0 |
| | | Start and end dates for section 53778: | | 6/16 | 7/24 | | |

BUSINESS

Also see *Management*

BUS. 100 CONTEMPORARY AMERICAN BUSINESS

Explores various aspects of the business world: management, marketing, accounting, finances, production, management information systems, small business, business law and world trade. Helps students identify career opportunities. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|-----------|-----|
| 52261 | BUS. 100 AA | MTWTh | 10:40 | 12:45 | 18-307 | Blake, C. | 3.0 |
| | | Start and end dates for section 52261: | | 6/16 | 7/24 | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|-----------|-----|
| 52946 | BUS. 100 JA | MW | 6:00 | 10:10 | 18-203 | Blake, C. | 3.0 |
| | | Start and end dates for section 52946: | | 6/16 | 7/23 | | |

TV CLASSES

| | | | | | |
|-------|-------------|-----------------|--------|---------------|-----|
| 50511 | BUS. 100 TV | See pages 46-48 | TV-CRS | McGlasson, P. | 3.0 |
|-------|-------------|-----------------|--------|---------------|-----|

BUS. 150 SMALL BUSINESS MANAGEMENT

Telecourse: Examination of opportunities and hazards of small business operations; for business students who plan to establish a small business. **Prerequisite:** BUS 100 or equivalent. **Recommended Preparation:** eligibility for ENGL 848.

TV CLASSES

| | | | | | |
|-------|-------------|-----------------|--------|------------------|-----|
| 50825 | BUS. 150 TV | See pages 46-48 | TV-CRS | VonBleichert, P. | 3.0 |
|-------|-------------|-----------------|--------|------------------|-----|

BUS. 201 BUSINESS LAW I

Introduction to the law applicable to business sources, agencies, and procedures for enforcement. Emphasizes contract law. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN BUS 8)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|--------------|-------|
| 50516 | BUS. 201 JA | TTh | 6:00 | 10:10 | 18-201 | Isler Sr, S. | 0 . 3 |
| | | Start and end dates for section 50516: | | 6/17 | 7/24 | | |

TV CLASSES

| | | | | | |
|-------|-------------|-----------------|--------|-------------|-----|
| 50518 | BUS. 201 TV | See pages 46-48 | TV-CRS | Trimble, G. | 3.0 |
|-------|-------------|-----------------|--------|-------------|-----|

BUS. 315 KEYBOARDING I

Beginning course to develop skills in computer keyboarding by touch including speed and accuracy building, basic word processing techniques, basic formatting, and printing. Two 3½-inch High Density diskettes required at first class meeting. **A \$2.00 materials fee is payable upon registration.** (CSU)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|------------|-----|
| 51365 | BUS. 315 JX | MW | 6:00 | 10:10 | 12-082 | Morgan, M. | 3.0 |
| | | By Arr 6.0 Hrs/Wk | | | | | |
| | | Start and end dates for section 51365: | | 6/16 | 7/23 | | |

BUS. 317 MICRO/KEYBOARDING: SKILLBUILDING

Increase keyboard speed and accuracy through the use of an interactive microcomputer skillbuilding program. A 3½-inch High Density diskette required at first class meeting. **A \$2.00 materials fee is payable upon registration.** Plus two hours by arrangement per week. **Prerequisite:** BUS. 315 or equivalent. May be taken twice for a maximum of 3 units. (CSU)

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|-----------|-----|
| 52951 | BUS. 317 AX | MW | 10:40 | 12:45 | 12-082 | Brown, K. | 1.5 |
| | | By Arr 6.0 Hrs/Wk | | | | | |
| | | Start and end dates for section 52951: | | 6/16 | 7/23 | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|------------|-----|
| 52952 | BUS. 317 JX | M | 6:00 | 10:10 | 12-082 | Morgan, M. | 1.5 |
| | | By Arr 6.0 Hrs/Wk | | | | | |
| | | Start and end dates for section 52952: | | 6/16 | 7/21 | | |

BUSINESS APPLICATIONS - WINDOWS PLATFORM

A \$2.00 materials fee is payable upon registration for Windows Platform classes.

GET THE SKILLS, GET THE JOB, GET THE CREDIT

Looking for a new job? Our Accounting Assistant and Tax Preparer certificates give you the skills to begin a new career. The Accounting Assistant program starts with ACTG 100, 103, 144; BUSW 415; and CRER 127. The Tax Preparer program starts with ACTG 100, 103, 171; BUSW 415; and CRER 127. For more information go to collegeofsanmateo.edu/accounting or call 574-6519.

BUSW 105 INTRODUCTION TO MICROCOMPUTERS

Introduction to microcomputers. Covers equipment, operating systems, and Windows software applications including Microsoft Word, Excel, and Power Point. A 3½-inch High Density diskette required at first class meeting. **A \$2.00 materials fee is payable upon registration.** **Prerequisite:** BUS. 315 or equivalent. **Recommended Preparation:** eligibility for ENGL 838 or 848. Credit/No Credit grading. May be taken twice for a maximum of 3 units. (CSU)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|------------|-----|
| 51807 | BUSW 105 JX | W | 6:00 | 10:10 | 12-082 | Morgan, M. | 1.5 |
| | | By Arr 3.2 Hrs/Wk | | | | | |
| | | Start and end dates for section 51807: | | 6/18 | 7/23 | | |

BUSW 214 WORD PROCESSING I USING WORD FOR WINDOWS: VISTA 2007

Introduction to WORD for Windows software. Includes overview of document formats; preparation (creating, editing, formatting, saving, and printing) of both single- and multi-page documents; outlines; tables of content; tables; multiple windows; and file management. A 3½-inch High Density diskette required at first class meeting. **A \$2.00 materials fee is payable upon registration.** **Prerequisite:** BUS. 315 or equivalent. **Recommended Preparation:** eligibility for ENGL 838 or 848. May be taken twice for a maximum of 3 units. (CSU)

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|-----------|-----|
| 51564 | BUSW 214 AX | MW | 10:40 | 12:45 | 12-079 | Brown, K. | 1.5 |
| | | By Arr 6.4 Hrs/Wk | | | | | |
| | | Start and end dates for section 51564: | | 6/16 | 7/23 | | |

ONLINE CLASSES

| | | | | | |
|-------|-------------|----------------------------------------|------------|-----------|------|
| 51814 | BUSW 214 WW | See pages 44-45 | Online-CRS | Brown, K. | 1.5 |
| | | Start and end dates for section 51814: | | 6/16 | 7/23 |

BUSW 215 WORD PROCESSING II USING WORD FOR WINDOWS: VISTA 2007

Continuation of BUSW 214. Covers graphics, tables, templates, macros, styles, OLE, and conversions. A 3½-inch High Density diskette required at first class meeting. **A \$2.00 materials fee is payable upon registration.** Plus two hours by arrangement per week. **Prerequisite:** BUSW 214 or equivalent. May be taken twice for a maximum of 3 units. (CSU)

ONLINE CLASSES

| | | | | | |
|-------|-------------|----------------------------------------|------------|------------|------|
| 53152 | BUSW 215 W2 | See pages 44-45 | Online-CRS | Willis, J. | 1.5 |
| | | Start and end dates for section 53152: | | 7/07 | 7/24 |

Course

| Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|----------|----------|------|-------|-----------|------------|-------|
|----------|----------|------|-------|-----------|------------|-------|

**BUSW 415 SPREADSHEET I
USING EXCEL FOR WINDOWS: VISTA 2007**

Creation and use of spreadsheets. Includes spreadsheet design, use of menu systems, basic formulas and functions, relative and absolute addressing, formatting, printing, and graphing. A 3½-inch High Density diskette required at first class meeting. **A \$2.00 materials fee is payable upon registration.** Plus two hours by arrangement per week. **Prerequisite:** BUSW 105 or equivalent. **Recommended Preparation:** eligibility for ENGL 838 or 848. May be taken twice for a maximum of 3 units. (CSU)

| | | | | | | |
|-------|--------------------------------------------------|-----|-------------|--------|-------|-----|
| 51569 | BUSW 415 AA | TTh | 10:40 12:45 | 12-079 | Staff | 1.5 |
| | By Arr 3.0 Hrs/Wk | | | | | |
| | Start and end dates for section 51569: 6/17 7/24 | | | | | |

EVENING CLASSES

| | | | | | | |
|-------|--------------------------------------------------|----|------------|--------|-------|-----|
| 51571 | BUSW 415 JA | Th | 6:00 10:10 | 12-079 | Staff | 1.5 |
| | By Arr 3.0 Hrs/Wk | | | | | |
| | Start and end dates for section 51571: 6/19 7/24 | | | | | |

ONLINE CLASSES

| | | | | | | |
|-------|--------------------------------------------------|-----------------|------------|------------|--|-----|
| 51570 | BUSW 415 W1 | See pages 44-45 | Online-CRS | Willis, J. | | 1.5 |
| | Start and end dates for section 51570: 6/16 7/03 | | | | | |

**BUSW 416 SPREADSHEET II
USING EXCEL FOR WINDOWS: VISTA 2007**

Advanced spreadsheet functions. Includes design and optimization of large and complex spreadsheets, advanced formulas and functions, database features, macros, and linking of spreadsheets with other software programs. A 3½-inch High Density diskette required at first class meeting. **A \$2.00 materials fee is payable upon registration.** Plus two hours by arrangement per week. **Prerequisite:** BUSW 415 or equivalent. (CSU)

ONLINE CLASSES

| | | | | | | |
|-------|--------------------------------------------------|-----------------|------------|------------|--|-----|
| 53157 | BUSW 416 W2 | See pages 44-45 | Online-CRS | Willis, J. | | 1.5 |
| | Start and end dates for section 53157: 7/07 7/24 | | | | | |

CAREER AND LIFE PLANNING**CRER 104 TRANSFER ESSENTIALS AND PLANNING**

Learn how to successfully transfer to destinations within the California State University system, the University of California system, and independent or out-of-state colleges or universities. This course covers academic requirements of different systems and institutions, transfer considerations and decisions, transfer planning, general education and lower division major requirements, application timelines, services that support transfer, and other issues related to this educational goal. **A \$5.00 materials fee is payable upon registration.** Credit/No Credit grading. May be taken twice for a total of 1 unit. (CSU)

| | | | | | | |
|-------|--------------------------------------------------|---|-----------|--------|--------------|----|
| 53490 | CRER 104 A1 | F | 8:30 4:30 | 16-154 | Mitchell, M. | .5 |
| | Start and end dates for section 53490: 6/20 6/20 | | | | | |

CRER 105 COLLEGE PLANNING

A comprehensive college orientation providing information about educational options and goals, California systems of higher education, academic planning, the college academic and social culture, college policies and procedures that affect student success, matriculation requirements, student learning styles, obstacles to success, time management, overcoming past substandard academic performance, success strategies and how to use them, and a review of college services and programs that enhance success and retention. Credit/No Credit grading. **A \$5.00 materials fee is payable upon registration.** May be taken twice for a total of 1 unit. (CSU)

| | | | | | | |
|-------|--------------------------------------------------|---|-----------|--------|---------------|----|
| 53492 | CRER 105 A1 | F | 8:30 4:30 | 16-154 | del Mundo, L. | .5 |
| | Start and end dates for section 53492: 6/27 6/27 | | | | | |

**CRER 107 INTRODUCTION TO
CHOOSING A COLLEGE MAJOR**

This short course to assist students to research and identify a college major and to understand major requirements and course planning. It is highly recommended for students who are undecided about a major for an Associate degree or for university transfer. University transfer students need to complete lower division major courses to assure successful transfer. This course offers discussion and exercises to support decision making and facilitates guided research. Credit/No Credit grading. **A \$5.00 materials fee is payable upon registration.** May be taken twice for a total of 1 unit. (CSU)

| | | | | | | |
|-------|--------------------------------------------------|-----|-----------|--------|--------------|----|
| 53784 | CRER 107 A1 | TTh | 1:00 3:00 | 16-271 | Bednarek, M. | .5 |
| | Start and end dates for section 53784: 6/17 6/26 | | | | | |

CRER 121 PLANNING FOR STUDENT SUCCESS

Provides students with the tools necessary to maximize academic success by enhancing their familiarity with college expectations, resources, facilities, and requirements. A preliminary educational plan is researched and developed. Plus one hour by arrangement per week. **A \$5.00 materials fee is payable upon registration.** Credit/No Credit or letter grade option. (CSU)

| | | | | | | |
|-------|--------------------------------------------------|-------|------------|--------|------------|-----|
| 52328 | CRER 121 A1 | MTWTh | 8:30 12:20 | 16-271 | Caviel, A. | 1.0 |
| | Start and end dates for section 52328: 7/14 7/17 | | | | | |

CRER 122 STRATEGIES FOR EDUCATIONAL SUCCESS

Provides students with information about what is expected of a college student. Students practice a variety of techniques to increase confidence and to develop college-level study skills. Emphasizing individual learning styles, effective study habits and reducing test-taking anxiety, each student will create a study plan reflecting his/her specific learning needs. **A \$5.00 materials fee is payable upon registration.** (CSU)

| | | | | | | |
|-------|--------------------------------------------------|-------|------------|--------|------------|-----|
| 52684 | CRER 122 A1 | MTWTh | 8:30 12:20 | 16-271 | Caviel, A. | 1.0 |
| | Start and end dates for section 52684: 7/21 7/24 | | | | | |

CRER 126 CAREER CHOICES I: CAREER ASSESSMENT

A career exploration course covering the process of career assessment, self awareness, decision making, setting goals and creating action plans. Includes seminars and student research on careers and college majors. Surveys to appraise personality, interests, values and skills may be used. It is recommended that students report to Career Services in Building 5, Room 128 during the first week of classes to select class dates and times. **A \$35.00 materials fee is payable upon registration.** Credit/No Credit grading. Open entry/open exit. May be taken two times for a maximum of 1 unit. (CSU)

| | | | | | | |
|-------|--------------------------------------------------|----|-----------|--------|--------------|----|
| 53495 | CRER 126 A1 | MW | 1:00 3:30 | 16-166 | Kwok, P. | .5 |
| | Meeting dates for section 53495: 7/16, 21 & 23 | | | | | |
| 53786 | CRER 126 B1 | MW | 1:00 3:30 | 16-274 | Bednarek, M. | .5 |
| | Start and end dates for section 53786: 6/23 6/30 | | | | | |

CRER 879 TRANSITION TO COLLEGE

Designed to provide students with the personal, social and academic skills needed to make a successful transition into college. Offered primarily for students who have a psychological disability. Credit/No Credit grading. Open entry/open exit. Variable units.

| | | | | | | |
|-------|--------------------------------------------------|-----|------------|--------|-------------|--------|
| 53444 | CRER 879 A1 | TTh | 11:00 1:00 | 16-274 | Sinarle, K. | .5-3.0 |
| | Start and end dates for section 53444: 6/16 7/26 | | | | | |

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

In these center pages, you'll find information and tools that will be helpful during the admission and registration process. Among these:

- An **Application for Admission**
Complete as your first step in enrolling at CSM—or you can apply online at websmart.smccd.edu
- A checklist of **Important Information Needed from All Applicants**
Submit as a supplementary part of the Application for Admission (be sure to detach it from the "Major Codes")
- A list of **Major Codes**
Use while completing the Application for Admission to identify your major
- A **Class Registration Worksheet**
Use to streamline the registration process
- An **application for a Board of Governors Fee Waiver**
The BOG Application is just one of the many financial aid options available



Thanks for choosing to enroll at CSM.

Important Information Needed From All Applicants

Please detach this section (top part of page only) and submit with your Application for Admission.

Name: _____ Student ID or Social Security Number: _____

In order to assist the College in identifying and meeting student needs, please check each item below that applies to you:

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> You need help in reading, writing, and/or mathematics (e.g., enrolling in basic skills courses or receiving tutorial services.) | <input type="checkbox"/> You have at least one parent who earned a bachelor's degree from a four-year college or university. |
| <input type="checkbox"/> You have difficulty understanding, speaking, reading and/or writing English because English is a second language for you. (<i>Usted tiene dificultad en entender, hablar, leer o escribir en inglés porque el inglés es su segundo idioma.</i>) | <input type="checkbox"/> You are receiving AFDC benefits and are interested in a grant to cover your enrollment fees. |
| <input type="checkbox"/> You have a physical limitation such as a hearing, speech, visual, mobility or health impairment and/or a learning disability. (Optional) | <input type="checkbox"/> You are interested in participating in student activities. |
| <input type="checkbox"/> You are a single parent/homemaker seeking services to help you successfully complete an occupational program and attain a job. | <input type="checkbox"/> You need to arrange for child care in order to attend classes. |
| <input type="checkbox"/> You need financial assistance to attend college. | <input type="checkbox"/> You need financial assistance and/or educational assistance because you are from a low income family. |
| | <input type="checkbox"/> You have been laid off or terminated from your job, are long term unemployed, and are at least 22 years of age and would like financial assistance. |
| | <input type="checkbox"/> None of the above. |



Please use these Major Codes in completing the Application for Admission

Select and enter the code which most closely corresponds to your proposed major field of study:

| | | |
|------------------------------------------|----------------------------------------|---------------------------------------------------|
| 0502 Accounting | 1914 Geological Sciences | 1203 Nursing (A.S. Degree) |
| 2105 Administration of Justice | 1103 German | 1238 Nursing (Transfer) |
| 2140 Alcohol & Other Drug Studies | 1030 Graphics | 1306 Nutrition |
| 1260 Allied Health | 2205 History | 1919 Oceanography |
| 1911 Astronomy | 1301 Home Economics | 0514 Office Administration/Technologies |
| 2202 Anthropology | 0109 Horticulture: Environmental | 1509 Philosophy |
| 0202 Architecture | 1308 Horticulture: Floristry | 1011 Photography |
| 1002 Art (Commercial/Fine) | 2104 Human Services | 0835 Physical Education |
| 0603 Broadcast & Electronic Media | 4903 Humanities | 1901 Physical Science |
| 0973 Building Inspection Technology | 0799 Information Technology Specialist | 1902 Physics |
| 0501 Business Administration | 0549 International Trade | 2207 Political Science |
| 0703 Business Information Systems | 1104 Italian | 2001 Psychology |
| 0506 Business Management | 1108 Japanese | 0511 Real Estate/Escrow |
| 0514 Business Microcomputer Applications | 0602 Journalism | 2107 Recreation Education |
| 1905 Chemistry | 1401 Law (Pre-legal) | 0509 Retail Management |
| 1107 Chinese | 4901 Liberal Studies | 0514 Secretarial Science/Administrative Assistant |
| 0701 Computer & Information Science | 0400 Life Sciences - Biological | 2201 Social Science |
| 3007 Cosmetology | 0430 Life Sciences - Biotechnology | 2208 Sociology |
| 0703 Data Processing | 0401 Life Sciences - General | 1105 Spanish |
| 1230 Dental Assisting | 0409 Life Sciences - Medical | 1506 Speech Communication |
| 0953 Drafting Technology | 1260 Life Sciences - Pre-Nursing | 1030 Technical/Graphic Arts |
| 2204 Economics | 0506 Management, Business | 0799 Web Design |
| 0801 Education | 0956 Manufacturing Technology | 0972 Welding Technology |
| 0934 Electronics Technology | 0509 Marketing | 6000 Undecided/Other |
| 0901 Engineering | 1701 Mathematics | 6030 Self Enrichment |
| 1501 English | 0509 Merchandising/Marketing/Sales | 6010 Concurrent Enrollment |
| 2231 Ethnic Studies | 1913 Meteorology | |
| 1597 Film History | 0701 Microcomputer Sciences | Apprenticeship Programs |
| 1013 Filmmaking | 0799 Multimedia/Web Design | 0934 Electrical Technology |
| 2133 Fire Technology | 1004 Music and Electronic Music | 2129 Fire Sprinkler Technology |
| 1100 Foreign Languages | 0115 Natural Resources Management | 0970 Plumbing & Pipe Fitting |
| 1102 French | 4902 Natural Sciences | 0928 Refrigeration & Air Conditioning |
| 2206 Geography | | |



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

APPLICATION FOR ADMISSION

Cañada College

4200 Farm Hill Boulevard
Redwood City, CA 94061
Phone: (650) 306-3226
Fax: (650) 306-3113
canadacollege.edu

College of San Mateo

1700 West Hillsdale Blvd.
San Mateo, CA 94402
Phone: (650) 574-6165
Fax: (650) 574-6506
collegeofsanmateo.edu

Skyline College

3300 College Drive
San Bruno, CA 94066
Phone: (650) 738-4251
Fax: (650) 738-4200
skylinecollege.edu

___ FALL 20 ___

___ SPRING

___ SUMMER

1. LEGAL NAME & CURRENT MAILING ADDRESS

Last Name: _____ First Name: _____ Middle Initial: _____

Previous name(s) on academic records: _____

Daytime Phone Number: (____) _____ - _____ Ext.: _____ Evening Phone Number: (____) _____ - _____ Ext.: _____

Current Mailing Address: _____ Apt #: _____

City: _____ State/Province: _____ Zip/Postal Code: _____ Country: _____

E-mail Address: _____ @ _____

2. SOCIAL SECURITY

____ - ____ - ____

Check this box if you have no
SS Number or decline to state

3. DATE LAST ATTENDED CANADA, CSM OR SKYLINE COLLEGES:

____ - ____ - ____
Month Year

7. EDUCATIONAL GOAL (Circle one)

- A** Obtain an associate degree and transfer to a 4-year institution.
- B** Transfer to a 4-year institution without an associate degree.
- C** Obtain a 2-year associate degree without transfer.
- D** Obtain a 2-year vocational degree without transfer.
- E** Earn a vocational certificate without transfer.
- F** Discover/formulate career interests, plans, goals.
- G** Prepare for a new career (acquire job skills).
- H** Advance in current job/career (update job skills).
- I** Maintain certificate or license.
- J** Educational Development (intellectual, cultural, physical).
- K** Improve basic skills in English, reading or math.
- L** Complete credits for high school diploma or GED.
- M** Undecided on goal.

4. DATE OF BIRTH

____ / ____ / ____
MO DAY YEAR

5. MARITAL STATUS

- Married
 - Decline to state
 - Unmarried
- GENDER**
- Male
 - Decline to state
 - Female

6. MAJOR (Major codes available in the class schedule or at the college website)

Program of study you intend
to pursue at this college:

8. ETHNIC BACKGROUND (Optional)

- | | | | | |
|----------------------------------------------|--------------------------|----------------------|---------------------------------|--------------------------------------------------------------|
| B . = African American, Non-Hispanic | AC = Chinese | AJ = Japanese | HS = South American | O. = Other Non-White |
| N . = American Indian, Alaskan Native | F . = Filipino | AK = Korean | AV = Vietnamese | P. = Pacific Islander |
| AM = Cambodian | PG = Guamanian | AL = Laotian | W. = White, Non-Hispanic | PX = Other Pacific Islander |
| HR = Central American | PH = Hawaiian | HM = Mexican | AX = Other Asian | XD = Decline to state |
| | AI = Asian Indian | PS = Samoan | HX = Other Hispanic | <input type="checkbox"/> <input type="checkbox"/> Enter Code |

9. PERMANENT ADDRESS & EMERGENCY CONTACT (If under 19 and unmarried, MUST provide address of parent/guardian.)

Check here if your permanent address is the same as your current address.

