CLASSES START
18 JANUARY 2005

Apply and register online at
WWW.CANADACOLLEGE.EDU

PARA MAS INFORMACIÓN Y ASISTENCIA EN ESPAÑOL LLAME AL (650) 306-3427.
Nov 1 Priority registration for EOPS and DSPS continuing students
Nov 25 Priority Registration dates for new and former EOPS and DSPS students
Nov 19 Admission Application Deadline for new & former students who wish to receive a Priority Registration date
Dec 16 Deadline for High School Concurrent Enrollment priority applications
Jan 15 & 16 Declared Recess
Jan 17 Martin Luther King, Jr. Day (Holiday)
Jan 18 Day & Evening Classes begin
Jan 18–31 Late registration on a space available basis (See Instructor for Authorization Code.)
Jan 31 Last day to ADD a semester length course
Jan 31 Last day to DROP from a semester length course and be eligible for a refund
Feb 4 Final fee payment DUE. Students will be dropped for non-payment of fees.
Feb 7 Census Day
Feb 18 Lincoln’s Birthday (Holiday)
Feb 19–20 Declared Recess
Feb 21 President’s Day (Holiday)
Feb 11 Last day to drop a semester length course without a “W”
Feb 11 Last day to declare CR/NC option for designated classes
Mar 4 Last day to file petitions in Admissions & Records for degrees and certificates
Mar 4 Deficiency Reports due in Matriculation, Transfer & Articulation Office
Mar 21–27 Spring Recess
Apr 22 Last day to withdraw from semester length course with a “W”
May 20 Last day of instruction
May 21–27 Final Examinations (day & evening)
May 27 Day & Evening Classes Close
May 27 Commencement
May 30 Memorial Day (Holiday)

WebSMART: http://websmart.smccd.net
- WebSMART registration is available for dropping semester length courses without a refund, and for adding classes that have not yet started.
- The last day to drop a short course with eligibility for refund is 10% of the scheduled length of the course. The last day to drop a short course without it appearing on the student transcript is 30% of the scheduled length of the course.
- Grades are not mailed. Final grades available via WebSMART (http://websmart.smccd.net).

Cañada College Administration
Rosa G. Perez, President
Marilyn McBride, Vice President, Instruction
Denise Swett, Vice President, Student Services
Kuni Hay, Dean, Humanities
Linda Hayes, Dean, Business & Workforce Development
Phyllis C. Lucas-Woods, Dean, University Center & Academic Support Services
Richard Sapanaro, Dean, Science & Technology

Board of Trustees
Cañada College is part of the San Mateo County Community College District which also operates College of San Mateo and Skyline College in San Bruno. The District and its Colleges are governed by a six-member Board of Trustees, five elected at large for four-year terms by County voters and one elected by students in the District for a one-year term.
Karen Schwarz, President
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Ron Galatolo, District Chancellor

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Database Technician
José Peña
Design/Layout/Production
Roberta Chock

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

General Admissions Information

Who May Attend Cañada?
All persons who are at least 18 years of age with or without a high school diploma may attend Cañada College. Students who are 16 or 17 years of age and non-high school graduates are eligible to attend if they have passed the California High School Proficiency Examination, completed the G.E.D. Examination Series with a minimum score of 50 on any one test and an average of 55 or more for all tests.

High School Concurrent Enrollment Program

Application deadline for Spring 2005 enrollment is December 16!
By the deadlines listed above, applicants for the High School Concurrent Enrollment Program must submit completed application packets and have completed Cañada College Placement Tests if required for the college courses requested. A program application packet includes the Concurrent Enrollment Application, the College Admissions Application, and a current high school transcript. Incomplete application packets are not accepted. Application packets are available online at http://www.canadacollege.edu, at Admissions and Records, and in high school counseling offices.
The High School Concurrent Enrollment Program is a special enrichment program designed to provide students who have completed the 10th grade or higher the opportunity to begin college while still in high school. Students must meet program eligibility requirements that indicate readiness for the academic challenge of college courses as well as the college experience. Concurrent Enrollment program applicants are not required to go through the matriculation process but must submit a completed Concurrent Enrollment Application packet, no later than the deadline listed above. In special instances 10th graders may be considered for enrollment.

Students are notified of enrollment by mail one week prior to the beginning of the semester. Submit a completed Concurrent Enrollment Program application packet as soon as possible for timely review and notification.

Concurrent Enrollment Program students taking 12 units or more are required to pay enrollment fees.

Residency
Information provided on the Application for Admission form is the basis for determining residency status. You are a resident if you have lived in California one year and one day prior to the start of the semester and meet eligibility requirements for establishing California residency. You are a non-resident if:
- You have not lived in California one year and one day prior to the start of the semester, even though you are a U.S. citizen or legal immigrant.
- You have been approved for admission as an International Student.
- You are in the United States on a temporary visa.

Under AB540 you may qualify as a resident. Contact 306-3494 for more information.

International Students Program

International Student Office:
Building 8, Room 205, (650) 306-3494
Citizens of foreign countries are welcome to register as non-residents by applying for admission as F-1 Visa students. Special requirements and application deadlines apply. The deadline for Fall 2005 is April 15, 2005, the deadline for Spring 2006 is October 1, 2005. Students who are legal residents of another country and are in the United States temporarily on F-1 Visas to study at another institution may be admitted as part-time students at Cañada College with the approval of the International Student Office.

Registration for Continuing Students

NOV 1–JANUARY 17:
WebSMART registration begins November 1. Detailed information on registering will be mailed to you prior to that date. This information will include your Personal Identification Number, (PIN), the code needed for registration, and your APPOINTMENT DATE. You may use the online WebSMART system or after your appointment date. If you have not received your WebSMART appointment mailer by Nov 1, please call the Admissions & Records Office at 650-306-3226.
Fill out the Class Registration Worksheet in center insert.
WebSMART online registration dates / times are:
Nov 1–January 17
WebSMART hours:
6:00 am to midnight daily

CONTINUING STUDENT
You are a continuing student if you were enrolled at Cañada, CSM and/or Skyline College during Spring 2004, Summer 2004, or Fall 2004.

WebSMART enables you to:
- Apply for admission
- Check your registration status
- Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Get Financial Aid information
- Apply for Federal Financial Aid
- Obtain your grades
- Print an unofficial transcript
- Update your email or mailing address

Log on to https://websmart.smccd.net/
Admission and Registration Procedures

Late Registration in All Classes for All Students

JANUARY 18–JANUARY 31:
1. Attend the first class meeting and ask the instructor if space is available.
2. If space is available, the instructor will give you an Authorization Code number to use when accessing WebSMART. (Continue to attend and register using WebSMART the next day.)
3. If you are not currently attending Cañada, CSM or Skyline please submit a completed Application for Admission, immediately. Apply online at https://websmart.smccd.net or see center insert. Online applications are processed more quickly.
4. Register! Use the Class Registration Worksheet in the center insert.
5. If you need to change your program during or January 18–January 31 go online to WebSMART.

Registration in Late Start Classes for All Students (see pgs. 48–49)

AFTER JANUARY 31:
Apply and register online through WebSMART at https://websmart.smccd.net, or in person at the Admissions & Records. It is suggested that you register online prior to the beginning of the class since courses that do not have an adequate number of students may be cancelled.

or
1. Attend the first class meeting and ask the instructor if space is available.
2. If space is available, the instructor will give you an Authorization Code number to use when accessing WebSMART. (Continue to attend and register using WebSMART the next day.)
3. If you are not currently attending Cañada, CSM or Skyline please submit a completed Application for Admission, immediately. Apply online at https://websmart.smccd.net or see center insert. Online applications are processed more quickly.
4. Register! Use the Class Registration Worksheet in the center insert.
5. If you need to change your program during or January 18–January 31 go online to WebSMART.

WebSMART will be available during the entire semester to register for short-term classes that begin after the start of the semester.

NEW STUDENT
You are a new student if you have never registered at Cañada or CSM or Skyline College before. If you were a High School Concurrent Enrollment student you are still considered a “new” college student.

FORMER STUDENT
You are a former student if you were registered for classes at Cañada, CSM or Skyline prior to Spring 2004 for the Spring 2005 semester.

NEW TRANSFER STUDENT
If you have attended a college or university other than Cañada College or CSM or Skyline College you are a new transfer student at Cañada College and may be eligible for exemptions from some of the matriculation requirements listed on pages 4–5.
Matriculation Steps to Enroll in Classes for New Student, Former Students, and New Transfer Students

MATRICULATION AT CAÑADA COLLEGE

Matriculation is a state mandated process that describes a partnership that you, the student, and Cañada College agree to form for the purpose of realizing your individual educational goals. This partnership acknowledges responsibilities of both the College and YOU, the student, to reach those goals through established programs, policies and requirements currently in place.

WHO IS REQUIRED TO COMPLETE THE MATRICULATION STEPS?

Complete the matriculation steps prior to registration if you are considering one or more of the following educational goals:

• a vocational certificate,
• an Associate degree,
• transfer to a four-year college or university, or if you are
• undecided about your specific educational goals but are considering the above options.

YOU ARE EXEMPT FROM MATRICULATION IF ON YOUR APPLICATION YOU HAVE INDICATED THAT

• you have completed an Associate or higher degree, or
• you are taking classes for personal enrichment only and do not intend to earn a degree or certificate, or
• you are primarily a student at another educational institution and taking courses at Cañada College to meet requirements of that institution.

If you are EXEMPT from matriculation, after your application is processed you will receive in the mail an appointment to register via WebSMART.

STEP #1 - ADMISSIONS:

Complete the Application for Admission located in the center insert of this schedule or apply online at https://websmart.smccd.net.

After your Application for Admission has been processed you will receive a MATRICULATION TICKET to guide you through the following matriculation steps.

STEP #2 – PLACEMENT TESTS/ASSESSMENT:

• Placement test results are valid for up to two years.
• Placement tests in English or English for Non-Native Speakers (ESL) and Mathematics are given to all new matriculating students.
• Placement tests are required for enrollment in English, English for Non-Native Speakers, and/or mathematics courses and any course that has an English, reading, or mathematics prerequisite;
• Placement tests are recommended for most of the Associate degree and university level courses.
• From the Placement Test Schedule select a date to complete the testing requirement.

You are automatically EXEMPT from taking the Placement Tests and may move directly to Step #3 if you fall into one of the following categories. Bring evidence of test scores or course completion to your counseling appointment, Step #4.

• You have taken the Placement Tests at Cañada College or CSM or Skyline College within the last two years and the test results are available.

• You are a former student or new transfer student from another accredited college in the United States and have completed course work in Mathematics and/or English with a grade of “C” or better. (Bring unofficial transcripts or other evidence of grades to your counseling appointment to verify this exemption.)

• You can show evidence of completing the College Board Advanced Placement Test (AP) in English Language or in English Literature with a score of 3, 4, or 5. You MAY be eligible for English 110 or 165 based on AP scores so speak with a Counselor regarding your English course selection.

• You can show evidence of completing the College Board Advanced Placement Test (AP) in Mathematics with a score of 3, 4, or 5.

STEP #3 – COLLEGE ORIENTATION

The College Orientation Program is REQUIRED and provides information about registration procedures, college policies, academic expectations, educational goals, and student services. Complete the Online College Orientation: http://canadacollege.edu/admissions/orientation.html, or sign up for CRER 879 Educational Planning, 0.5 units (see Class Schedule Listing for times). Non-native speaking students who plan to enroll in English Institute classes will participate in a College Orientation through the English Institute within the first 5 weeks of school.

