

# Schedule of Classes

## KCSM Tunes Up for Jazz on the Hill



**SUMMER 2014**

Photos by Gino de Grandis

### Inside this Issue

Student Success Story . . . . .	1
High School Students Advance . . .	1
President's Message . . . . .	2
Summer 2014 Important Dates . . .	2
Registration and Enrollment . . . .	4
Steps to Successful Enrollment . . .	5
Financial Aid . . . . .	5
Educational Goals at CSM . . . . .	6
AA/AS Degrees and Certificates . .	6
Transfer Worksheets . . . . .	7
Schedule of Classes . . . . .	8-12
Fees and Refunds . . . . .	13
Policies and Programs . . . . .	14
Map, Directory and Parking . . . . .	15

Session begins June 16  
[collegeofsanmateo.edu](http://collegeofsanmateo.edu)

Grab a lawn chair and get ready to kick off summer listening to great live jazz in a stunning outdoor venue. On Saturday, June 7, from 11 am – 6 pm, KCSM presents its signature event, Jazz on the Hill at College of San Mateo. Dedicated to celebrating and promoting the Bay Area's rich jazz legacy, this admission-free event is a gift to the community from KCSM and the college.

In 2013, Jazz on the Hill returned to CSM—following a 10-year hiatus due to construction at the college—and so did jazz fans. Approximately 5,000 people turned out for the event and station management expects a repeat of last year's success. FM Station Manager Dante Betteo explains, "This is a great community event that brings people to the college and it's a way for KCSM to give back to the community and thank the listeners for their generous support. Jazz on the Hill is an opportunity for the public to enjoy and appreciate jazz—a quintessential American art form."

This year's lineup combines great talent including established artists and exciting up-and-coming jazz performers, and an eclectic mix of jazz musicians and bands to appeal to a broad audience. The schedule of performers on the main stage features legendary percussionist Pete Escovedo with famed

See "Jazz on the Hill" on page 14



# College of San Mateo

# College of San Mateo



*Schedule of Classes ~ Summer 2014 ~ Session begins June 16*

## Student Success Story: Dee Dee Pickard



Photo credit: Laila Talpur

After earning a degree from the Musicians Institute in Los Angeles, professional singer Dee Dee Pickard built a successful career in the music industry as a vocalist performing in corporate bands, doing studio work and sessions and teaching voice. When Dee Dee, a single mother, moved from Los Angeles to the Bay Area, she was ready for something different. "After a break of six years, I decided to go back to college. I researched schools in the Bay Area and when I visited CSM, I really liked the campus and more importantly, it felt like the right place for me." After getting her daughter settled in a local school, Dee Dee enrolled at CSM and immersed herself in the role of college student.

"The transition from working professional to full-time student has been interesting. Socializing with a younger crowd, scheduling my already full life around school, and narrowing my academic focus were all issues I grappled with." To ease her return to college, Dee Dee enrolled in a Career and Life Planning Class, "This class was very helpful. It made me think about what I truly wanted out of school and then target specific avenues. I had a lot of preconceived notions about the reasons I should choose a certain career path over another. I learned that just because I'm skilled in a particular area, it doesn't mean I have to plan my whole future around that skill set. I can choose a path that intersects with my passions and acquire the tools I need along the way."

Dee Dee was willing to take on more challenge this time around. When her English professor, Tim Maxwell, announced that the college's Honors Project (a learning community for exceptionally motivated students) was hosting a mixer for prospective members, she decided to attend. After speaking with several students participating in the project, Dee Dee applied and was accepted. She

See "Student Success Story" on page 14

## High School Students Advance Their Education with College Classes

CSM's concurrent enrollment program, College Connection, helped Sarah Lowe get a step-up on her college education. She earned eight units of college credit and completed college prerequisites before she graduated from Mills High School in 2011.

After completing his freshman year at San Mateo High School, Peter Pitetta enrolled in the program during summer session to get ahead in math; in doing so, he earned five units of college credit for an eight-week geometry class. Now a full-time student at CSM, Peter says, "My College Connection experience made me a better student academically. The challenging nature of the course motivated me to work hard and be more attentive."

Every year, hundreds of high school students reap the benefits of taking college courses through CSM's College Connection Program. Students are able to advance their education by earning high school and college credit while fulfilling university requirements. Another direct benefit of this enrichment program, especially important to parents, is that high school students are exempt from paying the college enrollment fee, essentially earning college units without the expense of a university education.

By trying out college courses while still in high school, College Connection students become familiar with the academic environment of a college campus and many find their ability to manage college-level work to be

a confidence booster. Sarah explains that her college classes helped establish good academic habits: "The classes required more self-directed work than high school and the curriculum was more challenging. Taking college classes required greater student accountability than what's expected in high school; my experience made me a more serious student in high school and in college."

Dean of Counseling Marsha Ramezane explains the value to students who get a head start in college because of the College Connection Program, "We see wonderful examples of how it helps students and families. Students develop academic interests and confidence as they ex-

perience college life. They get hooked on the value of college, both personally and academically. Parents appreciate their students taking college courses and beginning their college education without incurring the expense of college classes!"

Both Sarah and Peter discovered that attending college classes was very different from high school. They agreed that the curriculum moves faster in college classes and students are required to work more independently. "College professors have greater expectations—they expect you to be prepared for class from day one so they can jump right into the course content," says Peter. Sar-

See "High School Students" on page 3

### Connect to College

*A Night of Information for High School Seniors and Parents*

**Thursday, April 17 • 6–8 pm**

*Free and open to the public*

College Center Building 10, College of San Mateo  
1700 W. Hillsdale Boulevard, San Mateo, California

RSVPs received by March 31 will be eligible for a scholarship drawing. RSVP one of three ways: Facebook event page [collegeofsanmateo.edu/connectsvvp](http://collegeofsanmateo.edu/connectsvvp); email [csmoutreach@smccd.edu](mailto:csmoutreach@smccd.edu); or call (650) 574-6644.

#### Support CSM

Your opportunity to participate  
[collegeofsanmateo.edu/supportcsm](http://collegeofsanmateo.edu/supportcsm)



# Message from the President



Welcome to the summer session at College of San Mateo. We are happy to once again offer a robust selection of summer classes. Summer is a good time to take classes for students in any stage of their education. University students returning home for the summer enroll at CSM to stay on track in their coursework or get ahead so they can graduate on time or earlier. New high school graduates who will be attending college for the first time this fall can get a college requirement under their belt before they become freshmen. For others, attending a summer class is a great time to explore a new subject or learn a new skill.

This schedule reflects those diverse pursuits and interests. Our student feature introduces Dee Dee Pickard, a professional singer who is returning to college to pursue a second career. Her story describes how she is “reinventing herself” from working professional to full-time student.

Summer is also a time when CSM experiences its largest enrollment of currently enrolled high schools students who challenge themselves with college work to earn

high school and college credit. You can read about two local students, Sarah Lowe and Peter Pitetta, who got a head start on their college education, in the article, “High School Students Advance Their Education with College Classes.”

For those who are jazz fans, we have also included an interview with program director and host of KCSM-FM’s “Morning Cup of Jazz,” Alisa Clancy. She discusses her musical roots and the path her career followed which eventually led her to KCSM. Alisa’s passion for jazz—whether she’s on-air, teaching or performing—really comes across in this article.

Finally, summer at CSM officially begins on Saturday, June 7 with our signature community event, Jazz on the Hill. Once again, KCSM has put together a lineup of great musical talent. This year, we are thrilled to welcome legendary jazz artist Pete Escovedo and famed composer and musician Wayne Wallace. The article, “KCSM Tunes Up for Jazz on the Hill,” provides the full lineup and more details about this upcoming event. KCSM staff has worked very hard to obtain sponsorship for the festival and as a result, it will once again be an admission-free event.

Whether you take a class or join us for an event, I hope you will spend some time on campus this summer.

Michael Claire, CSM President

## About College of San Mateo



College of San Mateo is located at the northern corridor of Silicon Valley and situated on a beautiful 153-acre site in the San Mateo hills that provides a panoramic view of San Francisco Bay. Since 1922, CSM has been a gateway to higher education leading to university transfer, career preparation and advancement, and professional and personal development.

The College currently serves approximately 10,000 day, evening and weekend students. CSM students reflect the diversity of the Bay Area and have a range of educational goals. To best serve our students, the curriculum offers a wealth of programs that include traditional, semester-length and short courses in addition to distance education.

Students can experience a vibrant campus life to complement classroom learning that includes leadership development, student government, more than 20 student clubs and educational and cultural activities. CSM is proud of its championship intercollegiate athletic teams which compete at the highest community college level. Many student-athletes receive scholarships and continue at four-year institutions and numerous CSM athletes have gone on to professional careers.

To ensure student success, CSM offers a comprehensive selection of academic support services. Resources include financial aid and scholarships, counseling, transfer services, tutoring, employment assistance, health services and child care, among many others.

For more information about the college, visit [collegeofsanmateo.edu/explorecsm](http://collegeofsanmateo.edu/explorecsm). Guided campus tours can be scheduled through [collegeofsanmateo.edu/tours](http://collegeofsanmateo.edu/tours).

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

**Community Members:** Are there topics or features you’d like to see in upcoming schedules? Please provide your suggestions and/or feedback to [csmpr@smccd.edu](mailto:csmpr@smccd.edu). Thank you.

