Every day, at about noon, sixty high school juniors and seniors converge on two College of San Mateo classrooms where they attend high school classes. Their mornings are also spent at CSM—attending college classes. The students are enrolled in San Mateo Middle College, a collaborative program between the San Mateo Union High School District and College of San Mateo.

Currently in its 15th year, Middle College serves high potential juniors and seniors whose needs are not met by the traditional high school or who are looking for a different kind of high school experience. Middle College’s academically challenging curriculum combines high school and college coursework and gives students the opportunity to earn college units while they’re completing high school requirements.

Middle College student Demetra Risner (above) describes the program’s rigor: “I am definitely more challenged at Middle College than I ever was in high school, and the teachers are extremely helpful. Taking classes at CSM is giving me a glimpse of what it’s like to be in college, and it has been preparing me for the next four years I’ll spend at a university.”
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### Did You Know?

1. More San Mateo County high school graduates attend CSM than any other post-secondary institution.
2. September 20, 1963, is the day that 5,621 students began attending classes at the new College Heights campus.
3. By choosing CSM for the first two years of college the average family will save approximately $60,000 in educational costs.
4. CSM students transferred to 56 different institutions in 2012. Over the last five years CSM students have been accepted to every UC and CSU campus in the state.
5. In 1922, the college was established as San Mateo Junior College at the Baldwin campus in downtown San Mateo, where it started with just 34 students in several rooms of San Mateo High School.
6. Bonnie Chastain, one of many distinguished alumni of CSM, was the first woman engineer in the Columbia Broadcasting System (CBS).
7. Super Bowl winning coaches and broadcasters Bill Walsh of the San Francisco Forty Niners and John Madden of the Oakland Raiders were Bulldogs and played on the College of San Mateo gridiron during the 1950’s.
8. Between Fall 2006 and Summer 2012 CSM students earned 5,492 degrees and certificates.

### Student Success Story: Gabriel Arteaga

**BA, UC Riverside**  
**Congressional Aide**

What does a college graduate do with a degree in political science? For Gabriel Arteaga the answer is to enter the political arena by working for his local congresswoman. “As a child of El Salvadorian immigrants, I have been given the opportunity to see life through a different lens,” says Gabriel. To witness his parent's struggle to overcome tremendous hardship while providing a better life for his family in the United States was motivating for Gabriel. He took the experience and turned it into a passion to help others and become an advocate for families like his own. “Working in politics is a perfect avenue for me to accomplish my goal of helping others.”

Even as a student at Burlingame High School, Gabriel had a social conscience. He was actively involved in student activities that provided leadership opportunities. He became president of La Cultura Latina, a student organization designed to create awareness of Latino/a culture, raise funds for student scholarships, and provide a college-prep support group for students and their parents. “I was very involved in high school. Although I wasn’t the world’s greatest student, I was very determined and persistent. I was a B average student, but I never measured my success by how many A’s and B’s I earned, but rather the choices that I made.”

According to Gabriel, one of his most important choices was to attend CSM. However, timing was not good; his family's business demanded more of his time and Gabriel began to struggle academically. He found college work more challenging and college life very different from high school. Overall, it was a difficult transition. While Gabriel never considered quitting school, he needed support and guidance to navigate the college experience.

### High School Students Reap the Benefits from CSM Programs

CSM’s Concurrent Enrollment Program gives high school students a head start on their college education, and the **Priority Enrollment Program helps to ease high school seniors’ transition to college life. Both programs are successfully helping students to be better prepared for their college education.**

**Concurrent Enrollment**

Every year, hundreds of high school students—freshmen through seniors—get a head start on their college education by enrolling in classes through an enrichment program at CSM known as Concurrent Enrollment.

It’s no surprise that the Concurrent Enrollment Program is popular—it delivers big benefits to high school students. The program allows students to earn college and high school credit while fulfilling university requirements, and provides the opportunity to complete a college education in less time. Additionally, because the enrollment fee is free for most high school students*, they complete college units without the expense of university tuition. Concurrent Enrollment students get to experience life on a college campus, participate in classes with college students and they can explore new fields of study. Another benefit is that most universities accept units students have earned in CSM’s transferable courses. Finally, the fact that high school students have challenged themselves by taking college courses helps them stand out among the competition when they apply for university admission.

See “Student Success” on page 5

### Support CSM

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

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* See “CSM Programs for High School Students” on page 5

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**Support CSM**

Your opportunity to participate  
[collegeofsanmateo.edu/supportcsm](http://collegeofsanmateo.edu/supportcsm)
Welcome to CSM's 2013 Summer Session. You might be surprised to know that summer is a busy time at the college. Many students find that taking one or two summer classes is a great way to complete college requirements, learn a new skill or refresh their knowledge. For example, as you will read in the article about our Concurrent Enrollment Program, summer represents the largest enrollment of high school students throughout the year – these students are getting a head start on their college education by earning both college and high school credit. In addition, you will find a feature on our CIS program and how it’s expanding to meet the needs of local industry by preparing students to work in the growing CIS field. We have also included a story about our Middle College High School, a partnership program with the San Mateo Union High School District. This innovative model program for high school juniors and seniors offers a different kind of high school program on a college campus. We are very proud of Middle College and its success: since it began 15 years ago, nearly 100 percent of the graduates have gone on to college. Finally, I hope you read Gabriel Artega’s wonderful success story: Gabriel is a CSM alumnus who went from becoming the first in his family to attend college to working for a U.S. congresswoman!

These stories provide a small sample of what College of San Mateo has to offer. I invite you to look through this Schedule of Classes and perhaps you will find an opportunity to join us this summer.

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**Message from the President**

Michael Claire

CSM President

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**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 offer. I invite you to look through this Schedule of Classes and perhaps you’d like to see in upcoming schedules? Please provide your suggestions and/or feedback to csmpr@smccd.edu.

Thank you.

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**Summer 2013 Important Dates**