PLEASE NOTE:

• La solicitud de inscripción, traducida en Español, está disponible en la Oficina de Admisiones y Registros.
• During “Late Registration,” you can register for classes that have not started yet.
• You can register for Saturday and off-campus classes at the first class meeting... you do not need to come to the Admissions & Records Office.
• If you decide not to attend your classes (whether or not fees have been paid), you must officially withdraw within the published deadline dates in order to avoid penalty grades and fee obligations!
**STEP #4 – COUNSELING**

Meet with a counselor to discuss your assessment results and select courses appropriate to your academic readiness and educational and career goals.

COUNSELING APPOINTMENTS are available through December 17, 2004. Go to the Counseling Center 5-204 or call (650) 306-3452 to schedule an appointment.

COUNSELING DROP-IN SERVICES are available January 3 – January 31. HOURS & DATES are posted on the Counseling Center door or call (650) 306-3452 to hear a recording listing counseling “drop-in” hours.

**STEP #5 – REGISTER FOR CLASSES**

Return your completed MATRICULATION TICKET to the Admissions and Records Office to receive an appointment to register for your classes. Use WebSMART to register for your classes. See Class Registration Worksheet in center insert for more information regarding WebSMART. PRINT YOUR CONFIRMATION OF REGISTRATION and SCHEDULE BILL/FEES on WebSMART. Schedule bills are not mailed out.

After you have registered and paid for classes you are officially enrolled at Cañada College. Be sure to attend the first class meeting. Work with your professors to meet the challenges and demands of each class. Use Counseling services regularly. At least once a semester schedule an appointment to meet with a counselor to 1) discuss progress toward your academic goals, 2) develop or update your STUDENT EDUCATIONAL PLAN (SEP), and 3) learn about important student services that enhance student success.

**MATRICULATION WAIVERS/EXEMPTIONS:** If you wish to request an exemption of any matriculation requirement, petitions are available in the Office of Admissions and Records. The Director of Matriculation reviews petitions and applicants are notified of the status of the petition within 72 hours.

**STUDENTS WITH DISABILITIES**

need assistance with any part of the matriculation process should contact the Disabled Student Service Program at (650) 306-3490, TDD: (650) 306-3161.

**SI NECESITA AYUDA EN ESPAÑOL**

para entender el proceso de matriculación, presentense en la oficina de admisión en el edificio #5 y pregunte por alguien que hable español. Sera nuestro placer servirle.

**Schedule of Placement Tests**

Complete placement tests early to secure priority registration.

You must complete a Cañada College Application for Admission prior to testing.

You must bring your student identification number (called a "G" number) to testing.

From the list below select a date to take Cañada College placement test in English or English for Non-Native Speakers (ESL) and Mathematics. You must bring with you:

1. a PHOTO IDENTIFICATION,
2. your STUDENT IDENTIFICATION NUMBER ("G" number) , and
3. a NUMBER 2 PENCIL with you the day of the test.

Arrive promptly as latecomers are not admitted. Allocate 1.5 hours for completion of the mathematics test (calculators are not allowed) and 2.5 hours for completion of the English or ESL test.

**Students with disabilities who qualify for untimed testing** should contact the Disabled Student Program and Services at (650) 306-3490 to schedule testing with accommodations.

**Testing Repeat Policy:** Placement Tests are designed to assess your current academic skills and are used to determine course level placement in the areas of English, reading, and mathematics. Test results are considered current and valid for up to two years. English and reading tests and the same level math test may be repeated only once during a two year (24 month) period.

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**Placement Tests Schedule for Spring 2005**

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<th>ESL Test</th>
<th>Math Test</th>
<th>English Test</th>
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<tr>
<td>Saturday, October 23</td>
<td>2 – 10</td>
<td>8:00 am</td>
<td>10:30 am</td>
<td>12:00 noon</td>
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<tr>
<td>Saturday, November 13</td>
<td>2 – 10</td>
<td>8:00 am</td>
<td>10:30 am</td>
<td>12:00 noon</td>
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<td>Saturday, December 4</td>
<td>2 – 10</td>
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<td><strong>Spring semester begins January 18</strong></td>
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<td>Thursday, January 20</td>
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<td>Saturday, January 22</td>
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(Students with disabilities who qualify for un-timed testing should contact the Disabled Student Program and Services at 306-3132 to schedule testing.)

Reservations are not required. **Arrive at the testing site at least 10 minutes prior to the test.**
Retrieve your placement test results from WEBSMART the following workday after 10:00 am. To access WEBSMART you must have submitted an Application for Admission. Once the application is processed a WEBSMART account is generated. The WEBSMART account is your vehicle to register for classes, to view your placement test results, your student fee account, holds, grades, and transcripts, and to update your address and phone numbers. To access WEBSMART go to https://websmart.smccd.net/. Click in the box labeled “START HERE – LOG IN” and follow the directions given. Print a copy of your results for your records.

MORE ABOUT THE MATH PLACEMENT TEST:
At the testing site you select the level of math test you want to take. You choose between four levels tests: Test 1 Algebra Readiness, Test 2 Elementary Algebra, Test 3 Intermediate Algebra, Test 4 Precalculus. If you have completed a mathematics course one year or more ago it is recommended that you do some math review prior to taking the test. Your local library or bookstore have math review books and materials or computer software is also available to facilitate review. The following provides you some general information about what is covered within each test.

**Math Test 1—Algebra Readiness**
Includes: Integers, fractions, decimals, exponents, measurement of geometrical objects, percents, geometry.

**Math Test 2—Elementary Algebra**
Includes: Arithmetic operations, polynomials, linear equations and inequalities, quadratic equations, graphing, rational expressions, exponents, square roots, geometry.

**Math Test 3—Intermediate Algebra**
Includes: Elementary operations, rational expressions, exponents and radicals, linear equations and inequalities, quadratic polynomials, equations, and inequalities, graphing and coordinate geometry, logarithms and functions.

**Math Test 4—Precalculus**
Includes: Polynomial, trigonometric, logarithmic and exponential functions, rational expressions, exponents and radicals, linear equations and absolute values.

MORE ABOUT THE ENGLISH PLACEMENT TEST:
Cañada administers the Companion Reading Comprehension and the Companion Sentence Structure tests for placement into English, Reading, and any course with a reading or English prerequisite.

**MORE ABOUT THE ESL (ENGLISH AS A SECOND LANGUAGE) TEST:**
Cañada administers the Secondary Level English Proficiency (SLEP) test, Section 1 – Listening Comprehension and Section 2 – Reading Comprehension for non-native speakers.

**COMPUTER LITERACY IS A REQUIREMENT FOR ALL DEGREES AND CERTIFICATES.**
Demonstration of computer literacy is a requirement for all associate degrees and Certificate programs. To meet the requirement students may complete a course (see the College Catalog for more information regarding course choices) or take a computer literacy test that is 50% written and 50% hands-on exercises. The Computer Literacy Testing Schedule is listed below. Students must preregister for the test. Please contact Sharon Finn at (650) 306-3450 or finn@smccd.net, one week prior to the test date. Testing takes place in Building 13, Room 217.

**Computer Literacy Test Dates:**
Monday February 7 from 1-3 p.m.
Tuesday March 8 from 4-6 p.m.
Wednesday April 13 from 4-6 p.m.
Thursday May 5 from 1-3 p.m.

**Prerequisite Information**
PREQUISITE is a condition of enrollment that a student is required to meet in order to demonstrate readiness for enrollment in a course or educational program. If the student has failed to meet the prerequisite, the student may be involuntarily dropped from the course.

COREQUISITE is a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course. If the student has failed to meet the corequisite, the student may be involuntarily dropped from the course.

RECOMMENDED is advisory only. When you see the “recommended” notation it reflects a condition of enrollment that is strongly advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

**PREREQUISITE CHECKING AND REGISTRATION BLOCKS**
The San Mateo County Community College District has established a procedure for enforcing certain prerequisites. The following list of courses have computerized prerequisite checking in place: English 836, English 100, English 110, and English 165. If a student has not met the prerequisite(s) through either prerequisite course completion or placement test/assessment results he/she is blocked from enrolling in these courses. The block is in effect throughout the registration period. Even if a student secures an authorization code from the instructor, the block remains and the student is unable to register if the prerequisite requirement has not been met. Prerequisites cannot be waived.

If a student believes he/she has met the prerequisite or if he/she wishes to challenge it, review the following information which is also available on the college web site. Students are reminded that ALL prerequisites continue to be enforced. If you do not meet the course prerequisite you are ineligible to enroll in the class. Students who fail to meet the prerequisite or corequisite requirements may be involuntarily dropped from the course.
PREREQUISITE CHALLENGE PROCEDURES

Prerequisite challenges must be submitted to Admissions & Records on or before Monday, January 24, 2005 for the Spring Semester. Challenging course prerequisites or co-requisites requires written documentation that explains the alternative course work, background, and/or abilities that prepare a student for the course. Any challenge must be based on one or more of the following grounds:

1. Prerequisites not established in accordance with district policies or Title 5 regulations;
2. Student has the knowledge and ability to succeed in course/program despite not meeting the prerequisite;
3. Student is subject to undue delay in goal attainment because the prerequisite or corequisite has not been made reasonably available;
4. Unlawfully discriminatory or applied in an unlawfully discriminatory manner.

The student shall bear the burden of showing that grounds exist for the challenge. If the challenge is approved, the student shall be permitted to enroll in the course or program in question. To challenge, pick up a PREREQUISITE CHALLENGE FORM from the Admissions and Records Office. Complete the form and attach documentation to support the challenge and submit on or before the deadline dates listed above.

Student Support Services

COUNSELING CENTER – EDUCATIONAL, CAREER, AND TRANSFER SERVICES
BUILDING 5, ROOM 204

Call the Counseling Center, (650) 306-3452, to schedule an appointment to meet with a counselor/advisor. If you are in the EOPS program call (650) 306-3300 to schedule an appointment with an EOPS counselor. All Counselor/Advisors are generalists and can assist students with certificate programs, Associate degree programs, and transfer information.

Counseling/advising services are available by appointment or on a drop-in basis. Hours of operation are posted on the door or for more information call the Counseling Center.

Available to all Cañada College students, Educational Counseling Services are designed to: 1) help students make decisions and set educational and career goals; 2) provide academic program planning to complete certificate, associate degree, and/or university transfer programs; 3) help students evaluate current academic readiness and plan coursework to build skills; 4) assist students to use campus services and resources; 5) evaluate transcripts from other American colleges and universities for credit applied to certificates and degrees at Cañada College; 6) teach students important skills, strategies, and techniques to enhance classroom and academic success; and 7) work with students to resolve personal concerns that may interfere with the ability to succeed.

The primary goal of Career Services is to assist students to develop and carry out both short- and long-term employment and career goals. Services provided include 1) advising; 2) a resource library of career exploration and job hunting books detailing preparatory education and training and labor market trends for career areas; 3) EUREKA, a computer based California career information system; and 4) students looking for employment can access career related websites, and use the computerized MonsterTrak services, a college targeted internet job site.

Students interested in transferring to a four-year college or university may use Transfer Services to research universities, majors, academic requirements, college costs, and other transfer issues. Resources include college catalogs, college directories, articulation information, and access to PROJECT ASSIST, a self-guided site that provides general education, major and course equivalency information. You may contact the Transfer Services Program Supervisor at (650) 306-3372 for additional information and service.

GUARANTEED TRANSFER ADMISSION PROGRAMS!