## Summer 2014 Important Dates

Pre-registration	Matriculation activities: Placement Testing, College Orientation, Counseling—see page 5
<b>Monday, April 28 – Tuesday, May 6</b>	<b>WebSMART priority registration for Summer and Fall 2014 by appointment—continuing day and evening students</b>
Monday, April 28	Veterans, Foster Youth, EOPS, DSPS, CalWORKS. See requirements below*
Tuesday, April 29	Athletes, Honors Program Students, Associated Student Government, International Students. See requirements below*
Wednesday, April 30	Continuing students. See requirements below*
Friday, May 2	Priority Enrollment Program (PEP) students (see requirements below*) Continuing Middle College High School students
Saturday, May 3	New students who have completed orientation, assessment and developed student education plans
Sunday, May 4	All other continuing students who do not meet requirements below*
Tuesday, May 6	Continuing concurrent enrollment students and new Middle College High School students
Wednesday, May 7	All other students: new and returning, with 100 or more degree-applicable units, on academic probation
Saturday May 10	New concurrent enrollment students
Tuesday, June 3	Spring 2014 final grades available on WebSMART ( <a href="http://collegeofsanmateo.edu/webSMART">collegeofsanmateo.edu/webSMART</a> )
<b>Monday, June 16</b>	<b>Summer Session begins for both day and evening classes</b>
Monday, June 16 – Saturday, June 21	WebSMART late registration period
Tuesday, June 17	Last day to drop <b>six-week</b> , <b>seven-week</b> , and <b>eight-week MW evening</b> classes with eligibility for partial enrollment fee/nonresident fee refund or credit. For <b>short courses</b> , see below.†
Thursday, June 19	Last day to drop <b>eight-week day</b> and <b>eight-week TTh evening</b> classes with eligibility for partial enrollment fee/nonresident fee refund or credit. For <b>short courses</b> , see below.†
Monday, June 23	Six-week classes officially dropped on or before this date will not appear on the student’s record. Short courses and distance education courses officially dropped within the first 30% of the class meetings will not appear on the student’s record. For exact deadline date, check course in WebSMART: <a href="http://collegeofsanmateo.edu/webSMART">collegeofsanmateo.edu/webSMART</a> .
<b>Monday, June 23</b>	<b>Parking permit requirement begins. Citations will be issued for students parking without a valid permit.</b>
Tuesday, June 24	<b>Seven-week</b> and <b>eight-week MW evening</b> classes officially dropped on or before this date will not appear on the student’s record.
Tuesday, June 24	<b>Eight-week day</b> and <b>eight-week TTh evening</b> classes officially dropped on or before this date will not appear on the student’s record.
Thursday, July 3	Deadline to apply for August A.A./A.S. degree or certificate
Friday, July 4	No Classes. Observance of Independence Day Holiday
Wednesday, July 16	Last day to withdraw officially from <b>six-week</b> classes with assurance of a “W” grade. For <b>short courses</b> the withdrawal deadline is at 75% of class meetings. For exact deadline date, check course in WebSMART: <a href="http://collegeofsanmateo.edu/webSMART">collegeofsanmateo.edu/webSMART</a> .
Tuesday, July 22	Last day to withdraw officially from <b>seven-week</b> classes with assurance of a “W” grade.
Thursday, July 24	Last day to withdraw officially from <b>eight-week TTh evening</b> classes with assurance of a “W” grade.
Saturday, July 26	End of six-week session
Monday, July 28	Last day to withdraw officially from <b>eight-week day</b> and <b>eight-week MW evening</b> classes with assurance of a “W” grade.
<b>Thursday, July 31</b> IMPORTANT!	<b>Deadline to pay student fees.</b> If fees are not paid by this date, your Fall 2014 classes will be automatically dropped. Beginning, Monday, August 11 (one week prior to the start of the Fall semester), students will be dropped at midnight the day following their registration for non-payment of fees. All students who have an outstanding balance will not be able to register. Visit <a href="http://collegeofsanmateo.edu/fees">collegeofsanmateo.edu/fees</a> for more information.
Saturday, August 2	End of seven-week session
Saturday, August 9	End of eight-week session
<b>Monday, August 18</b>	<b>Fall 2014 Semester begins</b>

\* Students who have completed orientation, assessment, and developed student education plans. Students who are in good academic standing and have not earned 100 degree-applicable units. For student education plan assistance, contact Counseling (650) 574-6400.

† Check class in WebSMART for deadline date to apply for credit or refund.

# An Interview with KCSM-FM Radio Host Alisa Clancy

KCSM on-air personality Alisa Clancy is passionate about her work. With a background in music and professional theater, she shares her infectious enthusiasm and knowledge of jazz with audiences both on and off the air. Growing up in the San Diego area, Alisa played piano and drums in school bands and discovered that music could become a pathway to college and a career. As an undergraduate at Western Kentucky University, she enrolled in a broadcasting class which soon led to her first on-air gig at the university's radio station. While earning her master's degree from Wake Forest University, she was a radio host for WFDD running jazz and classical music. Alisa also worked in professional theater in Illinois and for a traveling company out of Rockport, Texas. In 1987, Alisa joined the KCSM-FM crew and currently serves as the station's program director and host of the very popular weekday programs "Morning Cup of Jazz," and "Desert Island Jazz." In addition to her broadcasting career, Alisa teaches classes on jazz history, theater and film.

## Describe your "musical roots."

My middle and high school band teachers were very encouraging to me and that was at a time when band was dominated by guys; I was one of only two females in the drum core. Then I left home and attended college at Bowling Green in Kentucky where I took my first broadcasting class. This was before NPR took off and there weren't a lot of women in on-air broadcasting; my professor would tell us that female students should focus on marketing and sales jobs and leave the announcing to the men. I obviously didn't listen to him! For me, music and theater represented a pathway to a better life and I felt that it was my calling.

## What sparked your interest in jazz?

My grandfather played piano in the Ohio Territory bands in the 1930's and I thought it was the coolest music. They played the music of Jelly Roll Morton, Benny Goodman, Fats Waller, as well as pop and dance tunes. In addition, my grandmother was a piano teacher, so I was around lots of music.

## How did you become an on-air personality?

As an undergraduate, I got my first taste of working for a radio station at WKYU (Bowling Green) and then in graduate school at WFDD, Wake Forest University's station. I loved it. Then in 1987 I got hired at KCSM. In all honesty, the first time I took a "hot mic," I freaked out and ended up playing music all night.

**You are considered exceptionally knowledgeable about jazz and you teach classes on the subject. What are some of the topics you address in your classes?**

I teach a class for the College District's Emeritus Insti-

tute through the Community Education Program called, "Jazz from the Hill." I introduce diverse topics each semester: "Trumpet Kings from Louis to Winton," "Maverick Pianists, Lennie Tristano, Keith Jarrett and Jason Moran," "The Women Drummers," to "Jazz Greats that Stayed in New Orleans." I bring in musical guests, including live bands and I show film clips of great jazz moments. It's a very special class because many have been coming for years and bringing their friends!

## How do you describe the appeal of jazz in the Bay Area?

We've always had great ears for jazz in the Bay Area as we had the wonderful KJAZ started by Pat Henry back in the late 1950s. Bay Area jazz has gotten much stronger, especially after the recession. My husband, Clint Baker, is a professional musician and I consider his work schedule as a barometer of how the economy is doing. He's a very busy musician these days! I think there is more appreciation and energy about jazz. Many of today's Bay Area listeners grew up hearing KCSM in the car during the morning drive to school or work. So we are like family!

## In your opinion, how does KCSM contribute to the local jazz scene?

We're it! It seems that everyone knows about us and is interested in what the station has to offer. This is partially due to the fact that we are an active community partner with jazz organizations including Stanford Jazz Workshop, SF Jazz, the San Jose Jazz Society and Jazz School in Berkeley, to name a few. And, in addition to my teaching classes on jazz, there are three of us at the station who go into the community quite regularly to speak on a variety of jazz topics at Jewish Community Centers, Rotary Clubs and pre-concert talks and to other groups that request our services.



**The return of KCSM's signature event, Jazz on the Hill, last year was a resounding success. What can the community look forward to at this year's festival?**

It's so exciting that Jazz on the Hill is back! We've made a CD of the highlights from that event that jazz fans can order online. We're working on a great lineup of performances for 2014. The program will speak to the diversity of the music. Without giving too much away I can say that we'll have all the branches of our jazz community represented: blues, world music, bebop, straight-ahead and Afro-Cuban-Latin. It'll be the gumbo that jazz has always been, with a special Bay Area flavor!

## Do you select the music you play on "Morning Cup of Jazz?"

I do. We all do. That's very special! It's similar to doing theatre every time I'm on air because I get to direct the show and talk about the selections. I feel it's a way to connect with our audience. Listeners care about what's being played and they pay attention to song choice and remain curious about the informal education that we put in... and the 'mix.'

See "Radio Host Alisa Clancy" on page 14

## CSM PUENTE PROJECT Transfer...¡Si Se Puede!

### Join the CSM Puente Project Familia!

#### If you...

- ~ Placed in ENGL 838 or 848
  - ~ Are Motivated to Transfer to a University
  - ~ Are Interested in Latino literature and issues
- ...then the Puente Project is for you!

Puente Project is a year-long, UC-sponsored, transfer program that spans fall 2014 and spring 2015 and includes linked English and counseling classes and mentoring as well as out-of-class field trips and activities.

Interested students must attend a mandatory Puente Project Orientation. Contact CSM Puente coordinators for details:

Jon Kitamura  
English Professor  
574-6554  
kitamuraj@smccd.edu

Lorena González  
Counselor  
574-6226  
gonzalezl@smccd.edu



## High School Students (continued from page 1)

ah adds, "They also expect you to keep up with the work load and to take the initiative to ask for help if you need it." Both students said that having the ability to communicate with their professors using email was particularly helpful.