Permanent Address: _____ Apt #: _____

City: _____ State/Province: _____ Zip/Postal Code: _____ Country: _____

Emergency Contact Name: _____ Phone Number: (____) _____ - _____

10. ENTRY LEVEL

Enter Code

- 1 = First-time Student (Never attended college)
- 2 = First time Transfer Student (Attended another college other than SMCCD)
- 3 = Returning Transfer Student (Returning to SMCCD after another college)
- 4 = Returning Student (Returning to SMCCD after absent for a main term)
- Y = Special Admit Student (Will attend both K-12 and SMCCD college)

12. CALIFORNIA HIGH SCHOOL ATTENDANCE

- Yes No I have graduated from a CA high school or equivalent.
- Yes No I have attended high school in CA for three or more years.
CA high school completed: Month: ____ Year: ____

13. LAST HIGH SCHOOL ATTENDED

High School: _____

City: _____ State: ____ Country: _____

14. Are you primarily a student at another college and taking courses here to meet their requirements? ___ YES ___ NO

Are you employed and taking only job related classes? ___ YES ___ NO

11. HIGHEST EDUCATIONAL LEVEL (Please Circle)

- 0** Not a high school graduate and no longer enrolled in high school.
- 1** Special Admit Student (Will be attending both K-12 & SMCCD college).
- 2** Currently enrolled in adult school (not college/university).
- 3** Received High School Diploma. YEAR: _____
- 4** Passed the GED, or received a High School Certificate of Equivalency/Completion. YEAR: _____
- 5** Received a Certificate of California High School Proficiency or equivalent. YEAR: _____
- 6** Received a Foreign Secondary School Diploma/Certificate of Graduation. YEAR: _____
- 7** Received an Associate Degree. YEAR: _____
- 8** Received a Bachelor Degree or higher. YEAR: _____

15. LAST COLLEGE/UNIVERSITY ATTENDED (if applicable)

College/University: _____

City: _____ State: _____

Dates attended: Month: ____ Year: ____ to Month: ____ Year: ____

| | | | | | | | | |
|-----------|---------------|----------|------|----------|--------|------|----------|----------------------------------|
| RESIDENCY | MATRICULATION | REC'D BY | DATE | CODED BY | ADM BY | DATE | REG DATE | OFFICE USE Rev. 2/27/06 DB |
| 5 6 7 8 | N NM DO DY OY | | | | | | | |

16. CITIZENSHIP**1 = United States Citizen****3 = Temporary Resident *****5 = Student Visa (F1, M1)**ENTER
CODE**2 = Permanent Resident Alien *****4 = Refugee/Asylee *****6 = Other Visa type: _____ (B-2, H-1, etc)****7 = Other Status (non-res)**

Visa/Alien Registration Issue Date: ____/____/____

Visa/Alien Registration Expiration Date: ____/____/____

* Provide your Alien Registration Number for 2, 3, or 4 : _____ (Optional)

17. U. S. Military Status - All applicants must complete None apply to me (Skip to #17) Yes No Is California your home of record? Yes No Are you currently stationed in California? Yes No If stationed in California, is it for educational purposes only?**Please circle one answer below:**

1. Currently active military

2. Dependent of currently active military

3. Member discharged within the last year

4. Member discharged over a year ago (veteran)

18. STATEMENT OF LEGAL RESIDENCE**NOTICE:** If additional information is needed to determine your status as a California resident, you will be required to complete a supplemental residency questionnaire and/or present evidence in accordance with Education Code Section 68040. The burden of proof to clearly demonstrate both physical presence in California and intent to establish California residence lies with the student. Failure to present such proof will result in a classification of non-resident.**ALL APPLICANTS MUST COMPLETE - Read the following statements and check the boxes that apply to you.****Self or Guardian** I am at least 19 years of age OR married and I will answer the following questions for myself. (Continue to Sec. A & B) I am under 19 years old AND unmarried and will answer the following questions for my parent or guardian. (Answer the following & Sec. A & B)I am answering for my: Mother Father Guardian Other Name: _____ Yes No If for parent, has this parent claimed you as a dependent on his/her most recent California Income Tax return? Yes No If for guardian, have you lived continuously with this person for the last two years?**Sec. A—Answer the following questions:** Yes No Have you (or parent/guardian) lived in California for at least the last two years? If No, when did your current stay in California begin? Month: ____ Day: ____ Year: ____ Check if not yet arrived in California Yes No Do you (or parent/guardian) intend to maintain California as your state of legal residence? Yes No Are you (or parent/guardian) a full-time employee, or spouse or dependent of a full-time employee of any of the following colleges/universities?
• California Community Colleges • California State University or College • University of California • Maritime Academy Yes No Is the applicant a full-time credentialed employee of a California public school enrolling in college for purposes of fulfilling credential related requirements? Yes No Have you (or parent/guardian) been employed as a seasonal agricultural worker for at least a total of two months of each of the past two years?**Sec. B—Answer the following questions: During the last 2 years, have you (or parent /guardian):** Yes No Declared residency in another state for state income tax purposes? Yes No Registered to vote in another state? Yes No Declared residency at an out-of-state college or university? Yes No Petitioned for a lawsuit or a divorce as a resident in another state?**19. MAIN LANGUAGE**

Are you comfortable reading and writing English?

 Yes No**20. NEEDS AND INTERESTS (Optional—Circle all that apply)**

Financial Assistance (optional):

 Money for College Receive TANF, SSI, or General Assistance

1. Academic Counseling/Advising
2. Athletics/Intercollegiate Sports
3. Basic Skills (reading, writing, math)
4. CalWorks
5. Career Planning
6. Child Care
7. Counseling - Personal

8. DSPS—Disabled Student Programs/Services
9. EOPS—Extended Opportunity Programs
10. ESL—English as a 2nd Language
11. Health Services
12. Housing Information
13. Employment Assistance
14. Online Classes

15. Reentry Program (after 5 years out)
16. Scholarship Information
17. Student Government
18. Testing, Assessment, Orientation
19. Transfer Information
20. Tutoring Information
21. Veterans Services

21. APPLICANT MUST READ AND SIGN (California State Law)**I CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT. I UNDERSTAND THAT FALSIFICATION OF MY INFORMATION MAY RESULT IN DISCIPLINARY ACTION BY THE COLLEGE.****Any SMCCCD College may release directory information in compliance with FERPA, the Family Education Rights and Privacy Act. See your college catalogue for more information. Notify the Admissions and Records Office if you do not want information released.**

Applicant's Signature: _____ Date: _____

CLASS REGISTRATION WORKSHEET

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Cañada College • College of San Mateo • Skyline College

Before registering, have you:

- Met with a counselor/advisor for any assistance you need in selecting courses?
- Cleared any fee balances or holds on your record?
- Checked the prerequisites, corequisites and recommended preparation for the classes you have chosen?
- Obtained authorization from the Office of Counseling Services if you plan to enroll in more than 19 units? (9 units for summer)
- Applied for financial aid if you would like to receive assistance for payment of fees?

Check out the college websites:

www.canadacollege.edu

www.collegeofsanmateo.edu

www.skylinecollege.edu

When to register:

You may register on or after your assigned appointment date. Appointment dates are mailed or e-mailed to your home or you can check your appointment date online:

websmart.smccd.edu

Select the "Check Your Registration Status" link on the WebSMART Registration menu.

Late registration:

See the front section of this *Schedule of Classes* or review registration information at any of the college websites listed above for further details about registration.

On or after the first day of classes you must obtain an

How to register:

Register Online

On the web at WebSMART: websmart.smccd.edu

Login with your:

User ID: social security number or student ID
(example: G09876543)

and

PIN (Personal Identification Number): six-digit birthdate
(example: 062170)

WebSMART enables you to:

- Apply for admission
- Complete online orientation
- Check your registration status
- Review placement test results
- Search for classes by college, category and time
- Add/Drop classes (within published deadlines)
- Print your class schedule
- Pay your fees by credit card
- Apply for financial aid/review application status
- Obtain your grades
- Print an unofficial transcript
- Update personal information

Fees:

Fees are due and payable at the time of registration. Required fees which are not paid will result in a hold being placed on your records, blocking transcript requests and future registration.

You may use WebSMART to check or revise your schedule at any time. If you decide not to attend these classes, whether or not your fees have been paid, it is your responsibility to withdraw officially within published deadlines to avoid penalty grades and fee obligations.

You can apply for financial aid (Board of Governors Fee Waiver) online and receive instant verification if you are eligible.

Don't own a computer? Don't worry!

Register online at computers in the following locations:

College Admissions & Records Office

College Library

College Computer Labs

College Counseling Center

Your local public library

The chart below is to help you plan your schedule. It is for your own personal use and cannot be submitted for registration.

PREFERRED CLASSES

| CRN | COURSE | DAY(S) | TIME | UNITS |
|-----|--------|--------|------|-------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

ALTERNATE CLASSES

| CRN | COURSE | DAY(S) | TIME | UNITS |
|-----|--------|--------|------|-------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

California Community Colleges 2008-2009 Board Of Governors Fee Waiver Application

This is an application to have your ENROLLMENT FEES WAIVED. This FEE WAIVER is for California residents only. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) immediately. Contact the Financial Aid Office for more information. The FAFSA is available at www.fafsa.ed.gov or at the Financial Aid Office.

Note: Students who are exempt from paying nonresident tuition under Education Code Section 68130.5 (AB 540) are NOT California residents. If you are NOT a California resident, you are not eligible for a fee waiver. Do not complete this application. You may apply for financial aid by completing the FAFSA.

| | |
|------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| Name: _____ <small>Last First Middle Initial</small> | Student ID # _____ |
| Email (if available): _____ | Telephone Number: (____) _____ |
| Home Address: _____ <small>Street City Zip Code</small> | Date of Birth: _____ / _____ / _____ |
| Has the Admissions or Registrar's Office determined that you are a California resident? <input type="checkbox"/> No | <input type="checkbox"/> Yes |

IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT

The California Domestic Partner Rights and Responsibilities Act extends new rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If you are in a Registered Domestic Partnership (RDP), you will be treated as an Independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent's domestic partner.

Note: These provisions apply to state student financial aid ONLY, and not to federal student financial aid.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code? (Answer "Yes" if you or your parent are separated from a Registered Domestic Partner but have NOT FILED a Notice of Termination of Domestic Partnership with the California Secretary of State's Office.) Yes No

If you answered "Yes" to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner's income and household information or your parent's domestic partner's income and household information in Questions 3, 6, 7, 8, 9, 10, 11, 12.

Student Marital Status: Single Married Divorced Separated Widowed Registered Domestic Partnership

DEPENDENCY STATUS

1. Were you born before January 1, 1985? Yes No
 2. As of today, are you married or in a Registered Domestic Partnership (RDP)? (Answer "Yes" if you are separated but not divorced or have not filed a termination notice to dissolve partnership.) Yes No
 3. Do you have children who receive more than half of their support from you, or other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you, now and through June 30, 2009? Yes No
 4. Are (a) both your parents deceased, or (b) are you (or were you until age 18) a ward/dependent of the court? Yes No
 5. Are you a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training? Yes No
- If you answered "Yes" to any of the questions 1 - 5, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #8.
- If you answered "No" to all questions 1 - 5, complete the following questions:
6. If your parent(s) or his/her RDP filed or will file a 2007 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents? Will Not File Yes No
 7. Do you live with one or both of your parent(s) and/or his/her RDP? Yes No
- If you answered "No" to questions 1 - 5 and "Yes" to either question 6 or 7, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.
- If you answered "No" or "Parent(s) will not file" to question 6, and "No" to question 7, you are a dependent student for all student aid except this enrollment fee waiver. You may answer questions as an INDEPENDENT student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s) information.

METHOD A ENROLLMENT FEE WAIVER

8. Are you (the student ONLY) currently receiving monthly cash assistance for yourself or any dependents from:
TANF/CalWORKs? Yes No
SSI/SSP (Supplemental Security Income/State Supplemental Program)? Yes No
General Assistance? Yes No
 9. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income? Yes No
- If you answered "Yes" to question 8 or 9 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.

METHOD B ENROLLMENT FEE WAIVER

10. DEPENDENT STUDENT: How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2009.) _____
11. INDEPENDENT STUDENT: How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2009.) _____
12. 2007 Income Information

| | DEPENDENT STUDENT: PARENT(S)/ RDP INCOME | INDEPENDENT STUDENT: STUDENT (& SPOUSE'S/ RDP) INCOME |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|--------------------------------------------------------------|
| a. Adjusted Gross Income (If 2007 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4). | \$ _____ | \$ _____ |
| b. All other income (Include ALL money received in 2007 that is not included in line (a) above (such as TANF benefits, disability, Social Security, child support). | \$ _____ | \$ _____ |
| TOTAL Income for 2007 (Sum of a + b) | \$ _____ | \$ _____ |

The Financial Aid Office will review your income and let you know if you qualify for an ENROLLMENT FEE WAIVER under Method B. If you do not qualify using this simple method, you should file a FAFSA.

SPECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS

13. Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent's fee waiver?
Submit certification. Yes No
14. Do you have certification from the National Guard Adjutant General that you are eligible for a dependent's fee waiver?
Submit certification. Yes No
15. Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient?
Submit documentation from the Department of Veterans Affairs. Yes No
16. Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack?
Submit documentation from the CA Victim Compensation and Government Claims Board. Yes No
17. Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty?
Submit documentation from the public agency employer of record. Yes No
- If you answered "Yes" to any of the questions from 13-17, you are eligible for an ENROLLMENT FEE WAIVER and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.

CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2007 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

Applicant's Signature _____ Date _____ Parent Signature (Dependent Students Only) _____ Date _____

California Information Privacy Act

State and federal laws protect an individual's right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor's Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form's information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor's Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

| FOR OFFICE USE ONLY | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> BOGFW-A <input type="checkbox"/> TANF/CalWORKS <input type="checkbox"/> GA <input type="checkbox"/> SSI/SSP | <input type="checkbox"/> BOGFW-B _____ <input type="checkbox"/> BOGFW-C | <input type="checkbox"/> Special Classification <input type="checkbox"/> Veteran <input type="checkbox"/> Medal of Honor <input type="checkbox"/> Dep. of deceased law enforcement/fire personnel | <input type="checkbox"/> National Guard Dependent <input type="checkbox"/> 9/11 Dependent | RDP <input type="checkbox"/> Student <input type="checkbox"/> Parent | <input type="checkbox"/> Student is not eligible |

Comments: _____

Certified by: _____ Date: _____

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

CHEMISTRY

CHEM 192 ELEMENTARY CHEMISTRY

Basics in measurement, symbols, reactions, equations, gases, solutions and periodic table. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **A \$4.00 materials fee is payable upon registration.** **Prerequisite:** MATH 110. It is recommended that students enroll concurrently in MATH 115 or MATH 120 or 122. (CSU/UC)

| | | | | | | |
|-------|-------------|-------|-------------|--------|----------|-----|
| 50572 | CHEM 192 AX | MTWTh | 9:45 11:10 | 36-319 | Song, S. | 4.0 |
| | | MTWTh | 8:00 9:25 | 36-306 | | |
| | | | | 6/16 | 8/07 | |
| 50822 | CHEM 192 BX | MTWTh | 9:45 11:10 | 36-319 | Song, S. | 4.0 |
| | | MTWTh | 11:30 12:55 | 36-306 | | |
| | | | | 6/16 | 8/07 | |
| 53734 | CHEM 192 CA | MTWTh | 1:10 2:35 | 36-319 | Tou, P. | 4.0 |
| | | MTWTh | 2:50 4:15 | 36-306 | | |
| | | | | 6/16 | 8/07 | |

CHEM 210 GENERAL CHEMISTRY I

College chemistry: structure, bonding, reactions, gases, solutions, organic chemistry, thermodynamics, and periodic table with related calculations. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **A \$4.00 materials fee is payable upon registration.** **Prerequisite:** CHEM 192 with a grade of C or higher or equivalent; MATH 120 with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 838/848 and one course in physics. (CSU/UC) (CAN CHEM 2) (CHEM 210 and 220 = CAN CHEM SEQ A)

| | | | | | | |
|-------|-------------|-------|------------|--------|--------|-----|
| 50573 | CHEM 210 AX | MTWTh | 8:00 9:25 | 36-319 | Li, J. | 5.0 |
| | | MTWTh | 9:40 12:55 | 36-321 | | |
| | | | | 6/16 | 8/07 | |
| 51092 | CHEM 210 BX | MTWTh | 8:00 9:25 | 36-319 | Li, J. | 5.0 |
| | | MTWTh | 9:40 12:55 | 36-329 | | |
| | | | | 6/16 | 8/07 | |

CHINESE

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 29.

CHIN 111 ELEMENTARY CHINESE I

A beginning course in Mandarin Chinese with instruction and practice in understanding, speaking, reading, and writing. Plus 2.8 lab hours by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC)

| | | | | | | |
|-------|-------------|-------|------------|--------|--------|-----|
| 51543 | CHIN 111 AA | MTWTh | 8:10 10:20 | 18-307 | Wu, J. | 3.0 |
| | | | | 6/16 | 7/24 | |

CHIN 112 ELEMENTARY CHINESE II

Continuation of CHIN 111 with further development of the skills of understanding, speaking, reading, and writing. Plus 2.8 lab hours by arrangement per week. **Prerequisite:** CHIN 111 or equivalent with Credit or a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

| | | | | | | |
|-------|-------------|-------|-------------|--------|--------|-----|
| 51544 | CHIN 112 AA | MTWTh | 10:40 12:50 | 18-301 | Wu, J. | 3.0 |
| | | | | 6/16 | 7/24 | |

COMPUTER AND INFORMATION SCIENCE

Also see *Business Applications, Graphics, and Multimedia*

CIS 110 INTRODUCTION TO COMPUTER AND INFORMATION SCIENCE

Introduction to computers and information science. Includes computer terminology, computer hardware and software, networks, common operating systems, data representation, telecommunications, Internet access and security issues, computer ethics, and beginning programming in visual Basic and/or HTML. Covers topics motivated by current issues and events. Examines such issues as privacy, intellectual property, and copyright infringements. **A \$2.00 materials fee is payable upon registration.** Plus 2.0 lab hours by arrangement per week. **Recommended Preparation:** eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

| | | | | | | |
|-------|------------|-----|-----------|--------|-------------|-----|
| 50576 | CIS 110 JA | TTh | 6:30 9:20 | 19-121 | Martens, B. | 3.0 |
| | | | | 6/17 | 8/07 | |

ONLINE CLASSES

| | | | | | |
|-------|------------|-----------------|------------|-------------|------|
| 52432 | CIS 110 WW | See pages 44-45 | Online-CRS | Martens, B. | 3.0 |
| | | | | 6/21 | 8/02 |

CIS 125 VISUAL BASIC I

Introduction to computer programming and Visual Basic. Includes computer hardware and operating systems concepts necessary for computer program coding, compilation, and execution, algorithms and problem-solving techniques using structured methods and programming in Visual Basic .NET; program testing; documentation issues and techniques; and professional ethics. **A \$2.00 materials fee is payable upon registration.** Plus 2.0 hours by arrangement per week. **Prerequisite:** MATH 110 or equivalent. **Recommended Preparation:** eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC)

ONLINE CLASSES

| | | | | | |
|-------|------------|-----------------|------------|------------|------|
| 53794 | CIS 125 WW | See pages 44-45 | Online-CRS | Timlin, R. | 4.0 |
| | | | | 6/16 | 8/04 |

CIS 278 (CS1) PROGRAMMING METHODS: C++

Continuation of CIS 254. Object-oriented programming methodology for both computer science majors and computer professionals. Systematic approach to design, construction, and management of computer programs; emphasizing program documentation, testing, debugging, maintenance and software reuse. Also includes UML, virtual machines, exception handling, sorting and searching algorithms, recursion, fundamental graphics, and computer ethics. This course conforms to the ACM CS1 standards. **A \$2.00 materials fee is payable upon registration.** Plus 2.0 hours by arrangement per week. **Prerequisite:** MATH 120 or equivalent; CIS 254 or equivalent; both with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848. Credit/No Credit or letter grade option. (CSU/UC) (CAN CSCI 22)

ONLINE CLASSES

| | | | | | |
|-------|------------|-----------------|------------|------------|------|
| 53494 | CIS 278 WW | See pages 44-45 | Online-CRS | Grasso, S. | 4.0 |
| | | | | 6/17 | 8/05 |

CIS 379 INTERNET PROGRAMMING: XML

Comprehensive course in XML (eXtensible Markup Language). Includes writing well-formed and valid XML; the use of DTDs (Document Type Definitions), XML schema, CSS (Cascading Style Sheets) and XSLT (eXtensible Style Sheet Language Transformation) for formatting; and advanced topics such as XPath, XLink and XPointer. Plus 2.8 hours by arrangement per week. **Prerequisite:** CIS 125 or CIS 254 or equivalent with a grade of C or higher. **Recommended Preparation:** BUSW 534 or equivalent; eligibility for ENGL 848. Access to a computer with Internet capability is strongly recommended. Credit/No Credit or letter grade option. (CSU)

ONLINE CLASSES

| | | | | | |
|-------|------------|-----------------|------------|-----------|------|
| 52005 | CIS 379 WW | See pages 44-45 | Online-CRS | Bohan, J. | 3.0 |
| | | | | 6/18 | 7/30 |

Course

Ref.

No. Class ID Days Hours Bldg/ Room Instructor Units

CONSUMER ARTS AND SCIENCE**CA&S 310 NUTRITION**

Principles of good nutrition. Includes discussion of nutrients, food sources, and functions in the body as related to optimal health. Students conduct a personalized nutritional assessment. Recommended Preparation: eligibility for ENGL 848. (CSU/UC) (CAN H EC 2)

TV CLASSES

51650 CA&S 310 TV See pages 46-48 TV-CRS Bloom, A 3.0

**COOPERATIVE WORK
EXPERIENCE EDUCATION**

When you enroll in COOP 640, 641, or 645, a MANDATORY ORIENTATION must be completed. Attend ONE of the orientation dates below for instructor assignment and required program information. If your work assignment is located outside of the SAN MATEO or SAN FRANCISCO counties, you must check with the COOP Office prior to registering for COOP. FOR ORIENTATION SESSIONS SEE BELOW.

| | | |
|-----------|---------|-----------------|
| Monday | June 16 | 12:00-1:00 p.m. |
| Tuesday | June 17 | 5:10-6:00 p.m. |
| Wednesday | June 18 | 4:10-5:00 p.m. |

Location for above meeting dates: Student Services Center (SSC)

FOR ALL COOP SECTIONS:

75 hours of paid work = 1 unit

60 hours of unpaid work = 1 unit

DAY AND EVENING STUDENTS may register for all sections below.

GRADE OPTION – Credit/No Credit or letter grade option.

**COOP 640 COOPERATIVE WORK EXPERIENCE
EDUCATION/GENERAL WORK EXPERIENCE**

Students earn 2 or 3 units of credit for working in a job where learning can be identified. The job does not need to be related to the student's major or career goal. Work may be paid or unpaid. Students must be enrolled in a minimum of 7 units (3 of which can be COOP 640) and attend a MANDATORY ORIENTATION session listed above. To calculate enrollment units see above. Credit/No Credit or letter grade option. May be taken for a maximum of 6 units. (CSU)

| | | | | | |
|-------|-------------|----------------------------------------|------|--------------|--------|
| 52100 | COOP 640 AA | By Arr 5-20 Hrs/Wk | SSC | Mitchell, M. | .5-3.0 |
| | | Start and end dates for section 52100: | 6/18 | 8/06 | |

**COOP 641 COOPERATIVE WORK EXPERIENCE
EDUCATION/VOCATIONAL WORK EXPERIENCE**

Students earn 2 to 4 units of credit for work experience in a field related to a career goal or major. Work may be paid or unpaid. Students must be enrolled in a minimum of 7 units (4 of which can be COOP 641) and attend a MANDATORY ORIENTATION session listed above. To calculate enrollment units see above. Credit/No Credit or letter grade option. May be taken for a maximum of 16 units. Of the 16 units only 12 are transferable. (CSU)

| | | | | | |
|-------|-------------|----------------------------------------|------|-------------|--------|
| 50590 | COOP 641 AA | By Arr 5-40 Hrs/Wk | SSC | O'Brien, E. | .5-4.0 |
| | | Start and end dates for section 50590: | 6/18 | 8/06 | |

COSMETOLOGY**COSM 732 ADVANCED COSMETOLOGY I**

Continuation of COSM 712-722. A \$12.50 materials fee is payable upon registration. Prerequisite: minimum of 9.0 units of COSM 712 and 722 with a grade of C or higher. Extra supplies required. May be taken for a maximum of 27 units.