College and universities offer programs in support of transfer admissions. Some programs provide GUARANTEED admission to students. Visit the Transfer Services Office for more information, or call (650) 306-3372.

UC Davis: Transfer Admission Agreements (TAA)
UC Santa Barbara: Transfer Admission Agreements (TAA)
UC Santa Cruz: Guaranteed Admission for Transfer Entry (GATE)
UC Riverside: Transfer Admission Guarantee (TAG)

California State University at
Monterey Bay: Transfer Admission Agreement (TAA)
San Jose: Transfer Admission Agreement (TAA)

University of Santa Clara: Transfer Admission Agreement (TAA)

TRANSFER STUDENTS CAN LEAVE CAÑADA COLLEGE WITH A DEGREE IN UNIVERSITY STUDIES

Planning to transfer to a 4-year college or university? Then also plan to leave Cañada College with an Associate Degree with a major in University Studies! Complete your requirements to transfer to achieve this degree. Meet with a counselor to learn more about this opportunity. To schedule an appointment call (650) 306-3452.
Cañada College has several programs and services to help students integrate into college life and to be successful in their classes.

Students who connect with campus life find their education more relevant and are more successful in their classes. Some of our Student Success programs and services are described below. Visit and talk with our program staff; find out how they can assist you—and Get Connected!

**Associated Students of Cañada College**

Student Activities Office, Building 5, Room 211A  
(650) 306-3373  
Associated Students of Cañada College  
(650) 306-3433

Student government provides a unique educational opportunity to learn by doing in the world of college governance. Many students have testified that their involvement was the most valuable learning experience they had in college, both educationally and socially. Through service to the college and the community, Cañada students are able to take these leadership skills with them through college and beyond.

The student government operates under the provisions of the State Education Code and the regulations of the Board of Trustees and Cañada College. It serves as a vehicle through which students can recommend and help effect change at their college. Any student who is interested in becoming a Senator, participating in student government, or serving as a student representative on one of Cañada's governing committees should contact the Student Activities Office, Building 5, Room 211A (306-3373) or call the Associated Students of Cañada College at 306-3433 for more information. All student government meetings are open to the campus community.

**Athletics**

Building 1, Room 204  
(650) 306-3341

Cañada College sponsors the following sports within the Coast Conference for the benefit of those students interested in team competition:
- Men’s Baseball
- Men’s Soccer
- Women’s Soccer
- Men’s Basketball
- Women’s Volleyball

In order to be eligible, a student must adhere to the California State Athletic Code and Coast Conference eligibility rules and regulations. Questions regarding eligibility should be addressed to the Athletic Director, Building 1, Room 206.

**Bookstore**

Building 2  
(650) 306-3313  
http://www.smccd.net/accounts/bookstore/can/

Call or visit our website for current hours.

**The Counseling Center Educational, Career, and Transfer Services**

Building 5, Room 204  
(650) 306-3452

8:00 am–8:00 pm, Monday–Thursday  
8:00 am–2:00 pm, Friday

Educational research indicates that counseling, career and transfer services play a vital role in student success. Please review page 7 in this class schedule which describes these important services.

**Disabled Student Program and Services (DSPS)**

Building 5, Room 207  
Phone: (650) 306-3259  
TDD: (650) 306-3161

**Adaptive Physical Education Program**

Veteran’s Memorial Center  
(650) 306-3473

Cañada College provides students with documented disabilities academic support and reasonable accommodations as defined by the Americans with Disabilities Act (ADA). Services are provided to students with a wide range of disabilities and are determined on the basis of supporting medical, psychological or learning disability documentation. Certain requirements regarding disability documentation are necessary. Therefore, students must check with the Disability Resource Center in order to assure that they qualify. Assistance with academic accommodations such as note takers, reading or library services, alternate format text books, test proctoring and other supportive services are facilitated in the DRC. Adaptive equipment aids and sign language interpreters are also available for disabled students on a case-by-case basis. Additional services through the Health Center, the Learning Center and Workability III are open to Cañada students.

Assessment of a learning disability may be achieved by enrolling in a short course, Developmental Skills 811, in the Learning Achievement Program. Upon completion of the course and determination of eligibility, students may qualify for support services through the Disability Resource Center. Tutorial assistance in numerous subjects and courses in reading, study skills, writing and math are also offered through the Disability Resource Center.

For information on the Adaptive Physical Education program and class meeting times, call Barbara McCarthy at 306-3473 or 368-7732 prior to registering. Hours of Operation are: Daily from 8:30 a.m. to 12 p.m. and also on
Tuesdays & Thursdays from 1:30 to 3 p.m. Location: Veterans Memorial Senior Center Annex, 711 Nevada Street in Redwood City.

Information and applications are available in English and Spanish on the DSPS Web site: www.canadacollege.edu/student/disabled.html.

Extended Opportunity Programs & Services (EOPS)

Building 3, Room 117
(650) 306-3300

EOPS is a state-funded program designed to assist economically and educationally disadvantaged students with financial assistance and support.

Who is eligible for EOPS? You must be a California resident, enrolled in at least 12 units when accepted into the program, meet the guidelines for the Board of Governors Waiver (BOG), and have an educational disadvantage.

What services does EOPS provide? EOPS offers students book vouchers, academic and supportive counseling, child care assistance under the CARE program, bus passes, college success classes, and other specialized services to help students succeed in college.

How do I apply? Come by the EOPS office in Building 3, Room 117 to pick up an application or call the office at (650) 306-3300.

Students must apply for financial aid to determine eligibility for EOPS. Please contact the EOPS office at 306-3300 for more information.

Cooperative Agencies Resources for Education (CARE)

CARE is a joint effort between Cañada College and the San Mateo County Human Services Agency to provide child care and transportation to single parents receiving public assistance (TANF).

Applications for EOPS/CARE are available in the EOPS office, Building 3, Room 117, Monday-Thursday, 8:00 am - 4:30 pm and Friday 8:00 am - 1:00 pm. For further information call (650) 306-3300.

Financial Aid and Scholarships

Building 8, Room 211
(650) 306-3307
7:30 am–4:30 pm, Monday - Thursday
7:30 am–12:00 pm, Friday
5:00 pm–8:00 pm, Tuesday & Wednesday

General Financial Aid

There are several kinds of financial aid available to help eligible students cover their educational costs, including the Pell Grant, Supplemental Educational Opportunity Grant, Cal Grant, Federal Work Study, Emergency Book Loan Program, and the Board of Governors Fee Waiver. Complete information and applications are available in the Financial Aid office.

Scholarships

Requests for applications and information should be directed to the Financial Aid Office. March 2 is the deadline each year for Cañada College scholarship program. Applications are available in January. Outside scholarship information is available year-round.

Cañada College does not certify educational student loans.

Freshman Success Program

The first year of college is a critical one for students as it can set the foundation for academic performance as well as the development of social networks. Freshman Success is an innovative approach to the traditional educational experience, created by linking an English or Math class with a College Success course. The two instructors in the linked classes act as a team. The students also become a team, joining what is called a “cohort” or a group by enrolling in BOTH of the linked classes. Through shared classes and experiences, students receive personalized attention from both instructors. This “linkage” of courses and instructors encourages students to strengthen academic skills and to experience an interactive and collaborative approach to learning.

Benefits of Participation in the Freshman Success Program:

- Eases the transition and adjustment to the college environment.
- Promotes a sense of connectedness.
- Addresses critical student success strategies such as time management, study skills, organization, goal setting, decision-making and teamwork.
- The curriculum for both classes is often connected, providing immediate opportunities to apply what has been discussed in class (e.g., note-taking, learning styles).
- Increases intellectual interaction among students and between students and faculty.
- Introduces students to college programs, services and resources.

31335 MATH 111 AB Elementary Algebra
linked to
39686 CRER 401 AB College Success
38878 ENGL 836 AC Writing Development
linked to
39685 CRER 401 AA College Success

Health Center

Building 1 Room 117
(650) 306-3309
(near women's locker room)
Monday-Friday 9am-3:30pm, and
Thursday 5:00-8:00 pm, while classes are in session

The Cañada Student Health Center is available for all students and provides health care services, referral services and educational information related to health issues. Students can visit the college nurse on a drop-in basis, or call and make a convenient appointment.

Variety of services are available including:
- Information and consultation on health problems
- Evaluation of symptoms
10 Programs/Services for Student Success

- Over-the-counter medications
- Personal health counseling
- Pregnancy testing and counseling
- HIV testing and counseling
- TB skin testing
- Blood pressure screening and monitoring
- Assistance with referrals for medical and dental care, and psychological services
- First aid
- Arrangements for emergency care
- Free condoms
- Rest area

In addition, health insurance is available at a reasonable cost for students taking 12 or more units of credit. All enrolled students are covered by the District's accident insurance for accidents that happen on campus or during college-related activities.

The college nurse is happy to assist you with health or related problems which are causing you difficulty. All of these services are FREE and completely CONFIDENTIAL.

Learning Centers

On Campus:
Building 5, Room 105
(650) 306-3348

Menlo Park Center
1200 O'Brien,
Menlo Park, CA
(650) 325-0164

Learning Centers are comfortable places to study, learn and receive assistance in courses. In the busy, friendly environments, students can meet individually with their instructors, peer tutors, classmates and friends. Additionally, the on-campus Learning Center offers individualized assistance in courses across the curriculum including the Center's own self-paced courses in study skills and a variety of academic subject areas. The Centers also have open, fully-internet accessible computer labs. Learning Center courses are designated with the course prefix LCTR.

The on-campus Learning Center includes these services:
- Computer Labs
- Free peer tutoring
- Math Lab
- Writing Center
- MESA Program
- Alternate Media Lab
- Study areas for individual or group study
- Self-paced classes in study skills, writing, spelling, grammar, health science and more.

For more information about the Learning Center services on campus, call 306-3348 or visit the Learning Center in Building 5, Room 105 (below the cafeteria).

The Menlo Park Learning Center includes these services:
- Computer, audio and video lab
- One-on-one and group tutoring
- Beginning and Intermediate level English as a second languages classes
- Self-paced instruction in communication in English and math

Learning assistance services are also available at the Menlo Park Center, (OICW Building) from 7:00 A.M.–3:00 P.M. For more information about the Menlo Park Center, call 325-0164 or see page 47. Para más información pueden al teléfono (650) 325-0164.

Library

http://canadacollege.net/library
Located in Building 6 (below the Learning Center)
(650) 306-3485 (circulation)
(650) 306-3480 (reference)
(650) 638-0399 (book renewal)

Get the information skills you need to be successful at college, in the job market and throughout your life.
- Learn research tips from helpful staff members
- Access the Internet and reference databases
- Borrow instructors’ reserve items and textbooks
- Locate books, articles in magazines, newspapers, and videos
- Study individually or in a small group
- Use free word-processing PC's
- Use your public library card
- Return your public library books to bookdrop near Cañada Bookstore.

MESA

Building 5, Room 105
Judy Liteky, (650) 306-3156

Have you been thinking about a career using math, science, computers, or engineering? MESA, The Math, Engineering and Science Achievement program, is the group for you!

Through MESA Field Trips you can meet other students with similar interests

By attending MESA workshops you will step onto a path of academic success in the core science and math classes.

MESA counselors will help you plan your schedule of classes.

With a Cañada-MESA mentor you will have time to discuss your goals and find ways to achieve them.

When summer comes you'll learn about science internships.

When it's time to transfer, a MESA class will assist you.

Join MESA by calling Judy Liteky at (650) 306-3156 or by e-mail at liteky@smccd.net. Read about MESA events on the MESA bulletin board in Building 5, Room 105. Start making MESA friends by coming to campus meetings and lunches.