While college courses can be especially rigorous for high school students, concurrently enrolled students have full access to CSM's academic support services and are encouraged to use those resources. Both Sarah and Peter used the Math Lab when they needed additional help. "Having the ability to use CSM's services like the Math Lab was a big advantage; it helped to keep me on track in my class," says Sarah.

Another benefit of concurrent enrollment is that students can get a realistic look at a particular area of academic interest that they may choose as a college major. Many students take courses at CSM in subjects that aren't offered at their high school while others who may be very engaged in honors or Advanced Placement classes enroll concurrently to explore subjects in greater depth. By challenging themselves with college courses in high school, students demonstrate their ability to handle more difficult coursework - something that often gets the attention of college admissions officers.

Sarah and Peter felt that their experience in the College Connection Program prepared them to become successful full-time college students. Their transition was easy, they felt comfortable from the first day of college and they had confidence that they could handle college-level work. As Sarah looks back on her experience in the program, she says, "I'm so glad that my high school counselor suggested this program because it provided a stronger foundation in my core college classes. I wish I



Sarah Lowe and Peter Pitetta, two CSM students who took advantage of CSM's College Connection concurrent enrollment program while in high school.

knew about the program when I was younger and had the chance to take more college courses. I think more high school students should take advantage of this program."

High school students can enroll concurrently in day or evening classes, during fall or spring semesters or summer session. In fact, summer session, which is six, seven or eight weeks long is the most popular time of year for high school students to attend. For more information about CSM's College Connection Program, visit [collegeofsanmateo.edu/ce](http://collegeofsanmateo.edu/ce).

## 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 may be admitted for concurrent enrollment with the permission of the dean of enrollment services. See College Connection Concurrent Enrollment Program on this page for details.

### 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 semester. They are required to pay a tuition fee of \$210 per unit at the time of registration, in addition to other required fees paid by California residents. Nonresident students possessing "T" or "U" visas are exempted from paying the nonresident tuition rate. Students may be required to present documentary evidence of eligibility for classification as residents. See page 13 for Fees.

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.

## Getting Started at CSM

### Continuing Students Priority Registration

Priority registration gives specific groups of students the opportunity to register for classes early. Generally, groups are given priority based on maintaining current Student Educational Plans (SEPs), completing the matriculation process, and earning a total number of units with the district. See Summer 2014 Important Dates on page 2 for a breakdown of the priority registration days, dates and the groups included for each day.

A student is considered a continuing student with priority registration if the student enrolled in the Spring 2014 semester in at least one class and is either still enrolled; or dropped the class after the class session had started. In late April, students will be sent a WebSMART registration appointment email which will contain their individual appointment date. Continuing students may register and pay fees using WebSMART on or after their appointment date. **All students who have an outstanding balance from any prior semester will not be able to register for classes until all fees are paid.**

### Application Process for NEW and FORMER Students

All students who have not attended any of the last three semesters, including summer session, must submit an Application for Admission for the Summer 2014 term. Submit an Application for Admission at [collegeofsanmateo.edu/apply](http://collegeofsanmateo.edu/apply). After being admitted, and completing matriculation requirements, if applicable, new and former students may register and pay fees using WebSMART. See Summer 2014 Important Dates on page 2.

### College Connection Concurrent Enrollment Program

The High School College Connection Concurrent Enrollment Program is a special program designed to provide current 9<sup>th</sup>–12<sup>th</sup> 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 11 units.

Step 1: Apply for admission online at [collegeofsanmateo.edu/apply](http://collegeofsanmateo.edu/apply).

Step 2: Meet with your high school counselor to review and select your college courses.

Step 3: Take placement tests at CSM if you plan to register for English or math courses or a course that has an English or math prerequisite. More information can be found at [collegeofsanmateo.edu/testing](http://collegeofsanmateo.edu/testing).

Step 4: Submit completed Course Request Form to the Admissions and Records Office at College of San Mateo, Building 10, Third Floor, by mail, in person, or by fax (650) 574-6506.

Step 5: Register for classes at [collegeofsanmateo.edu/websmart](http://collegeofsanmateo.edu/websmart).

Step 6: Sign in and use your assigned my.smccd.edu email.

For more information, visit [collegeofsanmateo.edu/ce](http://collegeofsanmateo.edu/ce).

### Priority Enrollment Program (PEP)

*For Graduating High School Seniors and Other New or Returning Students*

College of San Mateo offers a special enrollment program that provides priority access to matriculation services and enrollment for students who plan to enter the College in Fall 2014. More information about PEP can be found at [collegeofsanmateo.edu/pep](http://collegeofsanmateo.edu/pep).

### Transfer Students

Students who have completed lower division coursework at other colleges and universities and wish to apply that credit to the completion of a College of San Mateo certificate, associate degree, or to a California State University General Education Certification, or to an IGETC Certification should have their transcripts officially evaluated after applying for admission at [collegeofsanmateo.edu/apply](http://collegeofsanmateo.edu/apply). For more information, review the Transcript Evaluation Service information at [smccd.edu/transeval](http://smccd.edu/transeval).

### Dismissed Students

Students on dismissal status within the San Mateo County Community College District must go through a process to request reinstatement and permission to enroll in classes. The first step of this process at College of San Mateo is to attend a Reinstatement Workshop. To schedule a reservation for a workshop go to the Counseling Office in Building 10, Third Floor, Room 340. Students must complete the workshop and the reinstatement process prior to the registration deadline date for the term for which they request enrollment.

Students who were dismissed and who have NOT been in attendance at College of San Mateo, Cañada, or Skyline College since Summer 2013 must complete an Application for Admission prior to attending the Reinstatement Workshop.

### International Students

Residents of other countries may apply for admission as F-1 Visa students through the International Student Center. Special international student applications, related forms and additional information may be obtained from the International Student Center (Building 10, Third Floor, Room 310). For office hours and more information, call +1 (650) 574-6525 or go to [collegeofsanmateo.edu/international](http://collegeofsanmateo.edu/international).

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

Fall 2014 (August–December) . . . . . July 15, 2014

Spring 2015 (January–May) . . . . . November 15, 2014

### 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 College Center Building 10, Third Floor, Room 360. You may obtain the AB540 form from the CSM website at [collegeofsanmateo.edu/forms](http://collegeofsanmateo.edu/forms), or from the Admissions and Records Office.

*Have questions or need assistance?*  
Please visit: [collegeofsanmateo.edu/askthebulldog](http://collegeofsanmateo.edu/askthebulldog)

## International Education

College of San Mateo welcomes international students, who enrich the academic, cultural, and social life of the campus by bringing a diversity of ideas and multicultural perspectives to the classroom and by providing opportunities beyond the classroom for all CSM students to engage in conversations and activities that create a broader understanding of the global community in which we all live.

College of San Mateo's International Student Center provides extensive support services for international students including an efficient admissions process, assistance with financial aid, a welcoming on-campus orientation, and ongoing counseling and advising throughout the students' enrollment at the college. Dedicated, student-centered professors, small class size, and state-of-the-art facilities create a robust instructional environment in which students grow intellectually and prepare for transfer to a four-year institution or for further training in a career. For information, contact (650) 574-6525.

## Distance Education

College of San Mateo is committed to meeting the evolving needs and expectations of its students and community through the expansion of alternative means of delivering instructional and student support services.

Distance education courses consist of online and hybrid courses. Online courses are conducted through a class website, and there are no mandatory campus meetings. Hybrid courses are conducted mostly online but do have at least one meeting on campus. Most CSM distance education courses are applicable toward associate degree credit, and many satisfy transfer course requirements. Additionally, students enrolled in distance education courses have the same access to financial aid as those enrolled in on-campus courses.

Distance education courses may not be right for all students. They give students greater freedom of scheduling, but they also require more self-discipline than on-campus courses. How well distance education courses fit into your educational and career goals depends on many factors. It is important for first-time distance education students to review the information available on the distance education website at [collegeofsanmateo.edu/distanceeducation](http://collegeofsanmateo.edu/distanceeducation). For those students who are able to create the right environment, have the right study habits, and understand the technical and academic requirements, CSM's Distance Education courses can be as effective as on-campus courses in terms of student learning.

The Distance Education Resource Center is available to assist students and answer questions in order to ensure College of San Mateo students have a successful distance learning experience. For more information, please visit the Distance Education website at [collegeofsanmateo.edu/distanceeducation](http://collegeofsanmateo.edu/distanceeducation) or call (650) 574-6271.

**Summer 2014 Registration Dates & Times**

**Continuing Students: April 28 – May 6**

**New & Former Students: May 7 – June 15**

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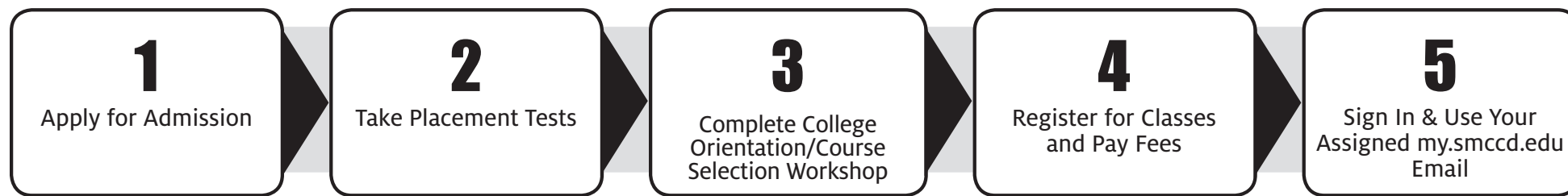
***How to add classes after the semester has started***

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 Saturday, June 21.