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<th>Matriculation activities: Placement Testing, College Orientation, Counseling—see page 7</th>
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<tr>
<td>Monday, April 29 – Monday, May 6</td>
<td>WebSMART priority registration for Summer and Fall 2013 by appointment—continuing day and evening students</td>
</tr>
<tr>
<td>Monday, April 29</td>
<td>Veterans &amp; Foster Youth, current SEP* required</td>
</tr>
<tr>
<td>Tuesday, April 30</td>
<td>EOPS, DSIP, CalWORKS, current SEP* required</td>
</tr>
<tr>
<td>Wednesday, May 1</td>
<td>Athletes, Honors Program Students, Associated Student Government, International Students, current SEP* required</td>
</tr>
<tr>
<td>Thursday, May 2</td>
<td>Continuing Students with current SEPs* by unit value earned, Continuing Middle College Students</td>
</tr>
<tr>
<td>Sunday, May 5</td>
<td>All Continuing Students</td>
</tr>
<tr>
<td>Wednesday, May 8</td>
<td>Priority Enrollment Program participants, new matriculating students who have completed matriculation, new Middle College Students</td>
</tr>
<tr>
<td>Thursday, May 9 – Sunday, June 16</td>
<td>WebSMART registration for Summer and Fall 2013 by appointment—new, former, and continuing students</td>
</tr>
<tr>
<td>Wednesday, May 15</td>
<td>Students on probationary/dismissal status and who have over 75 units notified by college email regarding change in priority registration</td>
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<tr>
<td>Tuesday, June 4</td>
<td>Spring 2013 final grades available on WebSMART</td>
</tr>
<tr>
<td>Monday, June 17</td>
<td>Summer Session begins for both day and evening classes</td>
</tr>
<tr>
<td>Monday, June 17 – Saturday, June 22</td>
<td>WebSMART late registration period</td>
</tr>
<tr>
<td>Tuesday, June 18</td>
<td>Last day to drop six-week, seven-week, and eight-week MW evening classes with eligibility for partial enrollment fee/nonresident fee refund or credit. For short courses, eligibility for credit or refund is within the first 10% of class meetings. For exact deadline date, check course in WebSMART: collegeofsanmateo.edu/websmart</td>
</tr>
<tr>
<td>Thursday, June 20</td>
<td>Last day to drop eight-week and eight-week TTh evening classes with eligibility for partial enrollment fee/nonresident fee refund or credit. For short courses, eligibility for credit or refund is within the first 10% of class meetings. For exact deadline date, check course in WebSMART: collegeofsanmateo.edu/websmart</td>
</tr>
<tr>
<td>Monday, June 24</td>
<td>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 50% of the class meetings will not appear on the student’s record. For exact deadline date, check course in WebSMART: collegeofsanmateo.edu/websmart</td>
</tr>
<tr>
<td>Monday, June 24</td>
<td>Parking permit requirement begins. Citations will be issued for students parking without a valid permit.</td>
</tr>
<tr>
<td>Tuesday, June 25</td>
<td>Eight-week and eight-week TTh evening classes officially dropped on or before this date will not appear on the student’s record.</td>
</tr>
<tr>
<td>Thursday, July 4</td>
<td>No Classes. Observance of Independence Day Holiday</td>
</tr>
<tr>
<td>Friday, July 5</td>
<td>Deadline to apply for August A.A./A.S. degree or certificate</td>
</tr>
<tr>
<td>Wednesday, July 17</td>
<td>Last day to withdraw officially from six-week classes with assurance of a “W” grade. For short courses the withdrawal deadline is at 75% of class meetings. For exact deadline date, check course in WebSMART: collegeofsanmateo.edu/websmart</td>
</tr>
<tr>
<td>Tuesday, July 23</td>
<td>Last day to withdraw officially from seven-week classes with assurance of a “W” grade.</td>
</tr>
<tr>
<td>Thursday, July 25</td>
<td>Last day to withdraw officially from eight-week TTh evening classes with assurance of a “W” grade.</td>
</tr>
<tr>
<td>Saturday, July 27</td>
<td>End of six-week session</td>
</tr>
<tr>
<td>Monday, July 29</td>
<td>Last day to withdraw officially from eight-week day and evening classes with assurance of a “W” grade.</td>
</tr>
<tr>
<td>Wednesday, July 31</td>
<td>Deadline to pay student fees. If fees are not paid by this date, your Fall 2013 classes will be automatically dropped. Beginning Monday, August 12 (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 outstanding balance will not be able to register. Visit collegeofsanmateo.edu/fees for more information.</td>
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<tr>
<td>Saturday, August 3</td>
<td>End of seven-week session</td>
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<tr>
<td>Saturday, August 10</td>
<td>End of eight-week session</td>
</tr>
<tr>
<td>Monday, August 19</td>
<td>Fall 2013 Semester begins</td>
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**Community Members: Are there topics or features you’d like to see in upcoming schedules? Please provide your suggestions and/or feedback to csmp@smccd.edu.**

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*For Student Educational Plan (SEP) assistance, contact Counseling at 574-6400.

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College of San Mateo is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, (302 Market Street, Suite 10, San Rafael, CA 94901, 415-506-0234), an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.
Tech Program Responds to Industry Need for an Educated Workforce

Computer information systems (CIS) are a vital component of our daily lives as they continue to shape how we communicate, do business and access information and entertainment. As most businesses and industries rely on technology, employers will continue to hire well-trained CIS professionals and technicians. CSM Dean of Business and Technology Kathy Ross describes the outlook for the industry: "CIS is nationally recognized as one of the fields with the largest demand for jobs over the next decade and the Bay Area will be the center of the fastest growth for the job category in the nation." Specifically, the projected growth between 2009 and 2015 in Bay Area computing-related jobs is 20.2 percent.

With CSM’s proximity to Silicon Valley, the college’s CIS program is responding to the local demand by providing many options for students, including degrees and certificates leading to employment in the industry or transfer to a university for continued study in the field. For many CIS fields, employers prefer candidates with a bachelor’s degree; however, there are entry level positions available for students with an associate degree or related certificate. In addition, students pursuing careers in mobile media can start as entrepreneurs or consultants.

Students receive a solid foundation in computer science—both theory and hands-on application—with access to state-of-the-art computing equipment. CSM’s curriculum is continually evolving to align with the changing employment needs. For example, later this year, the college will launch two new CIS programs in Web and Mobile Application Development: a three-semester certificate of achievement and a four-semester associate in science degree. According to CIS Professor Melissa Green, “Many CSM students who complete the internet programming certificate have no problem finding employment.”

CSM’s CIS department currently offers three associate degree programs and seven certificate programs, each providing a different area of focus: applications and development, Web development, network security and programming. To provide flexibility for students’ work and college schedules, classes are offered both online and lecture and some programs can be completed online.

The college’s CIS faculty brings a broad scope of professional CIS experience to their classrooms. Most have been or are currently employed in CIS careers in business, education, health care, law enforcement and information technology companies, both nationally and internationally.

CSM’s CIS program prepares students for a wide range of careers that include communications technician, computer operator, data base administrator, documentation specialist, information specialist, programmer, software engineer, software technician, software tester, tech support and Web developer.

*Source: Economic Modeling Specialists, Inc.

Middle College continues from outer front cover

Middle College is a “good fit” for those students who can balance responsibility with increased independence. Because students choose to attend Middle College, they have a genuine interest in the program and are motivated to succeed. The faculty and staff focus on building supportive relationships with each Middle College student and promoting a sense of community within the program. Learning extends beyond the walls of the classroom as Middle College students participate in community service projects, leadership activities and career development opportunities. In addition to the resources offered by the program, Middle College students also have access to all of CSM’s academic and student support services.

Since opening in fall 1998, Middle College has established itself as a successful model program. Three-hundred and fifty students have graduated from Middle College and nearly 100 percent have gone on to college. According to Principal Greg Quigley, "Typically 25-30 percent go directly to four-year universities while the others continue at CSM or other community colleges, many of which will transfer to four-year schools." In 2001, Middle College was honored with a J. Russell Kent Award as an exemplary program by the San Mateo County School Board Association.

Middle College graduate Kimberly Virgen (right), currently a freshman at UCLA, explains her experience in CSM’s program: “I wanted to get ahead and I felt I needed a new environment in which I could thrive. I wanted a new experience and I really did have an unforgettable experience. This was the right decision for me because I was exposed to the pressure and stress of a college environment at the age of 16 and this has really helped me now that I am at UCLA.”

CSM’s Middle College is open to students attending high school in the San Mateo Union High School District and the Cabrillo Unified School District. To find out more information about Middle College, visit collegeofsanmateo.edu/middlecollege.

Photo credit: Derek Le
Pathway to College: Using the Keys to Success

During summer 2012, the CSM Learning Center piloted a two-week Summer Bridge Academy. Twenty-three new college freshmen completed the program that was designed to improve student preparation and ease the transition of the college experience. A collaborative effort by the college’s Learning Center and Basic Skills Initiative Committee, CSM’s Summer Bridge Academy targeted incoming students who placed below Math 120 (Intermediate Algebra) or English 100 (Composition and Reading). Students who place into pre-transfer level courses or who are the first in their families to attend college have a greater risk of leaving college before reaching their educational goals. During the two-week program, bridge students received an extensive introduction to the college’s support programs and services that were essential to their academic success.

From the 23 students who completed the summer program, all were enrolled during fall 2012 and 19 continued into the spring 2013 semester. Moreover, the overall success rate for course completion for summer bridge students was 73.7 percent as compared to their non-summer bridge counterparts, which was 60.3 percent. This data was quite positive and suggests that summer bridge participation is having a positive effect on student academic success.