Middle College High School

Building 13 Room 106
(650) 306-3120
www.canadacollege.edu/middlecollege
email: CanadaMiddleCollege@smccd.net

Middle College is an exciting collaboration between Sequoia Union High School District and Cañada College for high school juniors and seniors. Students complete their requirements for high school graduation while taking college courses. All courses are held at...
Cañada College. Tuition and textbooks are free, however Middle College students taking 12 units or more are required to pay partial enrollment fees. This program offers a serious learning environment that assists students to become self-directed and responsible for their education. Through this unique program, students have the opportunity to explore and be challenged by new options.

For further information about the Middle College program at Cañada College, please call (650) 306-3120.

**Student Life**

Building 5, Room 211A  
(650) 306-3364

To gain the most from college life, students are encouraged to participate in the various Cañada clubs and activities which offer many opportunities for making both social and educational contacts. Anyone interested in joining or starting a club or organization should contact the Student Life Office, Building 5, Room 211A (306-3364). Current active clubs include: International Student Club, Environmental Club, A.S.I.D. - Interior Design Club, Latin American Friendship Club, Gay and Lesbian Student Club, Cañada Science & Engineering Club, Phi Theta Kappa Honor Society, Teacher's Club, Salsaholics, and more.

**Upward Bound Program**

Building 17, Room 112  
(650) 306-3332

also: Sequoia High School Room AC3  
(650) 367-9780-6424

Upward Bound Program started its operation at Cañada College during the 2003-2004 academic year. It is a federally funded program for low-income and first generation high school students to successfully complete their high school education, enter colleges/universities and graduate from the four-year colleges/universities.

Cañada College partners with Sequoia Union High School and serves 50 eligible students who attend SUHS and/or who reside in East Palo Alto and Fair Oaks areas.

It is a rigorous academic program where students receive intensive tutoring, Saturday College instruction and a six-week Summer academic curriculum.

For further information about the Upward Bound Program at Cañada College, please contact 650-306-3332.

**WorkAbility III**

Building 5, Room 207  
(650) 306-3157

WorkAbility III provides a variety of career planning and placement services for students with disabilities. Services include: vocational/career assessment, disability related pre-employment counseling, job search preparation, job development, job coaching and academic counseling.

Our classes include: Introduction to WorkAbility III, Vocational Evaluation and Assessment, Steps to Employment, Job Retention Strategies and College and Career Awareness.

WorkAbility III offers flexible, individualized support for all program participants. Our mission is to assist our students in achieving their vocational goals and successfully transitioning to the workplace and long-term employment.

Contact Jess Miller at (650) 306-3157 to arrange an interview. We are located in Building 5, Room 207.

Please Note: WorkAbility students also need to be clients of the State Department of Rehabilitation. If you are not already a client we will be happy to schedule an interview with the liaison counselor for you.

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**Community Events Calendar**

**KINDERCAMINATA**
April 15, 2005
Kindergarten students from local school districts will visit the Cañada College campus to participate in a career fair that will open their eyes to the possibilities their futures hold.

**CMSEMC: EDUCATORS CONFERENCE FOR MATH AND SCIENCE**
Saturday, March 5, 2005, 9:00 am–5:00 pm
For more information, call Christine Joy at 650-802-5337.

**CAÑADA COLLEGE THEATER ARTS PRODUCTION**
Opening Gala Thurs. March 31, 7:30 pm, Performances: Friday April 1, 7:30 pm, Sat, April 2, 7:30 pm, April 7, 8, 9th, 7:30 pm and Sunday April 10th at 2pm
Production title TBA

Please check our website—www.canadacollege.edu—for more event information as it becomes available.
12 Schedule of Classes — A

ACCOUNTING

ACTG 121 FINANCIAL ACCOUNTING
Introduction to fundamentals of a basic accounting system including how to record business transactions, prepare financial statements, and use accounting information in accordance with generally accepted accounting standards. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 111. (CAN BUS 2) (CAN BUS SEQ A = ACTG 121 + 131) (CSU, UC)

30821 ACTG 121 AA  MWF  11:10-12:35  13-116  Roscelli  5.0
Evening and/or Weekend courses(s)
34074 ACTG 121 LA  Wed  6:10-10:00  17-109  Claire  4.0

ACTG 131 MANAGERIAL ACCOUNTING
Financial information used in planning, organizing, directing, and decision-making processes. Includes managerial accounting concepts, systems for manufacturing business, cost behavior and cost estimating, budgeting, break-even analysis, financial statement analysis, and accounting for not-for-profit organizations. Recommended for all business major transfer students. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN BUS 4) (CAN BUS SEQ A = ACTG 121 + 131) (CSU, UC)

39309 ACTG 131 AA  MWF  11:10-12:35  17-109  Claire  5.0

ACTG 180 PAYROLL AND BUSINESS TAXES
Overview of payroll accounting procedures including state and federal laws and regulations. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

Evening and/or Weekend courses(s)
38831 ACTG 180 LA  Thu  6:30-9:30  13-113  Gawad  1.5  01/20-03/10

ACTG 190 QUICKBOOKS® AND QUICKBOOKS PRO® FOR THE PARAPROFESSIONAL I
Development and operation of a computerized accounting system using QuickBooks or QuickBooks Pro. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ACTG 100 or 121 (4 units) or equivalent. (CAN BUS 4) (CAN BUS SEQ A = ACTG 121 + 131) (CSU, UC)

Evening and/or Weekend courses(s)
39718 ACTG 190 LA  Tue  6:30-9:30  13-213  Gawad  1.5  01/18-03/10

ACTG 190 has a non-refundable materials charge of $4.

ACTG 192 QUICKBOOKS® AND QUICKBOOKS PRO® FOR THE PARAPROFESSIONAL II
Intermediate accounting procedures covering accounts receivable and payable, payroll, and inventory control for the paraprofessionals using QuickBooks and QuickBooks Pro on the computer. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ACTG 190. (CSU)

Evening and/or Weekend courses(s)
39719 ACTG 192 LA  Tue  6:30-9:30  13-213  Gawad  1.5  03/29-05/17

ACTG 192 has a non-refundable materials charge of $4.

ANTHROPOLOGY

ANTH 105 PEOPLES AND CULTURES OF THE WORLD
Comparative study of Eskimo, Bushman of Africa, Mountain People of New Guinea, Pygmy, Yanomamo of Brazil, and the People of Micronesia. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

30838 ANTH 105 AA  MWF  10:10-11:00  17-103  Gresham  3.0

ANTH 110 CULTURAL ANTHROPOLOGY
Comparison of human behavior expressed in different cultures, religions, economies, personalities, kinships and families throughout the world. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ANTH 4) (CSU, UC)

30839 ANTH 110 AA  TTh  11:10-12:25  17-103  Lass  3.0
Evening and/or Weekend courses(s)
30251 ANTH 110 LA  Wed  7:05-9:50  17-103  Titus  3.0

ANTH 125 PHYSICAL ANTHROPOLOGY
Overview of the history of life on earth and the evolution of different lifeforms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ANTH 2) (CSU, UC)

30840 ANTH 125 AA  MWF  9:10-10:00  17-103  Gresham  3.0

ANTH 350 INTRODUCTION TO ARCHAEOLOGY
Survey of four million years of human biological evolution and the archaeological study of sociocultural adaptation. ANTH 110 is recommended. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Telecourse:
37434 ANTH 350 TV  See pages 46-47 TV  Gonzales  3.0
Orientation meeting is held at College of San Mateo.

See https://websmart.smccd.net/ for the latest class schedule information.
ART 100 HISTORY OF ART I
Survey of prehistoric, ancient, classical and medieval art, emphasizing the structure of architecture and sculpture, and their use in society. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ART 2) (CSU, UC)

ART 101 AA
MW 9:10-10:25
3-148
Erickson
3.0

ART 102 HISTORY OF ART II
Survey of western painting, sculpture, and architecture from the Proto-Renaissance to the end of the 17th century, with an emphasis on Renaissance values as they relate to the human figure and the development of space. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 102 AA
TT 11:10-12:25
3-148
Erickson
3.0

ART 103 HISTORY OF ART III
Survey of western art from the 18th century to the present, with an emphasis on revolution, the avant-garde, and Impressionism. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 103 AA
MW 12:10-1:25
3-148
Erickson
3.0

ART 125 ASIAN ART FOR INTERIORS: CHINA AND KOREA (ALSO INTD 320)
A broad survey of historic and contemporary Asian art from China and Korea. (Partially fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

ART 125 AX
Mon 3:10-4:15
13-17
Cornell
1.0
01/24/02/28

ART 126 ASIAN ART FOR INTERIORS: JAPAN AND SOUTHEAST ASIA (ALSO INTD 321)
A broad survey of historic and contemporary Asian art from Japan and Southeast Asia. (Partially fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

ART 126 AX
Mon 3:10-4:15
13-17
Cornell
1.0
03/07/04/11

ART 127 ASIAN ART FOR INTERIORS: JAPAN, INDIA, AND THE PHILIPPINES (ALSO INTD 322)
A broad survey of historic and contemporary Asian art from Japan, continued, India, and the Philippines, and Persia. (Partially fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 680 THE ART AND ARCHITECTURE OF FLORENCE
This is a historic overview of one of the greatest centers of world art, featuring the remarkable artists and patrons who made Florence the "Cradle of the Renaissance" RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

ART 314 INTRODUCTION TO COMPUTER GRAPHICS
This fine arts course provides an introduction to graphic design fundamentals using a computer and various software programs as the primary medium for generating and designing creative content. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 325 DIGITAL PAINTING
Using Procreate’s Painter software and digital painting tablets, students use digital tools for the artistic expression of the concepts and techniques of traditional painting. Some painting and computer knowledge desirable. Three by arrangement hours of lab per week are required. May be repeated twice for credit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 362 DIGITAL PHOTOGRAPHY
An introduction to the theory and technology of digital photography. Exploration of the digital camera in both professional and consumer use. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 368 WEB DESIGN I
Introduction to basic WEB design principles. This class covers basic layout, time saving formats, for graphics and other web-related documents, creation of a successful graphic user interface, and navigation for basic website. The class focuses on Dreamweaver®, but also uses Photoshop®, ImageReady®, and a basic demonstration of Flash®. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

ART 369 WEB DESIGN II
Advanced concepts and techniques to create visually appealing websites using graphic user interface customization, user centered design, Internet ethics, and copyright issues. This course is taught using Macromedia Dreamweaver®, Adobe Photoshop®, ImageReady®, and other software. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ART 368, (CSU)

ART 372 DIGITAL ILLUSTRATION
This course focuses on digital drawing techniques, layout, and design, using Adobe Illustrator®. This is a project based class using vector graphics for professional print or the Web. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
38936 ART 372 AA Thu 1:10-4:00 13-211 Mecorney 3.0
ART 372 has a non-refundable materials charge of $6.

ART 376 DIGITAL IMAGING I
An introduction to the theory and technology of digital imaging. Through the use of Adobe Photoshop® students learn to enhance and manipulate digital photographs, scanned images, and create new images. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
38935 ART 376 AA Wed 1:10-4:00 13-211 Mecorney 3.0
ART 376 has a non-refundable materials charge of $6.

ART 379 DIGITAL ANIMATION I: FLASH®
Utilize Macromedia Flash® as a medium for the development of creative computer based animations. Topics include implementing interesting graphic user interface solutions for web design and the scripting capabilities of the software as well as traditional animation techniques. May be repeated once for credit. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
39529 ART 379 AA Thu 4:10-7:00 13-211 Castillo 3.0
ART 379 has a non-refundable materials charge of $6.