For important information regarding deadlines for eligibility for credit or refund of fees please visit: [collegeofsanmateo.edu/fees/credit.asp](http://collegeofsanmateo.edu/fees/credit.asp).

**Online classes** – You can find online instructor contact information by selecting the course title link within WebSchedule ([collegeofsanmateo.edu/webschedule](http://collegeofsanmateo.edu/webschedule)).

## Steps to Successful Enrollment



**If Your Educational Goal is to** obtain an associate degree or certificate; transfer to a four-year university; improve basic skills in English, reading or math; **or** if you are applying for financial aid; **or** if you are undecided about your goal, **you must follow all steps shown above**; or if you wish to meet with a counselor you must complete Step 3, the College Orientation/Course Selection Workshop.

**If Your Educational Goal is to** take courses for personal enrichment; upgrade job skills; maintain a certificate or license; participate in the High School College Connection Concurrent Enrollment Program; **or** if you have already completed an associate degree or higher in the United States; **or** if you are primarily a student at another college or university and taking courses at College of San Mateo to meet the requirements of the institution, **you must follow steps 1, 4 and 5.**

### Step 1: Apply for Admission

All students are required to complete the Application for Admission. Fill out the Application online at [collegeofsanmateo.edu/apply](http://collegeofsanmateo.edu/apply).

After the application has been received, you will be sent an email confirmation with additional information. You will also receive a student identification number (which begins with a "G"). Use this number to conduct all college business and access college services.

### Step 2: Take Placement Tests

Placement tests are designed to assess your skills in English or ESL, reading, and mathematics. Test results assist you to select courses, build an appropriate schedule of classes and determine whether you meet prerequisites for certain courses. View sample test questions online at [collegeofsanmateo.edu/testing](http://collegeofsanmateo.edu/testing).

To schedule placement tests, log into your student WebSMART account. The USER ID is your G number and the password is your 6 digit birth date. Click on STUDENT RECORDS AND STUDENT APPOINTMENTS.

- You must complete the application for admission and have a student G number to schedule a testing appointment.
- You must present a photo ID and your student G number on the day of testing (no exceptions).
- There is no fee for testing and it takes approximately 2.5 hours to complete.
- The Assessment Center is located in College Center Building 10, Third Floor, Room 370.

If you have already successfully completed English and/or math courses at another college or university within the United States and are planning to enroll in an English or math course or a course that has an English or math prerequisite, then your previous coursework must be approved. Visit [collegeofsanmateo.edu/prerequisites](http://collegeofsanmateo.edu/prerequisites) for more information and to obtain the Prerequisite Equivalency form. If you are transferring in from another college and do not plan to enroll in an English or math course or a course with an English or math prerequisite, then you may proceed to Step 3.

### Step 3: Complete College Orientation/Course Selection Workshop

To have access to counseling services students must first complete the College Orientation/Course Selection Workshop. To make a reservation for a workshop log into your student WebSMART account, click on Student Records, and select Student Appointments. Bring to the workshop your placement test results. Please arrive on time, as latecomers

are asked to reschedule. At the completion of the one and a half hour workshop you will be able to register for classes and you are eligible to use counseling services.

### Step 4: Register for Classes and Pay Fees

Your appointment to register will be sent to your student WebSMART account. Use your student WebSMART account to view your registration appointment, register for classes and pay fees.

Many courses with prerequisites are subject to computerized prerequisite checking. If you have completed the prerequisite course outside of the college district, go to [collegeofsanmateo.edu/prerequisites](http://collegeofsanmateo.edu/prerequisites) for more information.

### Step 5: Sign In and Use Your Assigned my.smccd.edu Email

All college electronic communications will be sent to your my.smccd.edu email address. You can expect to receive important email messages from your professors and the college before the first day of school. Log into your WebSMART student account to find your email address and password and check it regularly.

### 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, checking your student email, 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.

## Financial Aid

Students applying for Financial Aid must complete enrollment steps as noted above. All students who have completed coursework at other colleges/universities must have their transcripts officially evaluated by completing a Transcript Evaluation Request form. Visit [smccd.edu/transeval](http://smccd.edu/transeval).

Complete a Free Application for Federal Student Aid (FAFSA) to automatically be considered for all of the following programs:

### Board of Governor's Fee Waiver (BOGFW)

The State of California offers a BOGFW for students who are residents of the State of California, attend a community college, and are eligible for need-based financial aid. The BOGFW pays enrollment fees only for the academic year when eligibility has been determined. Other fees, such as parking, health, student body and student representation, must be paid by the student (see Fees page 13).

### Federal Pell Grant

You are automatically considered for a Federal Pell Grant when you file the FAFSA. If you receive an Expected Family Contribution (EFC) of 5200 or less on the Student Aid Report (SAR), you are eligible for a Federal Pell award. Less than half-time students have a much lower EFC cut-off to be eligible for a grant. Awards for students are prorated based on enrollment

status: full-time 12 or more units; three-quarter time 9–11.5 units; half-time 6–8.5 units; less than half .5–5.5 units. Awards range from: \$277–\$550.

### Cal Grant A, B and C Deadline to Apply is March 2 or September 2

Cal Grants are for California residents only. They are awarded by the California Student Aid Commission for attendance in schools in California only. Maximum awards are: Cal Grant B \$1,551; Cal Grant C \$576.

### Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG is a grant awarded to students with exceptional need (EFC of 0 through 1,000). Awards range from: \$100–\$800. Priority application date: March 2. Visit [www.icanaffordcollege.com](http://www.icanaffordcollege.com)

### California Chafee Grant (CHAFEE)

The California Chafee Grant Program awards funds to eligible current or former foster youth for career and technical training or college courses. Eligible Chafee applicants are required to be, or to have been, in foster care between their 16<sup>th</sup> and 18<sup>th</sup> birthdays, and to not have reached the age of 22 by July 1 of the award year. Maximum annual award: \$5,000.

### Extended Opportunity Programs and Services (EOPS)

EOPS is a state-funded program that provides book vouchers, grants, support services, and limited transportation services to high-need, educationally disadvantaged students who are California residents. Students must complete the FAFSA and/or a BOGFW application to apply. Students must be enrolled full-time at the time of application. Final eligibility for EOPS and CARE is determined and coordinated through the EOPS Office.

### Student Employment Federal Work Study (FWS)

Students who apply for financial aid and complete the Student Information Sheet and the FAFSA by March 2 are given priority. Maximum Annual Award: up to \$6,000. Priority application date: March 2.

### California Dream Act

The Dream Act was passed into law in 2011 and allows AB 540 students to apply for and receive several types of financial aid, including Board of Governors Fee Waiver, Cal Grants and Chafee Grants, EOPS, CARE or CalWorks and Scholarships.

### Loans and Scholarships

Loans are funds that students borrow now and repay after they complete a program of study or stop going to school. Scholarships are awarded for a variety of criteria. Visit [collegeofsanmateo.edu/finaid](http://collegeofsanmateo.edu/finaid) or call the Financial Aid Office at 574-6514 for more information.

## Financial Aid Steps



### Step 1: Apply

For 2014-15 file a 14-15 FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). College of San Mateo's college code is 001181. FILE EARLY for the upcoming year (anytime after January 1). It is also recommended that you attend a free Financial Aid workshop. Log in to WebSMART for dates and sign-up.

### Step 2: Student Aid Report Received

After you apply, you'll receive a Student Aid Report (SAR). Your SAR contains the information reported on your FAFSA and usually includes your Expected Family Contribution

(EFC). The EFC, a measure of your family's financial strength, is used to determine your eligibility for federal student aid.

### Step 3: Check SAR for Accuracy

Your SAR must be checked for accuracy and then brought to the Financial Aid Office for review. Please check WebSMART for any additional information required to complete your file before submitting your SAR to the office.

### Step 4: Submit Documents

Submit all required documents to College of San Mateo's Financial Aid Office. File is complete!

### Step 5: Notification of Result

Check WebSMART to learn the status of your financial aid. College of San Mateo will notify eligible students in WebSMART by an award letter outlining the types and amount of Financial Aid they qualify for at CSM.

### Step 6: Aid Funds are Paid!

You will receive a check in the mail or if you signed up for direct deposit funds will be electronically deposited into your bank account.

## Educational Goals at CSM

View the College Catalog and the College website, [collegeofsanmateo.edu](http://collegeofsanmateo.edu), for more information about goals and opportunities at College of San Mateo.

### University Transfer Program

Complete your freshman and sophomore years of university work at College of San Mateo and transfer as a junior to a baccalaureate level college or university. College of San Mateo can help you plan an educational program to prepare you to transfer to the University of California, California State University or private college or university to earn a bachelor's degree. Assistance from Counseling Services and Transfer Services can ensure a smooth transition to the transfer institution of your choice. With planning, it is possible to concurrently complete an associate degree as you complete coursework to facilitate university transfer. In many cases, students planning to transfer may want to pursue an Associate Degree for Transfer (AA-T/AS-T). See information below.

### Associate Degrees for Transfer (AA/AS-T)

#### Benefit Students Intending to Transfer to CSU

California community colleges offer associate degrees designed to support transfer to the California State University system. Students who complete an AA-T or AS-T secure priority admission to the California State University system. A list of associate degrees for transfer (AA-T/AS-T) is located in the CSM Catalog and on the Transfer Services website. For more information about SB 1440 and advantages to completing an AA-T or AS-T go to [www.sb1440.org](http://www.sb1440.org) or [www.adegreewithaguarantee.com](http://www.adegreewithaguarantee.com).