To continue the program’s success, the college has renewed its mission, renamed it, enhanced the curriculum, and added a mentoring component (S.M.A.R.T.) to provide additional peer support for students in their first year of college. The revamped summer program, now called Pathway to College is still designed to assist first-time college students in making a successful transition to college life. However, now the program combines information on college success and study strategies through our Keys to Success (LCTR 680MA) course with dynamic instruction in math and English. Based on feedback from summer bridge participants, we have included more interactive lesson plans, web-based instructional resources and team building activities in the two-week program. The Pathway to College 2013 program will run from July 8 to July 19. For more information visit collegeofsanmateo.edu/pathwaytocollege.

Article submitted by Jennifer Mendoza, Ph.D. (right), director of the CSM Learning Center.
Student Success (continued from front cover)

CSM’s Extended Opportunity Programs and Services (EOPS) became something of a lifeline for Gabriel. He recalls, “EOPS was key for my success at CSM, as not only assisted me financially in purchasing textbooks and providing early registration and mentorship, but it gave me a home away from home. My EOPS Counselor Ruth Turner helped me to overcome obstacles and introduced me to several programs and services at CSM that assisted me with the transition and, as a result, my grades began to improve,” says Gabriel. The faculty and staff at EOPS treated me like family. They were truly invested in my future success.”

With a supportive network of faculty, staff and resources, Gabriel began to thrive at CSM both academically and personally. “I found that I became focused, determined and motivated. I felt that my professors wanted me to be more than just a better student; their goal was to make me a better critical thinker and a more conscious and active member in our community.”

Building on his student leadership experience from high school, Gabriel became involved in student government at CSM, serving as a student senator, president and co-founder of the Latinos Unidos and chair of the Inter Club Council. “I learned what it took to run a successful campaign, worked with others toward a similar goal and built community as a way to improve the campus. CSM was instrumental in preparing me for a life of service because service is one of the core principles of the college. It prepared me for where I am today – working in politics.” For his service to CSM, Gabriel was honored with the college’s prestigious Allan R. Brown Outstanding Student Service Award.

CSM’s Student Activities Assistant Fauzi Hamadeh recalls Gabriel’s commitment and contribution to the college: “During his time at CSM, Gabriel took the initiative to become an advocate for his community and for all students. He built bridges with the campus community to develop a thriving club that still continues. He truly embodies all the philosophies that we try to instill in our students: community, inclusiveness, engagement, and service. Gabriel’s continued public service is testimony to his leadership, commitment, and personal convictions.”

Gabriel explains the significance of CSM, “I live my life by metaphors related to running and it was CSM that served as the starting block to propel me to greater things in both my academic life and professional career.” Upon completing his lower division requirements at CSM, Gabriel transferred to UC Riverside where he earned his bachelor’s degree in political science.

Today, Gabriel proudly serves as an aide to Congresswoman Anna Eshoo in her Palo Alto office (California’s 14th Congressional District). He has stayed on course and remained true to his passion for helping others. “Working for one of the most brilliant and hardest working members of Congress is as gratifying as it sounds; the Congresswoman and all my colleagues are an inspiration to me and I continue to be excited and thrilled to learn something new every day. It’s a dream come true for me.”

“I have always known that this is the field I was meant to be in because it allows me to give back directly to the community I serve. CSM definitely helped me reach that goal.”

CSM Programs for High School Students (continued from front cover)

San Mateo High School graduate Paola Alumnus (right) describes her experience taking art classes at CSM: “The benefit that I got from the program was that I built a strong portfolio to send to the colleges when I was in high school. Since high school didn’t offer different types of painting or drawing classes as CSM does, I was able to have a successful portfolio. Paola decided to enroll at CSM as a regular college student where she spent two years before transferring to UC Berkeley where she is currently majoring in architecture. “My experience being part of the concurrent enrollment program was one of the best choices I made,” says Paola.

High school students can enroll in the Concurrent Enrollment Program in day or evening classes, in fall or spring semesters or during summer session. In fact, summer session—which is 6, 7 or 8 weeks long—has the largest enrollment of high school students. Students can get information about the program, including the application, eligibility requirements, deadlines and more by visiting: collegeofsmcc.edu/pep.

*students enrolling in 11 units or fewer are not required to pay the enrollment fee and health fee.

Have questions about CSM?

Top to Questions

- How do I apply?
- How do I register for classes?
- When is the application deadline?
- Where can I find an academic calendar?
- What majors or academic programs do you offer?
- Can I get a campus map?
- Where can I find a list of events?
- How many students are enrolled?
- When do classes begin and end?
- How much is tuition?

Visit collegeofsmcc.edu/askthebulldog to find the answers.
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 7 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 $208 per unit at the time of registration, in addition to other required fees paid by California residents. Students may be required to present documentary evidence of eligibility for classification as residents. See page 17 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. Students must be enrolled in 2013 Important Dates on page 3 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 2013 semester in at least one class and is either still enrolled; or dropped the class after the drop class had started; in mid-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.

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 2013 term. Submit an Application for Admission at 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 2013 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 9th–12th graders the opportunity to get an “early start” on their college experience and earn college credit. Enrollment fees are free to California residents who enroll in 11 units or less.

Step 1: Apply for admission online at collegeofsanmateo.edu/apply

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

Step 3: Take placement tests at CSM if you are planning to register for English or math courses. Call (650) 574-6175 for information.

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) 574-6175.

Step 5: Register for classes at collegeofsanmateo.edu/websmart.

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

For more information, visit 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 2013.

More information about PEP can be found at 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. For more information, review the Transcript Evaluation Service information at smccd.edu/transfer.

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 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 2012 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 14, Third Floor, Room 310). For office hours and more information, call (650) 574-6715 or go to 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 2013 (August–December) — April 15, 2013
Spring 2014 (January–May) — October 15, 2013

AB 540 Students

Under Assembly Bill 540 (AB 540), 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 AB 540 form and submit it by fax (650) 574-6700, 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 AB 540 form from the CSM website at collegeofsanmateo.edu/forms, or from the Admissions and Records Office.

Have questions or need assistance? Please visit: collegeofsanmateo.edu/contactcsm

International Education

College of San Mateo welcomes international students, who enrich the academic, cultural, and social life of the College 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 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 institutional 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 Patricia Kwock at kwockp@smccd.edu or (650) 574-6725.

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. 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 or call (650) 574-6933.

Summer 2013 Registration Dates & Times

Continuing Students: April 29–May 6

New & Former Students: May 8–June 16

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 enrollment code to enter when you register. You must complete the registration process through WebSMART no later than Saturday, June 22.

If a class has reached its maximum enrollment limit, you may be able to choose to add your name to the waiting list by bringing a diversity of ideas and multicultural perspectives to the classroom. Non-resident students will be notified through your my.smccd.edu email account. You will have 24 hours to respond. For more important details visit collegeofsanmateo.edu/enrollment/waitlists.asp.

For important information regarding deadlines for eligibility for credit or refund of fees please visit: collegeofsanmateo.edu/forms/credit.asp

Online classes – You can find online instructor contact information by selecting the course title link within WebSchedule. collegeofsanmateo.edu/webschedule.
Steps to Successful Enrollment

1. Apply for Admission
2. Take Placement Tests
3. Complete College Orientation and Counseling Workshop
4. Register for Classes and Pay Fees
5. Sign In & Use Your Assigned my.smccd.edu Email

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: Complete College Orientation and Counseling Workshop.

If Your Educational Goal is to take courses for personal enrollment, upgrade job skills; maintain a certificate or license; participate in the High School 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, 2, and 4.

Step 1: Apply
All students are required to complete the Application for Admission. Fill out the Application online at 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 course enrollment. View sample test questions online at collegeofsanmateo.edu/testing.

To schedule placement tests, log into your student WebSMART account. The USER ID is your 6 digit birth date. In WebSMART, click on Student Records, click on Student Appointments. Bring to the workshop 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 workshop you will be able to register for classes and you are eligible to use counseling services.

The workshop is one and a half hours and covers WebSMART and college email requirements, managing student records and enrollment, educational goals, placement test results and course selection, associate degree and university transfer requirements, college policies and procedures, and more.