ART 389 MULTIMEDIA CAREERS
Introduction to the multimedia job market and employment niches. The class describes multimedia and the varied work environments including full time and contract opportunities, as well as job search techniques, resume and cover letter writing skills. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)
39530 ART 389 AA Tue 1:10-4:00 13-211 Castillo 1.5 01/25-03/15
ART 389 has a non-refundable materials charge of $4.

ART 680 PHOTOGRAPHIC RETOUCHING
Repair, retouch, restore and revitalize your old, damaged or faded photographs with Adobe PhotoshopCS! Learn to color correct, remove blemishes and scratches. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
39531 ART 680 AF Tue 4:10-7:00 13-211 Mecorney 1.5 01/18-03/08
ART 680 AF has a non-refundable materials charge of $4.

Interested in Multimedia Design?
Upgrade your Skills, Learn New Ones, Impress your Employer or Start your Design Career! Transfer to a four year college or university!

MULTIMEDIA CERTIFICATE OF PROFICIENCY (30 units) Proposed Semester Sequence

1. Bus440 MacApps
   Bus430 WinApps
   Art301 Design or Art201 Form & Composition
   Art314 Intro to Comp Grfx

2. Art214 Color or Art303 Color Design
   Art376 Digital Imaging I
   Art368 Web Design I
   Electives:
   Art325 Digital Painting / Art361 Digital Video / Art362 Digital Photography / Art369 Web Design II
   Art373 Digital Audio I / Art378 Digital Page Layout / Art379 Digital Animation I

3. Art372 Digital Illustrator
   Art377 Digital Imaging II
   Art389 Multimedia Careers
   Art390 Portfolio Creation

Plus! GRAPHIC DESIGN CERTIFICATE (16.5 units) / WEB DESIGN CERTIFICATE (16.5 units)
ASSOCIATE IN ARTS / TRANSFER PROGRAM / MULTIMEDIA ART AND TECHNOLOGY

And! …Our Studio is Cross Platform! Work on your favorite operating system!

Want to know more? Want a tour of the Multimedia Studio? Want to get started? click__http://www.canadaollege.edu/multimedia_____email__canmultimediatr@smccd.net_____call__650.306.3330

See https://websmart.smccd.net/ for the latest class schedule information.
ART 680 COLOR MANAGEMENT
An introduction to the theory and technology of color management. Match what you see on the monitor to the print on the paper! RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
38532 ART 680 AG  Tue  4:10-7:00  13-211 Meconi  1.5  03/29-05/17
ART 680 AG has a non-refundable materials charge of $4.

EN ESPAÑOL

ART 362 FOTOGRAFÍA DIGITAL
Introducción a la teoría y tecnología de la fotografía digital. Exploración de las cámaras digitales tanto para uso profesional como comercial. Se requieren dos horas de laboratorio extras por semana. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLES 836 o 400.
Curso dado en el Centro de OICW/Menlo Park
39721 ART 362 MB  Mon  6:30-9:35  MPCL1 Castillo  3.0
ART 362 tiene una cuota para materiales de $6.

STUDIO ART

ART 201 FORM AND COMPOSITION I
A basic studio course, using structured drawing and painting problems focused on three-dimensional forms and space relationships, using line, mass, shape and color. BSL: Open Curriculum. (CSU, UC)
30851 ART 201 AA  TTh  9:10-12:00  3-260 Morales  3.0
Evening and/or Weekend courses(s)
38870 ART 201 LA  TTh  6:30-9:30  3-260 Staff  3.0

ART 204 DRAWING I
A fundamental course in drawing using dry media, pencil, charcoal, and Conte crayon. BSL: Open Curriculum. (CAN ART 8) (CSU, UC)
30854 ART 204 AA  TTh  1:10-4:00  3-260 Staff  3.0

ART 207 LIFE DRAWING
A study of the human figure through the application of various drawing principles, emphasizing perceptual sensitivity. BSL: Open Curriculum. PREREQ: ART 201 or ART 204. (CSU, UC)
39704 ART 207 AA  MW  9:10-12:00  3-260 Morales  3.0

ART 214 COLOR
Consideration of color, theory, and practice. Relationship of color and form as applied to contemporary painting and design. BSL: Open Curriculum. (CSU, UC)
39276 ART 214 AA  Tue  9:10-12:00  3-227 Staff  3.0

ART 221 PAINTING I
Structured course in painting, projects emphasize continuity of student experience, orderly approach, and increased sophistication. BSL: Open Curriculum. PREREQ: ART 201 or 204. (CAN ART 10) (CSU, UC)
39264 ART 221 AX  MW  1:10-4:00  3-260 Morales  3.0

ART 222 PAINTING II
Develops awareness of optical potential of the painted surface. Acrylics, oil paint, and other media are used. BSL: Open Curriculum. PREREQ: ART 221. (CSU, UC)
39724 ART 222 AX  MW  1:10-4:00  3-260 Morales  3.0

ART 351 BASIC BLACK AND WHITE PHOTOGRAPHY
Learn valuable photographic skills directly transferable to the digital world (both digital cameras and image manipulation software such as Adobe Photoshop®). Basic understanding of a 35mm camera's controls is a prerequisite. Students learn to develop and print their own black and white film. Students must supply their own 35mm camera, film, and paper. One by arrangement hour of lab per week is required. BSL: Open Curriculum. PREREQ: ART 356. (CAN ART 18) (CSU, UC)
Evening and/or Weekend courses(s)
38550 ART 351 LA  Wed  5:30-9:35  3-262 De Camp  3.0

ASTRONOMY

(See Also Physics)

ASTR 100 INTRODUCTION TO ASTRONOMY
Survey of modern astronomy; study of what mankind knows about the universe and our place in it; including planets, stars, galaxies, quasars, pulsars, black holes, and the beginning and the end of the universe. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400, and MATH 111. (CSU, UC)
30870 ASTR 100 AA  MWF  11:10-12:00  22-116 Preston  3.0
Evening and/or Weekend courses(s)
30871 ASTR 100 LA  Tue  7:05-9:50  22-113 Digel  3.0
ASTR 100 has a non-refundable materials charge of $6.

ASTR 101 ASTRONOMY LABORATORY
Identification of constellations, planets, stars and features of the moon. Use of a telescope and astronomical computer software to help locate identify and demonstrate the movement of astronomical objects. Laboratory measurements of astronomical phenomena. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 120 or 122. PREREQ: Completion of or concurrent enrollment in ASTR 100. (CSU, UC)
Evening and/or Weekend courses(s)
33358 ASTR 101 LA  Mon  7:05-10:10  16-106 Vanajakshi 1.0
30872 ASTR 101 LB  Thu  7:05-9:50  16-106 Digel  1.0

ASTR 110 INTRODUCTION TO COSMOLOGY
Survey of modern cosmology; study of the nature and evolution of the universe including superstrings, quasars, black holes, galactic collisions, dark matter, vacuum energy and theories of the origin and ultimate fate of the universe; other solar systems and search for extra-terrestrial life. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400, and MATH 111. (CSU, UC)
Evening and/or Weekend courses(s)
39753 ASTR 110 LA  Wed  7:05-9:50  22-113 Vanajakshi  3.0

BIOLOGICAL SCIENCES

BIOL 100 INTRODUCTION TO THE LIFE SCIENCES
Nature of the physical and chemical aspects of life. Plant and animal interrelationships and interdependencies. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
30873 BIOL 100 AA  MWF  10:10-11:00  17-203 Rhodes  3.0

BIOL 110 PRINCIPLES OF BIOLOGY
Lecture/lab course covering basic biological principles and designed for the non-biological sciences major. Recommended for the lab science transfer requirement. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
30874 BIOL 110 AA  MWF  11:10-12:00  17-203 Staples  4.0
Mon  1:10-4:15  16-212
30877 BIOL 110 AB  MWF  11:10-12:00  17-203 Staples  4.0
Wed  8:10-11:00  16-212
Evening and/or Weekend courses(s)
30876 BIOL 110 LA  Wed  7:00-9:50  16-212 Staff  4.0

BIOL 130 HUMAN BIOLOGY
An introduction to the anatomy and physiology of the human body through coverage of the organ systems, common diseases and the medical responses. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
Evening and/or Weekend courses(s)
30861 BIOL 130 LA  Thu  7:05-9:50  17-203 Staff  3.0

BIOL 225 BIOLOGY OF ORGANISMS
A course designed for biology majors covering the classification, biodiversity, evolution, ecology, behavior, population genetics, and structure and function of organisms. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN BIOL SEQ A = BIOL 225 + BIOL 230) (CSU, UC)
38348 BIOL 225 AA  TTh  8:10-12:25  18-221 Welles  5.0
BIO 240 GENERAL MICROBIOLOGY
Molecular and biochemical characteristics of micro-organisms with emphasis on bacteria. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: CHEM 192, 210 or 410 or equivalent, and either BIOI 110 or 130 or equivalent. (CAN BIOI 14) (CSU, UC)
38829 BIOI 240 AA TTh 9:45-11:00 22-116 Staples 4.0
38831 BIOI 240 AB TTh 8:10-9:25 16-204
39410 BIOI 240 AB TTh 9:45-11:00 22-116 Staples 4.0
TTh 11:10-12:25 16-204

Evening and/or Weekend courses(s)
30883 BIOI 240 LA TTh 5:30-6:45 16-204 Torok 4.0
39712 BIOI 240 LB TTh 7:00-8:15 17-209 Torok 4.0
TTh 8:30-9:45 16-204

BIOI 250 HUMAN ANATOMY
Study of the structure of the major organ systems of the human body; lab consists of studying human gross anatomy models and processed cadavers. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BIOI 100, 110 or 130. (CAN BIOI 10) (CAN BIOI SEQ B = BIOI 250 + 260) (CSU, UC)
35763 BIOI 250 AA MW 12:35-2:00 22-116 Hirzel 4.0
39015 BIOI 250 AB MW 12:35-2:00 22-116 Hirzel 4.0
Mon 2:05-5:15 18-213
Wed 9:10-12:00 18-213

Evening and/or Weekend courses(s)
35766 BIOI 250 LA Tue 7:05-9:50 17-203 Chinn 4.0
Thu 7:05-9:50 18-213
59274 BIOI 250 LB Tue 7:05-9:50 17-203 Chinn 4.0
Wed 7:05-9:50 18-213

BIOI 260 HUMAN PHYSIOLOGY
Study of the functions of the major organ systems of the human body. For students in allied health and other related fields, one by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420, ENGL 100, and MATH 120 or 122. PREREQ: BIOI 110 or 130 or 225 or 230 or 240 or 250. CHEM 192 or 210 or 410. (CAN BIOI 12) (CAN BIOI SEQ B = BIOI 250 + 260) (CSU, UC)
35764 BIOI 260 AA TTh 11:10-12:25 22-116 Hirzel 5.0
38998 BIOI 260 AB TTh 11:10-12:25 22-116 Hirzel 5.0
TTh 12:35-2:30 18-213
39710 BIOI 260 AC MF 11:10-12:00 17-103 Staff 5.0
MF 8:00-11:05 18-213

Evening and/or Weekend courses(s)
39345 BIOI 260 LA Thu 7:05-9:50 17-207 Kelley 5.0
Sat 9:00-3:00 18-213

BIOI 310 NUTRITION
Introduction to nutrient functions, structures and food sources; health consequences of nutrient deficiencies and excesses; related chronic diseases; interrelationships of diet to body’s metabolism. Emphasis is placed on applying information to personal life. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: CHEM 192, 210 or 410, and either BIOI 110 or 130 or equivalent. (CAN BIOI 14) (CSU, UC)
30884 BIOI 310 AA MWF 9:10-10:00 17-203 Staff 3.0

Evening and/or Weekend courses(s)
30885 BIOI 310 LA Tue 6:30-9:35 17-205 Staff 3.0

BUSINESS/OFFICE TECHNOLOGY
(See also Art, Computer Information Science and Systems and Real Estate)
Para cursos de Negocios/Tecnología de la Oficina en Español, véa el final de esta sección.