### Associate in Arts and Associate in Science Degree Programs

At College of San Mateo you can select from over 65 associate degree majors, or choose to complete multiple degrees to enhance career and job opportunities or for personal enrichment. Graduation from College of San Mateo with the associate in arts or science degree is based upon the completion of 60 units of lower-division college-level work, which includes major, basic competency, and general education

requirements. For a complete list of associate degree majors and courses required to satisfy each major refer to the CSM Catalog.

### Certificate Programs

You can earn a certificate in achievement or a certificate of specialization in over 70 areas. Certificate programs are designed to prepare you for employment. All certificate programs are carefully developed by advisory committees composed of college staff and selected representatives from the business and industrial communities. Typically certificates require 12–40 units of coursework and can be completed in one semester or over several semesters. Certificates are awarded upon successful completion of requirements listed in the CSM Catalog.

### Monitor Your Progress toward University

#### Transfer, AA/AS-Ts, Associate Degrees, and Certificates

Within your student WebSMART under the Student Services tab, find DegreeWorks. DegreeWorks is a tool to monitor progress toward your educational goals. DegreeWorks looks at the program requirements found in the College of San Mateo, Cañada College, and Skyline College catalogs and the coursework you have completed to produce an easy to read degree audit. Also in DegreeWorks you can work with a counselor to develop a comprehensive student educational plan (SEP) that maps out, semester by semester, courses needed to meet your educational goals. Students with SEPs have a higher registration priority than students who do not have SEPs.

### Gainful Employment Disclosure Information

Final regulations published in the Federal Register on October 29, 2010, [75 FR 66665 and FR 66832], by the U.S. Department of Education, require all institutions that participate in the student financial assistance programs authorized under Title IV of the Higher Education Act of 1965, to report certain information about students who enrolled in Title IV - eligible educational programs that lead to gainful employment in a recognized occupation. College of San Mateo's report on educational programs leading to gainful employment is available at [collegeofsanmateo.edu/degrees](http://collegeofsanmateo.edu/degrees).

### Multiple Educational Goals

At College of San Mateo you are free to pursue your educational interests for personal and career growth and development. This may mean that you want to complete certificates, associate degrees, and transfer. You are not limited to selecting one educational goal.\*

\*Students participating in the some special programs (such as the CSM Financial Aid program) are required to declare one primary educational goal.

### Updating Job Skills

You may find classes and programs that appeal to you for updating your job skills or advancement in your career.

### Program Planning and Enrollment Management

Students enrolling at College of San Mateo should plan a program of study that will meet their educational and career goals. Attend the College Orientation and Course Selection Workshop to acquire information about program planning and how to achieve educational goals. All students who attend a workshop have access to counseling services and should consult with a counselor early in the educational process for academic planning assistance. Students often have multiple goals and plan to complete a college certificate, an associate degree, and/or transfer to a university to complete a baccalaureate degree.

If in the course of enrollment at College of San Mateo, students find it advisable to change their program of study or educational goal, they may do so. These changes should be discussed with a counselor and students should be aware that any changes may result in extending the time necessary to fulfill the certificate or degree or transfer requirements. Ultimately, students maintain full responsibility for planning their educational programs and for their enrollment management.

Students are responsible for maintaining current and accurate information in their WebSMART accounts and updating personal contact information and educational goal information, managing registration and enrollment, retrieving grades and placement test results, and monitoring academic standing.

## A.A./A.S. Degree and Certificates Offered at CSM

The A.A./A.S. Degree Requirements worksheet can be obtained from the CSM Catalog, the Counseling Center, or at [collegeofsanmateo.edu/degrees/requirements.asp](http://collegeofsanmateo.edu/degrees/requirements.asp).

<b>ACCOUNTING</b> . . . . .	AA/CERT
Accounting Assistant . . . . .	CERT
CPA Exam Preparation: Financial Accounting & Auditing . . . . .	CERT
CPA Exam Preparation: Business Environment & Regulation . . . . .	CERT
Enrolled Agent Exam Preparation . . . . .	CERT
Tax Preparer I . . . . .	CERT
Tax Preparer II . . . . .	CERT
<b>ADMINISTRATION OF JUSTICE</b> . . . . .	AS/AS-T/CERT
Basic Police Academy . . . . .	CERT
<b>ALCOHOL AND OTHER DRUG STUDIES</b> . . . . .	AA/CERT
Co-Occurring Disorders . . . . .	CERT
<b>ARCHITECTURE</b> . . . . .	AS
<b>ART</b>	
Art History . . . . .	AA/CERT
Fine Arts: General Studio Art . . . . .	AA
Photography . . . . .	AA
Studio Art . . . . .	AA-T
<b>ASTRONOMY</b>	
Astroimaging and Observatory Operation . . . . .	CERT
<b>BIOLOGY</b> . . . . .	.AS
Biotechnology . . . . .	AS/CERT
General . . . . .	.AS
Medical . . . . .	.AS
Pre-Nursing . . . . .	.AS
<b>BUILDING INSPECTION TECHNOLOGY</b> . . . . .	AS/CERT
<b>BUSINESS</b>	
Business Administration, Option 1 (non-transfer) . . . . .	AA
Business Administration, Option 2 (transfer) . . . . .	AA
Business Administration . . . . .	AS-T
Microcomputer/Database & Spreadsheet . . . . .	AA/CERT
Microcomputer/Office Assistant . . . . .	AA/CERT
Office Assistant I . . . . .	CERT
Office Assistant II . . . . .	CERT
<b>CHEMISTRY</b> . . . . .	.AS
<b>COMMUNICATION STUDIES</b> . . . . .	AA/AA-T/CERT
<b>COMPUTER AND INFORMATION SCIENCE</b> . . . . .	AS
C++ Programming . . . . .	CERT
CIS Network Security Support . . . . .	CERT
Computer & Network Forensics . . . . .	AS/CERT
Computer Science Applications & Development . . . . .	AS/CERT
Computer Forensics . . . . .	CERT

Internet Programming . . . . .	CERT
Java Programming . . . . .	CERT
<b>COSMETOLOGY</b> . . . . .	AA/CERT
<b>DENTAL ASSISTING</b> . . . . .	AS/CERT
<b>DIGITAL MEDIA</b>	
Digital Audio . . . . .	AA/CERT
Digital Video . . . . .	CERT
Digital Video Production . . . . .	AA
Graphic Design . . . . .	AA/CERT
Graphic Production . . . . .	CERT
Journalism . . . . .	AA/CERT
Lighting . . . . .	CERT
Multimedia . . . . .	AA/CERT
Television & Radio Broadcasting . . . . .	CERT
Television Producing . . . . .	AA
Video Journalism . . . . .	CERT
Web Design . . . . .	AA/CERT
Web Developer . . . . .	AA/CERT
<b>DRAFTING/CAD</b> . . . . .	AS/CERT
Computer Aided Design . . . . .	CERT
<b>ELECTRICAL TECHNOLOGY</b>	
Inside Wireman . . . . .	CERT
<b>ELECTRONICS TECHNOLOGY</b>	
Electrical Power Systems & Instrumentation . . . . .	CERT
Fundamentals of Smart Building Systems . . . . .	CERT
Telecommunications Fundamentals . . . . .	CERT
<b>ENGINEERING</b> . . . . .	AS
Engineering Technology - General . . . . .	AS
<b>ENGLISH</b> . . . . .	AA/AA-T
<b>ETHNIC STUDIES</b> . . . . .	AA
<b>FILM</b> . . . . .	AA
<b>FIRE TECHNOLOGY</b> . . . . .	AS/CERT
<b>GEOLOGICAL SCIENCES</b> . . . . .	.AS
Geology . . . . .	AS-T
<b>HISTORY</b> . . . . .	AA-T
<b>INTERDISCIPLINARY STUDIES</b>	
Contemporary Issues . . . . .	AA
Intercultural Studies . . . . .	AA
Science & Society . . . . .	AA

### Associate Degree for Transfer (AA/AS-T)

These unique associate degrees allow students to prepare for transfer and complete an associated degree that guarantees admission with junior standing to the California State University system. Though not a guarantee to all California State University campuses and all majors, it does secure priority admission consideration.