Step 4: Register for Classes
Your appointment to register will be sent to your student WebSMART account. To log-in, you will need a USER ID (G number) and password (six digit birth date). 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. When registering for a class, the student database looks for: 1) the successfully completed prerequisite course, or 2) the placement test results that indicate the skill level prerequisite requirements. If neither requirement is met, registration for the course is blocked. If you have completed the prerequisite course outside of the college district, go to 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.

Financial Aid

Students applying for Financial Aid must complete enrollment steps as noted below. 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.

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 ($55 for BOGFW students), health, student body and student representation, must be paid by the student.
- 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 $520 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; half-time 6-8.5 units; three-quarter time 9-11.5 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 $3,150, Cal Grant C $75.

Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG is a grant awarded to students with exceptional need (EFC of 1 through 1,000). Awards range from $100–$800.

Federal Pell Grant

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 $5,460. Priority application date: March 2.

Federal Supplemental Educational Opportunity Grant (FSEOG)

If you have already 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 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: College Orientation and Counseling Workshop

To have access to counseling services students must first attend 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 workshop you will be able to register for classes and you are eligible to use counseling services.

The workshop is one and a half hours and covers WebSMART and college email requirements, managing student records and enrollment, educational goals, placement test results and course selection, associate degree and university transfer requirements, college policies and procedures, and more.

Step 4: Register for Classes
Your appointment to register will be sent to your student WebSMART account. To log-in, you will need a USER ID (G number) and password (six digit birth date). 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. When registering for a class, the student database looks for: 1) the successfully completed prerequisite course, or 2) the placement test results that indicate the skill level prerequisite requirements. If neither requirement is met, registration for the course is blocked. If you have completed the prerequisite course outside of the college district, go to 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.

Extended Opportunity Programs and Services (EOPS)

EOPS is a statefunded 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.

Loans

Loans are financial aid funds that students borrow now and repay after they complete a program of study or stop going to school. Loan amounts vary from $500–$65,000.

Scholarships

Scholarships are awarded for a variety of criteria. Awards range from $500–$2,000. Contact the Financial Aid Office at 574-6514 for more information.
Educational Goals at CSM

View the College Catalog and the College website, 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. When 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 CSM
California community colleges, as a result of SB 1440, offer associate degrees designed to support transfer to the California State University system. Students who complete an AAT or AST 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 AAT or AST, go to www.1440.org.

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.

Certification 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. Certification programs are carefully developed by advisory committees composed of college staff and selected representatives from the business and industrial communities. Typically certificates require 12-15 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.

Gainful Employment Disclosure Information
Final regulations published in the Federal Register on October 29, 2010, (75 FR 66666 and 66674), 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.

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.
How to Read Class Information

- **Accounting**
  - ACTG 100 ACCOUNTING PROCEDURES (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 53164: 6/17 7/24
    - Start and end dates for section 54190: 6/17 8/8
  - ACTG 101 TEN-KEY SKILLS (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54124: 6/17 8/8
    - Start and end dates for section 54537: 6/17 8/7
  - ACTG 103 OLH Online
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54534: 6/17 8/8
    - Start and end dates for section 54535: 6/17 8/8
    - Start and end dates for section 54536: 6/17 8/8
    - Start and end dates for section 54537: 6/17 8/7
  - ACTG 104 OLH Online
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54538: 6/17 8/8
    - Start and end dates for section 54539: 6/17 8/8
    - Start and end dates for section 54540: 6/17 8/8
    - Start and end dates for section 54541: 6/17 8/8
  - ACTG 106 OLH Online
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54542: 6/17 8/8
    - Start and end dates for section 54543: 6/17 8/8
    - Start and end dates for section 54544: 6/17 8/8
    - Start and end dates for section 54545: 6/17 8/8
  - ACTG 107 OLH Online
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54546: 6/17 8/8
    - Start and end dates for section 54547: 6/17 8/8
    - Start and end dates for section 54548: 6/17 8/8
    - Start and end dates for section 54549: 6/17 8/8
  - ACTG 108 OLH Online
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54550: 6/17 8/8
    - Start and end dates for section 54551: 6/17 8/8
    - Start and end dates for section 54552: 6/17 8/8
    - Start and end dates for section 54553: 6/17 8/8
  - ACTG 109 OLH Online
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54554: 6/17 8/8
    - Start and end dates for section 54555: 6/17 8/8
    - Start and end dates for section 54556: 6/17 8/8
    - Start and end dates for section 54557: 6/17 8/8
  - ACTG 110 ACCOUNTING FINANCIAL (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54558: 6/17 8/8
    - Start and end dates for section 54559: 6/17 8/8
    - Start and end dates for section 54560: 6/17 8/8
    - Start and end dates for section 54561: 6/17 8/8
  - ACTG 111 MANAGERIAL ACCOUNTING (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54562: 6/17 8/8
    - Start and end dates for section 54563: 6/17 8/8
    - Start and end dates for section 54564: 6/17 8/8
    - Start and end dates for section 54565: 6/17 8/8
  - ACTG 114 QUICKBOOKS: SET-UP AND SERVICE BUSINESS (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54566: 6/17 8/8
    - Start and end dates for section 54567: 6/17 8/8
    - Start and end dates for section 54568: 6/17 8/8
    - Start and end dates for section 54569: 6/17 8/8
  - ACTG 115 QUICKBOOKS: PAYROLL AND MERCHANDISING BUSINESS (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54570: 6/17 8/8
    - Start and end dates for section 54571: 6/17 8/8
    - Start and end dates for section 54572: 6/17 8/8
    - Start and end dates for section 54573: 6/17 8/8
  - ACTG 116 QUICKBOOKS: ACCOUNTING BUSINESS (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54574: 6/17 8/8
    - Start and end dates for section 54575: 6/17 8/8
    - Start and end dates for section 54576: 6/17 8/8
    - Start and end dates for section 54577: 6/17 8/8
  - ACTG 117 INDIVIDUAL INCOME TAXES (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54578: 6/17 8/8
    - Start and end dates for section 54579: 6/17 8/8
    - Start and end dates for section 54580: 6/17 8/8
    - Start and end dates for section 54581: 6/17 8/8
  - ACTG 118 BUSINESS INCOME TAXES (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54582: 6/17 8/8
    - Start and end dates for section 54583: 6/17 8/8
    - Start and end dates for section 54584: 6/17 8/8
    - Start and end dates for section 54585: 6/17 8/8
  - ACTG 119 TRUST, ESTATE AND GIFT TAXES (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54586: 6/17 8/8
    - Start and end dates for section 54587: 6/17 8/8
    - Start and end dates for section 54588: 6/17 8/8
    - Start and end dates for section 54589: 6/17 8/8
  - ACTG 665M LACERTE TAX SOFTWARE BASICS (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54590: 6/17 8/8
    - Start and end dates for section 54591: 6/17 8/8
    - Start and end dates for section 54592: 6/17 8/8
    - Start and end dates for section 54593: 6/17 8/8

- **Anthropology**
  - ANTH 100 CULTURAL ANTHROPOLOGY (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54594: 6/17 7/25
    - Start and end dates for section 54595: 6/17 7/25
    - Start and end dates for section 54596: 6/17 7/25
    - Start and end dates for section 54597: 6/17 7/25
  - ANTH 101 MAGIC, SCIENCE AND RELIGION (CSU)
    - Start and end dates: 6/17 7/25
    - Start and end dates for section 54598: 6/17 7/25
    - Start and end dates for section 54599: 6/17 7/25
    - Start and end dates for section 54600: 6/17 7/25
    - Start and end dates for section 54601: 6/17 7/25

Looking for College Forms? Commonly requested forms include:
- Transcript Evaluation/Course Substitution
- Residency Reclassification
- Prerequisite Equivalency
- And many more!