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|----------------------------------|-----|
| 50592 | COSM 732 AA | Daily | 8:00 | 12:05 | 21-127 | Russell/Boosalis/ Nalls/Ratto | 4.5 |
| | | Start and end dates for section 50592: | 6/16 | 7/25 | | | |

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

COSM 742 ADVANCED COSMETOLOGY II

Continuation of COSM 712-722. A \$12.50 materials fee is payable upon registration. Prerequisite: minimum of 9.0 units of COSM 712 and 722 with a grade of C or higher. Extra supplies required. May be taken for a maximum of 27 units.

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|------|--------|----------------------------------|-----|
| 50596 | COSM 742 AA | MTWTh | 12:35 | 4:50 | 21-127 | Russell/Boosalis/ Nalls/Ratto | 4.5 |
| | | Start and end dates for section 50596: | 6/16 | 7/24 | | | |

DANCE

See Physical Education: Dance

DENTAL HYGIENE**DENH 200 INTRODUCTION TO DENTAL HYGIENE**

Overview of the scope and responsibility of the dental hygiene profession. This course provides the prospective dental hygiene student with the ability to make an informed decision regarding entry into the profession. Required for admission into the Dental Hygiene program. (Fall only) (CSU)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|------|--------|-------|-----|
| 53808 | DENH 200 JA | TTh | 6:10 | 8:30 | 11-132 | Staff | 3.0 |
| | | Start and end dates for section 53808: | 6/05 | 8/12 | | | |

ECONOMICS**ECON 100 PRINCIPLES OF MACROECONOMICS**

The American economy; the price system; the role of business, labor, and government; the money and banking system; trends of national income and factors in its determination; problems and policies for stabilization and growth. Recommended Preparation: eligibility for ENGL 838/848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN ECON 2)

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|-----------------|-----|
| 50607 | ECON 100 AA | MTWTh | 8:10 | 10:15 | 11-131 | Brusin, M. | 3.0 |
| | | Start and end dates for section 50607: | 6/16 | 7/24 | | | |
| 51308 | ECON 100 AB | MTWTh | 8:10 | 10:15 | 11-132 | Roghani, M. | 3.0 |
| | | Start and end dates for section 51308: | 6/16 | 7/24 | | | |
| 52965 | ECON 100 AC | MTWTh | 1:10 | 3:15 | 18-308 | Shokouhbksh, A. | 3.0 |
| | | Start and end dates for section 52965: | 6/16 | 7/24 | | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|-------------|-----|
| 50608 | ECON 100 JA | MW | 7:00 | 10:15 | 11-131 | Roghani, M. | 3.0 |
| | | Start and end dates for section 50608: | 6/16 | 8/06 | | | |

ECON 102 PRINCIPLES OF MICROECONOMICS

Supply, demand and price determination in a market economy; business firm's costs, revenues; and price policies under conditions of competition through monopoly; role of government in cases of market failure; determination of wages, rent, interest, and profits; international trade and finance; comparative economic systems of other nations. Recommended Preparation: eligibility for ENGL 838/848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN ECON 2)

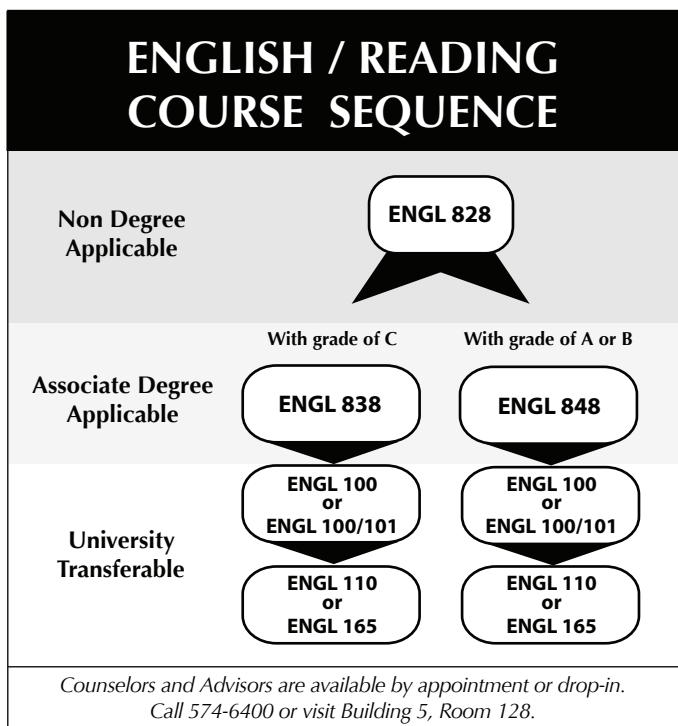
| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|-------------|-----|
| 50610 | ECON 102 AA | MTWTh | 10:40 | 12:45 | 11-131 | Brusin, M. | 3.0 |
| | | Start and end dates for section 50610: | 6/16 | 7/24 | | | |
| 51309 | ECON 102 AB | MTWTh | 10:40 | 12:45 | 11-130 | Roghani, M. | 3.0 |
| | | Start and end dates for section 51309: | 6/16 | 7/24 | | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|-------------|-----|
| 52955 | ECON 102 JA | TTh | 7:00 | 10:15 | 11-131 | Roghani, M. | 3.0 |
| | | Start and end dates for section 52955: | 6/17 | 8/07 | | | |

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

Course Ref. No. Class ID Days Hours Bldg/Room Instructor Units



51504 ENGL 100 AF MTWTh 10:40 12:50 16-250 Fitzgerald, V. 3.0
Start and end dates for section 51504: 6/16 7/24

EVENING CLASSES

52982 ENGL 100 JA MW 6:30 9:45 16-268 Olson, L. 3.0
Start and end dates for section 52982: 6/16 8/06

50621 ENGL 100 JD TTh 6:30 9:45 16-256 Garmhausen, J. 3.0
Start and end dates for section 50621: 6/17 8/07

ENGL 110 COMPOSITION, LITERATURE, AND CRITICAL THINKING

Introduction to the major imaginative genres of poetry, drama, and fiction. Students will write eight to ten thousand words in expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening classes. **Prerequisite:** ENGL 100 with a grade of C or higher. (CSU/UC) (CAN ENGL 4) (ENGL 100 and ENGL 110 or ENGL 100 and ENGL 165 = CAN ENGL SEQ A)

50624 ENGL 110 AA MTWTh 8:10 10:20 16-153 Brennan, M. 3.0
Start and end dates for section 50624: 6/16 7/24

52389 ENGL 110 CA MTWTh 10:40 12:50 16-272 Reynolds, R. 3.0
Start and end dates for section 52389: 6/16 7/24

EVENING CLASSES

52390 ENGL 110 JA MW 6:30 9:45 16-153 Keast, D. 3.0
Start and end dates for section 52390: 6/16 8/06

50627 ENGL 110 JC TTh 6:30 9:45 16-153 Keast, D. 3.0
Start and end dates for section 50627: 6/17 8/07

ENGL 161 CREATIVE WRITING I

Craft of writing short fiction and poetry. Students write a minimum of two short stories and complete a poetry project. **Prerequisite:** ENGL 100 with a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC) (CAN ENGL 6)

EVENING CLASSES

51395 ENGL 161 JX MW 6:00 9:50 16-272 Reynolds, R. 3.0
Start and end dates for section 51395: 6/16 7/31

ENGL 162 CREATIVE WRITING II

Further instruction in the writing of fiction and/or poetry. Students plan and complete an extensive creative writing project through agreement with the instructor. **Prerequisite:** ENGL 161 with a grade of C or higher. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

51396 ENGL 162 JX MW 6:00 9:50 16-272 Reynolds, R. 3.0
Start and end dates for section 51396: 6/16 7/31

ENGL 163 CREATIVE WRITING III

Further instruction in the writing of fiction and/or poetry for advanced students with an emphasis on longer works. **Prerequisite:** ENGL 162 with a grade of C or higher. May be taken twice for a maximum of 6 units. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

51397 ENGL 163 JX MW 6:00 9:50 16-272 Reynolds, R. 3.0
Start and end dates for section 51397: 6/16 7/31

ENGL 165 ADVANCED COMPOSITION

Advanced techniques of essay and report writing, with particular emphasis on critical thinking, persuasive and other rhetorical strategies, and research methods. Includes formal instruction in principles of logical thinking, including inductive and deductive reasoning, logical fallacies, and methods of analysis and evaluation. Plus 2.8 hours by arrangement per week. **Prerequisite:** ENGL 100 with a grade of C or higher. (CSU/UC) (CAN ENGL 4) (ENGL 100 and 165 = CAN ENGL SEQ A)

51500 ENGL 165 AK MTWTh 10:40 12:50 16-169 Vandenberg, M. 3.0
Start and end dates for section 51500: 6/16 7/24

ENGLISH AND LITERATURE

NOTE FOR ALL ENGLISH 838, 848, 100, 100+101, 110, and 165 SECTIONS

The San Mateo County Community College District has established a computerized prerequisite-checking system for enforcing the prerequisites for English 838, 848, 100, 100+101, 110, and 165. If you have not met the prerequisites for these courses, you will be blocked from enrolling. If you believe you have met the prerequisites or wish to challenge the course prerequisites, please review the information on the college web site (collegeofsanmateo.edu) and click on the quick link "Prerequisite Information." You may also contact the Counseling Department, the Admissions and Records Office, or the Language Arts Division Office for information.

ENGL 100 COMPOSITION AND READING

Intensive reading and writing based on the study of primarily nonfiction materials. Students write a minimum of 8,000 words; writing emphasizes expository forms. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening classes. **Prerequisite:** ENGL 838 or 848 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR appropriate skill level indicated by the English placement tests and other measures; OR ENGL 836 with a grade of C or higher and READ 836 with Credit or a grade of C or higher or eligibility for 400-level Reading courses (indicated by the Reading placement tests and other measures); OR equivalent. **Recommended Preparation:** Reading courses at the 400 level are designed for students enrolled in ENGL 100 or higher level courses. (CSU/UC) (CAN ENGL 2) (ENGL 100 and ENGL 110 or ENGL 100 and ENGL 165 = CAN ENGL SEQ A)

| | | | | | | |
|-------|--------------------------------------------------|-------|-------------|--------|----------------|-----|
| 50618 | ENGL 100 AA | MTWTh | 8:10 10:20 | 16-250 | Fitzgerald, V. | 3.0 |
| | Start and end dates for section 50618: 6/16 7/24 | | | | | |
| 52931 | ENGL 100 AC | MTWTh | 8:10 10:20 | 16-268 | Jones, B. | 3.0 |
| | Start and end dates for section 52931: 6/16 7/24 | | | | | |
| 50620 | ENGL 100 AD | MTWTh | 8:10 10:20 | 16-170 | Smith, M. | 3.0 |
| | Start and end dates for section 50620: 6/16 7/24 | | | | | |
| 50619 | ENGL 100 AE | MTWTh | 10:40 12:50 | 16-268 | Jones, B. | 3.0 |
| | Start and end dates for section 50619: 6/16 7/24 | | | | | |

(CSU) Transferable to California State Universities
(UC) Transferable to University of California, (*) With limitations

Course

| Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|----------|----------|------|-------|-----------|------------|-------|
|----------|----------|------|-------|-----------|------------|-------|

ENGL 828 BASIC COMPOSITION AND READING

Practice in composition and reading based on the study of essays and other reading material. Composition of short essays, with focused work on reading, paragraph development, sentence structure. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** appropriate skill level indicated by the English placement tests and other measures or READ 816 or 825 with a grade of C or higher. (Units do not apply toward AA/AS degree.)

| | | | | | | | |
|-------|----------------------------------------|-------|-------|------|--------|--------------|-----|
| 50636 | ENGL 828 AB | MTWTh | 10:10 | 1:35 | 16-256 | Kitamura, J. | 5.0 |
| | Start and end dates for section 50636: | | 6/16 | 7/24 | | | |

ENGL 848 INTRODUCTION TO COMPOSITION AND READING

Practice in reading and writing to develop and refine specific composition skills. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening classes. English 848 is a prerequisite for entrance into English 100. All students who received a grade of C in ENGL 828 are strongly advised to enroll in ENGL 838. **Prerequisite:** appropriate skill level indicated by the English placement tests and other measures; OR ENGL 828 or 400 with a grade of C or higher; OR ESL 400 with a grade of C or higher; OR ENGL 826 with a grade of C or higher and READ 826 with Credit or a grade of C or higher (or eligibility for READ 836 or 400-level Reading course).

| | | | | | | | |
|-------|----------------------------------------|-------|-------|------|--------|--------------|-----|
| 51970 | ENGL 848 AA | MTWTh | 10:40 | 1:20 | 16-170 | Carranza, J. | 4.0 |
| | Start and end dates for section 51970: | | 6/16 | 7/24 | | | |
| 50631 | ENGL 848 AH | MTWTh | 10:40 | 1:20 | 16-153 | Olson, L. | 4.0 |
| | Start and end dates for section 50631: | | 6/16 | 7/24 | | | |

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|-----|------|-------|--------|----------------|-----|
| 50633 | ENGL 848 JA | MW | 6:00 | 10:05 | 16-256 | Garmhausen, J. | 4.0 |
| | Start and end dates for section 50633: | | 6/16 | 8/06 | | | |
| 53749 | ENGL 848 JD | TTh | 6:00 | 10:05 | 16-170 | Bruni, P. | 4.0 |
| | Start and end dates for section 53749: | | 6/17 | 8/07 | | | |

ENGL 850 WRITING WORKSHOP

For students having difficulty with their writing. Assistance in writing projects is given to students with work in progress. Individual appointments with faculty. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken four times for a maximum of 12 units. (Units do not apply toward AA/AS degree.)

| | | | | | | | |
|-------|----------------------------------------|--------|------------|------|--------|-------|--------|
| 50638 | ENGL 850 AO | By Arr | 9.6 Hrs/Wk | | 18-104 | Staff | .5-3.0 |
| | Start and end dates for section 50638: | | 6/16 | 7/24 | | | |

ENGLISH AS A SECOND LANGUAGE

Also see *READING 825*

ESL 850 WRITING WORKSHOP

Assistance in writing tasks is given to native speakers of languages other than English. Individual appointments with faculty. Credit/No Credit grading. Open entry/open exit. To increase competency, may be taken four times for a maximum of 12 units. (Units do not apply toward AA/AS degree.)

| | | | | | | | |
|-------|----------------------------------------|--------|------------|------|--------|------------|--------|
| 52392 | ESL 850 AO | By Arr | 9.6 Hrs/Wk | | 18-104 | Hertig, C. | .5-3.0 |
| | Start and end dates for section 52392: | | 6/16 | 7/24 | | | |

ESL 856 READING FOR NON-NATIVE SPEAKERS II

Designed to improve vocabulary, build general background knowledge, and strengthen literal and inferential reading skills. Plus 2.8 lab hours by arrangement per week. **Recommended Preparation:** Credit in ESL 855 (or appropriate skill level as indicated by the Reading placement tests and other measures). It is recommended that students enroll concurrently in ESL 825 or higher course, ESL 845 or higher course, and READ 807. Credit/No Credit grading. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

| | | | | | | | |
|-------|----------------------------------------|-------|------|-------|--------|------------|-----|
| 50742 | ESL 856 AA | MTWTh | 8:10 | 10:20 | 16-254 | Casado, K. | 3.0 |
| | Start and end dates for section 50742: | | 6/16 | 7/24 | | | |

ESL 891 ACCENT REDUCTION FOR NON-NATIVE SPEAKERS

Designed for non-native speakers of English. Accent reduction focusing on the production of vowels, diphthongs, and consonants and on the correct use of pitch, rate, volume, vocal quality, and vocal image. Plus 2.8 lab hours by arrangement per week. **Prerequisite:** ESL 846 or equivalent with Credit or eligibility for ESL 847 or higher. Credit/No Credit grading. (Units do not apply toward AA/AS degree.)

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|--------|------------|-----|
| 53481 | ESL 891 AC | MTWTh | 10:40 | 12:50 | 16-255 | Hertig, C. | 3.0 |
| | Start and end dates for section 53481: | | 6/16 | 7/24 | | | |

ESL 895 INDIVIDUALIZED READING IMPROVEMENT FOR NON-NATIVE SPEAKERS

Improve reading skills. Practice methods of increasing comprehension and vocabulary to meet specific student needs. May include Internet-assisted and/or DVD or audio-visual instruction. Open to all non-native speakers of English. **Recommended Preparation:** SLEP Reading Placement Score of 15 or higher. Credit/No Credit grading. Variable units. May be taken up to four times for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

| | | | | | | | |
|-------|----------------------------------------|--------|------------|------|--------|------------|--------|
| 53020 | ESL 895 AO | By Arr | 9.6 Hrs/Wk | | 18-101 | Casado, K. | .5-3.0 |
| | Start and end dates for section 53020: | | 6/16 | 7/24 | | | |

ESL 896 ESSENTIAL VOCABULARY FOR NON-NATIVE SPEAKERS OF ENGLISH I

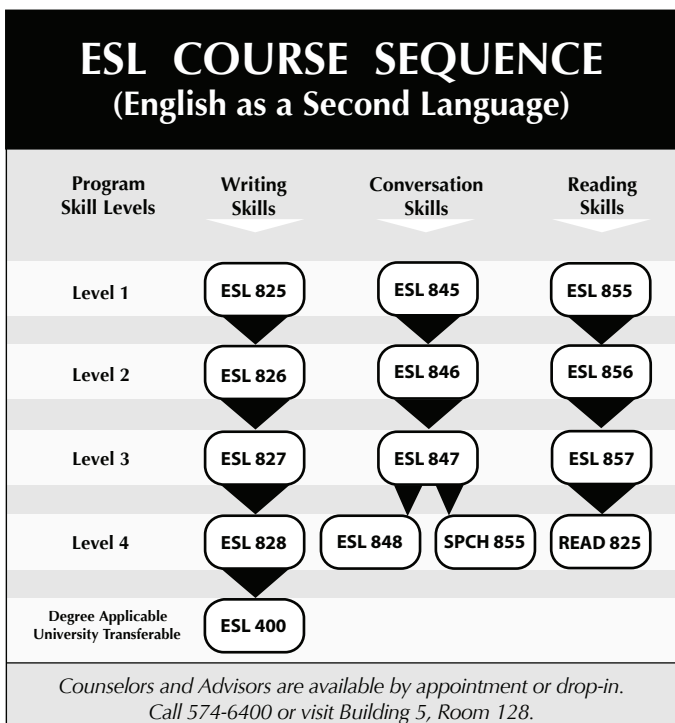
A self-paced, individualized course designed to help non-native speakers of English build their vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study 300 basic words. Credit/No Credit grading. Open entry/open exit. Variable units. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

| | | | | | | | |
|-------|----------------------------------------|--------|------------|------|--------|------------|--------|
| 52464 | ESL 896 AO | By Arr | 9.6 Hrs/Wk | | 18-101 | Casado, K. | .5-1.5 |
| | Start and end dates for section 52464: | | 6/16 | 7/24 | | | |

ESL 897 VOCABULARY FOR NON-NATIVE SPEAKERS OF ENGLISH II

A self-paced, individualized course designed to help non-native speakers of English build their vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study 300 basic words. Credit/No Credit grading. Open entry/open exit. Variable units. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

| | | | | | | | |
|-------|----------------------------------------|--------|------------|------|--------|------------|--------|
| 52465 | ESL 897 AO | By Arr | 9.6 Hrs/Wk | | 18-101 | Casado, K. | .5-1.5 |
| | Start and end dates for section 52465: | | 6/16 | 7/24 | | | |



| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

ESL 898 COMPREHENSIVE GRAMMAR REVIEW FOR NON-NATIVE SPEAKERS

A maintenance course designed specifically for new and continuing ESL students. Review and practice of grammatical structures which are generally problematic for ESL students, including verb tenses, passive voice, articles, prepositions. Practice of these structures through written and oral exercises and in short compositions. Review of strategies for finding and correcting these errors in students' own writing. **Recommended Preparation:** completion of ESL 827 with a grade of C or higher, or appropriate skill level as indicated by placement tests and other measures. Credit/No Credit or letter grade option. (Units do not apply toward AA/AS degree.)

| | | | | | | |
|----------------------------------------|------------|-------|-------------|--------|---------------|-----|
| 53119 | ESL 898 AA | MTWTh | 10:40 12:50 | 16-254 | De Prosse, G. | 3.0 |
| Start and end dates for section 53119: | | | | 6/16 | 7/24 | |

ETHNIC STUDIES

ETHN 101 INTRODUCTION TO ETHNIC STUDIES I

Study of the historical and cultural presence of Native Americans and Latin Americans in the U.S. with special emphasis on their contributions to California's social, political and economic institutions. **Recommended Preparation:** eligibility for ENGL 838 or 848 and completion of READ 400 or 405 or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|-------------|-----|
| 50639 | ETHN 101 AA | MTWTh | 8:10 10:15 | 11-030 | Staff | 3.0 |
| Start and end dates for section 50639: | | | | 6/16 | 7/24 | |
| 53279 | ETHN 101 AB | MTWTh | 10:40 12:45 | 11-032 | Staff | 3.0 |
| Start and end dates for section 53279: | | | | 6/16 | 7/24 | |
| 53158 | ETHN 101 AC | MTWTh | 1:10 3:15 | 11-130 | Ramirez, R. | 3.0 |
| Start and end dates for section 53158: | | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|-----|-----------|--------|-------------|-----|
| 52316 | ETHN 101 JA | TTh | 6:30 9:45 | 11-130 | Ramirez, R. | 3.0 |
| Start and end dates for section 52316: | | | | 6/17 | 8/07 | |

ETHN 102 INTRODUCTION TO ETHNIC STUDIES II

Study of the historical and cultural presence of African-Americans and Asians in the U.S. with special emphasis on their contributions to California's social, political and economic institutions. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|------------|-----|
| 52365 | ETHN 102 AB | MTWTh | 10:40 12:45 | 16-155 | Staff | 3.0 |
| Start and end dates for section 52365: | | | | 6/16 | 7/24 | |
| 51791 | ETHN 102 AC | MTWTh | 8:10 10:15 | 11-133 | Gaines, F. | 3.0 |
| Start and end dates for section 51791: | | | | 6/16 | 7/24 | |

ETHN 150 SOCIAL DYNAMICS OF PEOPLE OF COLOR

Social structure and dynamics of Third World institutions, with emphasis upon development and effectiveness of these institutions among Third World communities in the United States. Concentrates on the family, education, religion, and business. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|-----|-----------|--------|--------------|-----|
| 53831 | ETHN 150 JA | TTh | 6:30 9:45 | 16-167 | Williams, J. | 3.0 |
| Start and end dates for section 53831: | | | | 6/17 | 8/07 | |

FILM

FILM 100 INTRODUCTION TO FILM

Introductory survey of fundamental film techniques and styles of expression. Emphasizes film appreciation, the language of film, and analysis for full film enjoyment. Lectures, screenings, discussions, quizzes, and writing of critical papers. **Recommended Preparation:** ENGL 838 or 848. Credit/ No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|-----|------------|--------|-------------|-----|
| 53291 | FILM 100 JA | TTh | 6:00 10:10 | 16-171 | Kashani, T. | 3.0 |
| Start and end dates for section 53291: | | | | 6/17 | 8/07 | |

FILM 110 AMERICAN CINEMA

TELECOURSE: "American Cinema" familiarizes students with the history of American cinema, focusing on the studio system, the star system, genres, and directors. Emphasizes film vocabulary and critical viewing. **Recommended Preparation:** ENGL 838 or 848. (CSU)

SATURDAY CLASSES

| | | | | | |
|----------------------------------------|-------------|-----------------|--------|-------------|------|
| 53153 | FILM 110 TV | See pages 46-48 | TV-CRS | Kashani, T. | 3.0 |
| Start and end dates for section 53153: | | | | 6/16 | 7/24 |

FIRE TECHNOLOGY

FIRE 787 EMERGENCY MEDICAL TECHNICIAN 1 BASIC: RECENT ADVANCES

Refresher course in preparation for EMT-1 recertification. Presents updated and new technology in the areas of emergency pre-hospital care. **Prerequisite:** possession of a valid EMT-1 Certificate. Credit/No Credit grading. Open entry/open exit. May be taken four times to maintain skills and certification.