*"Obtaining an Associate Degree for Transfer at College of San Mateo gives students a significant advantage in the transfer process!"*

—Mike Mitchell, Transfer Services Coordinator

<b>KINESIOLOGY</b> . . . . .	AA-T
Comprehensive Pilates Instructor . . . . .	CERT
Group Fitness Instructor . . . . .	CERT
Pilates Mat Instructor . . . . .	CERT
Pilates Mat & Reformer Instructor . . . . .	CERT
Specialized Pilates Instructor . . . . .	CERT
Yoga Instructor . . . . .	CERT
<b>MANAGEMENT</b>	
Business Management . . . . .	AA/CERT
Human Resources Management . . . . .	CERT
Marketing Management . . . . .	AA/CERT
Project Management . . . . .	CERT
Retail Management . . . . .	AA/CERT
<b>MATHEMATICS</b> . . . . .	AS/AS-T
<b>MUSIC</b> . . . . .	AA
Electronic Music . . . . .	AA/CERT
<b>NURSING</b> . . . . .	AS
<b>PHYSICAL SCIENCE</b> . . . . .	AS
<b>PHYSICS</b> . . . . .	AS/AS-T
<b>PSYCHOLOGY</b> . . . . .	AA-T
<b>REAL ESTATE</b> . . . . .	AA
<b>SOCIAL SCIENCE</b> . . . . .	AA
<b>SOCIOLOGY</b> . . . . .	AA-T
<b>SPANISH</b> . . . . .	AA/CERT
<b>SPRINKLER FITTER</b> . . . . .	AS/CERT
<b>UNIVERSITY TRANSFER</b> . . . . .	CERT

2/10/14

### District Programs Not Offered 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:

<b>CAÑADA COLLEGE</b> 4200 Farm Hill Blvd., Redwood City, CA 94061 (650) 306-3100 or (650) 364-1212	Fashion Design Human Services International Business Interior Design Medical Assisting Paralegal Radiologic Technology	<b>UNIVERSITY CENTER</b> Bachelor degree programs in partnership with Bay Area universities. (650) 306-3399	Asian Studies Chinese Studies Automotive Technology Biotechnology Central Service/Sterile Processing Early Childhood Education Earth Science Environmental Science and Technology Esthetician (Eve. & Sat.) Family and Consumer Sciences Fashion Merchandising Filipino	Image Consulting International Logistics International Studies International Trade Medical Assistant Medical Billing and Coding Paralegal Respiratory Therapy Solar Energy Technology Solar Installation Surgical Technology Telecommunications and Network Information Technology	<b>ATHLETICS</b> Men's Basketball Men's Soccer Men's Wrestling Women's Badminton Women's Soccer Women's Volleyball
<b>Programs</b> Computer Business Office Technology Drama/Theater Arts Early Childhood Education Earth Science English Institute Environmental Technology	<b>Athletics</b> Men's Basketball Men's Soccer Women's Golf Women's Soccer	<b>SKYLINE COLLEGE</b> 3300 College Drive, San Bruno, CA 94066 (650) 738-4100 (day) (650) 738-4251 (evening)			
		<b>Programs</b> Arabic			















## Fees

Fees are due and payable at the time of registration. **Students will not be able to register for classes if they have any outstanding balance.** On **Thursday, July 31, 2014** students who have any outstanding fee balances for Fall 2014 will be dropped at midnight for non-payment of fees. Beginning **Monday, August 11, 2014**, one week prior to the start of the Fall semester, students will be dropped at midnight the day following their registration for non-payment of outstanding fees. For more important information, visit [collegeofsanmateo.edu/fees](http://collegeofsanmateo.edu/fees).

*Student enrollment fees are set by California's legislature and governor and are subject to change at any time. It is possible that your fees may be adjusted at a future date. All student records are automatically held until all outstanding debts to the District colleges have been cleared. Unpaid bills may be sent to collections.*

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 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 and are charged tuition and capital outlay fees in addition to enrollment fees. Contact the International Student Center 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.

If you need assistance in paying your fees, you are encouraged to:

- Enroll in an inexpensive payment plan via WebSMART
- Apply for financial aid ([www.fafsa.gov](http://www.fafsa.gov)) at least five business days prior to registering for your classes
- Complete the Board of Governors Fee Waiver via WebSMART

If you still need financial assistance after exhausting all options listed above, please contact the Vice President of Student Services at [csmvps@smccd.edu](mailto:csmvps@smccd.edu).

### AB 540 Students

Under Assembly Bill 540 (AB540), you may be exempt from paying nonresident 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 passed 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 and Parking Fee

Students who officially withdraw from all courses, or reduce their program prior to the first class meeting or by the course deadline date will receive credit toward future fees for the full amount of all fees paid for those classes. To view deadline date, check course in WebSMART. 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 all courses dropped after the deadline, these fees are not refundable unless an action of the College (e.g. class cancellation) prevents a student from attending class. Parking permit fees are not refundable.

### Student Body Fee and Student Representation Fee

Students enrolling during the normal registration period in semester-long classes may request a waiver or a refund of the Student Body Fee and/or the Student Representation Fee through the last day to drop semester-long classes (see Important Dates on page 2). Students enrolling after the end of this deadline may request a waiver or a refund of these fees within one (1) week of completing registration. Students enrolled only in short courses have until the first class session to request a waiver or refund of these fees. Students requesting a waiver or a refund of the Student Body Fee and/or the Student Representation Fee must do so in-person at the Center for Student Life and Leadership Development in Building 17, Room 112.

### 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. Credit balances remain on student accounts for a maximum of five (5) years.
2. A student may either choose to maintain a credit balance on account or contact the Business Office (Building 10, Room 360, 574-6412) to arrange for a refund.
3. 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.
4. Fees paid by personal check require 30 days for bank clearance before refunds can be processed.
5. To be eligible for a credit or refund, a student must officially withdraw from a course within the stated deadline. To view deadline date, check course in WebSMART. A withdrawal initiated by an instructor may NOT result in a credit or refund.
6. Fees will be credited or refunded without a processing charge if an action of the College (e.g. class cancellation) prevents a student from attending.
7. Student records, including transcripts, are withheld until all debts to the District colleges have been cleared.

Fee Type	Amount	Required of																		
Enrollment Fee	\$46 per unit	All students except high school students enrolling for less than 11.5 units through the Concurrent Enrollment Program or Middle College High School Program																		
Health Services Fee*	\$16 Summer \$19 Fall \$19 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 except High School students enrolled in the Concurrent Enrollment Program or Middle College High School Program																		
Nonresident Tuition Fee	\$210 per unit (plus \$46 per unit Enrollment Fee)	Nonresidents of California who are residents of other states Students who possess "T" or "U" visas are exempted																		
Nonresident Student Capital Outlay Fee	\$9 per unit	Nonresidents of California who are residents of other states																		
International Application Fee	\$50	For fall and spring semesters only																		
International Student Tuition Fee	\$210 per unit (plus \$46 per unit Enrollment Fee)	International students																		
International Student Capital Outlay Fee	\$9 per unit	International students																		
International Student (F-1 Visa) Health Insurance <a href="http://studentinsuranceusa.com">studentinsuranceusa.com</a>	\$159 Summer \$397.50 Fall or Spring \$953 Full Year	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, visit the Center for Student Life and Leadership Development, Building 17, Room 112, before last day to drop with eligibility for credit and refund deadline. See Important Dates on page 2.)																		
Parking Fee***	<table border="1"> <thead> <tr> <th></th> <th>Regular</th> <th>BOG</th> </tr> </thead> <tbody> <tr> <td>Summer</td> <td>\$25</td> <td>\$25</td> </tr> <tr> <td>Fall</td> <td>\$50</td> <td>\$30</td> </tr> <tr> <td>Spring</td> <td>\$50</td> <td>\$30</td> </tr> <tr> <td>Daily</td> <td>\$2</td> <td>\$2</td> </tr> <tr> <td>Two-Term (Fall/Spring)</td> <td>\$90</td> <td>\$60</td> </tr> </tbody> </table>		Regular	BOG	Summer	\$25	\$25	Fall	\$50	\$30	Spring	\$50	\$30	Daily	\$2	\$2	Two-Term (Fall/Spring)	\$90	\$60	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 on page 15. BOG parking permits are for low income students who demonstrate financial need under federal or state standards. For lost or stolen permits, please see Parking Regulations on page 15.
	Regular	BOG																		
Summer	\$25	\$25																		
Fall	\$50	\$30																		
Spring	\$50	\$30																		
Daily	\$2	\$2																		
Two-Term (Fall/Spring)	\$90	\$60																		
Audit Fee	\$15 per unit (students enrolling in a variable unit course must pay for maximum units)	Students enrolled in 10 or more units for credit can audit up to three additional units free of charge - See Auditing policy in the CSM Catalog																		
Instructional Materials Fee	Varies by course	Students enrolled in courses for which instructional materials are needed. Check course information in class listings or WebSCHEDULE. Non-refundable.																		
Duplicate Diploma Fee	\$20																			
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. For details, contact the Health Center, Building 1, Room 147, (650) 574-6396.

\*\* 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 Center for Student Life and Leadership Development, Building 17, Room 112, before last day to drop with eligibility for credit and refund deadline. See Important Dates on page 2.

\*\*\* This fee is optional. Please refer to "Required Of" column for further information.

† Acceptable forms of payment are cash, check, credit card and debit card. Cash is accepted in-person only. Make check payable to College of San Mateo.

## College Catalog & Policies

The College of San Mateo Catalog contains detailed course descriptions, suggested programs of study, a list of transferrable courses, degree and certificate requirements, and general college information. There are also a number of college policies that are important for students to know. These include, but are not limited to:

- Course Repetition
- Crime Awareness/Student Right To Know
- Dismissal
- Drug-Free Campus
- Guidelines for Addressing Cheating and Plagiarism
- Probation
- Sexual Assault
- Sexual Harassment
- Smoking
- Student Conduct and Disciplinary Actions
- Student Grievances and Appeals
- Student Rights and Nondiscrimination
- Privacy Rights

For more information about all the items listed above, please obtain a free copy of the catalog at the Bookstore or view online at [collegeofsanmateo.edu/catalog](http://collegeofsanmateo.edu/catalog).

## Jazz on the Hill *(continued from outer front cover)*



Thousands of jazz fans gather at CSM for the return of Jazz on the Hill last summer.

composer/arranger/jazz musician Wayne Wallace; Red Hot Skillet Lickers; Kellye Gray; Muziki Roberson; and CSM's Jazz Band with special guest vocalist Kenny Washington. This year's program includes more youth-focused performances that will be presented on a dedicated second stage in CSM's Theatre to showcase some of the most talented high school bands in the Bay Area. Performances will alternate between the two stages which run along the college's east-west mall allowing fans to attend a maximum number of acts. Throughout the day, fans of KCSM-FM will be able to chat with their favorite on-air announcers.