More information at [collegeofsanmateo.edu/forms](http://collegeofsanmateo.edu/forms)
### Business Windows Applications - Windows Platform

**BUSN 214 Word Processing I Using Word for Windows (CSU)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 214 OLH</td>
<td>Online</td>
<td>William</td>
<td>1.5</td>
<td>6/17-8/8</td>
</tr>
</tbody>
</table>

**BUSN 215 Word Processing II Using Word for Windows (CSU)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 215 OLH</td>
<td>Online</td>
<td>William</td>
<td>1.5</td>
<td>6/17-8/8</td>
</tr>
</tbody>
</table>

### Career and Life Planning

**CRER 110 College and Career Success (CSU, UC)**

A $5.00 materials fee is payable upon registration.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CRER 110 AX</td>
<td>MWF</td>
<td>O'Brien</td>
<td>3.0</td>
<td>6/17-8/8</td>
</tr>
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### Chemistry

**CHEM 192 Elementary Chemistry (CSU, UC)**

A $5.00 materials fee is payable upon registration.

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<th>Course Title</th>
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<tbody>
<tr>
<td>CHEM 192 AX</td>
<td>MWF</td>
<td>9:00-12:05</td>
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</tbody>
</table>

**CHEM 200 General Chemistry I (CSU, UC)**

A $5.00 materials fee is payable upon registration.

<table>
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<tbody>
<tr>
<td>CHEM 200 AX</td>
<td>MWF</td>
<td>8:00-10:20</td>
<td>3.0</td>
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### Chinese

**CHIN 111 Elementary Chinese I (CSU, UC)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIN 111 OLH</td>
<td>Online</td>
<td>Wu</td>
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**CHIN 112 Elementary Chinese II (CSU, UC)**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Instructor</th>
<th>Credits</th>
<th>Dates</th>
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<tbody>
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<td>CHIN 112 OLH</td>
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<td>Wu</td>
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<td>6/17-8/8</td>
</tr>
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</table>

**CHIN 211 Colloquial Chinese I, Elementary (CSU)**

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<tr>
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<td>6/17-8/8</td>
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</table>

**CHIN 212 Colloquial Chinese II, Elementary (CSU)**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Instructor</th>
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<th>Dates</th>
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<tbody>
<tr>
<td>CHIN 212 OLH</td>
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<td>6/17-8/8</td>
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## Communications Studies

**COMM 110 Public Speaking (CSU, UC)**

<table>
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<th>Course Code</th>
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<th>Credits</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
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<td>COMM 110 A6</td>
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<td>Li</td>
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<td>6/17-8/8</td>
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**COMM 190 Interpersonal Communication (CSU, UC)**

<table>
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<th>Dates</th>
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<td>COMM 190 B6</td>
<td>MTWTh</td>
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<td>6/17-8/8</td>
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</table>

### Computer and Information Science

**CIS 110 Introduction to Computer and Information Science (CSU, UC)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110 DLH</td>
<td>Online</td>
<td>Tillmann</td>
<td>3.0</td>
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</table>

**CIS 112 Internet Programming: Python (CSU)**

<table>
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<tr>
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<tbody>
<tr>
<td>CIS 112 DLH</td>
<td>Online</td>
<td>Putnam</td>
<td>4.0</td>
<td>6/17-8/8</td>
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</table>

**CIS 151 Networks and Digital Communication (CSU)**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>CIS 151 DLH</td>
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<td>Brown</td>
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**CIS 254 Introduction to Object-Oriented Program Design (CSU)**

A $2.00 materials fee is payable upon registration.

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**CIS 379 Internet Programming: XML (CSU)**

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## Cosmetology

**COSM 722 Advanced Cosmetology I**

A $55.00 materials fee is payable upon registration.

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<td>MWF</td>
<td>Boosalis</td>
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**COSM 724 Advanced Cosmetology II**

A $55.00 materials fee is payable upon registration.

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<td>MWF</td>
<td>Nalls</td>
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## Digital Media

**DGM 102 Media Law and Ethics (CSU, UC)**

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**DGM 104 Digital Media Career Pathways (CSU)**

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### Professor Andria Nalls provides hands-on demonstration to cosmetology students.
ENGLISH AND LITERATURE

ENGLISH COURSE SEQUENCE

Non Degree Applicable

ENGL 838
ENGL 848
ENGL 100/102
ENGL 110
ENGL 116

Associate Degree Applicable

ENGLISH 400
ENGLISH 100
ENGLISH 100/102
ENGLISH 110
ENGLISH 116

University Transferable

ENGL 828
ENGL 829
ENGL 839
ENGL 849
ENGL 859

ENGL 110 COMPOSITION, LITERATURE, AND CRITICAL THINKING (CSU, UC)
54697 ENGL 110 A6 MTWTh 8:00-10:10 16-104 Brennan 3.0
TBA Hours: MTWTh 8:00-10:10 16-104 Start and end dates for section 54697: 6/17 8/7
54722 ENGL 110 B6 MTWTh 9:40-11:50 16-104 Carranza 3.0
TBA Hours: MTWTh 9:40-11:50 16-104 Start and end dates for section 54722: 6/17 8/7
54647 ENGL 110 C6 MTWTh 10:40-12:50 16-104 Smith 3.0
TBA Hours: MTWTh 10:40-12:50 16-104 Start and end dates for section 54647: 6/17 8/7
54449 ENGL 110 D6 MTWTh 11:00-1:10 16-104 Carranza 3.0
TBA Hours: MTWTh 11:00-1:10 16-104 Start and end dates for section 54449: 6/17 8/7

Evening Course
50672 ENGL 110 K6 TTh 6:00-8:10 16-104 Smith
TBA Hours: TTh 6:00-8:10 16-104 Start and end dates for section 50672: 6/17 8/8

Online Course
50607 ENGL 110 CLH Online不平衡
TBA Hours: By Arr 2.2 Hrs/Wk 4-ONLN
Start and end dates for section 50607: 6/17 8/8

ENGL 110/112

ENGL 110/112

ENGLISH AS A SECOND LANGUAGE

Program Skill Levels
Grammar & Writing
Listening & Speaking
Reading & Vocabulary
Level 1
ENGL 825
ENGL 845
ENGL 846
Level 2
ENGL 826
ENGL 847
ENGL 848
Level 3
ENGL 827
ENGL 849
ENGL 855
Level 4
ENGL 828
ENGL 856
ENGL 857
Level 5
ENGL 829
ENGL 858
ENGL 859

ENGLISH LANGUAGE

ENGL 850 INDIVIDUAL WRITING INSTRUCTION
52902 ESL 850 A6 By Arr 2.0-4.0 Hrs/Wk 16-104
TBA Hours: By Arr 2.0-4.0 Hrs/Wk 16-104
Start and end dates for section 52902: 6/17 8/3

ENGL 851 INDIVIDUALIZED READING INSTRUCTION FOR NON-NATIVE SPEAKERS
52000 ESL 851 AO By Arr 2.0-4.0 Hrs/Wk 16-104
Start and end dates for section 52000: 6/17 8/1

ENGL 855 COMPREHENSIVE GRAMMAR REVIEW FOR NON-NATIVE SPEAKERS
52485 ESL 855 AO By Arr 2.0-12.0 Hrs/Wk 16-104
Start and end dates for section 52485: 6/17 8/1

ENGL 858 VOCABULARY FOR NON-NATIVE SPEAKERS OF ENGLISH
52465 ESL 858 AO By Arr 2.0-12.0 Hrs/Wk 16-104
Start and end dates for section 52465: 6/17 8/1

ETHNIC STUDIES

ETHN 101 INTRODUCTION TO ETHNIC STUDIES I (CSU, UC)
53758 ETHN 101 AO MTWTh 7:30-10:10 14-102
TBA Hours: By Arr 2.0-4.0 Hrs/Wk 16-104
Start and end dates for section 53758: 6/17 8/1
Evening Course
52726 ETHN 101 B6 TTH 6:00-9:00 16-104
TBA Hours: TTh 6:00-9:00 16-104
Start and end dates for section 52726: 6/17 8/1