SATURDAY CLASSES

| | | | | | | |
|----------------------------------------|-------------|---|-----------|--------|--------------|-----|
| 52872 | FIRE 787 S1 | S | 9:00 4:00 | 23-160 | Roderick, K. | 1.5 |
| Start and end dates for section 52872: | | | | 6/21 | 7/26 | |

FOREIGN LANGUAGES

For information about a Certificate of Completion in a foreign language, see the Catalog or contact the Language Arts Division Office (Bldg. 17, Room 169, 574-6314).

For offerings in specific languages, see the following headings in this schedule: American Sign Language, Chinese, French, German, Italian, Japanese, and Spanish.

NOTE: To be transferable to UC, foreign language courses must be taken for letter grade.

NUMBERS AND LEVELS

The beginning courses in the classroom transfer sequences are numbered 110 (often offered also as 111 and 112), 120 (often offered also as 121 and 122), 130 (often offered also as 131 and 132), and 140. Some languages offer higher-level classes with numbers in the 100 and 200 range.

Telecourses are numbered 115, 116, 117, and 118, and correspond generally to 111, 112, 121, and 122 in the classroom sequences, though texts and methodology are different.

If you have completed one semester of a language in high school, consider starting with a 112 or 116 class. If you have completed one year, consider 117, 120, or 121. If you have completed two years, consider 130 or 131.

Non-transfer courses focusing on spoken language are numbered 801, 802, 803, etc. The first class is for those with little or no knowledge of the language. These courses may be taken separately or concurrently with 100-series classes.

At the first class meeting, your instructor can help you decide whether you have chosen the right level. If you have not, you can transfer to a higher or lower class.

Course

Ref. No. Class ID Days Hours Bldg/Room Instructor Units

FRENCH

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGE, page 29.

FREN 111 ELEMENTARY FRENCH I

The beginning fundamentals of speaking, listening, reading, and writing French; introduction to Francophone cultures. Study of practical vocabulary, basic sentence structure, and clear pronunciation. Focus is on developing proficiency and ease in using spoken and written French. (Covers approximately the first half of the semester's work in FREN 110.) Plus 2.0 lab hours by arrangement per week. No Prerequisite. **Recommended Preparation:** eligibility for ENGL 848 or higher English course. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|------|--------|------------|-----|
| 51551 | FREN 111 JA | TTh | 6:30 | 9:45 | 16-252 | Carter, M. | 3.0 |
| | | Start and end dates for section 51551: | | 6/17 | 8/07 | | |

GEOLOGY

GEOL 100 SURVEY OF GEOLOGY

Earthquakes, volcanoes, faults, man's hazardous environment, creation of oceans and continents, continental drift, rocks. One or more field trips may be required. Plus one hour by arrangement per week. Not open to students who have taken or are taking GEOL 210. (CSU/UC)

TV CLASSES

| | | | | | |
|-------|---------|-----------------|--------|--------------|-----|
| 51700 | GEOL TV | See pages 46-48 | TV-CRS | Galloway, J. | 3.0 |
|-------|---------|-----------------|--------|--------------|-----|

GRAPHICS

Also see *Computer and Information Science and Multimedia*

GRA 140 ADOBE ACROBAT

The use of Adobe Acrobat software in the design and production workflow of jobs destined for print and/or electronic publishing. **A \$5 materials fee is payable upon registration.** Prerequisite: MULT 111 or equivalent Macintosh and/or Windows operating system experience. Credit/No Credit or letter grade option.

| | | | | | | | |
|-------|------------|----------------------------------------|------|------|--------|-----------|-----|
| 53296 | GRA 140 AA | M | 1:00 | 5:15 | 27-101 | Appel, P. | 1.5 |
| | | By Arr 4.0 Hrs/Wk | | | | | |
| | | Start and end dates for section 53296: | | 6/30 | 8/04 | | |

GRA 170 ADOBE INDESIGN

Instruction in the use of Adobe InDesign, with particular attention given to creating professional quality typography. Software instruction is accomplished by producing practical projects that include exposure to and practice with a wide variety of the software features. **A \$20.00 materials fee is payable upon registration.** Plus two hours by arrangement per week. Prerequisite: MULT 113 or equivalent Macintosh and/or Windows operating system experience. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (CSU)

| | | | | | | | |
|-------|------------|----------------------------------------|------|------|--------|-----------|-----|
| 53788 | GRA 170 AA | TWTh | 1:00 | 4:35 | 27-101 | Appel, P. | 3.0 |
| | | By Arr 5.5 Hrs/Wk | | | | | |
| | | Start and end dates for section 53788: | | 6/24 | 7/31 | | |

HEALTH SCIENCE

HSCI 100 GENERAL HEALTH SCIENCE

Survey of most prevalent threats to one's physical and emotional health; emphasis is on prevention and early treatment. (CSU/UC*)

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|------------|-----|
| 50662 | HSCI 100 AA | MTWTh | 8:10 | 10:15 | 36-215 | Lucero, F. | 2.0 |
| | | Start and end dates for section 50662: | | 6/16 | 7/10 | | |
| 50663 | HSCI 100 AB | MTWTh | 10:40 | 12:50 | 36-215 | Lucero, F. | 2.0 |
| | | Start and end dates for section 50663: | | 6/16 | 7/10 | | |

TV CLASSES

| | | | | | |
|-------|-------------|----------------------------------------|--------|-----------|------|
| 50665 | HSCI 100 TV | See pages 46-48 | TV-CRS | Malik, A. | 2.0 |
| | | Start and end dates for section 50665: | | 6/20 | 7/25 |

ONLINE CLASSES

| | | | | | |
|-------|-------------|----------------------------------------|------------|-----------|------|
| 53806 | HSCI 100 WW | See pages 44-45 | Online-CRS | Beliz, T. | 2.0 |
| | | Start and end dates for section 53806: | | 6/18 | 8/06 |

HISTORY

HIST 100 HISTORY OF WESTERN CIVILIZATION I

The rise and decline of the civilizations of the ancient world; the growth and decline of medieval society; the Renaissance, the Reformation, and the opening of the modern world. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN HIST 2) (HIST 100 and 101 = CAN HIST SEQ A)

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|--------------|-----|
| 51585 | HIST 100 AA | MTWTh | 10:40 | 12:45 | 16-166 | Kornblau, J. | 3.0 |
| | | Start and end dates for section 51585: | | 6/16 | 7/24 | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|------|--------|---------------|-----|
| 52078 | HIST 100 JA | TTh | 6:30 | 9:45 | 18-303 | Robertson, J. | 3.0 |
| | | Start and end dates for section 52078: | | 6/17 | 8/07 | | |

HIST 201 UNITED STATES HISTORY I

History of the U.S. through the Civil War. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC*) (CAN HIST 8) (HIST 201 and 202 = CAN HIST SEQ B)

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|-------|-----|
| 50658 | HIST 201 AA | MTWTh | 8:10 | 10:15 | 18-201 | Staff | 3.0 |
| | | Start and end dates for section 50658: | | 6/16 | 7/24 | | |

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|---------------|-----|
| 51749 | HIST 201 AB | MTWTh | 10:40 | 12:45 | 11-132 | Robertson, J. | 3.0 |
| | | Start and end dates for section 51749: | | 6/16 | 7/24 | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|------|--------|-------------------|-----|
| 50659 | HIST 201 JA | TTh | 6:30 | 9:45 | 16-166 | Constantin Jr, C. | 3.0 |
| | | Start and end dates for section 50659: | | 6/17 | 8/07 | | |

HIST 202 UNITED STATES HISTORY II

History of the U.S. from 1865 to the present. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC*) (CAN HIST 10) (HIST 201 and 202 = CAN HIST SEQ B)

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|-------------------|-----|
| 51390 | HIST 202 AA | MTWTh | 8:10 | 10:15 | 18-303 | Constantin Jr, C. | 3.0 |
| | | Start and end dates for section 51390: | | 6/16 | 7/24 | | |

| | | | | | | | |
|-------|-------------|----------------------------------------|-------|-------|--------|-------|-----|
| 51750 | HIST 202 AB | MTWTh | 10:40 | 12:45 | 18-303 | Staff | 3.0 |
| | | Start and end dates for section 51750: | | 6/16 | 7/24 | | |

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|------|--------|-------|-----|
| 50660 | HIST 202 JA | MW | 6:30 | 9:45 | 11-133 | Staff | 3.0 |
| | | Start and end dates for section 50660: | | 6/16 | 8/06 | | |

HORTICULTURE

HORT 422 DESIGNS FOR ENTERTAINING

An in-depth study of creative application of floral design skills used in floral decorating for large and small events. Development of a theme, budget, and buying plan and coordination with event specialists. Extra supplies required. **A \$65.00 materials fee is payable upon registration.** Credit/No Credit or letter grade option. (CSU)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|-------|--------|----------|----|
| 52256 | HORT 422 JA | W | 6:00 | 10:05 | 20-101 | Pine, W. | .5 |
| | | Start and end dates for section 52256: | | 6/18 | 7/30 | | |

NOTE: Class will not meet on Wednesday, 7/2.

HORT 425 CUT FLOWER IDENTIFICATION

Study of the botanical and common names of the widely used fresh cut floral materials. Emphasizes care and handling techniques specified by the most current research. **A \$40.00 materials fee is payable upon registration.** Credit/No Credit or letter grade option. May be taken twice for a maximum of 2 units. (CSU)

EVENING CLASSES

| | | | | | | | |
|-------|-------------|----------------------------------------|------|------|--------|-----------|-----|
| 53510 | HORT 425 JA | Th | 6:00 | 9:00 | 20-101 | Bowie, L. | 1.0 |
| | | Start and end dates for section 53510: | | 6/19 | 7/31 | | |

NOTE: Class will not meet on Thursday, 7/3.

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

HUMANITIES

HUM. 131 CULTURAL ACHIEVEMENTS OF AFRICAN-AMERICANS

Introduction to Black aesthetics, concentrating on the religious, philosophical, literary, musical and art forms of Africa and African-Americans. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|------------|-----|
| 53618 | HUM. 131 AA | MTWTh | 10:40 12:45 | 11-133 | Gaines, F. | 3.0 |
| Start and end dates for section 53618: | | | | 6/16 | 7/24 | |

HUM. 133 CULTURAL ACHIEVEMENTS OF ASIAN-AMERICANS

Study of Asian-American cultural heritage with emphasis on religion, family, literature, music, arts, crafts and foods. **Recommended Preparation:** previous Ethnic Studies courses and eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------|-------|------------|--------|-------|-----|
| 52007 | HUM. 133 AA | MTWTh | 8:10 10:15 | 16-270 | Staff | 3.0 |
| Start and end dates for section 52007: | | | | 6/16 | 7/24 | |

ITALIAN

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 29.

ITAL 111 ELEMENTARY ITALIAN I

Conversation in Italian, dictation, reading, fundamentals of grammar and writing of simple Italian exercises. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** eligibility for ENGL 838 or a higher English course. Credit/No Credit or letter grade option. (CSU/UC*)

| | | | | | | |
|----------------------------------------|-------------|-------|------------|--------|------------|-----|
| 53483 | ITAL 111 AB | MTWTh | 8:10 10:20 | 16-255 | Baraff, B. | 3.0 |
| Start and end dates for section 53483: | | | | 6/16 | 7/24 | |

JAPANESE

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 29.

JAPN 111 ELEMENTARY JAPANESE I

Covers approximately the first half of the semester's work in JAPN 110. Emphasizes oral expression, reading, and written forms. Plus 2.0 hours by arrangement per week. Credit/No Credit or letter grade option. (CSU/UC*)

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|-----|-----------|--------|------------|-----|
| 52687 | JAPN 111 JA | MW | 6:30 9:45 | 16-250 | Conway, M. | 3.0 |
| Start and end dates for section 52687: | | | | 6/16 | 8/06 | |
| 53017 | JAPN 111 JC | TTh | 6:30 9:45 | 16-253 | Wright, E. | 3.0 |
| Start and end dates for section 53017: | | | | 6/17 | 8/07 | |

LIBRARY STUDIES

LIBR 105 ONLINE RESEARCH SKILLS

Introduction to online research skills with an emphasis on effective techniques for accessing and searching online databases and other research tools to identify and evaluate quality information. Credit/No Credit or letter grade option. (CSU)

ONLINE CLASSES

| | | | | | |
|----------------------------------------|-------------|-----------------|------------|-----------|------|
| 53315 | LIBR 105 WW | See pages 44-45 | Online-CRS | Gibbs, D. | 3.0 |
| Start and end dates for section 53315: | | | | 6/16 | 8/07 |

LIBR 110 INFORMATION RESOURCES AND LIBRARIES: FOCUS ON HEALTH AND MEDICINE

Provides students the opportunity to develop information competency skills for academic, workplace, or personal purposes while emphasizing a specific area of study. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units.(CSU/UC)

| | | | | | | |
|----------------------------------------|-------------|---|------------|------------|-------------|-----|
| 53979 | LIBR 110 AA | T | 9:00 12:00 | 9-207 | Bodeker, G. | 3.0 |
| | | | T | 12:30 3:50 | | |
| Start and end dates for section 53979: | | | | 6/17 | 8/05 | |

MATHEMATICS

The San Mateo County Community College District has established a computerized prerequisite-checking system for enforcing the prerequisites. If you have not met the prerequisites for these courses, you will be blocked from enrolling. If you believe you have met the prerequisites or wish to challenge the course prerequisites, please review the information on the college website at collegeofsanmateo.edu/prerequisites. You may also contact the Counseling Department, the Admissions and Records Office, or the Mathematics/Science Division Office for information.

MATH 110 ELEMENTARY ALGEBRA

A study of elementary algebra including introduction to: signed number operations, order of operations, linear equations, exponents, polynomial operations, factoring, rational expressions and equations, roots, radicals and radical equations, and quadratic equations. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** three units of credit in MATH 811 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** concurrent enrollment in READ 830.

| | | | | | | |
|----------------------------------------|-------------|-------|------------|--------|---------------|-----|
| 50673 | MATH 110 AA | MTWTh | 8:00 10:30 | 18-207 | Moughadam, S. | 5.0 |
| Start and end dates for section 50673: | | | | 6/16 | 8/07 | |
| 50674 | MATH 110 AB | MTWTh | 10:40 1:15 | 12-188 | Staff | 5.0 |
| Start and end dates for section 50674: | | | | 6/16 | 8/07 | |

MATH 111 ELEMENTARY ALGEBRA I

First half of elementary algebra (MATH 110), including introduction to: signed number operations, order of operations, linear equations and inequalities in one and two variables, systems of linear equations, exponents. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** three units of credit in MATH 811 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** concurrent enrollment in READ 830.

| | | | | | | |
|----------------------------------------|-------------|-------|-----------|--------|-------|-----|
| 53844 | MATH 111 AA | MTWTh | 4:30 6:00 | 18-205 | Staff | 3.0 |
| Start and end dates for section 53844: | | | | 6/16 | 8/07 | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|-------|-----------|--------|-----------------|-----|
| 50676 | MATH 111 JA | TTh | 6:30 9:45 | 18-207 | Hellerstein, N. | 3.0 |
| Start and end dates for section 50676: | | | | 6/17 | 8/07 | |
| 53503 | MATH 111 JB | MW | 6:30 9:45 | 18-207 | Feinman, Y. | 3.0 |
| Start and end dates for section 53503: | | | | 6/16 | 8/06 | |
| 53798 | MATH 111 JC | MTWTh | 4:30 5:55 | 18-306 | Staff | 3.0 |
| Start and end dates for section 53798: | | | | 6/16 | 8/07 | |

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

MATHEMATICS COURSE SEQUENCE

Students start math sequence as indicated by the Math Placement Test and other measures as appropriate.

MATH 811

↓

MATH 802*

Non Degree Applicable

MATH 110 or **MATH 111 + MATH 112**

↓

MATH 120 or **MATH 122 + MATH 123**

Associate Degree Applicable

*Not required: Intended as a bridge between MATH 811 and MATH 110 or MATH 111.

See the CSM Catalog or your counselor for transferable math courses related to your preferred major.

Counselors and Advisors are available by appointment or drop-in. Call 574-6400 or visit Building 5, Room 128.

University Transferable

MATH 120 INTERMEDIATE ALGEBRA

A comprehensive review of elementary algebra with certain topics studied in greater depth. Extension of fundamental algebraic concepts and operations, problem solving and applications, linear, quadratic, rational, and radical equations, equations in two variables, graphs, systems of equations, complex numbers, exponential and logarithmic functions, sequences and series. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** satisfactory completion of MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** MATH 115 and READ 830.

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|--------|----------------|-----|
| 50679 | MATH 120 AA | MTWTh | 8:00 | 10:30 | 18-203 | Sever, T. | 5.0 |
| | Start and end dates for section 50679: | | 6/16 | 8/07 | | | |
| 50680 | MATH 120 AB | MTWTh | 8:00 | 10:30 | 12-179 | Gavryshova, N. | 5.0 |
| | Start and end dates for section 50680: | | 6/16 | 8/07 | | | |
| 50682 | MATH 120 AD | MTWTh | 10:40 | 1:15 | 18-203 | Sever, T. | 5.0 |
| | Start and end dates for section 50682: | | 6/16 | 8/07 | | | |

MATH 120 INTERMEDIATE ALGEBRA

A comprehensive review of elementary algebra with certain topics studied in greater depth. Extension of fundamental algebraic concepts and operations, problem solving and applications, linear, quadratic, rational, and radical equations, equations in two variables, graphs, systems of equations, complex numbers, exponential and logarithmic functions, sequences and series. Plus 2.8 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** satisfactory completion of MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** MATH 115 and READ 830.

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|--------|----------------|-----|
| 50684 | MATH 122 AA | MTWTh | 10:40 | 12:45 | 18-305 | Loukianoff, J. | 3.0 |
| | Start and end dates for section 50684: | | 6/16 | 7/24 | | | |

MATH 123 INTERMEDIATE ALGEBRA II

Second half of a comprehensive review of elementary algebra with certain topics studied in greater depth. Quadratic and rational equations, complex numbers, exponential and logarithmic functions, sequences and series. Plus 2.8 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 122 or other measures as appropriate. **Recommended Preparation:** MATH 115 and READ 830.

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|--------|---------------|-----|
| 50685 | MATH 123 AA | MTWTh | 10:40 | 12:45 | 18-207 | Moughadam, S. | 3.0 |
| | Start and end dates for section 50685: | | 6/16 | 7/24 | | | |

MATH 125 ELEMENTARY FINITE MATHEMATICS

Systems of linear equations and inequalities, matrices, set theory, logic, elementary probability, linear programming, and mathematics of finance. Plus 2.8 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** completion of READ 400 or 405. (CSU/UC) (CAN MATH 12)

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|--------|--------------|-----|
| 50686 | MATH 125 AA | MTWTh | 8:10 | 10:15 | 18-204 | Davis, W. | 3.0 |
| | Start and end dates for section 50686: | | 6/16 | 7/24 | | | |
| 50687 | MATH 125 AB | MTWTh | 10:40 | 12:45 | 19-107 | Kalantar, M. | 3.0 |
| | Start and end dates for section 50687: | | 6/16 | 7/24 | | | |

MATH 130 ANALYTIC TRIGONOMETRY

Trigonometric functions of real numbers and angles, their graphs and periodicity; reduction formulas; functions of multiple angles; identities and equations, radian measure; inverse functions; and solution of triangles. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement for the evening class. Extra supplies may be required. **Prerequisite:** MATH 115 and MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** completion of READ 400 or 405. (CSU) (CAN MATH 8)

| | | | | | | | |
|-------|----------------------------------------|-------|------|-------|--------|-------------|-----|
| 50690 | MATH 130 AA | MTWTh | 8:10 | 10:15 | 18-205 | Feinman, Y. | 3.0 |
| | Start and end dates for section 50690: | | 6/16 | 7/24 | | | |
| 53800 | MATH 130 AB | MTWTh | 8:10 | 10:15 | 19-121 | Staff | 3.0 |
| | Start and end dates for section 53800: | | 6/16 | 7/24 | | | |

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|-----|------|------|--------|--------------|-----|
| 50692 | MATH 130 JA | TTh | 6:30 | 9:45 | 18-203 | Nadkarni, H. | 3.0 |
| | Start and end dates for section 50692: | | 6/17 | 8/07 | | | |

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

MATH 112 ELEMENTARY ALGEBRA II

Second half of elementary algebra (MATH 110) including introduction to exponents, polynomial operations, factoring, rational expressions and equations, roots, radicals and radical equations and quadratic equations. Plus 2.8 hours by arrangement per week for the day class and 2.0 hours by arrangement per week for the evening class.. Extra supplies may be required. **Prerequisite:** MATH 111. **Recommended Preparation:** concurrent enrollment in READ 830.

| | | | | | | | |
|-------|----------------------------------------|-------|------|-------|--------|----------------|-----|
| 53083 | MATH 112 AA | MTWTh | 8:10 | 10:15 | 18-305 | Loukianoff, J. | 3.0 |
| | Start and end dates for section 53083: | | 6/16 | 7/24 | | | |

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|----|------|------|--------|---------------|-----|
| 50677 | MATH 112 JA | MW | 6:30 | 9:45 | 18-305 | Shahrvini, B. | 3.0 |
| | Start and end dates for section 50677: | | 6/16 | 8/06 | | | |

MATH 115 GEOMETRY

Study of properties of plane and solid figures, and using formal logic and real number system. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 110 or 112 OR appropriate score on the College Placement Test and other measures as appropriate.

| | | | | | | | |
|-------|----------------------------------------|-------|-------|------|--------|-----------|-----|
| 51785 | MATH 115 AB | MTWTh | 10:40 | 1:15 | 18-306 | lonel, E. | 5.0 |
| | Start and end dates for section 51785: | | 6/16 | 8/07 | | | |

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

MATH 200 ELEMENTARY PROBABILITY AND STATISTICS

Representation of data, use and misuse of statistics, measures of central tendency and dispersion, probability sampling distributions, statistical inference, regression and correlation, contingency tables, and non-parametric methods. Measures of central tendency and dispersion; sampling distributions, statistical inference, regression and correlation. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening class. Extra supplies may be required. **Prerequisite:** MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** READ 400 or 405 (CSU/UC*) (CAN STAT 2)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|------------|-----|
| 50693 | MATH 200 AA | MTWTh | 8:00 10:30 | 18-306 | lonel, E. | 4.0 |
| | | | Start and end dates for section 50693: | 6/16 | 7/24 | |
| 50694 | MATH 200 AB | MTWTh | 8:00 10:30 | 16-165 | Tarski, J. | 4.0 |
| | | | Start and end dates for section 50694: | 6/16 | 7/24 | |
| 50695 | MATH 200 AC | MTWTh | 10:40 1:25 | 16-165 | Tarski, J. | 4.0 |
| | | | Start and end dates for section 50695: | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|----------------|-----|
| 53505 | MATH 200 JA | MTWTh | 4:30 6:50 | 16-165 | Gavryshova, N. | 4.0 |
| | | | Start and end dates for section 53505: | 6/16 | 8/07 | |

MATH 222 PRECALCULUS

Study of more advanced algebra including the theory of equations, complex numbers, logarithmic and exponential equations, sequences and series, mathematical induction; review of trigonometry and topics of analytical geometry. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 130 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** READ 400 or 405. (CSU/UC) (CAN MATH 16)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|-------|-----|
| 50696 | MATH 222 AA | MTWTh | 8:00 10:30 | 18-302 | Staff | 5.0 |
| | | | Start and end dates for section 50696: | 6/16 | 8/07 | |
| 52241 | MATH 222 AB | MTWTh | 10:40 1:15 | 12-181 | Staff | 5.0 |
| | | | Start and end dates for section 52241: | 6/16 | 8/07 | |