A jazz festival would not be complete without great food. A variety of ethnic foods and traditional fare like burgers and fries will be available from local food trucks; and non-profit groups including Boy Scout and Girl Scout troops will sell hot dogs, snacks and beverages to raise funds for their organizations. KCSM, Jazz-91 will sponsor a booth selling KCSM merchandise, much of it with the 2014 Jazz on the Hill logo—DVD, CDs, t-shirts, hats, books and more.

KCSM Jazz-91 broadcasts 24-hours a day and has a growing audience that currently totals more than 200,000 on air and 4,000 on the web. According to Arbitron, the station is among the top 35 "most listened to" non-commercial stations in the nation. KCSM-FM has the distinction as the only station in the Bay Area with a 24-hour jazz format. For more information on Jazz on the Hill and KCSM, visit [www.jazzonthehill.org](http://www.jazzonthehill.org).

## Radio Host Alisa Clancy *(continued from page 3)*

**You've been on the air for nearly thirty years. What makes a good radio host?**

Love! A good radio host must love the music they play, have a passion for the music and be able to create community through the music. Humor also helps.

**What is your most memorable on-air moment?**

One time I inadvertently left the mic on and uttered an expletive which I didn't acknowledge. Lesson to be learned: don't call attention to your on-air mistakes!

**Who is your favorite jazz artist?**

No fair! The last artist I just played! It can be any artist that has come around over the last hundred years that has an authentic voice and a story to tell through music. Louis Armstrong said, "What we play is life," I like that.

**In addition to Morning Cup of Jazz, you also host Desert Island Jazz which has a rich history. For the non-listening audience, can you describe the background of the program and its premise?**

"Desert Island Jazz" is based on the BBC radio series "Desert Island Discs" started by Roy Plomley in the 1940s. Every week KCSM "strands" a new castaway on its desert island. The castaway, may be a jazz musician, producer, promoter, presenter or educator, or "just" a fan, selects music that speaks to them—music they can listen to over and over again on the island. It's a great jumping-off point for conversation about their lives and the music that touches them.

**Who was your role model?**

Many, but I would say quickly Maya Angelou. I wanted to go to Wake Forest for graduate school because she was teaching in the theatre department. Just about every day a very wise word or two would emanate from Dr. Angelou. One that stuck with me, "If someone asks if you can do something always say YES (even if you can't) and go home and learn it."

## Support Services & Special Programs

CSM offers a variety of student services to assist you in reaching your educational goals. These programs include:

- Admissions & Records
- CalWORKs
- Career Services
- Child Development Center
- Counseling Services
- Disabled Students Programs & Services (DSPS)
- Extended Opportunity Programs & Services (EOPS)
- Financial Aid
- Health Services Center
- High School Enrollment Programs
- International Student Center
- Learning Center
- Middle College
- Multicultural Center
- Placement Testing
- Priority Enrollment Program (PEP)
- Psychological Services
- Puente Project
- Scholarships
- Student Life
- Transfer Services
- Veterans Services

For specific information about each of these programs, their locations and hours of operation, please visit our Student Services webpage at [collegeofsanmateo.edu/student-services](http://collegeofsanmateo.edu/student-services). The CSM Catalog is available online and provides detailed information about each of these programs.

### Bookstore

Books and supplies may be purchased at the College of San Mateo Bookstore (College Center, Building 10, Second Floor, 574-6366). To purchase and find information regarding course textbooks and business hours, go to [collegeofsanmateo.edu/bookstore](http://collegeofsanmateo.edu/bookstore).

## Student Success Story *(continued from page 1)*

was attracted to the project's emphasis on research, and consequently was able to pair an honors course with her psychology class, a field in which she intends to conduct university-level research once she completes her degree. Her involvement in the Honors Project has fostered a deeper commitment in all her studies, allowed her to make connections with other talented students and helped her form friendships within the honors community. During her first semester in the Honors Project, Dee Dee decided to spearhead a new honors newsletter. As the creator and editor of *The Labyrinth*, she oversees the editorial staff and manages the production of the publication.

"Since my return to school, I've reinvented myself. I've been fortunate to encounter inspiring people; namely the professors that I'm working with in the Honors Project—Tim Maxwell, Mohsen Janatpour and Jim Clifford." Dee Dee is also active in several clubs on campus: she is an executive member of Alpha Gamma Sigma; serves on The Project, the Honors Project Club; is a member of the Speech and Debate Club; and is a participant in Let's Chat, a program supported by the International Student Center. Additionally, she has worked extensively over the last two semesters to organize and perform in Human Rights Day, a campuswide event held each semester, which promotes awareness of human rights violations and celebrates our freedoms.

"My experiences and strengths differ from those of the typical student entering college for the first time. I'm always looking for ways to get involved in the CSM community and lend my leadership skills," says Dee Dee. While she speculated how she would fit in socially among students mostly younger than her, she found her classmates inspiring — "they come from so many different places and each has a story."

She chose social psychology as a major and plans to transfer to the UC system or private university in fall 2016. Dee Dee still works as a professional vocalist and plans to keep her musical career alive no matter where her academic journey leads. Looking back at her decision to return to school at CSM, she says, "It feels right — I made the right choice."



*The CSM Catalog is your reference document for detailed degree, course or college information*

**Please visit [collegeofsanmateo.edu/catalog](http://collegeofsanmateo.edu/catalog) to view or download the CSM Catalog**

# CSM Campus Map

## One-day Permits

\$2 per day. Valid only during class hours from 7 am to 10 pm  
Permit machines indicated by **D** on the map: Hillsdale Lot 1, Beethoven Lot 2, Galileo Lot 6, and Stadium Lot 11

## Visitor Parking

Visitors to campus may park in Pay-By-Space visitor parking areas in Beethoven Lot 2A and 2D and Forum Lot 8. Visitors must purchase a visitor permit (\$1 per hour) at the Pay-By-Space permit machines located in the lots (indicated by **V** on the map).

## Student Parking

Hillsdale Lot 1, Beethoven Lot 2, Galileo Lots 6, Bulldog Lots 9, 9B, 9C, 9D or Stadium Lot 11

## Staff Parking

Beethoven Lot 2B, DaVinci Lot 3, Socrates Lot 4, Marie Curie Lot 5A, 5B\*, Edison Lot 7\*, Bulldog Lot 9A, Sandbox Lot 10  
(\* indicates lot available for student parking after 5 pm only, permit required)

## Restricted Parking

Olympian Lot 12 staff and members of San Mateo Athletic Club, and patrons and clients of Cosmetology and Dental programs

## Disabled Parking

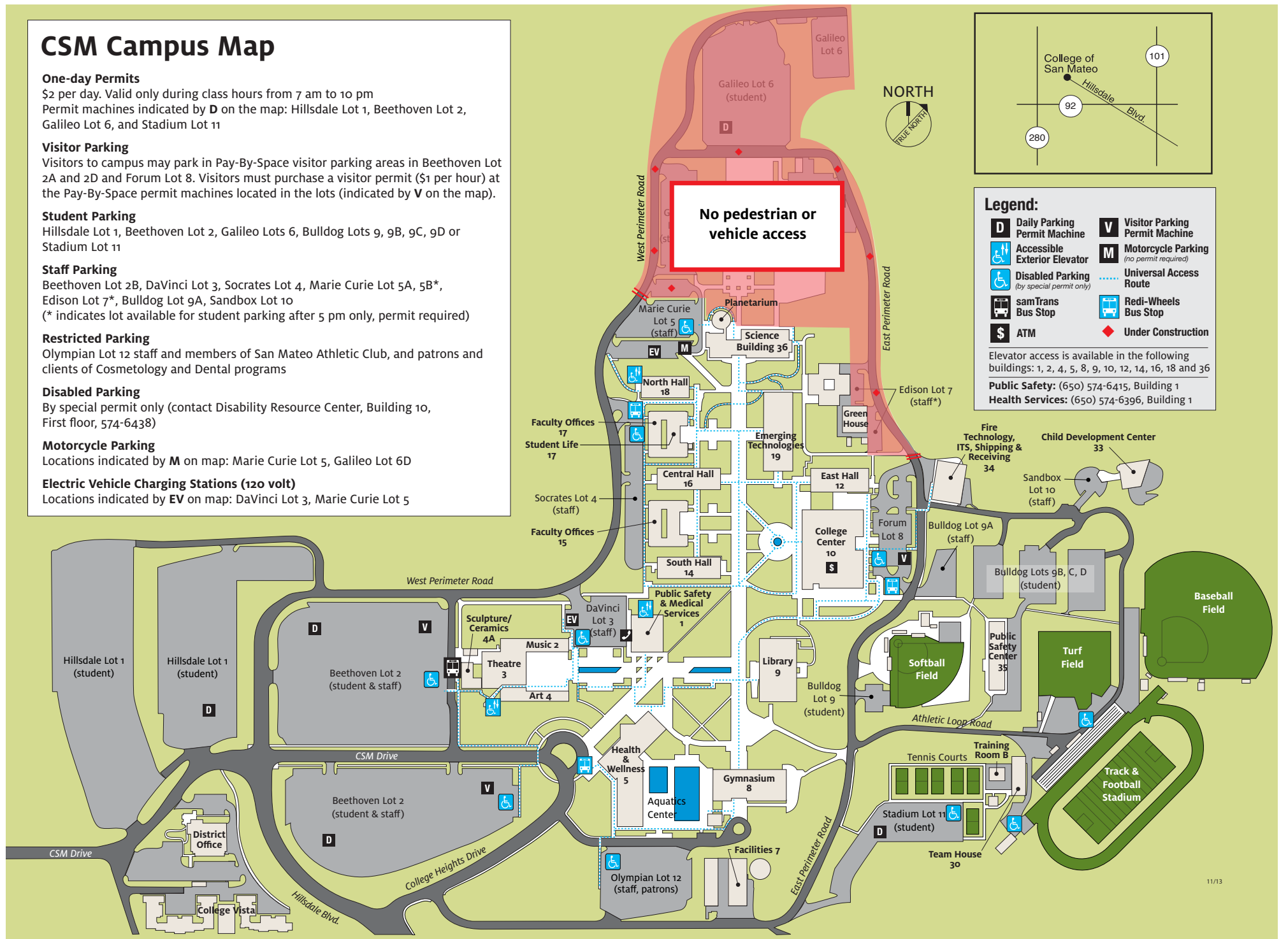
By special permit only (contact Disability Resource Center, Building 10, First floor, 574-6438)