ETHN 102 INTRODUCTION TO ETHNIC STUDIES II (CSU, UC)
53180 ETHN 102 AO MTWTh 7:30-10:10 14-102
TBA Hours: By Arr 2.0-4.0 Hrs/Wk 16-104
Start and end dates for section 53180: 6/17 8/1

FIRE TECHNOLOGY

FIRE 787 EMERGENCY MEDICAL TECHNICIAN I BASIC: RECENT ADVANCES
Saturday Course
59742 FIRE 787 AO MTWTh 7:30-10:30 10-166
TBA Hours: MTWTh 7:30-10:30 10-166
Start and end dates for section 59742: 6/17 8/1

Health Science

HSCI 100 GENERAL HEALTH SCIENCE (CSU, UC)
54158 HSCI 100 AO MTWTh 7:30-10:10 14-102
TBA Hours: By Arr 2.0-4.0 Hrs/Wk 16-104
Start and end dates for section 54158: 6/17 8/1
Online Course
54472 HSCI 100 CLH Online不平衡
TBA Hours: By Arr 2.0-4.0 Hrs/Wk 16-104
Start and end dates for section 54472: 6/17 8/1

Electives

Continued from previous page

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.
SATISFY SCHEDULE OF CLASSES

HISTORY
HIST 100 HISTORY OF WESTERN CIVILIZATION I (CSU, UC)
Start and end dates for section 51758: 6/17 7/25
Start and end dates for section 51759: 6/17 7/25

Evening Course
Start and end dates for section 51760: 6/17 7/25
Start and end dates for section 51761: 6/17 7/25

HIST 201 UNITED STATES HISTORY I (CSU, UC)
Start and end dates for section 51762: 6/17 7/25
Start and end dates for section 51763: 6/17 7/25

Evening Course
Start and end dates for section 51764: 6/17 7/25
Start and end dates for section 51765: 6/17 7/25

HIST 202 UNITED STATES HISTORY II (CSU, UC)
Start and end dates for section 51766: 6/17 7/25
Start and end dates for section 51767: 6/17 7/25

KINESIOLOGY, ATHLETICS AND DANCE
Adapted P.E.
ADAP 110 ADAPTED GENERAL CONDITIONING (CSU, UC)
Start and end dates for section 51768: 6/17 7/25
Start and end dates for section 51769: 6/17 7/25

ADAP 140 ADAPTED WEIGHT CONDITIONING (CSU, UC)
Start and end dates for section 51770: 6/17 7/25
Start and end dates for section 51771: 6/17 7/25

Aquatics
AQUA 109 INTERMEDIATE SWIMMING AND BEGINNING WATER POLO (CSU, UC)
Start and end dates for section 51772: 6/17 7/25
Start and end dates for section 51773: 6/17 7/25

AQUA 127 SWIM FOR CONDITIONING (CSU, UC)
Start and end dates for section 51774: 6/17 7/25
Start and end dates for section 51775: 6/17 7/25

AQUA 133 INDIVIDUAL SWIMMING CONDITIONING (CSU, UC)
Start and end dates for section 51776: 6/17 7/25
Start and end dates for section 51777: 6/17 7/25

AQUA 135 AQUA EXCURS (CSU, UC)
Start and end dates for section 51778: 6/17 7/25
Start and end dates for section 51779: 6/17 7/25

DANCE
DANC 141 BEGINNING BALLET I (CSU, UC)
Start and end dates for section 51780: 6/17 7/25
Start and end dates for section 51781: 6/17 7/25

DANC 143 INTERMEDIATE BALLET II (AA: Area E4, CSU, UC)
Start and end dates for section 51782: 6/17 7/25

DANC 151 BEGINNING SOCIAL DANCE (CSU, UC)
Evening Course
Start and end dates for section 51783: 6/17 7/25
Start and end dates for section 51784: 6/17 7/25

DANC 161 TANGO ARGENTINO (CSU, UC)
Evening Course
Start and end dates for section 51785: 6/17 7/25
Start and end dates for section 51786: 6/17 7/25

FITN 116 BODY CONDITIONING (CSU, UC)
Start and end dates for section 51787: 6/17 7/25
Start and end dates for section 51788: 6/17 7/25

FITN 134 TRACK AND TRAIL AEROBICS (CSU, UC)
Online Course
Start and end dates for section 51789: 6/17 7/25
Start and end dates for section 51790: 6/17 7/25

FITN 201 BEGINNING WEIGHT TRAINING (CSU, UC)
Start and end dates for section 51791: 6/17 7/25
Start and end dates for section 51792: 6/17 7/25

FITN 203 INTERMEDIATE WEIGHT TRAINING (CSU, UC)
Start and end dates for section 51793: 6/17 7/25
Start and end dates for section 51794: 6/17 7/25

FITN 206 CIRCUIT WEIGHT TRAINING (CSU, UC)
Start and end dates for section 51795: 6/17 7/25
Start and end dates for section 51796: 6/17 7/25

FITN 220 WEIGHT CONDITIONING FOR VARSITY FOOTBALL (CSU, UC)
Evening Course
Start and end dates for section 51797: 6/17 7/25
Start and end dates for section 51798: 6/17 7/25

FITN 235 CROSS TRAINING BOOT CAMP (CSU, UC)
Start and end dates for section 51799: 6/17 7/25
Start and end dates for section 51800: 6/17 7/25

FITN 237 TOTAL CORE TRAINING (CSU, UC)
Start and end dates for section 51801: 6/17 7/25
Start and end dates for section 51802: 6/17 7/25

FITN 334 YOGA (CSU, UC)
Start and end dates for section 51803: 6/17 7/25
Start and end dates for section 51804: 6/17 7/25

KINE 125 PILATES MAT INSTRUCTOR TRAINING (CSU, UC)
Start and end dates for section 51805: 6/17 7/25
Start and end dates for section 51806: 6/17 7/25

KINE 132 LIGHTWEIGHT CONSTRUCTION (CSU, UC)
Start and end dates for section 51807: 6/17 7/25
Start and end dates for section 51808: 6/17 7/25

LCTR 680MA KEYS TO SUCCESS (CSU)
LCTR 680MA KEYS TO SUCCESS (CSU)
Evening Course
Start and end dates for section 51809: 6/17 7/25
Start and end dates for section 51810: 6/17 7/25

LEARNING CENTER
College of San Mateo
Pathway to College
July 8–19

Pathway to College assists first time college students in making a successful transition to college life at CSM. The program combines information on college success and study strategies through our Keys to Success (LCTR 680MA) course with dynamic instruction in math and English.

For details on Pathway to College and other Learning Center programs please visit us at collegeofsanmateo.edu/pathwaytocollege

LCTR 680A SUPERVISED TUTORING/ACADEMIC ASSISTANCE
LCTR 680A SUPERVISED TUTORING/ACADEMIC ASSISTANCE
Online Course
Start and end dates for section 51811: 6/17 7/25
Start and end dates for section 51812: 6/17 7/25

LIBRARY STUDIES
LIBR 100 INTRODUCTION TO LIBRARY RESEARCH (CSU, UC)
Online Course
Start and end dates for section 51813: 6/17 7/25
Start and end dates for section 51814: 6/17 7/25

Hybrid Courses
LIBR 100 INTRODUCTION TO LIBRARY RESEARCH (CSU, UC)
Online Course
Start and end dates for section 51815: 6/17 7/25
Start and end dates for section 51816: 6/17 7/25

For details on Pathway to College and other Learning Center programs please visit us at collegeofsanmateo.edu/pathwaytocollege

Join College of San Mateo's Pathway to College for Summer 2013

Please visit collegeofsanmateo.edu/catalog to view or download the CSM Catalog

The CSM Catalog is your reference document for detailed degree, course or college information.
### Mathematics