MATH 241 APPLIED CALCULUS I

Selected topics from analytic geometry, plus basic techniques of both differential and integral calculus. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 120 or 123 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** READ 400 or 405. (CSU/UC*) (CAN MATH 30) (MATH 241 and 242 = CAN MATH SEQ D)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|-------------|-----|
| 50697 | MATH 241 AA | MTWTh | 8:00 10:30 | 18-304 | Staff | 5.0 |
| | | | Start and end dates for section 50697: | 6/16 | 8/07 | |
| 53802 | MATH 241 AB | MTWTh | 8:00 10:30 | 16-267 | Shender, E. | 5.0 |
| | | | Start and end dates for section 53802: | 6/16 | 8/07 | |

MATH 251 CALCULUS WITH ANALYTIC GEOMETRY I

Study of limits, continuity, the derivative, and its applications, and the definite integral. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 222 OR appropriate score on the College Placement Test and other measures as appropriate. **Recommended Preparation:** READ 400 or 405. (CSU/UC*) (MATH 251, 252, and 253 = CAN MATH SEQ C)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|--------------|-----|
| 50698 | MATH 251 AA | MTWTh | 8:00 10:30 | 19-107 | Kalantar, M. | 5.0 |
| | | | Start and end dates for section 50698: | 6/16 | 8/07 | |
| 51271 | MATH 251 AC | MTWTh | 10:40 1:15 | 18-205 | Feinman, Y. | 5.0 |
| | | | Start and end dates for section 51271: | 6/16 | 8/07 | |

MATH 252 CALCULUS WITH ANALYTIC GEOMETRY II

Study of the Fundamental Theorem of Calculus, techniques of integration, applications of the definite integral, exponential, logarithmic and hyperbolic functions, polar coordinates, conic sections, infinite series, Taylor series, and Taylor's formula. Plus 2.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 251. **Recommended Preparation:** READ 400 or 405. (CSU/UC*) (MATH 251, 252, and 253 = CAN MATH SEQ C)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|-------------|-----|
| 50699 | MATH 252 AA | MTWTh | 10:40 1:15 | 16-267 | Shender, E. | 5.0 |
| | | | Start and end dates for section 50699: | 6/16 | 8/07 | |

MATH 270 LINEAR ALGEBRA

Vectors and matrices applied to linear equations and linear transformations; real and inner product spaces. Plus 2.8 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** MATH 252 or equivalent. **Recommended Preparation:** READ 400 or 405; completion of or concurrent enrollment in MATH 231. (CSU/UC)(CAN MATH 26)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|-----------|-----|
| 52695 | MATH 270 AA | MTWTh | 10:40 12:45 | 18-204 | Davis, W. | 3.0 |
| | | | Start and end dates for section 52695: | 6/16 | 7/24 | |

MATH 811 ARITHMETIC REVIEW

Basic arithmetic involving whole numbers, signed numbers, fractions, decimals, and percents; estimation, number sense, calculator skills, area and volume, and applications. Plus 2.8e hours by arrangement per week for the day class and 2.0 hours by arrangement per week for the evening class. **Recommended Preparation:** concurrent enrollment in READ 82.5. Credit/No Credit grading. (Units do not apply toward AA/AS degree.)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|-------|-----|
| 53804 | MATH 811 AA | MTWTh | 8:10 10:15 | 19-105 | Staff | 3.0 |
| | | | Start and end dates for section 53804: | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|-----|----------------------------------------|--------|-------|-----|
| 53507 | MATH 811 JO | TTh | 6:30 9:45 | 18-305 | Staff | 3.0 |
| | | | Start and end dates for section 53507: | 6/17 | 8/07 | |

MULTIMEDIA

MULT 680 MULTIMEDIA CAREER PATHWAYS

An introduction to Multimedia Career Pathways that will focus on Multimedia career avenues within the creative industries. Course details the various skills needed in the specific areas of Multimedia including Graphics, Gaming and Animation, Interactive Media, Broadcast, Digital Photography and Electronic Music. Those who complete the course will have a better idea as to what Multimedia area(s) they may want to pursue as well as how to go about actively pursuing them.

ONLINE CLASSES

| | | | | | | |
|-------|----------------|-----------------|----------------------------------------|-------------|------|-----|
| 53968 | MULT 680 MA WW | See pages 44-45 | Online-CRS | Bennett, D. | | 3.0 |
| | | | Start and end dates for section 53968: | 6/16 | 8/06 | |

MUSIC

MUS.100 FUNDAMENTALS OF MUSIC

Learn how to read music and perform it at sight. Recommended for beginning students. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|--------------|-----|
| 52696 | MUS. 100 AA | MTWTh | 8:10 10:15 | 10-120 | Ferguson, C. | 3.0 |
| | | | Start and end dates for section 52696: | 6/16 | 7/24 | |

MUS. 202 MUSIC LISTENING AND ENJOYMENT

Survey of the music of Western Civilization. Enhances enjoyment and appreciation of the world's great music. No musical experience required. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|-------|--------------|-----|
| 50705 | MUS. 202 AA | MTWTh | 10:40 12:45 | 2-141 | Hoffmann, S. | 3.0 |
| | | | Start and end dates for section 50705: | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|-------------|-----|----------------------------------------|-------|-----------|-----|
| 51373 | MUS. 202 JA | TTh | 6:30 9:45 | 2-141 | Ochoa, R. | 3.0 |
| | | | Start and end dates for section 51373: | 6/17 | 8/07 | |

MUS. 301 PIANO I

Elementary piano instruction. Individual attention, assignments, and performance in a class situation. Designed for those with no previous piano playing experience. (CSU/UC*)

| | | | | | | |
|-------|-------------|-------|----------------------------------------|--------|--------------|-----|
| 53069 | MUS. 301 AA | MTWTh | 10:40 12:45 | 10-106 | Ferguson, C. | 1.0 |
| | | | By Arr 6.0 Hrs/Wk | | | |
| | | | Start and end dates for section 53069: | 6/16 | 7/24 | |

Course

Ref. No. Class ID Days Hours Bldg/Room Instructor Units

MUS. 371 GUITAR I

Techniques of guitar performance and reading music. Students must supply their own instruments. (CSU/UC*)

EVENING CLASSES

53295 MUS. 371 JX MW 6:30 9:45 10-106 Ferguson, C. 1.0
By Arr 4.5 Hrs/Wk
Start and end dates for section 53295: 6/16 8/06

MUS. 372 GUITAR II

Continuation of MUS. 371 with emphasis on solo performance. Students must supply their own instruments. **Prerequisite:** MUS. 371. (CSU/UC*)

EVENING CLASSES

53281 MUS. 372 JX MW 6:30 9:45 10-106 Ferguson, C. 1.0
By Arr 4.5 Hrs/Wk
Start and end dates for section 53281: 6/16 8/06

MUS. 373 GUITAR III

Continuation of MUS. 372 with emphasis on solo performances. Students must supply their own instruments. **Prerequisite:** MUS. 372. (CSU/UC*)

EVENING CLASSES

53292 MUS. 373 JX MW 6:30 9:45 10-106 Ferguson, C. 1.0
By Arr 4.5 Hrs/Wk
Start and end dates for section 53292: 6/16 8/06

MUS. 374 GUITAR IV

Continuation of MUS. 373 with emphasis on solo performances. Students must supply their own instruments. **Prerequisite:** MUS. 373. May be taken four times for a maximum of 4 units. (CSU/UC*)

EVENING CLASSES

53294 MUS. 374 JX MW 6:30 9:45 10-106 Ferguson, C. 1.0
By Arr 4.5 Hrs/Wk
Start and end dates for section 53294: 6/16 8/06

MUS. 665 STEEL DRUM BAND

The study, rehearsal and performance of music for steel drums. Students perfect advanced techniques for performances. **Prerequisite:** demonstration of proficiency on steel drums. Credit/No Credit grading.

EVENING CLASSES

53954 MUS. 665 MA JA W 7:00 10:10 3-175 Munzenrider, J. .5
Start and end dates for section 53954: 6/18 8/06

MUS. 665 ADVANCED SYMPHONIC ORCHESTRA

Rehearsal and performance of symphonic repertoire, and orchestra reading sessions of standard repertoire. Credit/No Credit grading.

EVENING CLASSES

53960 MUS. 665 MB JB T 6:45 10:10 3-175 Klein, M. .5
Start and end dates for section 53960: 6/17 7/29

MUS. 665 CLASSICS TO BROADWAY WITH MASTERWORKS CHORALE

American choral music and Broadway favorites. A short course to prepare and perform about 20 minutes of choral music by American composers. The culminating performance includes audience sing-along of classics from Broadway musicals. Singers need to be able to read music and to sing in tune. Group audition required. Credit/No Credit grading.

EVENING AND SATURDAY CLASSES

53961 MUS. 665MC JC See dates/times below 2-141 Baker, B. .5
Monday 7/07 7:00 10:00 p.m.
Saturday 7/12 9:00 1:00 p.m. (day class)
Monday 7/14 7:00 10:00 p.m.
Monday 7/21 7:00 10:00 p.m.
Wednesday 7/23 7:00 10:00 p.m.
Saturday 7/26 6:30 10:00 p.m.
(Performance at 8:00 p.m.)

NETWORKING

See *Business Microcomputer Applications and Computer and Information Science*

NURSING

NURS 610 BASIC MEDICATION DOSAGE CALCULATIONS FOR NURSES

Prepares current and potential nursing students to calculate oral and parenteral drug dosages with a focus on safety and accuracy. Covers the different systems of measurements and conversion of one system to another. Emphasizes calculation accuracy, critical thinking skills, and application of these skills to clinical scenarios. **Prerequisite:** MATH 110 or 112 or equivalent with a grade of C or higher OR equivalent skill level (as measured by a satisfactory score on Math Placement test Two). Credit/No Credit grading. May be taken four times for a maximum of 4 units (CSU)

SATURDAY/SUNDAY CLASSES

52575 NURS 610 S2 SSun 9:00 5:00 23-173 Isaef, T. 1.0
Start and end dates for section 52575: 7/26 7/27
53754 NURS 610 S3 SSun 9:00 5:00 23-173 Isaef, T. 1.0
Start and end dates for section 53754: 8/09 8/10

NURS 620 BRIDGE COURSE FOR ADVANCED ENTRY STUDENTS

This bridge course is designed for students who have been accepted into the CSM Nursing Program at an advanced entry point. This course will help students adjust to CSM's RN program, develop a learning profile, meet other students, and build a support network. The course will also provide an opportunity for students to demonstrate competency in adult physical assessment, in a timed Medication Dosage Calculation Test and in Oral Medication Administration. Credit/No Credit grading. (CSU)

FRIDAY/SATURDAY/SUNDAY CLASSES

53965 NURS 620 AA FSSun 9:00 5:00 23-173 Isaef, T. 1.5
Start and end dates for section 53965: 8/01 8/03

NURS 666 CAREERS IN NURSING

This course provides an overview of nursing roles, educational requirements, responsibilities, job opportunities and settings for nursing practice. The course is designed for potential nursing majors and non-nursing majors. Students are required to attend both Saturday and Sunday classes. Credit/No Credit grading. (CSU)

SATURDAY/SUNDAY CLASSES

52743 NURS 666 S3 SSun 9:10 5:00 23-173 Isaef, T. 1.0
Start and end dates for section 52743: 6/21 6/22

NURS 681 PHARMACOLOGY FOR NURSES

Provides practical application of the pharmacological principles of drug therapy to Nursing practice. Discussion will stress the utilization of key drugs prescribed to treat different disease states. Lectures are organized by body system in order to correlate with the nursing pharmacology text currently being used. No Prerequisite.

SATURDAY CLASSES

52904 NURS 681 S1 S 9:00 5:00 23-173 Isaef, T. 1.0
First meeting date for section 52904: 6/28
S 9:00 1:00 23-173
Second meeting date for section 52904: 7/12
S 9:00 1:00 23-173
Third meeting date for section 52904: 7/19

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

NURS 800 SUCCESS STRATEGIES FOR AN RN PROGRAM

Course offers additional preparation opportunities to socialize students to the student nurse role. Includes preparing for nursing; refining existing educational skills; aspects of the student role; and stress management.

| | | | | | | | |
|-------|----------------------------------------|---|-------|-------|--------|------------|-----|
| 52240 | NURS 800 A2 | M | 10:00 | 3:00 | 23-173 | Isaeff, T. | 1.0 |
| | First meeting date for section 52240: | | | | 7/14 | | |
| | | T | 7:30 | 2:30 | 23-173 | | |
| | Second meeting date for section 52240: | | | | 7/15 | | |
| | | W | 7:30 | 11:30 | 23-173 | | |
| | Third meeting date for section 52240: | | | | 7/16 | | |
| 52978 | NURS 800 B2 | M | 10:00 | 3:00 | 23-173 | Isaeff, T. | 1.0 |
| | First meeting date for section 52978: | | | | 7/28 | | |
| | | T | 7:30 | 2:30 | 23-173 | | |
| | Second meeting date for section 52978: | | | | 7/29 | | |
| | | W | 7:30 | 11:30 | 23-173 | | |
| | Third meeting date for section 52978: | | | | 7/30 | | |

NURS 880 TRANSITION FROM 1ST YEAR TO 2ND YEAR: MEDICAL SURGICAL NURSING

Refining and practicing competency in knowledge and skills application as the first year nursing student transitions to the second year. Areas of focus include multi-system physical assessment skills, communication skills, nursing process. IV therapy and vascular accesses, wound care and healing, and medication dosage calculations. Knowledge and skills will be used in simulation activities and case scenarios. This course is intended for students who have attempted but not successfully completed NURS 221 or NURS 222. **Prerequisite:** completion of NURS 212 or equivalent; grade lower than C in NURS 221 or NURS 222.

| | | | | | | | |
|-------|----------------------------------------|-----|------|------|--------|------------|--------|
| 53755 | NURS 880 AA | MTW | 7:30 | 4:00 | 23-173 | Isaeff, T. | .5-1.5 |
| | Start and end dates for section 53755: | | | | 8/04 | 8/06 | |

OCEANOGRAPHY

OCEN 100 OCEANOGRAPHY

Introduction to marine geology, chemistry, and biology. Includes the hydrologic cycle and properties of sea water and marine organisms; currents, waves, tides, coastal processes, and ecology of the ocean; continental drift and seafloor spreading. One or more field trips may be required. Plus 2.0 hours by arrangement per week. (CSU/UC)

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|-----|------|------|--------|--------------|-----|
| 51404 | OCEN 100 JA | TTh | 6:30 | 9:45 | 36-109 | Galloway, J. | 3.0 |
| | Start and end dates for section 51404: | | | | 6/17 | 8/07 | |

PHILOSOPHY

PHIL 100 INTRODUCTION TO PHILOSOPHY

An introductory survey of philosophical questions and points of view from classical and contemporary perspectives. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN PHIL 2)

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|--------|--------------|-----|
| 50709 | PHIL 100 AA | MTWTh | 8:10 | 10:15 | 11-031 | Zoughbie, A. | 3.0 |
| | Start and end dates for section 50709: | | | | 6/16 | 7/24 | |
| 51449 | PHIL 100 AB | MTWTh | 10:40 | 12:45 | 11-031 | Zoughbie, A. | 3.0 |
| | Start and end dates for section 51449: | | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|----|------|-------|--------|--------------|-----|
| 50710 | PHIL 100 JA | MW | 7:00 | 10:15 | 16-267 | Schwartz, R. | 3.0 |
| | Start and end dates for section 50710: | | | | 6/16 | 8/06 | |

TV CLASSES

| | | | | | | | |
|-------|----------------------------------------|-----------------|--|--|--------|----------|-----|
| 53077 | PHIL 100 TV | See pages 46-48 | | | TV-CRS | Ball, J. | 3.0 |
| | Start and end dates for section 53077: | | | | 6/19 | 7/24 | |

(CSU) Transferable to California State Universities
(UC) Transferable to University of California, (*) With limitations

PHIL 244 CONTEMPORARY SOCIAL AND MORAL ISSUES

Introduction to ethical analysis through discussion of contemporary issues including topics in medical ethics, business ethics, environmental ethics, civil disobedience, capital punishment, and animal rights. **Recommended Preparation:** eligibility for ENGL 100 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|-----|------|-------|--------|--------------|-----|
| 53835 | PHIL 244 JA | TTh | 7:00 | 10:15 | 16-269 | Schwartz, R. | 3.0 |
| | Start and end dates for section 53835: | | | | 6/17 | 8/07 | |

PHOTOGRAPHY

See Art

PHYSICAL EDUCATION

ADAPTED

See Gym Bulletin Board for location of first class meeting.

ADAP 110 ADAPTED GENERAL CONDITIONING

Offered primarily for students with physical limitations. Therapeutic exercise to develop muscular endurance. Credit/No Credit grading. May be repeated according to results of individual testing. (CSU/UC*)

| | | | | | | | |
|-------|----------------------------------------|-------|-------|-------|-------|-----------|----|
| 50479 | ADAP 110 AA | MTWTh | 10:40 | 11:50 | 8-203 | Young, S. | .5 |
| | Start and end dates for section 50479: | | | | 6/16 | 8/07 | |
| 51507 | ADAP 110 CA | MTWTh | 12:10 | 1:20 | 8-203 | Young, S. | .5 |
| | Start and end dates for section 51507: | | | | 6/16 | 8/07 | |

ADAP 140 ADAPTED CIRCUIT WEIGHT TRAINING

Offered primarily for students with physical limitations. Use of fitness equipment to develop muscular endurance. Credit/No Credit grading. May be repeated according to results of individual testing. (CSU/UC*)

| | | | | | | | |
|-------|----------------------------------------|-------|------|------|-------|-----------|----|
| 50480 | ADAP 140 AA | MTWTh | 1:40 | 2:50 | 8-117 | Young, S. | .5 |
| | Start and end dates for section 50480: | | | | 6/16 | 8/07 | |

ADAP 155 ADAPTED BACK CARE

Designed for students who would like to improve their back health, this course includes structure of the healthy spine, common deviations and back injuries, and proper body mechanics. Students participate in flexibility training and a progressive exercise program to build musculature and correct posture and learn how to perform daily living activities while maintaining back health. **Recommended Preparation:** recent physical examination and disability verification. Credit/No Credit grading. (CSU)

| | | | | | | | |
|-------|----------------------------------------|-------|------|-------|-------|-----------|----|
| 52387 | ADAP 155 AA | MTWTh | 9:10 | 10:20 | 8-203 | Young, S. | .5 |
| | Start and end dates for section 52387: | | | | 6/16 | 8/07 | |

AQUATICS

For more information on CSM's Varsity Women's Water Polo team during the fall semester or Varsity Men and Women's Swim team during the spring semester, please contact Coach Randy Wright at (650) 574-6449 or wright@smccd.edu.

DANCE

See Gym Bulletin Board for location of first class meeting.

DANC 151 BEGINNING SOCIAL DANCE

An introductory Social Dance class geared to beginners and taught with an emphasis on the social aspects of dance. The basics of several dance styles are taught, with attention paid to footwork, posture, and the arts of leading, following, and co-creating a dance. Each semester dances selected from the following list are taught: East coast Swing, Slow Waltz, Cha-Cha, Night Club two-Step, Tango, Foxtrot, Rumba, Merengue and Salsa. Partners are not required; no prior experience needed. Plus 2.0 lab hours by arrangement per week. Credit/No Credit or letter grade option.

EVENING CLASSES

| | | | | | | | |
|-------|----------------------------------------|----|------|------|-------|-------------|----|
| 53809 | DANC 151 LA | MW | 6:50 | 8:40 | 8-202 | Fishman, M. | .5 |
| | Start and end dates for section 53809: | | | | 6/16 | 7/23 | |

Physical Education courses continued on next page

Course

| Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|----------|----------|------|-------|-----------|------------|-------|
|----------|----------|------|-------|-----------|------------|-------|

DANC 161 TANGO ARGENTINO

Introduces students to the essence of Argentine Tango (the dance of love) as well as basic improvisational skills. Plus 2.3 hours by arrangement per week. Credit/No Credit or letter grade option. To increase competency, may be taken four times. (CSU/UC)

EVENING CLASSES

| | | | | | | |
|----------------------------------------|---------------|------|-------|-------|------------|----|
| 53824 | DANC 161 LA F | 6:00 | 10:30 | 8-202 | Delmar, K. | .5 |
| Start and end dates for section 53824: | | 6/20 | 7/25 | | | |

DANC 680 SALSA CONDITIONING

For the beginner dance student. Body conditioning exercises designed to develop and/or improve balance, strength, and flexibility for salsa dancing. Development of basic movement skills utilizing body isolation exercises to salsa music. Strong emphasis on shine steps (or freestyle salsa steps without a partner) and understanding the rhythms of salsa music. Introduction to beginning techniques and patterns of partner salsa dancing for both leaders and followers. May be repeated 3 times for competency. (CSU/UC)

EVENING CLASSES

| | | | | | | |
|----------------------------------------|------------------|------|------|-------|-------------|----|
| 53944 | DANC 680MB LA MW | 5:30 | 6:45 | 8-203 | Quijano, V. | .5 |
| Start and end dates for section 53944: | | 6/16 | 8/06 | | | |

DANC 682 HIP HOP

Beginning and intermediate hip-hop dance techniques, patterns, routines, choreography and improvisational group projects and presentations. Plus 2.8 hours by arrangement per week. Credit/No Credit or letter grade option.

EVENING CLASSES

| | | | | | | |
|----------------------------------------|--------------------|------|------|-------|------------|----|
| 53823 | DANC 682 MA LA TTh | 7:40 | 9:45 | 8-202 | Wilmot, A. | .5 |
| Start and end dates for section 53823: | | 6/16 | 8/06 | | | |

FITNESS

See Gym Bulletin Board for location of first class meeting.