## Motorcycle Parking

Locations indicated by **M** on map: Marie Curie Lot 5, Galileo Lot 6D

## Electric Vehicle Charging Stations (120 volt)

Locations indicated by **EV** on map: DaVinci Lot 3, Marie Curie Lot 5



## Campus Directory

### Main Number (650) 574-6161

Department/Office	Phone	Bldg-Room
Admissions & Records	574-6165	10-360
ASCSM (Student Government)	574-6141	17-112
Assessment/Placement Testing	574-6262	10-370
Bookstore	574-6366	10-202
CalWORKS	574-6155	10-120K
Career Services	574-6619	10-340
Cashier's Office	574-6412	10-360
Child Development Center	574-6279	Bldg. 33
Community Education	574-6149	DO-217
Community Relations & Marketing	574-6231	10-462
Cosmetology	574-6361	5-251
Counseling Center	574-6400	10-340
Dental Assisting	574-6212	5-329
Disabled Students Programs and Services (DSPS)	574-6438	10-120
Distance Education	574-6271	10-437
EOPS/CARE	574-6154	10-110
Facilities Rental	574-6220	10-439
Financial Aid/Scholarships	574-6146	10-360
Fax (Financial Aid)	574-6304	
Health Services Center	574-6396	1-147
High School Enrollment Programs	574-6646	10-462
International Student Center	574-6525	10-310
KCSM	574-6586	Bldg. 9
Learning Center	574-6570	10-220
Library	574-6100	Bldg. 9
Lost & Found	574-6415	1-100
Mental Health CARES Project	574-6172	10-471
Middle College	574-6101	17-154
Multicultural Center	574-6154	10-112
Parking	574-6415	1-100
Planetarium	574-6256	36-100
Psychological Services	574-6396	10-147
<b>Public Safety (Security)</b>	<b>574-6415</b>	<b>1-100</b>
San Mateo Athletic Club	378-7373	5-1 <sup>st</sup> floor
Student Life and Leadership	574-6141	17-112
Swimming Pool	574-6461	
Theatre	574-6191	Bldg. 3
Event Info Line	378-7218	
Transcript Information	358-6858	10-360
Transfer Services	358-6839	10-340
Transition to College	574-6487	10-120E
Veterans Resource Center	574-6625	16-150

## Academic Divisions

For a full listing of instructional programs within each division, visit [collegeofsanmateo.edu/divisionoffices](http://collegeofsanmateo.edu/divisionoffices).

Academic Support & Learning Technologies Division	574-6570	10-411
Business & Technology Division	574-6228	19-113
Creative Arts & Social Science Division	574-6494	10-413
Kinesiology, Athletics & Dance Division	574-6461	5-343
Language Arts Division	574-6314	15-168
Math & Science Division	574-6268	36-311

## Parking Regulations

### Parking Permit Requirements

All persons driving motor vehicles (except motorcycles) on to campus and utilizing the parking facilities during regular class hours (Monday-Friday, 7 am-10 pm), including final examinations, are required to obtain and display a parking permit on their vehicle. A parking permit is not required for students riding motorcycles and parking must be in designated Motorcycle Parking in Marie Curie Lot 5. Student parking permits are available for \$50 each for the fall and spring semesters (Fall/Spring Permit \$90) and \$25 for the summer session. Parking permits for students with California Board of Governors (BOG) waivers are \$30 per semester (fall or spring) and \$25 for the summer session.

### Lost or Stolen Parking Permits

If a permit is lost or stolen, replacements are available at full price.

### Purchasing Parking Permits

Students may purchase parking permits only online using WebSMART. Permits may be ordered and paid for online and mailed to the student's residence. Students may also order a permit online from computers located on the third floor of Building 10 (Admissions and Records Office and Business Office) and then pay for the permit and pick it up in the Cashier's Office. Temporary Parking permits are available online after purchasing a permit. Please follow online instructions on how to obtain your temporary parking permit while awaiting delivery of permit in the mail.

### Displaying Student Parking Permits

Permits must be displayed in the vehicle with the number visible from the exterior of the vehicle. They may be either affixed on the inside lower left of the windshield (above the steering wheel) or affixed to a plastic hanger suspended from the inside rear view mirror. Plastic permit hangers may be obtained from the Bookstore for \$1 plus tax. Permits may be used on multiple vehicles.

Vehicles with improperly displayed permits will be subject to citation. It is the permit holder's responsibility to properly display the permit in the vehicle and to notify CSM's Department of Public Safety promptly if the permit is lost or stolen.

Daily parking permits are available for purchase for \$2 each from permit dispensers in Hillsdale Lot 1B, Beethoven Lots 2A and 2E, Galileo Lot 6B, and Stadium Lot 11. Daily permits are valid in all lots where, and when, students are authorized to park. These permits must be displayed face-up on the dashboard.

Semester parking permits and daily parking permits are valid on all three campuses of the District (College of San Mateo, Skyline College and Cañada College).

A grace period allowing for the purchase of permits will be in effect during the first two weeks of the spring and fall semesters and the first week of the summer session in student lots only. **Citations will be issued beginning on Monday, June 23, 2014 for students parking without a valid permit.** All staff parking lots are strictly enforced. The grace period pertains only to student permits with all other parking regulations enforced at all times in all parking lots and roadways.

### Visitor Parking

Visitors may park in PayBySpace Visitor Lots Beethoven 2A, 2D and Forum Lot 8 (\$0.25 for each 15 minutes). After entering the space number in which the vehicle is parked into the machine and depositing sufficient money to purchase required time the permit machine located

at each of the visitor lots will issue a receipt that need not be displayed in the vehicle.

Visitors may also park in a student lot after purchasing and displaying in the vehicle (face-up on dashboard) a \$2 daily permit. Parking permit machines are located in Hillsdale Lot 1B, Beethoven Lots 2A and 2E and Stadium Lot 11. For the location of the parking lots please see a campus map.

### San Mateo Athletic Club Parking

Special parking permits issued by the San Mateo Athletic Club are required at all times for parking in Olympian Lot 12. All other permits are not valid. For more information, call 378-7373 or visit [smccd.edu/sanmateoathleticclub](http://smccd.edu/sanmateoathleticclub).

### Electric Vehicle Charging Stations

Parking in the EV charging stations is limited solely to electric vehicles that are actively charging with a maximum time limit of 4 hours per vehicle. (No parking permit is needed as long as the above conditions are met)

Any vehicle parked in an EV space and is; not an electric vehicle, not charging, or is left past the 4 hour maximum limit will be subject to a citation.

### Traffic and Parking Regulations

The speed limit on the campus is 15 mph.

Parking is permitted only on blacktop surfaces in specifically marked parking spaces. Parking on unpaved areas, in roadways, in crosshatched areas, in marked end zones, in areas posted as no parking zones or in any unauthorized area is prohibited. Vehicles parked backed into diagonal parking spaces can create a hazard when exiting and will be subject to citation.

Driving or parking within the inner campus is prohibited.

The campus is open daily from 7 am to 10 pm.

Stopped or standing vehicles on sidewalks, roadways or restricted areas will be subject to citation.

### Skateboards and Bicycles

The riding of skateboards on campus is prohibited by SMCCCD Regulations. Bicycles may be operated on campus. The California Vehicle Code prohibits the operation of bicycles on sidewalks.

### 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 [samtrans.com](http://samtrans.com) and [caltrain.com](http://caltrain.com). Printed schedules and maps are also available at the Center for Student Life and Leadership Development in Building 17, Room 112.

## STAY INFORMED IN AN EMERGENCY!

Sign up for emergency text message notifications today. Login to WebSMART at [collegeofsanmateo.edu/webSMART](http://collegeofsanmateo.edu/webSMART). Click **Emergency Text Message Contact Information** then enter your cell phone number to receive important messages from the college(s) of your choice. *It's that easy!*



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# Make summer work for you!

*Whether you are home from college for the summer or a high school student, you can accelerate your college education by taking a summer class at CSM.*

College of San Mateo's summer session provides you the opportunity to get ahead on lower-division graduation requirements.

If you're a high school student preparing for college in the fall, summer session provides you a chance to get a 'head start' on your college education.

We encourage you to enroll at CSM and make this summer work for you.



Visit [collegeofsanmateo.edu/enroll](http://collegeofsanmateo.edu/enroll) to get started now!

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### 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.

### Use of Photography

College of San Mateo, a non-profit California Community College, reserves the right to take and use photographs, video and electronic images of students and visitors taken on college property and at college-sponsored events for marketing and promotional purposes. Objection must be made in writing to the Community Relations & Marketing Office.

**This publication is produced by CSM's Community Relations and Marketing Department. It is available upon request in an alternate format by calling College of San Mateo's Disability Resource Center at (650) 574-6438.**