<table>
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<tr>
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<td>MATH 100 ELEMENTARY ALGEBRA</td>
<td>Elementary Algebra</td>
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### Music

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### Nursing

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<th>End Date</th>
<th>Credits</th>
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<td>NURS 601 BASIC MEDICATION DOSAGE CALCULATIONS</td>
<td>Basic Medication Dosage Calculations</td>
<td>Davis</td>
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<td>08/01</td>
<td>3.0</td>
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<tr>
<td>NURS 602 BRIDGE COURSE FOR ADVANCED ENTRY STUDENTS</td>
<td>Bridge Course for Advanced Entry Students</td>
<td>Davis</td>
<td>06/17</td>
<td>08/01</td>
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<tr>
<td>NURS 603 INTRODUCTION TO MEDICAL TERMINOLOGY</td>
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### Oceanography

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<tr>
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### Philosophy

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<td>08/01</td>
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<td>PHIL 103 CRITICAL THINKING</td>
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</table>

### Information

- View course descriptions & prerequisite information
- Sort classes by type (online, evening, late-start, short)
- View specific transferability information
- View instructor contact info for online courses
PHYSICS

PHYS 250 PHYSICS WITH CALCULUS I (CSU, UC)
50173 PHYS 250 AX MWFTHW 8:10-10:20 36-109
TBA Hours: MWFTHW 8:10-10:20 36-109
Start and end dates for section 50173: 9/7/15-12/5/15
3.0

51385 PHYS 250 BX MWFTHW 11:40-1:50 36-109
TBA Hours: MWFTHW 11:40-1:50 36-109
Start and end dates for section 51385: 9/7/15-12/5/15
3.0

54418 PHYS 250 CX MWFTHW 10:40-12:50 36-114
TBA Hours: MWFTHW 10:40-12:50 36-114
Start and end dates for section 54418: 9/7/15-12/5/15
3.0

PSYC 100 GENERAL PSYCHOLOGY (CSU, UC)
54851 PSYC 100 B6 MTWTH 8:10-10:20 36-109
TBA Hours: MTWTH 8:10-10:20 36-109
Start and end dates for section 54851: 9/7/15-12/5/15
3.0

Evening Course
51361 PSYC 100 B8 MW 6:00-8:15 36-109
Start and end dates for section 51361: 9/7/15-12/5/15
3.0

Online Course
52873 PSYC 100 OLH Online
Start and end dates for section 52873: 9/7/15-12/5/15
3.0

PSYC 200 DEVELOPMENTAL PSYCHOLOGY (CSU, UC)
51809 PSYC 200 A6 MTWTH 8:10-10:20 36-109
TBA Hours: MTWTH 8:10-10:20 36-109
Start and end dates for section 51809: 9/7/15-12/5/15
3.0

Evening Course
53479 PSYC 200 J8 TTH 6:00-8:15 36-109
Start and end dates for section 53479: 9/7/15-12/5/15
3.0

Online Course
54059 PSYC 200 OLH Online
Start and end dates for section 54059: 9/7/15-12/5/15
3.0

PSYC 235 THEORIES OF PERSONALITY (CSU, UC)
54785 PSYC 235 A8 TTH 9:40-11:50 36-109
TBA Hours: TTH 9:40-11:50 36-109
Start and end dates for section 54785: 9/7/15-12/5/15
3.0

READING COURSE SEQUENCE

Non Degree Applicable

READ 825

READ 830

READ 400

ASSOCIATE DEGREE APPlicable

University Transferable

CSM international students

Looking for College Forms?
Commonly requested forms, such as:
Transcript Evaluation/Course Substitution
Residency Reclassification
Prerequisite Equivalency
And many more
Can be found at collegeofsanmateo.edu/forms

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

Please visit collegeofsanmateo.edu/catalog to view or download the CSM Catalog
Upcoming CSM Events

All events are free and open to the public unless otherwise noted. For a complete listing of events, please visit collegeofsanmateo.edu/calendar.

April

CSM Baseball vs. Ohlone College
April 9 • 2:30 pm • CSM Baseball Field

Connect to College
A Night of Information for High School Seniors and Parents
April 11 • 6:00 pm – 8:30 pm • CSM College Center Building 10, Bayview Dining Room

Study Abroad Information Meeting
London, England - Fall 2013
April 11 • 6–7:30 pm • SMCCD District Office, Board Room

Psychology/Philosophy Movie Nights
April 12 • 6:30–10:00 pm • CSM Theatre Building 3

CSM Track & Field - NorCal Multi's
April 16-17 • All Day Event • CSM Track

CSM Softball vs. San Francisco
April 23 • 3:00 pm • CSM Softball Field

CSM Swimming - State Finals
April 25-27 • All Day Event • CSM Swimming Complex

May

CSM Symphonic Band Concert
May 2 • 7:30–9:30 pm • CSM Theatre Building 3

Psychology/Philosophy Movie Nights
May 3 • 6:30–9:00 pm • CSM Theatre Building 3

4th Annual Asian Pacific American Film Festival
May 4 • All Day Event • CSM Theatre Building 3

CSM Jazz Ensemble Concert
May 5 – 7:30–9:30 pm • CSM Theatre Building 3

CSM Track & Field - State Finals
May 17–18 • CSM Track

Stepping Up: Transfer Tribute
May 23 • 4–7 pm • CSM College Center Building 10, Bayview Dining Room

Commencement exercises
May 24 • CSM Large Gymnasium Building 8

Middle College Graduation Ceremony
May 28 • 5:30–7:30 pm • CSM Theatre Building 3

June

Jazz on the Hill
CSM Celebrates 50 years on the College Heights Campus
June 1 • 10:00 am • CSM Theatre Building 3

San Mateo County Fair
CSM Presents
June 12 • 12–5 pm
San Mateo County Fair
CSM Presents
June 15 • 2:00 pm • 7:00 pm

CSM Presents at the San Mateo County Fair

On Wednesday, June 12, and Saturday, June 15, join us at the San Mateo County Fair. CSM’s students, faculty, staff and alumni, will be presenting a variety of music, dance and a hair and makeup demonstration on the “Brews & Blues” stage.

Stage performances will take place from 12–5 pm on Wednesday and 2–7 pm on Saturday. CSM will be hosting an informational table along with other college staff and faculty programs & services. See you at the fair!

Jazz on the Hill Performance Schedule
10 am Northgate High School Jazz Ensemble from Walnut Creek
11 am KCSM Family Band
KCMS staff and family perform jazz standards. Come see your favorite announcer perform on stage playing some great old time jazz.
12 pm Jazz Mafia
The Jazz Mafia is a young American musical collective that incorporates smaller ensembles in a larger family, based in the Mission District of San Francisco, California, that writes, plays, and arranges jazz music while incorporating genres such as: electronic, soul, funk, big band, orchestral-crossover and hip-hop genres. Its founder and leader, trombonist and bass guitarist Adam Theis, participates in at least ten member bands, including Realistic Orchestra, Shotgun Wedding Quintet, Shotgun Wedding Hip-Hop Symphony, Jazz Mafia Horns, SuperTaster, and The Joe Bagale Band.

1 pm Terrence Brewer - Citizen Rhythm
Formed in 2003 by multi award-winning San Francisco Bay area based guitarist, Terrence Brewer, Citizen Rhythm is another evolution of fusion. Taking all of the musical styles Brewer grew up playing and marrying them together to create the best of all worlds - music that has booty-shaking grooves, is harmonically and rhythmically advanced, based on the open improvisation form that is jazz...and, at times, it rocks...hard! No one is doing anything close to this on the jazz scene right now.

2 pm Hot Club of San Francisco
It is Gypsy jazz, and the popularity of this sometimes flamboyant, sometimes melancholy guitar music is growing around the world. It is sophisticated, yet it is still fun to dance to...and it rocks...hard! No one is doing anything close to this on the jazz scene right now.