FITN 116 BODY CONDITIONING

Individual flexibility, agility, strength and aerobic fitness. Plus 2.8 lab hours by arrangement per week. To increase competency, may be taken four times. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------------|-------|-------|-------|------------|----|
| 53821 | FITN 116 AA MTWTh | 11:00 | 12:10 | 8-117 | Wright, R. | .5 |
| Start and end dates for section 53821: | | 6/16 | 7/24 | | | |

FITN 205 WEIGHT CONDITIONING

Individualized weight conditioning for all levels of ability using specialized machines and free weights. Instruction on safety, form, technique, and muscle development. Increase muscle strength, tone, and endurance. Plus 2.8 lab hours by arrangement per week for the day classes and 2.0 lab hours by arrangement per week for the evening class.. **Recommended Preparation:** recent physical examination. To increase competency, may be taken four times. (CSU)

| | | | | | | |
|----------------------------------------|-------------------|------|-------|-------|-------------|-----|
| 53161 | FITN 205 AA MTWTh | 8:10 | 9:20 | 8-117 | Borg, N. | 1.0 |
| Start and end dates for section 53161: | | 6/16 | 7/24 | | | |
| 53516 | FITN 205 BA MTWTh | 9:30 | 10:40 | 8-117 | Schmidt, M. | 1.0 |
| Start and end dates for section 53516: | | 6/16 | 7/24 | | | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------------|------|------|-------|--------------|-----|
| 53542 | FITN 205 LA MTWTh | 5:30 | 7:35 | 8-117 | Mangan/Vogel | 1.5 |
| Start and end dates for section 53542: | | 6/16 | 8/07 | | | |

FITN 235 CROSS TRAINING BOOT CAMP

Cross training for students who wish to develop an overall body workout to achieve personal fitness goals. Cross utilizes various exercise stations to produce aerobic, anaerobic and flexibility fitness. Plus 2.8 lab hours by arrangement per week. Credit/No Credit or letter grade option. To increase competency, may be taken four times. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------------|-------|-------|-------|-------------|----|
| 53818 | FITN 235 AA MTWTh | 6:50 | 8:00 | 8-201 | Schmidt, M. | .5 |
| Start and end dates for section 53818: | | 6/16 | 7/24 | | | |
| 53819 | FITN 235 BA MTWTh | 11:00 | 12:10 | 8-201 | Schmidt, M. | .5 |
| Start and end dates for section 53819: | | 6/16 | 7/24 | | | |

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

FITN 301 SPINNING

Spinning includes ongoing technique, proper bike set-up, body positioning, terminology, gearing, cadence, race strategies, breathing, mind training, injury prevention/management, flexibility, hydration and nutrition. Designed for both the beginner spinner as well as advanced spinners which allows all who participate to spin at their own maximum capacity. Plus 2.8 lab hours by arrangement per week Credit/No Credit or letter grade option. To increase competency, may be taken four times. (CSU)

| | | | | | | |
|----------------------------------------|-------------------|------|-------|------|-------------|----|
| 53810 | FITN 301 AA MTWTh | 8:10 | 9:20 | 8-B1 | Schmidt, M. | .5 |
| Start and end dates for section 53810: | | 6/16 | 07/24 | | | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-----------------|------|-------|------|-------------|----|
| 53812 | FITN 301 LA TTh | 6:00 | 7:15 | 8-B1 | Pacheco, R. | .5 |
| Start and end dates for section 53812: | | 6/17 | 08/07 | | | |

FITN 334 YOGA

A fitness class using yoga postures to increase flexibility and strength, to improve balance and posture, and to learn breathing techniques to relax the mind and body. This class is appropriate for all ages and abilities. Plus 2.8 lab hours by arrangement per week for the six-week classes and 2.0 lab hours by arrangement per week for the eight-week classes. Credit/No Credit or letter grade option. To increase competency, may be taken four times. (CSU)

| | | | | | | |
|----------------------------------------|-------------------|------|-------|-------|--------------|----|
| 53813 | FITN 334 AA MTWTh | 6:50 | 8:00 | 8-202 | Quijano, V. | .5 |
| Start and end dates for section 53813: | | 6/16 | 7/24 | | | |
| 53814 | FITN 334 BA MTWTh | 8:10 | 9:20 | 8-202 | Furgason, H. | .5 |
| Start and end dates for section 53814: | | 6/16 | 7/24 | | | |
| 53815 | FITN 334 CA MTWTh | 9:30 | 10:40 | 8-202 | Furgason, H. | .5 |
| Start and end dates for section 53815: | | 6/16 | 7/24 | | | |

EVENING AND SATURDAY CLASSES

| | | | | | | |
|----------------------------------------|-----------------|------|-------|-------|--------------|----|
| 53816 | FITN 334 LA TTh | 5:30 | 7:35 | 8-203 | Wilmot, A. | .5 |
| Start and end dates for section 53816: | | 6/17 | 7/24 | | | |
| 53825 | FITN 334 SA S | 9:00 | 12:00 | 8-202 | Guerrero, P. | .5 |
| Start and end dates for section 53825: | | 6/21 | 8/09 | | | |

FITN 680 PILATES

An anaerobic method of conditioning the body designed to stretch, strengthen and balance, while improving posture and toning throughout. Credit/No Credit or letter grade option.

| | | | | | | |
|----------------------------------------|---------------------|-------|-------|-------|--------------|----|
| 53820 | FITN 680MB AA MTWTh | 10:45 | 11:55 | 8-202 | Furgason, H. | .5 |
| Start and end dates for section 53820: | | 6/16 | 7/24 | | | |

FITN 680 YOGA – DAHN STYLE

An integrated mind-body training method from Korea designed to stimulate and develop one's "ki" energy to achieve greater flexibility as well as mental focus. Workout includes relaxing stretch segment, guided breath work, energy accumulation postures, and stress-reducing meditation. Restore energy to create improved mind/body relaxation. Appropriate for all ages and levels. Credit/No Credit or letter grade option.

EVENING CLASSES

| | | | | | | |
|----------------------------------------|------------------|------|------|-------|-------------|----|
| 53898 | FITN 680MC JA MW | 5:30 | 6:45 | 8-202 | Melnick, L. | .5 |
| Start and end dates for section 53898: | | 6/16 | 8/06 | | | |

FITN 681 TRACK AEROBICS

Designed to increase the student's personal fitness through a comprehensive stretching, jogging and/or walking program. Instruction includes: proper stretching techniques, proper training, principles, correct walking/jogging techniques and heart rate monitoring to assist student in developing a realistic cardiovascular program. Upon completion of the course the student will be able to successfully design and implement a stretching and cardiovascular training program. (CSU)

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------------|------|------|--|---------|----|
| 53977 | FITN 681MA LA TTh | 5:30 | 7:35 | | Chu, C. | .5 |
| Start and end dates for section 53977: | | 6/17 | 7/24 | | | |

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

INDIVIDUAL SPORTS

See Gym Bulletin Board for location of first class meeting.

INDV 120 BADMINTON

Emphasis on skill techniques, proper footwork, rules of play, strategies, doubles and singles play for various skill levels. Tournaments in singles and doubles. Plus 2.8 lab hours by arrangement per week for the day class and 2.0 lab hours by arrangement per week for the evening class. To increase competency, may be taken four times. (CSU/UC*)

| | | | | | | |
|-------|----------------------------------------|-------|------------|-------|------------|----|
| 51378 | INDV 120 AA@ | MTWTh | 9:30 10:40 | 8-201 | Wright, R. | .5 |
| | Start and end dates for section 51378: | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|----------------------------------------|----|-----------|-------|--------------|----|
| 53302 | INDV 120 LA@ | MW | 7:40 9:45 | 8-201 | Mangan/Vogel | .5 |
| | Start and end dates for section 53302: | | | 6/16 | 8/06 | |

PHYSICAL EDUCATION

P.E. 810 ADAPTED P.E. ASSISTANT LAB

Students work as teaching assistants in Adapted P.E. classes. Open entry/open exit. Variable units.

| | | | | | | |
|-------|----------------------------------------|--------|----------------|-------|-----------|---------|
| 50888 | P.E. 810 AO | By Arr | 4.0-8.0 Hrs/Wk | 8-113 | Young, S. | 1.0-3.0 |
| | Start and end dates for section 50888: | | | 6/16 | 8/07 | |

TEAM SPORTS

See Gym Bulletin Board for location of first class meeting.

TEAM 105 ADVANCED BASEBALL

Training class for prospective varsity baseball participants. Plus 2.8 lab hours per week. **Recommended Preparation:** interscholastic baseball or equivalent. To increase competency, may be taken four times. (CSU/UC*)

Advanced Baseball is open Mondays, 5:00-8:00 p.m. and Wednesdays, 12:00-3:00 p.m.

| | | | | | | |
|-------|----------------------------------------|--------|------------|------|----------------|----|
| 50838 | TEAM 105 AA | By Arr | 6.0 Hrs/Wk | DIAM | Williams/Vogel | .5 |
| | Start and end dates for section 50838: | | | 6/16 | 7/23 | |

TEAM 118 ADVANCED BASKETBALL: WOMEN

Designed as a training class for women interested in participating on the women's varsity basket ball team. Plus 2.8 lab hours per week. **Recommended Preparation:** interscholastic basketball or the equivalent. To increase competency, may be taken four times. (CSU)

| | | | | | | |
|-------|----------------------------------------|-------|-----------|-------|------------|--------|
| 53309 | TEAM 118 AA | MTWTh | 1:10 3:00 | 8-201 | Warner, M. | .5-1.0 |
| | Start and end dates for section 53309: | | | 6/16 | 7/24 | |

TEAM 135 ADVANCED FOOTBALL AND CONDITIONING

Basic skills review. Introduction to advanced sport techniques. Plus 2.0 lab hours by arrangement per week. **Recommended Preparation:** interscholastic varsity football experience or equivalent. Open entry/open exit. Variable units. To increase competency, may be taken four times. (CSU/UC*)

Advanced Football and Conditioning meets Monday through Saturday, 8:30 a.m.-12:30 p.m. and 1:30-6:00 p.m.

| | | | | | | |
|-------|----------------------------------------|--------|--------------|-------|--------------------|--------|
| 51296 | TEAM 135 AO | By Arr | 12-72 Hrs/Wk | 8-117 | Owens/Pollack/Heck | .5-1.5 |
| | Start and end dates for section 51296: | | | 8/06 | 8/14 | |

TEAM 680 WEIGHT TRAINING AND CONDITIONING FOR FOOTBALL

Combination of weight training and on-the-field fitness to improve athletic performance. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** varsity football experience of demonstration of ability. Open entry/open exit. Variable units.

Weight Training and Conditioning for Football meets Monday through Thursday, 3:30-8:30 p.m.

EVENING CLASSES

| | | | | | | |
|-------|----------------------------------------|--------|-------------|-------|---------------|--------|
| 53894 | TEAM 680MA JO | By Arr | 5-20 Hrs/Wk | 8-117 | Owens/Pollack | .5-2.0 |
| | Start and end dates for section 53894: | | | 6/16 | 7/17 | |

TEAM 680 BASKETBALL FOR WOMEN

Major concepts of basketball for women taught in tournament format. League play. Plus 2.8 lab hours by arrangement per week. Credit/No Credit or letter grade option. (CSU)

Basketball for Women meets Thursday 5:00-9:05 p.m.

EVENING CLASSES

| | | | | | | |
|-------|----------------------------------------|--------|----------------|-------|------------|----|
| 53895 | TEAM 680MB LA | By Arr | 2.0-4.3 Hrs/Wk | 8-201 | Warner, M. | .5 |
| | Start and end dates for section 53895: | | | 6/19 | 7/24 | |

PHYSICS

PHYS 250 PHYSICS WITH CALCULUS I

Mechanics, wave motion and special relativity. Plus 4.0 hours by arrangement per week. Extra supplies may be required. **Prerequisite:** PHYS 150 or equivalent with a grade of C or higher; completion of or concurrent enrollment in MATH 252. (CSU/UC*) (PHYS 250, 260 and 270 = CAN PHYS SEQ B)

| | | | | | | |
|-------|----------------------------------------|-------|-------------|--------|---------------|-----|
| 50713 | PHYS 250 AX | MTWTh | 10:40 12:05 | 36-109 | Janatpour, M. | 4.0 |
| | | MTWTh | 8:20 9:45 | 36-114 | | |
| | | MTWTh | 10:05 10:30 | 36-109 | | |
| | Start and end dates for section 50713: | | | 6/16 | 8/07 | |
| 51589 | PHYS 250 BX | MTWTh | 10:40 12:05 | 36-109 | Janatpour, M. | 4.0 |
| | | MTWTh | 12:20 1:45 | 36-114 | | |
| | | MTWTh | 10:05 10:30 | 36-109 | | |
| | Start and end dates for section 51589: | | | 6/16 | 8/07 | |

POLITICAL SCIENCE

PLSC 210 AMERICAN POLITICS

A thorough study of the U.S. Constitution, survey of the organization and functions of the branches of the federal government; examination of the dynamics of the American political process. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures (CSU/UC*) (CAN GOVT 2)

| | | | | | | |
|-------|----------------------------------------|-------|-------------|--------|------------|-----|
| 50714 | PLSC 210 AA | MTWTh | 8:10 10:15 | 11-032 | Keenan, K. | 3.0 |
| | Start and end dates for section 50714: | | | 6/16 | 7/24 | |
| 50715 | PLSC 210 AB | MTWTh | 10:40 12:45 | 11-030 | Noori, A. | 3.0 |
| | Start and end dates for section 50715: | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|-------|----------------------------------------|-----|------------|--------|---------------|-----|
| 50717 | PLSC 210 JA | MW | 7:00 10:15 | 11-030 | Noori, A. | 3.0 |
| | Start and end dates for section 50717: | | | 6/16 | 8/06 | |
| 50718 | PLSC 210 JB | TTh | 6:00 9:15 | 16-267 | Scholnick, E. | 3.0 |
| | Start and end dates for section 50718: | | | 6/17 | 8/07 | |

ONLINE CLASSES

| | | | | | | |
|-------|----------------------------------------|-----------------|------------|--------------|------|-----|
| 52526 | PLSC 210 WW | See pages 44-45 | Online-CRS | Armitage, L. | | 3.0 |
| | Start and end dates for section 52526: | | | 6/16 | 8/02 | |

Course

Ref. No. Class ID Days Hours Bldg/Room Instructor Units

PLSC 310 CALIFORNIA STATE AND LOCAL GOVERNMENT

Study of the institutions and problems of state and local government in California; California in the federal system. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

EVENING CLASSES

50720 PLSC 310 JB TTh 6:30 8:20 18-301 Armitage, L. 2.0
Start and end dates for section 50720: 6/17 8/07

ONLINE CLASSES

51811 PLSC 310 WW See pages 44-45 Online-CRS Armitage, L. 2.0
Start and end dates for section 51811: 6/18 7/30

PSYCHOLOGY

PSYC 100 GENERAL PSYCHOLOGY

Introduction to psychology; perception, motivation, emotion, learning and thinking, observation of behavior and measurement. **Recommended Preparation:** eligibility for ENGL 838 or 848 and completion of READ 400 or 405 or 415 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN PSY 2)

50722 PSYC 100 AA MTWTh 8:10 10:15 18-301 Ratner, A. 3.0
Start and end dates for section 50722: 6/16 7/24

51304 PSYC 100 AC MTWTh 10:40 12:45 18-308 Clifford, J. 3.0
Start and end dates for section 51304: 6/16 7/24

51712 PSYC 100 AD MTWTh 1:00 3:05 11-132 Rose, M. 3.0
Start and end dates for section 51712: 6/16 7/24

EVENING AND SATURDAY CLASSES

50724 PSYC 100 JA MW 7:00 10:15 18-201 Clare, D. 3.0
Start and end dates for section 50724: 6/16 8/06

51713 PSYC 100 JB TTh 6:30 9:45 18-308 Horan, M. 3.0
Start and end dates for section 51713: 6/17 8/07

52097 PSYC 100 SA S 8:00 3:45 18-201 Rose, M. 3.0
Start and end dates for section 52097: 6/21 8/02

TV CLASSES

50725 PSYC 100 TV See pages 46-48 TV-CRS Clare, D. 3.0
Start and end dates for section 50725: 6/21 8/02

PSYC 110 COURTSHIP, MARRIAGE AND THE FAMILY

Societal, psychological and biological aspects of gender, sex, love, conflict, etc., in dating, marital and familial interaction. May not be taken for credit following SOCI 110. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/ No Credit or letter grade option. (CSU/UC)

53623 PSYC 110 AA MTWTh 8:10 10:15 16-155 Toomer, D. 3.0
Start and end dates for section 53623: 6/16 7/24

TV CLASSES

51469 PSYC 110 TV See pages 46-48 TV-CRS Horan, M. 3.0
Start and end dates for section 51469: 6/21 8/02

PSYC 200 DEVELOPMENTAL PSYCHOLOGY

Psychological development across the life-span. Focuses particularly on the development of thinking, social interaction, and the sense of self from birth through old age. **Prerequisite:** PSYC 100 with a grade of C or higher. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (UC credit limited to either PSYC 200 or 201.) (CSU/UC*)

51910 PSYC 200 AA MTWTh 8:10 10:15 18-308 Clifford Jr, J. 3.0
Start and end dates for section 51910: 6/16 7/24

EVENING CLASSES

53435 PSYC 200 JA TTh 6:00 9:15 16-155 Toomer, D. 3.0
Start and end dates for section 53435: 6/17 8/07

PSYC 201 CHILD DEVELOPMENT

A research-based treatment of the biological and experiential forces that shape and influence human development during the childhood years. **Prerequisite:** PSYC 100. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. (UC credit limited to either PSYC 200 or 201.) (CSU/UC*)

TV CLASSES

53154 PSYC 201 TV See pages 46-48 TV-CRS Clifford, J. 3.0
Start and end dates for section 53154: 6/19 7/31

PSYC 410 ABNORMAL PSYCHOLOGY

Types and patterns of abnormal behavior; major theories regarding its causes; clinical assessment and modes of treatment. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

53837 PSYC 410 AA MTWTh 10:40 12:45 16-171 Horan, M. 3.0
Start and end dates for section 53837: 6/16 7/24

TV CLASSES

50826 PSYC 410 TV See pages 46-48 TV-CRS Horan, M. 3.0
Start and end dates for section 50826: 6/21 8/02

READING

READ 812 INDIVIDUALIZED READING IMPROVEMENT

Improvement of reading skills. Practice in methods of increasing speed, comprehension, and vocabulary. Emphasizes computer-assisted and audio-visual instruction. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken four times for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

51553 READ 812 AO By Arr 9.6 Hrs/Wk 18-101 Movahhed, B. .5-3.0
Start and end dates for section 51553: 6/16 7/24

READ 814 BASIC SPELLING MASTERY

Self-paced course that incorporates a textbook and computer-assisted instruction to facilitate basic spelling mastery. Includes silent letters, a review of basic phonetic rules, rules for spelling compound words, ie/ ei rules, final e rules, basic plural rules, and basic homonyms. Credit/No Credit grading. Open entry/open exit. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

52462 READ 814 AO By Arr 8.0 Hrs/Wk 18-101 Movahhed, B. 1.0
Start and end dates for section 52462: 6/16 7/24

READ 815 ADVANCED SPELLING MASTERY

Self-paced course that incorporates textbook and computer-assisted instruction to facilitate advanced spelling mastery. Includes advanced rules for doubling final consonants, plurals, advanced homonyms, spelling prefixes and suffixes, and English words whose etymologies are Spanish, Italian, or French. Credit/No Credit grading. Open entry/open exit. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

52463 READ 815 AO By Arr 8.0 Hrs/Wk 18-101 Movahhed, B. 1.0
Start and end dates for section 52463: 6/16 7/24

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

READ 825 INTRODUCTION TO COLLEGE READING

Instruction in techniques for improving skills basic to college reading. Focus on comprehension, vocabulary building, and college study reading skills using a variety of nonfiction and fiction materials. Includes reading books for enjoyment, written responses to text, and use of computers. Qualifies as preparation for READ 830. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** ESL 857 (or appropriate skill level indicated by the Reading placement tests and other measures).

| | | | | | | |
|-------|----------------------------------------|-------|------------|--------|-----------|-----|
| 52690 | READ 825 AA | MTWTh | 8:10 10:20 | 16-272 | Velez, C. | 3.0 |
| | Start and end dates for section 52690: | | 6/16 | 7/24 | | |

READ 830 COLLEGE AND CAREER READING

Analysis of expository writing, including extended textbook passages, work documents, and fictional writing, essential to proficient reading in college courses and job-related reading. Emphasis on applying reading strategies to comprehend and retain textbook information and perform better on academic and career-related tests. Additional focus on recognition of an author's thesis, supporting details, point of view, purpose, tone, bias, and conclusions through in-depth analysis of essays, textbook excerpts, and book-length works. Intensive work with vocabulary and word origins. Qualifies as preparation for READ 400 and READ 405. Plus 2.8 hours by arrangement per week. **Recommended Preparation:** READ 825 with a grade of C or higher or appropriate skill level indicated by the Reading placement tests and other measures. Credit/No Credit or letter grade option. May be taken twice for a maximum of 6 units. (Units do not apply toward AA/AS degree.)

| | | | | | | |
|-------|----------------------------------------|-------|-------------|--------|-----------|-----|
| 50736 | READ 830 AA | MTWTh | 10:40 12:50 | 18-201 | Velez, C. | 3.0 |
| | Start and end dates for section 50736: | | 6/16 | 7/24 | | |

READ 852 VOCABULARY IMPROVEMENT I

A self-paced, individualized course designed to help students build their vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study 300 basic words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

| | | | | | | |
|-------|----------------------------------------|--------|------------|--------|--------------|--------|
| 52466 | READ 852 AO | By Arr | 8.0 Hrs/Wk | 18-101 | Movahhed, B. | .5-1.5 |
| | Start and end dates for section 52466: | | 6/16 | 7/24 | | |

READ 853 VOCABULARY IMPROVEMENT II

A self-paced, individualized course designed to help students build their vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study 300 basic words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

| | | | | | | |
|-------|----------------------------------------|--------|------------|--------|--------------|--------|
| 52467 | READ 853 AO | By Arr | 8.0 Hrs/Wk | 18-101 | Movahhed, B. | .5-1.5 |
| | Start and end dates for section 52467: | | 6/16 | 7/24 | | |

READ 854 VOCABULARY IMPROVEMENT III

A self-paced, individualized course designed to help students build their vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study 300 basic words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

| | | | | | | |
|-------|----------------------------------------|--------|------------|--------|--------------|--------|
| 52468 | READ 854 AO | By Arr | 8.0 Hrs/Wk | 18-101 | Movahhed, B. | .5-1.0 |
| | Start and end dates for section 52468: | | 6/16 | 7/24 | | |

READ 855 VOCABULARY IMPROVEMENT IV

A self-paced, individualized course designed to help students build their vocabulary skills through a words-in-context approach. Students will use textbooks and computer programs to study 300 basic words. Credit/No Credit grading. Open entry/open exit. Variable units. May be taken three times for a maximum of 1.5 units. (Unit does not apply toward AA/AS degree.) Students may register at any time but should go to the Reading Center (18-101) during the first week of the summer session to meet with an instructor.

| | | | | | | |
|-------|----------------------------------------|--------|------------|--------|--------------|--------|
| 52469 | READ 855 AO | By Arr | 8.0 Hrs/Wk | 18-101 | Movahhed, B. | .5-1.0 |
| | Start and end dates for section 52469: | | 6/16 | 7/24 | | |

REAL ESTATE

R.E. 100 REAL ESTATE PRINCIPLES

Property, contracts, agency, financing, liens and encumbrances, taxes, escrows, land descriptions. Meets State requirements for admission to the salesperson's license exam. (CSU)

| | | | | | | |
|-------|----------------------------------------|----|-----------|--------|-------------|-----|
| 53285 | R.E. 100 AA | MW | 1:00 5:00 | 18-201 | Keavney, B. | 3.0 |
| | Start and end dates for section 53285: | | 6/16 | 7/30 | | |

EVENING CLASSES

| | | | | | | |
|-------|----------------------------------------|-----|------------|--------|--------------|-----|
| 50730 | R.E. 100 JA | TTh | 7:00 10:15 | 18-307 | Gottlieb, M. | 3.0 |
| | Start and end dates for section 50730: | | 6/17 | 8/07 | | |

R.E. 801 REAL ESTATE LICENSE EXAM PREPARATION

Preparation for the California Real Estate License Exam. Includes the following topics: agency, ethics, contract, ownership, encumbrances, taxation, escrow, and land descriptions. May be taken twice for a maximum of 3.0 units. (Units do not apply toward AA/AS degree.)

| | | | | | | |
|-------|----------------------------------------|----|-----------|--------|-------------|-----|
| 52099 | R.E. 801 AA | Th | 1:00 5:00 | 18-201 | Keavney, B. | 1.5 |
| | Start and end dates for section 52099: | | 6/19 | 7/24 | | |

SOCIOLOGY

SOCI 100 INTRODUCTION TO SOCIOLOGY

Analysis of processes of group behavior and interaction between the individual and society. **Recommended Preparation:** eligibility for ENGL 838 or 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 OR appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN SOC 2)

| | | | | | | |
|-------|----------------------------------------|-------|------------|--------|--------------|-----|
| 50746 | SOCI 100 AA | MTWTh | 8:10 10:15 | 16-166 | Crawford, Z. | 3.0 |
| | Start and end dates for section 50746: | | 6/16 | 7/24 | | |

| | | | | | | |
|-------|----------------------------------------|-------|-------------|--------|------------|-----|
| 50747 | SOCI 100 AB | MTWTh | 10:40 12:45 | 16-167 | Mathur, M. | 3.0 |
| | Start and end dates for section 50747: | | 6/16 | 7/24 | | |

EVENING/OFF-CAMPUS CLASSES

| | | | | | | |
|-------|----------------------------------------|----|-----------|--------|------------|-----|
| 50748 | SOCI 100 JA | MW | 6:00 9:15 | 16-167 | Mathur, M. | 3.0 |
| | Start and end dates for section 50748: | | 6/16 | 8/06 | | |

| | | | | | | |
|--------|----------------------------------------|-----|-----------|------|-----------|-----|
| *53613 | SOCI 100 JB | TTh | 6:00 9:15 | KING | White, K. | 3.0 |
| | Start and end dates for section 53613: | | 6/17 | 8/07 | | |

*This class meets off-campus. See page 40 for Off-Campus Locations.