GENERAL BUSINESS

BUS. 100 SURVEY OF BUSINESS
Introduction to the American business practices in the global environment including economics, ethics, entrepreneurship, organizational development, management, customer/enterprise relations, information management, accounting, securities, and financial institutions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
38721 BUS. 100 LA Tue 6:30-9:30 13-116 Genevro 1.0 01/18-02/22

BUS. 103 INTRODUCTION TO BUSINESS INFORMATION SYSTEMS
Overview of business information systems including hardware, software, flow-charting, and programming in Visual Basic. Introductory units on software packages (spreadsheet, word processing, and database) used in business are included. Designed to meet the requirements of the business transfer major. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
30891 BUS. 103 AA MWF 8:10-9:00 13-213 Trugman 3.0

BUS. 110 BUSINESS ARITHMETIC
Review of basic arithmetic skills – addition, subtraction, multiplication, division, fractions, decimals, trade discounts, and other business problems. Units do not apply toward AA/AS degree. Open entry/Open exit. BSL: Open Curriculum.
Evening and/or Weekend courses(s)
39726 BUS. 110 LX Thu 7:05-9:50 13-216 Trugman 3.0
On-Line course:
39727 BUS. 110 OL By Arrangement On-line Trugman 3.0
Mandatory Orientation Meeting: Thurs., 01/20, 7:10-8:00 pm, Bldg. 13, Room 216.

BUS. 115 BUSINESS MATHEMATICS
Calculations involving taxes, discounts, negotiable instruments, periodic payments, compensation methods, inventory pricing, depreciation, and present value. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 111. PREREQ: BUS. 110. (CSU)
Evening and/or Weekend courses(s)
39729 BUS. 115 LX Thu 7:05-9:50 13-216 Trugman 3.0
On-Line course:
39730 BUS. 115 OL By Arrangement On-line Trugman 3.0
Mandatory Orientation Meeting: Thurs., 01/20, 7:10-8:00 pm, Bldg. 13, Room 216.

BUS. 170 SALESMANSHIP FUNDAMENTALS
Covers the role and impact of personal selling in the marketing process. Considers principles and techniques employed effectively in the direct sales process. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Telecourse:
36817 BUS. 170 TV See pages 46-47 TV Janssen 3.0
Orientation meeting is held at College of San Mateo.

BUS. 201 BUSINESS LAW
Introduction to the law applicable to business institutions and their operation. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN BUS 12) (CSU, UC)
30894 BUS. 201 AA TTh 11:10-12:25 13-116 Roscelli 3.0

SMALL BUSINESS DEVELOPMENT
(See also Accounting 190, 192, 194 and 196)

BUS. 150 SMALL BUSINESS MANAGEMENT
Introduction to the methods used for starting and managing a small business. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 100 or previous business experience. (CSU)
Telecourse:
36816 BUS. 150 TV See pages 46-47 TV Von Bleichert 3.0
Orientation meeting is held at College of San Mateo.

BUS. 395 GETTING STARTED IN BUSINESS
Designed to assist in starting a new business or growing a current business faster, in evaluating a business idea, and in organizing a business by studying important business principles developed by international business consultants. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
38867 BUS. 395 LA Tue 7:05-9:50 13-114 Thiele 3.0
Telecourse:
36815 BUS. 100 TV See pages 46-47 TV Janssen 3.0
Orientation meeting is held at College of San Mateo.

See https://websmart.smccd.net/ for the latest class schedule information.
BUS. 396 DEVELOPING A BUSINESS PLAN
Learn how to design, develop, and implement the most important tool for a successful business—the business plan. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)
39723 BUS. 396 LA Tue 6:30-9:30 13-116 Genevra 1.0 03/01-04/12

BUS. 397 CREATING TOOLS TO CREATE A MARKETING PLAN
Learn about marketing and advertising tools, including the Internet, and get ready to start your own business. Here you talk to entrepreneurs, identify your target customers and position your company for success. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)
39722 BUS. 397 LA Tue 6:30-9:30 13-116 Fraser 1.0 04/19-05/24

BUS. 398 SMALL BUSINESS RESOURCE LAB
Learn to successfully start and operate a small business from consulting sessions held at the Small Business Resource Center. Work at your own pace to evaluate your business idea, develop a business plan, marketing plan, financial plan, and much more. Open entry/open exit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. May be repeated for credit up to 3 units. (CSU)

37702 BUS. 398 LA By Arrangement 13-121 Thiele 1.0-3.0 1/18-5/20
BUS. 398 has a non-refundable materials charge of $2-$6.

COMPUTER APPLICATIONS/OFFICE TECHNOLOGY

BUS. 415 BEGINNING COMPUTER KEYBOARDING
Keyboarding techniques using the alphabetic and numeric keys on the computer. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

35283 BUS. 415 AX TTh 8:10-9:25 13-217 Finn 1.5 01/18-03/10
39293 BUS. 415 BX TTh 8:10-9:25 13-217 Finn 1.5 03/15-05/12

Evening and/or Weekend courses(s)
35312 BUS. 415 LX Mon 6:30-9:30 13-214 Jung 1.5 01/24-03/28

BUS. 415 has a non-refundable materials charge of $4.

BUS. 417 SKILL BUILDING
Individualized, self-paced instruction to improve accuracy and develop keyboarding (typing) speed. May be repeated for credit up to 3 units. Two hours of lab per week are required. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415. (CSU)

35294 BUS. 417 AX TTh 8:10-9:25 13-217 Finn 1.5 01/18-03/10
38619 BUS. 417 BX TTh 8:10-9:25 13-217 Finn 1.5 03/15-05/12

Evening and/or Weekend courses(s)
39316 BUS. 417 LX Mon 6:30-9:30 13-214 Jung 1.5 01/24-03/28

BUS. 417 has a non-refundable materials charge of $4-$6.

BUS. 430 COMPUTER APPLICATIONS, PART I
Introduction to the use of personal computers including the basic features of Windows, word processing, and presentation graphics using Microsoft Office. BUS. 415 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

30929 BUS. 430 AA TTh 9:45-11:00 13-217 Thiele 1.5 01/18-03/10
30930 BUS. 430 AB MWF 9:10-10:00 13-217 Thiele 1.5 01/19-03/18

Evening and/or Weekend courses(s)
36730 BUS. 430 LA Wed 6:30-9:30 13-217 Jung 1.5 01/19-03/09
39565 BUS. 430 LB Mon 6:30-9:30 13-214 Jung 1.5 04/04-05/23
39558 BUS. 430 LC Tue 7:05-9:50 13-211 Thiele 1.5 01/25-03/15
30935 BUS. 430 WA Sat 8:30-1:30 13-217 Finn 1.5 01/29-03/05

BUS. 430 has a non-refundable materials charge of $4.

BUS. 431 COMPUTER APPLICATIONS, PART II
Includes the basic features of spreadsheets, database applications, and methods of integration using Microsoft Office. BUS. 430 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

BUS. 436 DATABASE MANAGEMENT
Use Microsoft Access to build databases to establish data entry screens and produce business reports. Two hours of lab per week are required. Open entry/open exit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)
39554 BUS. 436 LA Wed 6:30-9:30 13-217 Jung 1.5 03/03-05/18
39559 BUS. 431 LC Tue 7:05-9:50 13-211 Thiele 1.5 03/29-05/17

BUS. 431 has a non-refundable materials charge of $4.

BUS. 439 MANAGING BUSINESS DOCUMENTS
Students learn to create, format, and manage professional-looking business documents using a word processing program. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415. (CSU)

39294 BUS. 439 BX TTh 8:10-9:25 13-217 Finn 1.5 03/15-05/12
BUS. 439 has a non-refundable materials charge of $4.

BUS. 440 MACINTOSH APPLICATIONS, PART I
Introduces Macintosh basic operating system features, word processing, drawing and painting and presentation modules. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)
39560 BUS. 440 LC Tue 7:05-9:50 13-211 Thiele 1.5 01/25-03/15
BUS. 440 has a non-refundable materials charge of $2-$6.

BUS. 441 MACINTOSH APPLICATIONS, PART II
Introduces database and spreadsheets modules and features such as templates, clipplings, assistants, the internet, preferences, customization and macros. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)
39561 BUS. 441 LC Tue 7:05-9:50 13-211 Thiele 1.5 03/29-05/17

BUS. 472 INTRODUCTION TO WORD FOR WINDOWS
Basics of Word for Windows. Topics include creating, editing, printing, and formatting. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39567 BUS. 472 AA Fri 11:10-2:00 13-217 Jung 1.5 01/21-03/18

Evening and/or Weekend courses(s)
39556 BUS. 472 WA Sat 8:30-1:30 13-217 Finn 1.5 03/12-04/16
BUS. 472 has a non-refundable materials charge of $4.

BUS. 474 INTERMEDIATE WORD FOR WINDOWS
Intermediate features of Word for Windows. Topics include labels, merging, macros, sorting, tables, columns, and desktop publishing features. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 472. (CSU)

39568 BUS. 474 AA Fri 11:10-2:00 13-217 Jung 1.5 04/01-05/20
BUS. 474 has a non-refundable materials charge of $4.

BUS. 475 USING OUTLOOK
Using Outlook, a personal information management program, prepares you for a wide range of communication and organizational tasks such as sending, receiving and filing emails; organizing contacts; scheduling appointments, events, and meetings and creating a to-do lists and delegating tasks. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 430. (CSU)

39563 BUS. 475 AA MW 11:10-12:25 13-217 Thiele 1.5 03/28-05/18
BUS. 475 has a non-refundable materials charge of $4.
BUS. 480 USING THE INTERNET, PART I
Students learn how the Internet works, Internet connection options available, utilization of Internet addresses, mastery of browsers available, and use basic e-mail features. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 448. (CSU)

Evening and/or Weekend courses(s)
36285 BUS. 480 LA Mon 6:30-9:30 13-217 Finn 1.5 01/24-03/28

**BUS. 480 has a non-refundable materials charge of $4.**

BUS. 680 OFFICE 2003 NEW FEATURES
An introduction to the new features in Microsoft Office 2003 software. Course will cover the new enhancements for Word, Excel, PowerPoint, Access and Outlook. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39557 BUS. 680 AA Tue 12:10-1:30 13-214 Finn 1.5 01/25-05/17

BUS. 680 ADOBE ACROBAT
Adobe Acrobat is more than just the Acrobat Reader. Learn how to take full advantage of the features of Adobe Acrobat Version 5. Will cover create and fill out forms, collaboration tools including how to make edits to an existing PDF file, convert documents into PDF files from within any other application such as Word, Excel, PowerPoint, Netscape, Internet Explorer and more. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39562 BUS. 680 AB MW 11:10-12:00 13-21 Thiele 1.0 01/19-03/16

**BUS. 680 WEBREADY**
WebReady is a self-paced online class based on competency, focused on preparing any college student wishing to successfully take courses which partially or completely use the Web. Students will demonstrate ability to learn and use essential skills: web browsing, Internet research, e-mail communication, file attachments, file compression, PDF documents, discussion board collaboration and more. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

On-Line course:
39716 BUS. 680 OL By Arrangement On-line Bruni 1.0
Mandatory Orientation Meeting: Mon., 01/24, 5:30-6:25 pm, Bldg. 18, Room 319.