3 pm Taylor Eigsti
New York-based pianist and composer Taylor Eigsti started playing the piano when he was 4 years old. His musical journey since has been filled with many exciting opportunities to grow as a musician, artist, and educator. Becoming a bandleader at age 12, Eigsti was quickly labeled a prodigy, and released 4 early albums as a leader before having the opportunity to sign with Concord Records, where he has released three highly acclaimed albums. Eigsti has been recognized by critics internationally for his unique touch and rhythmic control, and his innovative improvisational storytelling.

4 pm Charlie Musselwhite
Charlie Musselwhite was honored at the 33rd Annual Blues Music Awards in May 2012. He won two awards the following evening for Best Instrumentalist - Harmonica, and for Traditional Blues Male Artist of the Year. This marks the second year in a row Charlie has won in both categories, and brings his total of Blues Music Awards to a monumental 27!

5 pm Pacific Mambo Orchestra
Pacific Mambo Orchestra has taken the San Francisco Bay Area and beyond by storm since its inception in 2010. PMO has created quite a ‘buzz’ by establishing itself within the short period of 6 months as one of the most exciting live acts in the Bay Area, featuring some of Northern California’s finest musicians! Trumpeter Steffen Kuern and Pianist Christian Tumalan, both experienced bandleaders in their own right, formed this Latin Salsa Big Band to bring back and build upon the great Latin Big Band sounds of the 1940’s through 1960’s.

For more information about Jazz on the Hill, visit jazzonthehill.org.
**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. For more important information, visit 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.

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3. Refunds are NOT issued automatically and are subject to a $10 processing fee if the request is processed.

4. A student may either choose to maintain a credit balance on account or contact the Business Office to arrange for a refund.

5. 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.

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.

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Enrollment Fee

All students except high school students enrolling for less than 11.5 units through the Concurrent Nonresidents of California who are residents of other states

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**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.

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**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.

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**Variable Unit Courses**

No enrollment fee or nonresident tuition refund or credit will be available to students enrolled in variable unit courses. Refunds are not issued at a rate greater than the number for which they were originally registered. Students earning additional units will be charged accordingly.

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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 to arrange for a refund.

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**Fees & Refunds**

Fee Type | Amount | Required of
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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 | All students except those enrolled ONLY in off-campus classes, Saturday classes, distance learning courses, or the Concurrent Enrollment Program

| $19 Fall | $19 Spring |

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 | $208 per unit (plus $46 per unit Enrollment Fee) | Nonresidents of California who are residents of other states

Nonresident Student Capital Outlay Fee | $5 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 | $208 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 | $19 Summer | All F-1 Visa international students who do not prove that they have the required level of private health insurance

| $39.50 Fall or Spring | www.studentinsuranceusa.com |

| $53 Full Year |

Student Body Fee*** | $8 Fall | 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.

| $8 Spring |

Parking Fee*** | Regular | Persons who park motor vehicles on campus (Daily permits may be purchased for $2 from ticket dispensers in designated areas)

| $25 | $25 |

| $50 | $50 |

| $30 | $30 |

| $2 | $2 |

| $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. To view deadline date, check course in WebSMART.

Instructional Material Fee | Varies by course | Students enrolled in courses for which instructional materials are needed. Check course information in class listings or WebSCHEDULE. Non-refundable.

Diploma Fee | $25 | Students whose personal checks are returned by the bank (Only cash, cash card or cashier’s check will be honored to a returned check - Bookstore fee may differ)

Returned Check Fee | $20 |

Transcript Fee | $5 official | 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)

$10 additional for rush service | $10 additional for rush service | Transcripts are withheld until all debts to the District colleges have been cleared.

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* 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 142. (650) 378-6366.

** 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. A two-term parking permit is available for $50. Parking permits for low income students are $25 for semester; low income students are those who demonstrate financial need under federal or state standards. For lost or stolen permits, please see Parking Regulations on page 19.
College Catalog & Policies

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

- Crime Awareness/Student Right To Know
- Course Repetition
- 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.

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
- Priority Enrollment Program (PEP)
- Placement Testing
- Psychological Services
- 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/studentservices. 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.

Reach for Your Dreams

University admissions are more competitive than ever. Let CSM take you there with Guaranteed Transfer to...

University of California
- UC Davis
- UC Irvine
- UC Merced
- UC Riverside
- UC San Diego
- UC Santa Barbara
- UC Santa Cruz

California State University
- Cal State University East Bay
- San Francisco State University

Private/Independent Colleges & Universities
- Notre Dame de Namur University
- University of San Francisco
- St. Mary’s College
- Golden Gate University
- Menlo College
- University of the Pacific
- Palo Alto University

A Guaranteed Transfer Contract (GTC) is a formal, written agreement that outlines the College of San Mateo courses you must complete before transferring to a participating institution. Upon completion of GTC requirements, transfer admission is guaranteed. In addition, transfer students get priority admission to all UC’s and CSU’s.

For more information call (650) 358-6839, email csmtransfer@smccd.edu or visit collegeofsanmateo.edu/transfer.
Campus Map

One-day Permits
$5 per day valid only during class hours from 7 am to 10 pm. Permit machines are located in the lots listed below. A grace period is provided for students driving motorcycles and must be in designated Motorcycle Parking in Marie Curie Lot 5 and Galileo Lot 8. Students parking permits are available for $35 per month (Fall & Spring) and $10.50 for the summer session. Parking permits for students with California Board of Governors (BOG) waivers are $50 per semester (Fall or Spring) and $5 per the summer session.

Lost or Stolen Permits
If a permit is lost or stolen, replacements are available at full price. 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 display student parking permits in the vehicle. A parking permit is not required for students riding motorcycles and parking must be in designated Motorcycle Parking in Marie Curie Lot 5 and Galileo Lot 8. Student parking permits are available for $35 per month (Fall & Spring) and $10.50 for the summer session. Parking permits for students with California Board of Governors (BOG) waivers are $50 per semester (Fall or Spring) and $5 per the summer session.

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 $5 per permit. 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 $5.00 each from the Administration Building (Admissions and Records Office and Business Office) and then pay for the permit and pick it up at 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.

Parking Regulations

San Mateo Athletic Club Parking
Special parking permits issued by the San Mateo Athletic Club are required at all times for parking in Olympic Lot 12. All other permits are not valid. For more information, call 318-7373 or visit smaccd.edu/sanmateoathleticclub.

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 unmarked areas, 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 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 SMCCD 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 (495A and 495B) and connecting bus routes from the Hillsdale Shopping Center and the Caltrain Station serving the campus throughout the day. All buses have wheelchair access and also serve students attending evening classes. Routing information is available by calling 1-800-660-4BUS or via the Web at www.samtrans.com and www.caltrain.com. Printed schedules and maps are also available at the Student Life and Leadership Office in Building 17, Room 113.

Staying Safe in an Emergency!
Sign up for emergency text message notifications today. Login to WebSMART at collegeofsanmateo.edu/websmart. Click Emergency Text Message Contact Information then enter your cell phone number to receive important information from the college(s) of your choice. That's easy!
Every day, at about noon, sixty high school juniors and seniors converge on two College of San Mateo classrooms where they attend high school classes. Their mornings are also spent at CSM—attending college classes. The students are enrolled in San Mateo Middle College, a collaborative program between the San Mateo Union High School District and College of San Mateo.

Currently in its 15th year, Middle College serves high potential juniors and seniors whose needs are not met by the traditional high school or who are looking for a different kind of high school experience. Middle College’s academically challenging curriculum combines high school and college coursework and gives students the opportunity to earn college units while they’re completing high school requirements.

Middle College student Demetra Risner (above) describes the program’s rigor: “I am definitely more challenged at Middle College than I ever was in high school, and the teachers are extremely helpful. Taking classes at CSM is giving me a glimpse of what it’s like to be in college, and it has been preparing me for the next four years I’ll spend at a university.”