TV CLASSES

| | | | | | | |
|-------|----------------------------------------|-----------------|------|--------|------------|-----|
| 50749 | SOCI 100 TV | See pages 46-48 | | TV-CRS | Mathur, M. | 3.0 |
| | Start and end dates for section 50749: | | 6/21 | 8/02 | | |

| Course Ref. No. | Class ID | Days | Hours | Bldg/Room | Instructor | Units |
|-----------------|----------|------|-------|-----------|------------|-------|
|-----------------|----------|------|-------|-----------|------------|-------|

SPANISH

For a general explanation of course numbers and levels, please see FOREIGN LANGUAGES, page 29.

SPAN 111 ELEMENTARY SPANISH I

Study of elementary Spanish structures and active vocabulary based on oral and written pattern drills. Conversation based on short readings containing only the structures already practiced. This course covers approximately the first half of the material covered in SPAN 110. Plus 2.8 lab hours by arrangement per week for the day class and 2.0 lab hours by arrangement per week for the evening class. **Recommended Preparation:** eligibility for ENGL 838 or a higher English course. Credit/No Credit or letter grade option. (CSU/UC*)

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|-------------|-----|
| 51554 | SPAN 111 AA | MTWTh | 10:40 12:50 | 16-252 | Dinelli, A. | 3.0 |
| Start and end dates for section 51554: | | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|-----|-----------|--------|------------|-----|
| 50754 | SPAN 111 JA | TTh | 6:30 9:45 | 16-255 | Collis, H. | 3.0 |
| Start and end dates for section 50754: | | | | 6/17 | 8/07 | |

SPEECH COMMUNICATION

For information about a Certificate of Completion in Speech Communication, see the catalog or contact the Language Arts Division Office (Building 17, Room 169, 574-6314).

SPCH 100 PUBLIC SPEAKING

Practice in delivering speeches; study of effective communication; organizing and outlining; critical listening; analysis and evaluation. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening class. **Recommended Preparation:** eligibility for ENGL 100. (CSU/UC) (CAN SPCH 4)

| | | | | | | |
|----------------------------------------|-------------|-------|------------|--------|--------------|-----|
| 50755 | SPCH 100 AA | MTWTh | 8:10 10:20 | 16-253 | Motoyama, C. | 3.0 |
| Start and end dates for section 50755: | | | | 6/16 | 7/24 | |

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|--------------|-----|
| 50756 | SPCH 100 AC | MTWTh | 10:40 12:50 | 16-253 | Motoyama, C. | 3.0 |
| Start and end dates for section 50756: | | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|----|-----------|--------|--------|-----|
| 50757 | SPCH 100 JB | MW | 6:30 9:45 | 16-251 | Li, Y. | 3.0 |
| Start and end dates for section 50757: | | | | 6/16 | 8/06 | |

SPCH 120 INTERPERSONAL COMMUNICATION

Theory and practice of interpersonal communication skills. Analysis of perception, verbal and nonverbal messages, listening skills, and strategies for resolving conflict. Plus 2.8 hours by arrangement per week for the day classes and 2.0 hours by arrangement per week for the evening classes. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

| | | | | | | |
|----------------------------------------|-------------|-------|------------|--------|-----------|-----|
| 50760 | SPCH 120 AA | MTWTh | 8:10 10:20 | 16-251 | Kramm, G. | 3.0 |
| Start and end dates for section 50760: | | | | 6/16 | 7/24 | |

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|-----------|-----|
| 53293 | SPCH 120 AB | MTWTh | 10:40 12:50 | 16-251 | Kramm, G. | 3.0 |
| Start and end dates for section 53293: | | | | 6/16 | 7/24 | |

| | | | | | | |
|----------------------------------------|-------------|-------|-------------|--------|-----------|-----|
| 52894 | SPCH 120 AC | MTWTh | 10:40 12:50 | 18-302 | Paoli, P. | 3.0 |
| Start and end dates for section 52894: | | | | 6/16 | 7/24 | |

EVENING CLASSES

| | | | | | | |
|----------------------------------------|-------------|----|-----------|--------|-----------|-----|
| 52449 | SPCH 120 JA | MW | 6:30 9:45 | 16-253 | Paoli, P. | 3.0 |
| Start and end dates for section 52449: | | | | 6/16 | 8/06 | |

| | | | | | | |
|----------------------------------------|-------------|-----|-----------|--------|-------------|-----|
| 50761 | SPCH 120 JC | TTh | 6:30 9:45 | 16-251 | Alleyne, A. | 3.0 |
| Start and end dates for section 50761: | | | | 6/17 | 8/07 | |

SPORTS

See Physical Education

@ Courses open for audit.

An X in the Class ID indicates a class that meets concurrently with another class (e.g., ART 201 JX/ART 202 JX).

OFF-CAMPUS LOCATIONS

| | |
|------|---------------------------------------------------------------------------------------|
| CPFR | Coyote Point Firearms Range 1601 Coyote Point Drive San Mateo (650) 573-2340 |
| KING | Martin Luther King Center 725 Monte Diablo Avenue San Mateo (650) 522-7470 |

IF YOU CAN'T FIND IT AT CSM

San Mateo County Community College District also operates Cañada College in Redwood City and Skyline College in San Bruno which offer a number of special programs not available at College of San Mateo:

Cañada College
4200 Farm Hill Blvd.
Redwood City, CA 94061
(650) 306-3100 or
(650) 364-1212

Programs

Computer Business Office Technology
Computer Information Technology
Drama/Theater Arts
Early Childhood Education
English Institute
Fashion/Design
Interior Design
Medical Assisting
Paralegal
Radiologic Technology
Small Business Development and Job Training Center (Office Automation and Small Business Development)

Athletics

Men's Basketball
Men's Golf
Men's Soccer
Women's Golf
Women's Soccer
Women's Volleyball

Skyline College
3300 College Drive
San Bruno, CA 94066
(650) 355-7000 (day)
(650) 738-4251 (evening)

Programs

Arabic
Automotive Technology
Cosmetician/Esthetician (Eve. & Sat.)
Early Childhood Education
Family & Consumer Sciences
Fashion Merchandising
Fiber Optics/
Telecommunications
Filipino/Tagalog
International Studies
International Trade
Image Consulting
Japanese Automotive Technology
Paralegal
Respiratory Therapy
Surgical Technology
Telecommunications and Network Information Technology
Toyota Technical Education Network

Athletics

Men's Basketball
Men's Soccer
Men's Wrestling
Women's Badminton
Women's Soccer
Women's Volleyball

Instructors are not obligated to hold seats for students who are enrolled but do not attend the first class meeting.

College of San Mateo Distance Learning Guide

Area Code for College of San Mateo is **650**

What You Should Know About CSM Distance Learning Courses

Distance Learning courses at College of San Mateo consist of telecourses and online courses. **Telecourses** are pre-produced television courses broadcast on KCSM-TV and available on tape in the Library. The **online courses** require students to have access to a computer with an individual email account and/or Web access. Students complete most of their course work outside the classroom, on their own time, usually at home, or in the Library.

- Distance learning courses are recommended for students who work well independently and have solid study skills and self-discipline.
- Three or more on-campus meetings are held for each course during the semester. (** indicates MANDATORY introductory meeting.)
- Distance learning courses parallel courses taught in the classroom and are transferable to most four-year colleges and universities.
- Telecourses are not “class lectures transferred to tape.”
- Distance learning courses are as effective as regular college courses in terms of student learning.

Where can I find KCSM-TV?

Cable Viewers

Channel 17 (in most areas)
Channel 15 on the coast
Channel 19 San Bruno Cable

Satellite Viewers

Dish Subscribers: Channel 60
or 8235 (older receivers)
Direct TV Subscribers: Channel 43
or 904 (older receivers)

Digital Viewers

Channel 43.1 and 43.2 (Jazz TV)

TV Guide

Listed as Channel 43

KCSM-TV

CSM telecourses are transmitted over KCSM-TV Channel 43, a Public Broadcasting Services station, licensed to the San Mateo County Community College District. Studios are located on the CSM campus, and the transmitter is on Mount Sutro. If you do not receive a digital signal, you may need to subscribe to cable services. Most Bay Area cable companies carry KCSM as part of their service on cable channel 17. Consult your local cable company's channel directory to make sure you know the correct channel number for KCSM-TV.

Distance Learning Support Services

The Distance Learning Office is located in the lower level of Building 9 in Room 181 (524-6933). Staff is available to answer your questions about courses, the registration process, study materials and instructor access. Or you can email: fleming@smccd.edu. Hours are Monday - Thursday, 8:30 a.m. – 4:30 p.m. and Friday 8:30 a.m. – 12:30 a.m.

Distance Learning Website: collegeofsanmateo.edu/DL

KCSM maintains a distance learning website that includes a full listing of online courses and telecourses offered by CSM.

Study Buddy Sign-Up

At each introductory session, instructors will circulate a Study Buddy Sign-Up Sheet that will be mailed by the Distance Learning Office to every participant. Partners study by phone, online or in person and may wish to share off-air recording responsibilities.

Textbooks by Telephone

The CSM Bookstore (574-6366) accepts textbook orders by phone for Distance Learning students. Allow 10 days for delivery. Credit card orders only. Books can also be purchased online at collegeofsanmateo/bookstore.

In addition to regular hours, the Bookstore will be open on Saturday, June 21, from 9 a.m. to 2 p.m.

Video Library

The library provides a video checkout service and computer workstations with Internet access. Video tapes of broadcast courses are available for overnight checkout on a first-come, first-served basis.

A current Peninsula Library System (PLS) card is required to check out tapes and use the computers. Residents of San Mateo County may obtain a library card at any local public library or the College of San Mateo Library. Non-residents may obtain a card at the College of San Mateo Library (Bldg. 9). Photo identification and proof of enrollment are required. Students will be charged \$1 per hour for each hour a tape is returned late and \$.15 per page printer use.

The Library closes for holidays, staff development days and semester break.

Semester Rental of Telecourse Tapes

The CSM Distance Learning Office has limited sets of video tapes of telecourses available for rent. Rental Fee is \$50 per set, plus a \$20 (cash) security deposit. Deposit is refunded to student when the tapes are returned. Contact the Distance Learning Office, Bldg. 9, Room 181, or (650) 524-6933 for information.

ACT/RMI Media Productions, Inc. rents the complete telecourse for the entire semester. Fees are non-refundable. Mastercard, Visa and money orders accepted. Call 1-800-745-5480 or order online at www.actmedia.org.

Use Your Video Cassette Recorder

Students can video tape telecourse programs off the air and view them at a more convenient time. Simply set your VCR to the appropriate channel to record KCSM-TV. Be sure to program your television to recognize the KCSM-TV channel.

Important Components of Distance Learning Courses

1. On-Campus Meetings

Some distance learning courses require students to come to the CSM campus at designated times to meet with the instructor and other students. Introductory meetings, reviews, and exams are held on-campus unless otherwise stipulated by the instructor. Most courses have from three to five scheduled on-campus meetings during the semester. Students may also telephone, use email or meet with instructors during office hours.

The introductory meeting and other scheduled on-campus meetings are required unless otherwise indicated. If you don't attend the introductory meeting, you may be dropped from the class roster.

2. Internet Access/Television Viewing

Students enrolled in online courses are expected to visit the Website weekly and to participate in email and online discussions.

Facilities are available in the CSM Library for accessing the course Website.

Telecourse students usually view weekly programs at home. Some students videotape programs if they cannot watch them at broadcast time.

3. Reading Assignments

Students are required to read the textbook, study guide, handouts or Web information as assigned by the instructor. It is recommended that telecourse students read each lesson before viewing the corresponding program, unless specified otherwise by the instructor. See Textbooks by Telephone information on page \$\$.

4. Written Assignments

Students complete written work or special projects as assigned by the instructor. By prior arrangement with the instructor, assignments may be submitted in person, by mail, by email or by fax (574-6345), Attention: Distance Learning Office.

Distance Learning Registration

- Register online or in person.
- Cost is only \$20 per unit for California residents. (See note under Fees, page \$\$.)
- A student enrolled in distance learning courses who officially drops by the stated deadline may be eligible for a partial refund or credit of the enrollment fee/nonresident fee. Please see "Credit and Refund Policy" on page \$\$.
- Distance Learning students have the same status as regularly enrolled students.

It's easy to enroll in CSM distance learning courses. Once you have selected the course(s) you want to take, enroll as follows:

Continuing Students

If you were enrolled at CSM, Cañada College, or Skyline College during Summer 2007, Fall 2007, and Spring 2008 follow the How to Register instructions for continuing students on page 2-3 to take advantage of your registration priority and register using WebSMART.

New and Former Students

Students who have never enrolled at CSM, Cañada College or Skyline College, or whose last enrollment was prior to Summer 2007, may submit their application for admission on the Web at collegeofsanmateo.edu/apply or in person at the Office of Admissions and Records (Bldg. 1, Second Floor).

We will send you specific instructions and provide a registration appointment date and PIN code to enable you to register and pay fees using WebSMART registration. You will be able to register or change your program on or after your appointment date.

Late Registration

The registration deadline for Summer 2008 telecourses and online courses is the mandatory introductory meeting shown for each class in the Distance Learning course listings (pgs. \$\$). Assistance with registration will be available on campus in Building 9, Lower Level on Fridays, June 20, 6:30 to 9:00 pm and Saturday, June 21, 8:30 am to 3:00 pm.

After the introductory meeting has been held, course authorization codes are required to register on WebSMART or in-person at the introductory meeting. Contact the class instructor, to request course authorization codes. Authorization codes for semester-long classes are valid until Monday, June 23, 2008.

Fees

You may charge your fees to your VISA, MasterCard, Discover or American Express card, or you may pay by check if you prefer to do so. **If you register only for distance learning courses, you need not pay health services or parking fees.**

However, if your on-campus meetings are at any time other than a Friday evening or Saturday, you will have to purchase a parking permit from the Security Office (Bldg. 1, Room 270) or Cashier's Office (Bldg. 1, Room 147) or from the machines in Lots 1, 2, 10 or 14.

Distance learning students pay the State-mandated enrollment fee (\$20 per unit) and the student fee (\$1). (See Fees, page 11) In addition, if they have not been residents of California (as defined in the Education Code) continuously since June 15, 2007, they must pay an additional nonresident tuition fee of \$191 per unit. Foreign students also need to pay an additional \$9 per unit nonresident capital outlay fee for a total of \$200 per unit.

Getting Started in Your Course:

Attend the Introductory Meeting

The first class meeting will provide you with an opportunity to have questions answered, to obtain specific information, to find out how to proceed through the course, and to meet your instructors and your fellow classmates. Telecourse students will receive a syllabus and broadcast schedule. Instructors for online courses will distribute course material in person and online. **You do not have to be preregistered to attend.** You may register on the day of the introductory meeting if there is space in the class. (See Late Registration for details.)

Students Unable to Attend the Introductory Meeting

Many courses have *mandatory* introductory meetings; students not in attendance *may* be dropped unless they have made prior arrangements with the instructor. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class by using fax, WebSMART or written notification to Admissions and Records by appropriate deadline date(s). Check the detailed course listings to learn whether attendance at the introductory meeting is mandatory for your course(s). If you have completed registration and are unable to attend the scheduled introductory meeting, contact the Distance Learning Office before the meeting to obtain necessary information. If you have not registered before the introductory meeting and are unable to attend, call the Distance Learning Office (524-6933) to learn whether it is still possible to enroll in the course you have chosen and to take the necessary steps for late registration.

Dismissed Students

Students dismissed at College of San Mateo, Cañada College or Skyline College must petition for reinstatement. Obtain the petition form from the Counseling Center (Building 5, Room 128).

Students who were dismissed and who have NOT been in attendance at College of San Mateo, Cañada College or Skyline College since Summer 2007 must complete an application for admission in addition to the petition for reinstatement.

Credit/No Credit Grading Option

Most CSM courses are graded on the basis of the standard letter grades (A, B, C, D, F). Some courses are graded on a Credit (CR) or No Credit (NC) basis, and are so designated in the schedule of classes. Still other courses offer the student the choice between letter and Credit/No Credit grading; students electing the Credit/No Credit option in such courses must submit the appropriate form to the Office of Admissions and Records within the first 30% of the duration of the course. Changes are not permitted thereafter.

Students should be aware that many colleges and universities, including College of San Mateo, place specific restrictions on the number, if any, of units graded on a Credit/No Credit basis that are acceptable toward degrees and certificates. Because the decision to request Credit/No Credit grading is irrevocable after 30% of the duration of the course, students should be cautious in making such a request.

Transferable Courses

All CSM distance learning courses are applicable for A.A./A.S. degree credit and are transferable to most four-year universities for bachelor's degree credit.

Drop/Withdrawal

If you officially drop a Summer 2008 telecourse by the stated 'last day to drop with refund' deadline, you may be eligible for a partial refund of enrollment fee/nonresident fee. See "Credit and Refund Policy" on page 12. The final deadline for withdrawal from each telecourse is listed with the description of each telecourse. Withdrawal from a class(es) must be initiated by the student by the appropriate deadline date by WebSMART, mail, or in person at the Office of Admissions and Records. Withdrawal requests must be postmarked by the appropriate deadline date (see Important Dates on inside front cover) and must include the student's identification number and the student's signature. (See Distance Learning course listings on pages 92-99 for deadlines).

Final Grades Reported on WebSMART and SMART

Final grades will be available on WebSMART beginning August 13, 2008.

"Is Distance Learning For Me?"

This Handy Questionnaire Will Help You Decide

Instructional technologists Bob Lose, Joan Trabant, Barbara Hatheway and Teresa Donnell of Northern Virginia Community College's Extended Learning Institute would like to share the following simple, quick questionnaire they developed to help potential distance learning students assess their chances for success.

Is Distance Learning for You?

How well will distance learning fit your circumstances and life-style? Circle one answer for each question and score as directed.

- My need to take this course now is:**
 - High - I need it immediately for degree, job or other important reason.
 - Moderate - I could take it on campus later or substitute another course.
 - Low - It's a personal interest that could be postponed.
- Feeling that I am part of a class is:**
 - Not particularly necessary to me.
 - Somewhat important to me.
 - Very important to me.
- I would classify myself as someone who:**
 - Often gets things done ahead of time.
 - Needs reminding to get things done on time.
 - Puts things off until the last minute.
- Classroom discussion is:**
 - Rarely helpful to me.
 - Sometimes helpful to me.
 - Almost always helpful to me.
- When an instructor hands out directions for an assignment, I prefer:**
 - Figuring out the instructions myself.
 - Trying to follow the directions on my own, then asking for help as needed.
 - Having the instructions explained to me.
- I need faculty comments on my assignments:**
 - Within a few weeks, so I can review what I did.
 - Within a few days, or I forget what I did.
 - Right away, or I get very frustrated.
- Considering my professional and personal schedule, the amount of time I have to work on a distance learning course is:**
 - More than enough for a campus class or a distance learning course.
 - The same as for a class on campus.
 - Less than for a class on campus.
- When I am asked to use VCRs, computers, voice mail, e-mail, or other technologies new to me:**
 - I look forward to learning new skills.
 - I feel apprehensive, but try anyway.
 - I put it off or try to avoid it.
- As a reader, I would classify myself as:**
 - Good - I usually understand the text without help.
 - Average - I sometimes need help to understand the text.
 - Slower than average.

10. If I have to go to campus to take exams or complete work:

- I can go to campus anytime.
- I might miss some lab assignments or exam deadlines if campus labs are not open evenings and weekends.
- I will have difficulty getting to the campus, even in the evenings and on weekends.

Scoring

Add 3 points for each "A" that you circled, 2 for each "B" and 1 for each "C".

If you scored 20 or over, distance learning is a real possibility for you.

If you scored 11 to 19, you may need to make a few adjustments in your schedule and study habits to succeed.

If you scored 10 or less, distance learning may not currently be the best alternative for you; talk to your counselor.

Explanation

The 10 questions in the questionnaire reflect some of the facts about taking distance learning courses:

- Distance learning students sometimes can end up neglecting courses because of personal or professional circumstances, unless they have compelling reasons for taking the course.
- Some students prefer the independence of distance learning; others find it uncomfortable.
- Distance learning courses give students greater freedom of scheduling, but they can require more self-discipline than on-campus classes.
- Some people learn best by interacting with other students and instructors, but Distance learning courses often do not provide much opportunity for this type of interaction.
- Distance learning courses require you to work from written directions without face to face instruction.
- It may take as long as two weeks to get comments back by mail from your instructor.
- Distance learning courses require at least as much time as on-campus courses.
- Distance learning courses frequently use technology for teaching and telecommunication.
- Printed materials are the primary source of directions and information in distance learning courses.
- All distance learning courses require some on-campus work: introductory, review sessions, exams, and labs. Student schedule flexibility is important.

Distance Learning Guide

ONLINE COURSES

Distance Learning Website:
collegeofsanmateo.edu/DL

General requirements for all online courses:

- Complete the required registration procedure.
- Attend the introductory meeting and other on-campus meetings (**indicates MANDATORY).
- Read the required textbooks.
- Visit the Website weekly to keep apprised of schedule changes, new texts, etc.
- Participate actively in e-mail and online discussions.
- Complete class assignments, exams and specific course requirements.

NOTE: These courses are offered online. Students MUST have e-mail and Web access. For complete course descriptions, prerequisites, and recommended preparations, see listings under the respective departments. For further information about a specific class, its schedule, recommended software or other questions, visit the course Website or contact the instructor.

Accounting

QuickBooks: Set-up and Service Business

ACTG 144 WW (53790) (1.5 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/raeber

Instructor: Sandra Raeber

e-mail: raeber@smccd.edu

Phone: 574-6665

Start date: 6/16

End date: 7/24

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 15

QuickBooks: Payroll and Merchandising Business

ACTG 145 WW (53792) (1.5 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/raeber

Instructor: Sandra Raeber

e-mail: raeber@smccd.edu

Phone: 574-6665

Start date: 6/16

End date: 7/24

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 15

Biology

Introduction to Life Sciences

BIOL 100 WW (53310) (3 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Orientation is by video Podcast.

Website: www.smccd.edu/accounts/beliz

Instructor: Tania Beliz

e-mail: beliz@smccd.edu

Phone: 574-6248

Start date: 6/16

End date: 8/4

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 23

Human Biology

BIOL 130 WW (53796) (3 Units)

Introductory Meeting: Mon., June 16**
 6–7:30 pm
 Bldg. 36, Room 207

Website: www.smccd.edu/accounts/martin

Instructor: Theresa Martin

e-mail: martin@smccd.edu

Phone: 574-6252

Start date: 6/16

End date: 7/26

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 15

Business Applications-Window Platform

Word Processing I Using WORD for Windows

BUSW 214 W1 (51814) (1.5 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/brownk

Instructor: K. Brown

e-mail: kittyb33@hotmail.com

Phone: 574-6402

Start date: 6/16

End date: 7/23

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 13

Word Processing II Using WORD for Windows

BUSW 215 W2 (53152) (1.5 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/willis

Instructor: Janice Willis

e-mail: willis@smccd.edu

Phone: 574-6477

Start date: 7/07

End date: 7/24

Registration Deadline: July 7

Last Day to Drop with Refund: July 8

Last Day to Withdraw: July 19

Spreadsheet I Using Excel for Windows

BUSW 415 W1 (51570) (1.5 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/willis

Instructor: Janice Willis

e-mail: willis@smccd.edu

Phone: 574-6477

Start date: 6/16

End date: 7/03

Registration Deadline: June 16

Last Day to Drop with Refund: June 17

Last Day to Withdraw: June 28

Spreadsheet II Using Excel for Windows

BUSW 416 W2 (53157) (1.5 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/willis

Instructor: Janice Willis

e-mail: willis@smccd.edu

Phone: 574-6477

Start date: 7/07

End date: 7/24

Registration Deadline: July 7

Last Day to Drop with Refund: July 8

Last Day to Withdraw: July 19

**** Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is not an automatic withdrawal—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.**

Computer and Information Science

Introduction to Computer and Information Science

CIS 110 WW (52432) (3 Units)

Introductory Meeting: None. Please contact instructor at email address below before start date.