**INFORMATION TECHNOLOGY/NETWORKING**

BUS. 451 PC MAINTENANCE AND SYSTEM UPGRADES, PART II
Advanced software/hardware troubleshooting and tuning the system in a hands-on environment. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 450. (CSU)

Evening and/or Weekend courses(s)
39569 BUS. 451 LA Mon 6:30-9:20 13-213 Guadamuz 3.0

**BUS. 451 has a non-refundable materials charge of $6.**

BUS. 493 INTERNETWORKING USING TCP/IP
Students learn the capabilities of TCP/IP using Windows to include installation, utilities, addressing, bridging, routing, domains, and thorough coverage of TCP/IP architecture and implementation. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 492. (CSU)

Evening and/or Weekend courses(s)
37674 BUS. 493 LA Mon 6:30-9:35 13-213 Guadamuz 3.0

**EN ESPAÑOL**
Nota: Traer dos 3 ½” HD diskettes a la primera clase.

BUS. 417 DESARROLLO DE HABILIDADES EN EL TECLADO
Instrucción personal e independiente para mejorar la precisión y desarrollar rapidez en el teclado. Puede ser repetida por crédito hasta por 3 unidades. Dos horas de laboratorio por semana son requeridas. RECOMENDACIÓN: Elegibilidad para LECTURA 836 y INGLES 836 o 400.

Curso dado en el Centro de OICW/Menlo Park
39575 BUS. 417 MX Thu 6:30-8:30 MPCL1 Clark-Bagheri 1.5 01/27-04/21

**BUS. 417 tiene una cuota para materiales de $4.**

BUS. 435 EXCEL PARA WINDOWS
Estudiantes usan Excel de Microsoft para planear y construir hojas de trabajo, usando formulas y funciones para resolver problemas de negocios. Dos horas de clase a su elección por unidad es requerido. Registración abierta. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLES 836 o 400.

Curso dado en el Centro de OICW/Menlo Park
39573 BUS. 435 MB Tue 6:30-9:20 MPCL1 Clark-Bagheri 3.0

**BUS. 435 tiene una cuota para materiales de $6.**

BUS. 439 ADMINISTRANDO DOCUMENTOS DE NEGOCIOS
Los estudiantes aprenden a crear, formatear y administrar documentos profesionales usando un programa de procesador de textos. Una hora a su conveniencia de laboratorio por semana es requerida. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLES 836 o 400.

Curso dado en el Centro de OICW/Menlo Park
39576 BUS. 439 MX Thu 6:30-8:30 MPCL1 Clark-Bagheri 1.5 01/27-04/21

**BUS. 439 tiene una cuota para materiales de $4.**

**CAREER AND PERSONAL DEVELOPMENT**

CRER 137 LIFE AND CAREER PLANNING
Exploration of career and personal interests, skills, values and career alternatives. Development of job search techniques: resumes, cover letters, and interview skills. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

30986 CRER 137 AA TTh 9:45-11:00 13-213 Sammut 3.0
Evening and/or Weekend courses(s)
30987 CRER 137 LA Thu 7:05-9:50 3-227 Olesen 3.0

CRER 300 INTRODUCTION TO SCHOLARSHIPS
Students learn how to research scholarships at the local, state and national levels; how to prepare and apply for scholarships; and how to develop effective personal statements. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

33880 CRER 300 AA TTh 11:10-12:25 17-209 Staff 1.5 01/18-03/17

CRER 401 COLLEGE SUCCESS
Information regarding college policies, degrees, transfer requirements, programs/services and improvement in study skills. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

30990 CRER 401 AC Tue 12:10-1:00 22-113 Olesen 1.0
Freshman Success course(s) (see page 9):
39685 CRER 401 AA MWF 11:10-12:00 3-148 Darafshi 1.0
CRER 401 AA is linked with CRN 38878, ENGL 836 AC. When you enroll in a linked section you must enroll in the companion course.
39686 CRER 401 AB MWF 11:10-12:00 6-12 Mata 1.0
CRER 401 AB is linked with CRN 31335, MATH 111 AB. When you enroll in a linked section you must enroll in the companion course.

Evening and/or Weekend courses(s)
36141 CRER 401 LA Thu 5:30-6:20 3-227 Staff 1.0

CRER 430 CAREER ASSESSMENT
Designed to help individuals define career alternatives. Vocational interest, skills, and values instruments are given and results interpreted. A minimum of 24 hours of "by arrangement" testing, research, and counseling are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

36801 CRER 430 AA By Arrangement 5-204 Olesen 0.5
CRER 879 SELECTED TOPICS: EDUCATIONAL PLANNING
Strongly recommended the first semester of attendance as part of the matriculation process for all new students who are taking more than two classes or who plan to earn the Associate Degree, obtain a Certificate, or transfer to a four year college. The course includes orientation to college life and responsibilities, college requirements and regulations, and development of a Student Education Plan.

EDUCATIONAL PLANNING/BUSINESS
39673 CRER 879 AA TTh 1:10-2:50 13-112 Staff 0.5 01/18-01/27
39674 CRER 879 AB MW 12:10-1:50 3-227 Staff 0.5 01/19-01/31
Evening and/or Weekend courses(s)
39675 CRER 879 LA MW 5:30-6:20 3-227 Staff 0.5 01/19-02/14

EDUCATIONAL PLANNING/GENERAL
Evening and/or Weekend courses(s)
39683 CRER 879 LD TTh 6:00-6:50 3-104 Staff 0.5 01/18-02/10
39684 CRER 879 LF MW 6:00-6:50 3-254 Staff 0.5 01/19-02/14

EDUCATIONAL PLANNING/HUMANITIES
39680 CRER 879 AE MW 12:10-1:50 22-114 Staff 0.5 01/19-01/31
39681 CRER 879 AF TTh 1:10-2:50 13-111 Staff 0.5 01/18-01/27
Evening and/or Weekend courses(s)
39682 CRER 879 LC MW 5:30-6:20 13-114 Staff 0.5 01/19-02/14

EDUCATIONAL PLANNING/SCIENCE AND MATHEMATICS
39677 CRER 879 AC MW 12:10-1:50 3-210 Staff 0.5 01/19-01/31
39678 CRER 879 AD TTh 1:10-2:50 3-227 Staff 0.5 01/18-01/27
Evening and/or Weekend courses(s)
39679 CRER 879 LB MW 5:30-6:45 3-148 Staff 0.5 01/19-02/07

WORKABILITY III PROGRAM
(The following courses are designed for students in the Workability III Program. Please call 306-3258 for more information.)

CRER 841 VOCATIONAL EVALUATION AND ASSESSMENT
Individualized or group career and interest assessment to help students with disabilities identify values, skills and interests in relation to career and job choices. Designed for students in the Workability III program. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.
38294 CRER 841 AA By Arrangement 5-207 Blok 1.0

CRER 845 STEPS TO EMPLOYMENT
Introduces students to exploration of employment; steps for job placement; recognition of skills, interest and goals. Students learn how to complete an application and develop a resume, practice interview skills and enhance personal presentation. 1.5 to 6 by arrangement hours of lab per week are required. May be repeated for credit up to 2 units. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.
38295 CRER 845 AA By Arrangement 5-207 Blok 0.5-2.0

CRER 846 JOB RETENTION STRATEGIES
Individualized assistance with conflict resolution and time management; encourages assertive and responsible behavior on and off the job; learn techniques and exercises for retention of employment. Designed for students who are gainfully employed. 1.5 to 6 by arrangement hours of lab per week are required. May be repeated for credit up to 2 units.
38296 CRER 846 AA By Arrangement 5-207 Blok 0.5-2.0

CHEMISTRY
CHEM 100 SURVEY OF CHEMISTRY
General survey course of the chemical concepts designed for non-science majors. Not open to students who have had or are taking CHEM 210. PREREQ: MATH 111. (CSU, UC)
Telecourse:
36819 CHEM 100 TV See page 46 TV DeGregorio 3.0
Orientation meeting is held at College of San Mateo.

CHEM 210 GENERAL CHEMISTRY I
Principles and theories of chemical processes including stoichiometry, atomic and molecular theory, bonding, molecular geometry, states of matter, gas laws, thermochemistry and solutions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: CHEM 192 and MATH 120 with grade of C or better or satisfactory score on District math placement test and other measures as appropriate that indicate proficiency in Intermediate Algebra. (CAN CHEM 2) (CAN CHEM SEQ A = CHEM 210 + 220) (CSU, UC)
30957 CHEM 210 AA MWF 10:10-11:00 17-209 Medina 5.0
TTh 11:10-2:00 18-305
CHEM 210 has a non-refundable materials charge of $5.

CHEM 220 GENERAL CHEMISTRY II
Continuation of CHEM 210. Topics include ionic equilibria, oxidation-reduction, kinetics, thermo-dynamics, electrochemistry, coordination chemistry, qualitative analysis, descriptive chemistry and nuclear chemistry. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: CHEM 210 or 224. (CAN CHEM 4) (CAN CHEM SEQ A = CHEM 210 + 220) (CSU, UC)
30958 CHEM 220 AA MWF 9:10-10:00 17-209 Medina 5.0
TTh 8:10-11:00 18-305
CHEM 220 has a non-refundable materials charge of $5.

CHEM 410 CHEMISTRY FOR HEALTH SCIENCES
A survey of basic concepts in general, organic and biological chemistry relevant to the allied science programs. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or equivalent. (CSU)
39612 CHEM 410 AA TTh 8:10-11:00 18-311 Pattanayak 4.0
CHEM 410 has a non-refundable materials charge of $5.

COMPUTER INFORMATION SCIENCE AND SYSTEMS
(See also Art, Engineering, and Business/Office Technology)

CIS 118, 119 INTRODUCTION TO OBJECT ORIENTED PROGRAM DESIGN, OPEN COMPUTER LAB I
Introduction to object-oriented computer programming for computer science majors (CSO) and computer professionals. Topics include computer hardware and operating systems, problem solving techniques, object-oriented program design, program coding, testing and implementation, documentation; issues and techniques. Students explore algorithm development, data types, flow of control, classes, objects, and event-driven programming. May be repeated once for credit. Recommended: Eligibility for READ 420, ENGL 100, and MATH 110. COREQ: Concurrent enrollment in CIS 119, Open Computer Lab. (CSU, UC)
38206 CIS 118 AA TTh 9:45-11:00 17-207 Anderson 3.0
38207 CIS 119 AA By Arrangement 1.0
CIS 118 has a non-refundable materials charge of $6.

CIS 250, 251 PROGRAMMING METHODS I: C++, OPEN COMPUTER LAB I: C++
Introduction to computer science and software engineering for majors and computer professionals. A systematic approach to the design, implementation, and management of robust C++ computer programs. Course emphasizes object-oriented design, programming documentation, testing and debugging techniques, and computer ethics. Conforms to the ACM CS1 standards. RECOMMENDED: Eligibility for READ 420, ENGL 100, and MATH 120 or 122. PREREQ: COMP 103 or CIS 118/119 or equivalent. COREQ: Concurrent enrollment in CIS 251, Open Computer Lab I. (CSU, UC)
37790 CIS 250 AA TTh 11:10-12:25 17-207 Anderson 3.0
37791 CIS 251 AA By Arrangement 5-105 Anderson 1.0
CIS 250 AA has a non-refundable materials charge of $6.
COOPERATIVE EDUCATION

Para cursos de COOP en Español, véala final de esta sección.