Website: www.smccd.edu/accounts/martens/cis110ww

Instructor: Bryce Martens
e-mail: martens@smccd.edu

Phone: (use e-mail)

Start date: 6/21

End date: 8/02

Registration Deadline: June 21

Last Day to Drop with Refund: June 24

Last Day to Withdraw: July 21

Visual Basic I

CIS 125 WW (53794) (4 Units)

Introductory Meeting: Wed., June 18**
6:30–8 pm
Bldg. 19, Room 105

Website: www.smccd.edu/accounts/timlinr

Instructor: Robert Timlin
e-mail: timlinr@smccd.edu

Phone: 378-7301 x19232

Start date: 6/18

End date: 8/06

Registration Deadline: June 18

Last Day to Drop with Refund: June 20

Last Day to Withdraw: July 24

(CS1) Programming Methods: C++

CIS 278 WW (53494) (4 Units)

Introductory Meeting: Tues., June 17**
6–8 pm
Bldg. 19, Room 107

Website: www.smccd.edu/accounts/grassos

Instructor: Stacey Grasso
e-mail: grassos@smccd.edu

Phone: 574-6693

Start date: 6/17

End date: 8/05

Registration Deadline: June 17

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 23

Internet Programming: XML

CIS 379 WW (52005) (3 Units)

Introductory Meeting: **OPTIONAL** - Please contact instructor at email below start date.

Wed., June 18**
6:30–7:30 pm
Bldg. 19, Room 103

Website: www.smccd.edu/accounts/bohanj

Instructor: Janet Bohan

e-mail: bohanj@smccd.edu

Phone: 378-7301 x19029

Start date: 6/18

End date: 7/30

Registration Deadline: June 18

Last Day to Drop with Refund: June 21

Last Day to Withdraw: July 19

Health Science

General Health Science

HSCI 100 WW (53806) (2 Units)

Introductory Meeting: None. Please contact Instructor at email address below. Orientation is by video Podcast

Website: www.smccd.edu/accounts/beliz

Instructor: Tania Beliz

e-mail: beliz@smccd.edu

Phone: 574-6248

Start date: 6/16

End date: 8/06

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 23

Library

Online Research Skills

LIBR 105 WW (53315) (3 Units)

Introductory Meeting: Please contact Instructor at email address below.

Website: www.smccd.edu/accounts/gibbsd/facultyhomepage.htm

Instructor: David Gibbs

e-mail: gibbsd@smccd.edu

Phone: 574-6174

Start date: 6/16

End date: 8/07

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 23

Multimedia

Multimedia Career Pathways

MULT 680MA WW (53968) (3 Units)

Introductory Meeting: None. Please contact instructor at email below before start date.

Website: www.smccd.mrooms.net/

Instructor: Diana Bennett

e-mail: bennettd@smccd.edu

Phone: 358-6769

Start date: 6/16

End date: 8/06

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 23

Political Science

American Politics

PLSC 210 WW (52526) (3 Units)

Introductory Meeting: Mon., June 16**
7–10 pm
Bldg. 18, Room 204

Website: www.smccd.edu/accounts/armitage

Instructor: Leighton Armitage

e-mail: profarmitage@netscape.net

Phone: 574-6373

Start date: 6/16

End date: 8/04

Registration Deadline: June 16

Last Day to Drop with Refund: June 18

Last Day to Withdraw: July 23

California State and Local Government

PLSC 310 WW (51811) (2 Units)

Introductory Meeting: Wed., June 18**
7–9 pm
Bldg. 18, Room 204

Website: www.smccd.edu/accounts/armitage

Instructor: Leighton Armitage

e-mail: profarmitage@netscape.net

Phone: 574-6373

Start date: 6/18

End date: 7/30

Registration Deadline: June 18

Last Day to Drop with Refund: June 21

Last Day to Withdraw: July 19

TELECOURSES

General requirements for all telecourses:

- Complete the required registration procedure.
- Attend the introductory meeting (**indicates MANDATORY) and other on-campus meetings.
- Read the required textbooks.
- View the telelessons.
- Complete additional specific course requirements.

Art

Art of the Western World

ART 100 TV (CRN 51649) (3 Units)

"Art of the Western World" traces the Western tradition in the visual arts from their origins in Ancient Greece to the present day. **Recommended Preparation:** ENGL 848. Credit/No Credit or letter grade option. (CSU)

Specific course requirement:

- Complete a Museum Paper.

TV: TTh, 12 - 1 pm,
June 24 - July 22

Campus Meetings: Fri, 6:30 - 9:30 pm
Bldg 11, Room 130

Introduction: June 20**
Midterm Review: June 27
Midterm: July 11
Final Review: July 25
Final Exam: Aug. 1
Instructor: Simon Pennington

Registration Deadline: June 20

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Astronomy

Introduction to Astronomy

ASTR 100 TV (CRN 50502) (3 Units)

"Astronomy: Observations and Theories" explores a broad range of astronomy topics, concepts and principles, from the motions of the visible sky to dark matter, from our own planet to the stars and galaxies. The course also depicts how astronomers have come to know about the universe, and how they continue to seek answers to some of the most fundamental questions about the universe. (CSU/UC)

Specific course requirement:

- Complete a term paper.

TV: MTWThF, 7 - 7:30 am,
June 23 - July 18

Campus Meetings: Fri, 7 - 9 pm
Bldg 36, Room 109

Introduction: June 20**
Midterm Review: June 27
Midterm: July 11
Final Review: July 25
Final Exam: Aug. 1
Instructor: C.T. Vanajakshi

Registration Deadline: June 20

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Business

Contemporary American Business

BUS. 100 TV (CRN 50511) (3 Units)

"It's Strictly Business" covers current concepts of American business as well as examining societal issues affecting business. Includes the nature of major business functions and the roles of producer and consumer in the economy. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC)

Specific course requirement:

- Complete either a project or a term paper.

TV: MTWThF, 5:30 - 6 am,
June 23 - July 28

Campus Meetings: Sat, 11 am - 1 pm
Bldg 16, Room 153

Introduction: June 21**
Midterm: July 12
Final Exam: Aug. 2
Instructor: Pamela McGlasson

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Small Business Management

BUS. 150 TV (CRN 50825) (3 Units)

"Something Ventured" provides aspiring entrepreneurs and those already involved in a small business venture with the tools needed to enhance their potential for success. **Prerequisite:** BUS. 100 or equivalent. **Recommended Preparation:** eligibility for ENGL 848. (CSU)

Specific course requirement:

- Complete assignments and final paper.

TV: MTWThF, 6 - 6:30 am,
June 23 - July 28

Campus Meetings: Sat, 11am - 1 pm
Bldg 16, Room 154

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: Aug. 2
Instructor: Peter von Bleichert

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Business Law I

BUS. 201 TV (CRN 50518) (3 Units)

"Business and the Law" examines contracts and the legal system along with critical legal environment topics such as government regulation, employment practices, and consumer/environment protection. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN BUS. 8)

TV: MTWThF, 5 - 5:30 am,
June 23 - Aug. 1

Campus Meetings: Sat, 9 - 11 am
Bldg 16, Room 255

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: Aug. 2
Instructor: Gardner Trimble

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

** Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is **not an automatic withdrawal**—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.

Consumer Arts and Science

Nutrition

CA&S 310 TV (CRN 51650) (3 Units)

"Nutrition Pathways" is an introductory course on human nutrition designed to satisfy basic nutrition course requirements for students entering allied health programs and to provide practical and interesting nutrition information for non-majors, covers topics such as "good" and "bad" foods, dietary supplements, metabolism, exercise, and the best program for weight loss. Video lessons feature experts and professionals associated with nutrition to show how nutrition and lifestyle choices impact our lives in positive and negative ways. **Recommended Preparation:** eligibility for ENGL 848. (CSU/UC) (CAN H EC 2)

TV: MTWThF, 8:30 - 9 am,
June 23 - July 28

Campus Meetings: Fri, 5 - 7 pm
Bldg 2, Room 141

Introduction: June 20**
Midterm Review: June 27
Midterm: July 11
Final Review: July 25
Final Exam: Aug. 1
Instructor: Antoinette Ferrang Bloom

Registration Deadline: June 20

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Film

American Cinema

FILM 110 TV (CRN 53153) (3 Units)

Familiarizes students with the history of American Cinema, focusing on the studio system, the star system, genres and directors. Emphasizes film vocabulary and critical viewing skills. **Recommended Preparation:** ENGL 848. (CSU)

Specific course requirement:

- Complete term paper.

TV: TTh, 1:30 - 2:30 pm
June 24 - July 24

Campus Meetings: Sat, 1 - 4 pm,
Bldg 2, Room 141

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: Aug. 2
Instructor: Tony Kashani

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Geology

Survey of Geology

GEOL 100 TV (CRN 51700) (3 Units)

"Earth Revealed" is a comprehensive study of the Earth's physical processes and properties, with emphasis on understanding the scientific theories behind the geological principles. Not open to students who have taken Geology 210. (CSU/UC*)

Specific course requirement:

- Participate in some of the optional activities assigned by the instructor.

TV: MTWThF, 7:30 - 8 am
June 23 - July 28

Campus Meetings: Sat, 9 am - 11 am,
Bldg 36, Room 109

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: Aug. 2
Instructor: John Galloway

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Health Science

General Health Science

HSCI 100 TV (CRN 50665) (2 Units)

"Journey to Health" examines critical health questions facing today's society. Research findings and emerging theories are explored. (CSU/UC*)

Specific course requirement:

- Complete a notebook of study questions and self-assessments for each lesson.

TV: MTWThF, 8 - 8:30 am,
June 23 - July 28

Campus Meetings: Fri., 7 - 9 pm
Bldg 19, Room 121

Introduction: June 20**
Midterm Review: June 27
Midterm: July 11
Final Review: July 25
Final Exam: Aug. 1
Instructor: Ashok Malik

Registration Deadline: June 20

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Philosophy

Introduction to Philosophy

PHIL 100 TV (CRN 53077) (3 Units)

"The Examined Life" is an introductory survey of philosophical questions and points of view from classical and contemporary perspectives.

Recommended Preparation: eligibility for ENGL 848. (CSU)

Note: This telecourse has an online component. Students MUST have e-mail and Web access.

TV: MTWThF, 1 - 1:30 pm,
June 23 - July 28

Campus Meetings: Thurs., 6 - 8 pm
Bldg 18, Room 204

Introduction: June 19**
Midterm Review: July 3
Midterm: July 10
Final Review: July 24
Final Exam: July 31
Instructor: Jeremy Ball

Registration Deadline: June 19

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Psychology

General Psychology

PSYC 100 TV (CRN 50725) (3 Units)

"Discovering Psychology" is a survey course that encourages an understanding and appreciation of the scientific approach to the study of human behavior. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. (CSU/UC) (CAN PSY 2)

Specific course requirement:

- Complete written assignments.

TV: MTWThF, 9 - 9:30 am,
June 23 - July 28

Campus Meetings: Sat, 11 am - 1 pm
Bldg 18, Room 306

Introduction: June 21**
Midterm: July 12
Final Exam: Aug. 2
Instructor: Dennis Clare

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Courtship, Marriage and the Family

PSYC 110 TV (CRN 51469) (3 Units)

"Our Families, Ourselves" offers a contemporary look at marriages and families and the choices, changes and constraints that affect individuals, diverse family types and interpersonal relationships. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. May not be taken for credit following SOCI 110. (CSU)

Specific course requirement:

- Complete term paper.

TV: MTWThF, 2:30 - 3:00 pm,
June 23 - July 16

Campus Meetings: Sat, 9 - 11 am
Bldg 18, Room 304

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: Aug. 2
Instructor: Michelle Horan

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Child Development

PSYC 201 TV (CRN 53154) (3 Units)

"Stepping Stones" explores child development through theory, discussions and examples of physical, perceptual, cognitive, linguistic, social and emotional developmental, from prenatal development and birth through adolescence. **Prerequisite:** PSYC 100. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. (CSU)

Specific course requirement:

- Complete notes on each lesson.

TV: MTWThF, 3 - 3:30 pm,
June 23 - July 28

Campus Meetings: Thurs., 6 - 8 pm
Bldg 18, Room 306

Introduction: June 19**
Midterm Review: June 26
Midterm: July 10
Final Review: July 24
Final Exam: July 31
Instructor: James Clifford

Registration Deadline: June 19

Last Day to Drop with Refund: June 25

Last Day to Withdraw: July 20

Abnormal Psychology

PSYC 410 TV (CRN 50826) (3 Units)

"World of Abnormal Psychology" explores the types and patterns of abnormal behavior and major theories regarding its causes, clinical assessment, and modes of treatment. **Recommended Preparation:** eligibility for ENGL 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC)

Specific course requirement:

- Complete notes on each lesson.

TV: MWF, 12 - 1 pm,
June 23 - July 21

Campus Meetings: Sat, 11 am - 1 pm
Bldg 18, Room 304

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: Aug. 2
Instructor: Michelle Horan

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21

Sociology

Introduction to Sociology

SOCI 100 TV (CRN 50749) (3 Units)

"The Way We Live" explores the intersection of history and biography where the social conditions of the present relate to the attitudes of the recent past. **Recommended Preparation:** eligibility for ENGL 838 or 848 and completion of READ 400 or 405 with a grade of C or higher OR concurrent enrollment in READ 400, 405, or 415 or appropriate skill level as indicated by the reading placement tests or other measures. Credit/No Credit or letter grade option. (CSU/UC) (CAN SOC 2)

Specific course requirement:

- Complete written assignments.

TV: MTWThF, 9:30 - 10 am,
June 23 - July 22

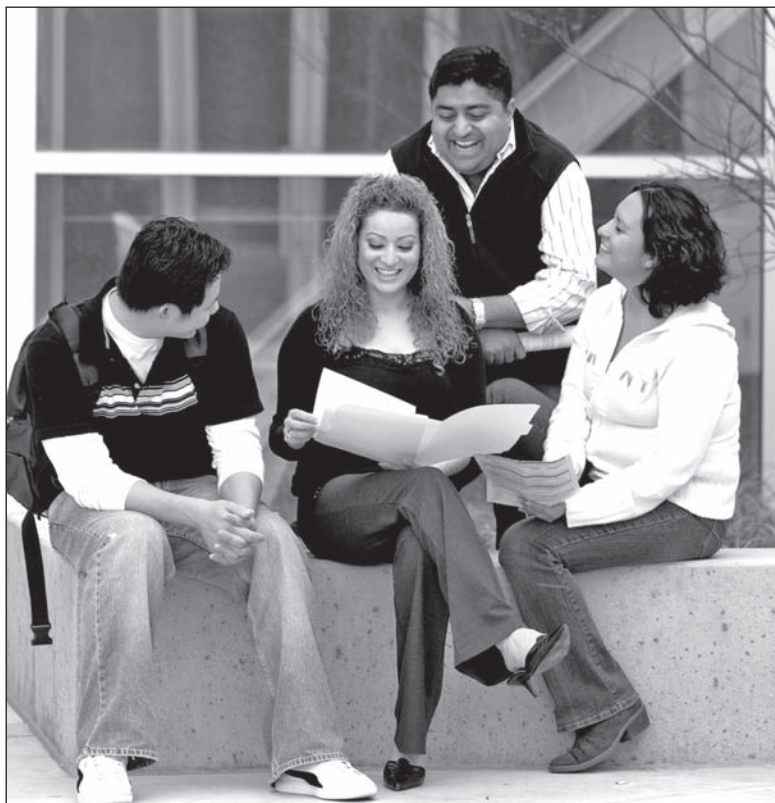
Campus Meetings: Sat, 11 - 1 pm
Bldg 18, Room 308

Introduction: June 21**
Midterm Review: June 28
Midterm: July 12
Final Review: July 26
Final Exam: August 2
Instructor: Minu Mathur

Registration Deadline: June 21

Last Day to Drop with Refund: June 26

Last Day to Withdraw: July 21



** Attendance at meeting is mandatory. Students who are not at the mandatory introductory meeting may be dropped from the class. However, this is **not an automatic withdrawal**—the student is responsible for officially withdrawing from the class through the Office of Admissions and Records.

COLLEGE of SAN MATEO

Map as of 6/1/08

Parking by Permit Only During Class Hours

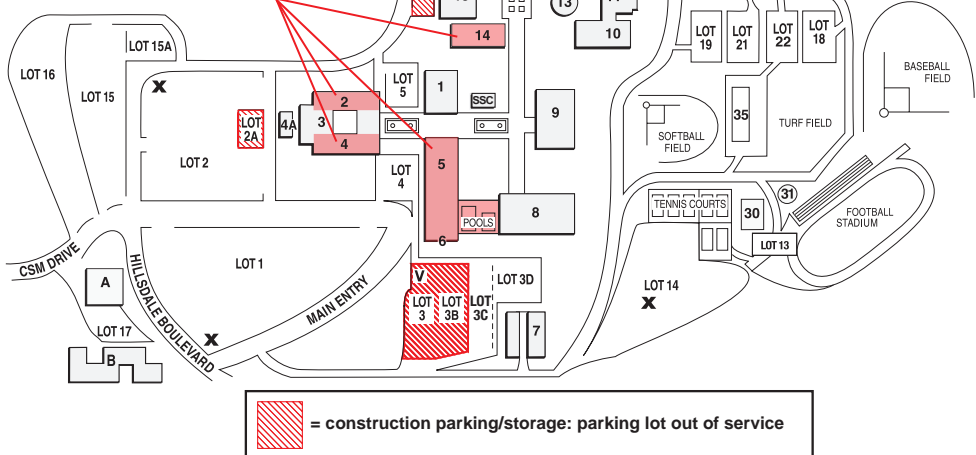
- ONE-DAY PERMITS: \$2 per day – Permit machine locations indicated by X (Lots 1, 2, 10 and 14)
- VISITOR PARKING: Lot 3 Permit machine location indicated by V
- STUDENT PARKING: Lots 1, 2, 3B, 9, 10, 11A, 14, 15, 15A, 16, 18, 21, 22
- STAFF PARKING: Lots 2A, 3C*, 3D, 4*, 5, 6, 7A, 7B*, 11, 12A*, 13, 17, 19, 20*, 20A, 20M, 23
(*Indicates lots available for student parking, after 5 pm only.)
- DISABLED PARKING: By special permit only (contact Disability Resource Center, Bldg. 16, Room 150, 574-6438)
- MOTORCYCLE PARKING: Lots 3, 7A, 11A

Building:

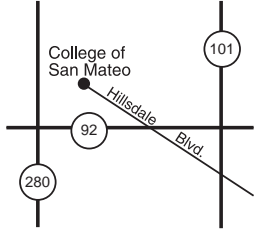
1. Administration
 - Admission & Records
 - Articulation & Research
 - Cashier
 - Corporate & Continuing Ed.
 - Counseling
 - Financial Aid
 - Health Center
 - International Student Center
 - President's Office
 - Psychological Services
 - Public Relations & Marketing
 - Security
 - Veterans
 - VP Office, Instruction
 - VP Office, Student Services
2. Music
3. Theatre, Broadcasting Arts
4. Art
- 4A. Ceramics/Sculpture
5. To Be Determined
6. Swinerton
7. Maintenance
8. Gymnasium
9. Library, KCSM-TV/FM
10. Life Science
11. Science Classrooms/Middle College
12. Physical Science
13. Student Activities
14. South Hall
15. Faculty Offices
16. Central Hall, DSPS
17. Faculty Offices
18. North Hall
19. Technology
 - Architecture
 - Building Inspection
 - CIS Lab
 - Drafting
 - Electronics
 - Engineering
20. EOPS, Multicultural Center, Horticulture
- 20A. Horticulture Greenhouses
21. Cosmetology
22. Dental Assisting
23. Nursing Lab
24. Locker Rooms
25. Machine Tool Tech., Manufacturing Tech.
26. Technology Classrooms
27. Graphics, Multimedia, Welding
28. Test Cell
29. NPA Lab, CIS Lab
30. Team House
31. Ticket Booth
33. Lazarus Child Development Center
34. ITS/Media Services
35. Moore Regional Public Safety Center
36. Science Building/Planetarium
 - A. District Administrative Offices - 3401 CSM Drive
 - B. College Vista - District Faculty/Staff Housing
- K. Kiosko (Temporary Cafeteria)
- SSC. Student Services Center
 - Career Services
 - Cooperative Work Experience
 - Transfer Services
 - Student Employment

GO ONLINE FOR MOST CURRENT VERSION OF MAP: collegeofsanmateo.edu/map. Refer to CSM's Construction Web site for updates (collegeofsanmateo.edu/construction). Please comply with signs posted near construction sites for short-term closures.

CONSTRUCTION SITES



= construction parking/storage: parking lot out of service



Elevators

Elevator access is available in the following buildings: 1, 2, 4, 8, 9, 12, 14, 18 and 36.

Parking Regulations (summary)

Students are responsible for knowing and following campus parking regulations. Complete parking regulations are available online at collegeofsanmateo.edu/parking, or a copy may be obtained at CSM's Security Office (Bldg. 1, Room 269) or CSM's Business Office (Bldg. 1, Room 147).

All persons driving motor vehicles (except motorcycles) onto campus and utilizing the parking facilities during regular class hours (Monday-Friday; 7 a.m.–10 p.m.), including final examinations, are required to obtain a parking permit. A parking permit is not required for students riding motorcycles and parking must be in designated Motorcycle Parking in Lots 3, 7A and 11A. Student parking permits are available for \$40 each for the Fall and Spring semesters, and \$20 for the summer session. Parking permits for students with California Board of Governors (BOG) waivers are \$20 per semester. An additional fee of \$20 will be charged to replace a permit that has been lost or stolen.

Students who intend to purchase a parking permit for Summer 2008 may do so online using WebSMART. For information on how to obtain your paid parking permit, please visit our website.

Daily parking permits (\$2) are available from machines in Lots 1, 2, 10 and 14. Parking permits for disabled students who have paid the parking fee are issued only by the Disability Resource Center (Bldg. 16, Room 150, 574-6438).

A grace period allowing for the purchase of permits will be in effect during the first two weeks of the term. The grace period pertains only to permits, with all other parking regulations enforced at all times in all parking lots. Beginning **Monday, June 23, 2008**, permit requirements will be strictly enforced in all lots.

Parking spaces are available on a first-come, first-served basis. Therefore, a permit is not a guarantee of a parking space. The College and San Mateo County Community College District accept no liability for vandalism, theft or accidents. Use of parking facilities is at the user's risk.

Visitor Parking

Visitors to campus may park in metered Visitor Parking Lot 3 using the pay-by-space meter. After parking the car, the visitor notes the number of the parking space, enters the number into the meter and deposits coin or currency. The receipt does NOT need to be displayed in the vehicle. Visitors may also park in a student lot after purchasing a daily permit.

Public Transit

SamTrans bus service has two direct routes to the campus (#250 and #260) and connecting bus routes from the Hillsdale Shopping Center and the Caltrain Station serving the CSM campus throughout the day. All buses have wheelchair lifts and also serve students attending evening classes. Routing information is available by calling 1-800-660-4BUS or via the Web at www.samtrans.com and www.caltrain.com. Printed schedules and maps are also available at the College of San Mateo Student Activities Office (Bldg. 5, Room 125).

CSM

the highway to your...



COLLEGE of SAN MATEO

1700 West Hillsdale Boulevard
San Mateo, CA 94402-3784

Michael Claire, CSM President

Board of Trustees
San Mateo County Community College District
Richard Holober, President
Karen Schwarz, Vice President-Clerk
Helen Hausman
Dave Mandelkern
Patricia Miljanich
Richael Young, Student Trustee, 2007-2008
Ron Galatolo, District Chancellor

Residential Customer Local
Carrier Route Pre-Sort

Non-Profit
Organization
U.S. Postage
PAID
Permit No. 27
San Mateo, CA
ECRWSS