COOP 670 COOPERATIVE EDUCATION/WORK EXPERIENCE
Employed students or students on volunteer assignments can earn 1-4 units per semester for jobs/assignments related to their major or occupational goals. Call 306-3367 for more information. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units including Cooperative Education/Work Experience and a job or volunteer work site. (CSU)

COOP 670 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

COOP 672 COOPERATIVE EDUCATION: MCCH INTERNSHIP
Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised work site. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU)

COOP 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

COOP 674 205 PROGRAMMING METHODS I: JAVA, OPEN COMPUTER LAB I: JAVA
Introduction to computer science and software engineering for computer science majors (CS1) and computer professionals. A systematic approach to the design, construction, and management of computer programs, emphasizing object-oriented design and programming documentation, testing and debugging techniques. Course includes introduction to basic data structures and computer ethics. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: CIS 118/119 or equivalent, and MATH 120 or equivalent. COREQ: Concurrent enrollment in CIS 285, Open Computer Lab I: Java. (CSU, UC)

CIS 284 has a non-refundable materials charge of $6.

DRAMA
(See Theater Arts)

EARLY CHILDHOOD EDUCATION/CHILD DEVELOPMENT
(See also Literature)
ECE students will receive free textbooks and bilingual support funded by First Five of San Mateo County.

ECE. 201 CHILD DEVELOPMENT
Overview of growth from birth to adolescence including physical, cognitive, language, emotional, and social aspects of development; a practical application of theory is emphasized. RECOMMENDED: Eligibility for READ 836, and ENG 836 or 400. (CSU, UC)

ECE. 210 EARLY CHILDHOOD EDUCATION PRINCIPLES
Historical perspective, nature, and goals of early childhood education. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

See https://websmart.smccd.net/ for the latest class schedule information.
ECE. 211 EARLY CHILDHOOD EDUCATION CURRICULUM
The development of goals and objectives to manage learning environments and their social implications for children are covered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

OICW/Menlo Park Center course(s)
37649 ECE. 211 WA  Tue  5:30-8:30  MPLR1 Elliott  3.0

ECE. 212 CHILD, FAMILY, AND COMMUNITY
Contemporary family factors influencing middle childhood, life styles, and the community; patterns of childrearing and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

Meeting dates are: 01/22, 02/05, 02/26-03/05, 04/02 & 04/16.

ECE. 223 INFANT DEVELOPMENT
Developmental trends, abilities, and influences of behavior during the first three years of life and their social implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Meeting dates: 01/22, 02/05, 02/26-03/05, 04/02 & 04/16.

ECE. 240 EARLY CHILDHOOD EDUCATION ADMINISTRATION: BUSINESS/LEGAL
Overview of the business aspects of caring for children and their social, political, and economic implications. Twelve units in ECE recommended prior to taking this course. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Meeting dates are: 01/22-02/05 & 02/26-03/12.

ECE. 241 EARLY CHILDHOOD EDUCATION ADMINISTRATION: HUMAN RELATIONS
Human relations aspects of early childhood education as a business and the social, political, and economic implications for care providers and parents. Twelve units in ECE recommended prior to taking this course. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Meeting dates are: 01/22-02/05 & 02/26-03/12.

ECE. 313 HEALTH AND SAFETY FOR YOUNG CHILDREN
Overview of health practices and safety regulations for licensed child care settings. Topics include infectious disease prevention, establishing safe environments for young children, emergency and disaster preparedness, and community resources. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Meeting dates are: 01/22, 02/12, 03/12, 04/09-04/16 & 05/14.

ECE. 331 THE TEACHING EXPERIENCE
Overview of the teaching profession and implications for educating young children. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

Meeting dates are: 01/22, 02/12, 03/12.

ECE. 333 OBSERVATIONAL SKILLS
Overview of the development of observational skills as a quality component in ECE/CD settings. It incorporates the "Desired Results" document materials from the California Department of Education, Child Development Division. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Meeting dates are: 01/22, 02/12 & 03-12.

ECE. 350 ISSUES IN EARLY CHILDHOOD EDUCATION:
COMMUNICATING WITH PARENTS
The focus of this course is effective communication skills needed by child care providers when communicating with parents. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

Meeting dates are: 01/22-02/05 & 02/26-03/12.

ECE. 351 LANGUAGE ARTS IN EARLY CHILDHOOD
Examines children's problem-solving skills and mental development from four perspectives, including curriculum implications: Piaget (High Scope); Montessori (same); Vygotsky (constructivist); and Malaguzzi (Reggio Emilia). RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

Meeting dates are: 01/22, 02/05, 03/12, 04/09-04/16 & 05/14.

ECE. 352 TEACHING VIOLENCE INTERVENTION STRATEGIES TO CHILDREN AND FAMILIES
Overview of violence intervention strategies appropriate for paraprofessionals working with families and children who have experienced chronic violence and stress. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Meeting dates are: 01/22-02/05 & 02/26-03/12.

ECE. 353 LITERACY IN EARLY CHILDHOOD
Overview of the development of literacy in young children. Three by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

Meeting dates are: 01/22, 02/12 & 03-12.
**ECE. 355 STORYTELLING IN EARLY CHILDHOOD**

Presents the importance of storytelling as part of an effective literacy program for young children. Three by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

**Evening and/or Weekend courses(s)**

35844 ECE. 355 LA Wed 7:05-9:50 22-114 1.0
35845 ECE. 355 WA Sat 9:00-5:00 22-113 1.0

**ECE. 366 PRACTICUM IN EARLY CHILDHOOD EDUCATION (ALSO HMSV 366)**

Supervised Field Experience on methods and principles of teaching in early childhood classrooms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: 12 units of ECE, approved sites only. (CSU)

**Evening and/or Weekend courses(s)**

37164 ECE. 366 LA Mon 7:10-10:00 13-216 Browne 3.0
Meeting dates are: 01/24, 02/14, 03/07, 4/11 & 05/09.

**ECE. 382 MALE INVOLVEMENT IN EARLY CHILDHOOD**

The importance of men in children’s lives is examined and barriers concerning their involvement are reviewed. (CSU)

**Evening and/or Weekend courses(s)**

38360 ECE. 382 WA Sat 9:00-5:00 22-113 Proett 1.0

**ECE. 670 COOPERATIVE EDUCATION/WORK EXPERIENCE: ECE./CD**

Employed students or students on volunteer assignments can earn 1-4 units per semester for jobs assignments related to their major or occupational goals. Call 306-3367 for more information. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units including Cooperative Education/Work Experience and a job or volunteer work site. (CSU)

**ECE. 760 A S U T H E R N D E C A D E R I V E D**

7010-7:00-9:00 22-114 1.0
39535 ECE. 760 WA Sat 9:10-10:10 Sandler

EN ESPAÑOL

**ECE. 201 EL DESARROLLO DEL NIÑO**

El enfoque de este curso es el crecimiento y el desarrollo del niño desde el nacimiento hasta la adolescencia incluyendo los aspectos físicos, cognitivos, emocionales, sociales y del lenguaje. Se acentúa la aplicación práctica de la teoría. RECOMENDACIÓN: Elegibilidad para LECTURA 836 y INGLÉS 836 o 400.

**Curso(s) de noche o de fin de semana**

39539 ECE. 201 WE Sat 9:00-5:00 22-113 Lawrence 3.0
Fechas de clases: 01/29-2/05, 02/26-03/05, 04/02 & 16.

**ECE. 210 PRINCIPIOS DE EDUCACIÓN INFANTIL**

Una perspectiva histórica, origen, y metas de educación inicial son cubiertos en este curso. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLÉS 836 o 400. (CSU)

**Curso(s) de noche o de fin de semana**

38578 ECE. 210 LE Mon 7:05-10:10 22-114 Lawrence 3.0

**ECE. 211 PROGRAMA DE ESTUDIOS PARA LA EDUCACIÓN INFANTIL**

El desarrollo de metas y objetivos para administrar ambientes de aprendizaje y las consecuencias sociales en los niños son también tratadas en esta clase. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLÉS 836 o 400.

**Curso(s) de noche o de fin de semana**

39542 ECE. 211 LE Thu 7:05-9:50 22-116 Baxter 3.0

**ECE. 212 EL NIÑO, LA FAMILIA, Y LA COMUNIDAD**

Factores familiares contemporáneos que influyen a los niños de mediana edad, estilos de vida, factores contemporáneos que influyen a la comunidad, modos de criar a los niños y sus repercusiones sociales, políticas y económicas. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLÉS 836 o 400.

**Curso(s) de noche o de fin de semana**

38576 ECE. 212 LE Tue 7:05-9:50 22-114 Palma 3.0

**ECE. 386 PLANIFICACION DE ACTIVIDADES Y PROGRAMA DE ESTUDIOS PARA CUIDADO DE NIÑOS EN SU HOGAR**

El enfoque de este curso es la planificación de actividades y el programa de estudios para el cuidado de niños desde su hogar. RECOMENDACION: Elegibilidad para LECTURA 836 y INGLÉS 836 o 400.

Curso dado en Our Second Home en Daly City

39647 ECE. 386 SE Mon 7:05-10:10 OSH Fernandez Leon 3.0

**ECON 100 PRINCIPLES OF MICRO ECONOMICS**

Concepts of supply and demand. Pricing and output decisions under competitive, imperfectly competitive, and monopolistic markets. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ECON 4) (CSU, UC)

31114 ECON 100 AA TTh 9:45-11:00 13-116 Roscelli 3.0
**Evening and/or Weekend courses(s)**

31115 ECON 100 LA Mon 6:30-9:35 13-116 Hirmina 3.0

**ENGINEERING**

(See also Computer Information Science and Systems)

**ENGR 100 INTRODUCTION TO ENGINEERING**

Introduces students to the engineering profession by providing a basic understanding of engineering processes and tools, including experimentation, data analysis, and computer and communication skills. Emphasis is given to technical communications, engineering design and problem solving, and ethical considerations. A spreadsheet program (Microsoft Excel) and a high-level computer language (MATLAB) are an integral part of the course. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 130. (CSU, UC)

39613 ENGR 100 AX Wed 3:00-7:00 16-110 Putnam 3.0

**ENGR 101 THE ENGINEERING PROFESSION**

Provides an introduction to the engineering profession, and a basic understanding of engineering processes and tools, including experimentation, data analysis, engineering design, and computer and communication skills applied to a wide variety of engineering problems. A spreadsheet program (Microsoft Excel) and a high-level computer language (MATLAB) are an integral part of the course. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or 112.

37339 ENGR 101 AX Wed 3:00-7:00 16-110 Putnam 3.0

**ENGR 230 STATICS**

Vector treatment of two- and three- dimensional force systems acting on particles and rigid bodies. centroids and moments of inertia. shear and moment diagrams for beams. Fluid statics. Virtual work. Applications to structural and mechanical problems. One by one arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: PHYS 250. (CAN ENGR 9) (CSU, UC)

35984 ENGR 230 AA TTh 4:00-5:00 16-106 Enriquez 3.0

**ENGR 260, 261 CIRCUITS AND DEVICES, CIRCUITS AND DEVICES LABORATORY**

Introduction to theory and techniques of circuit analysis. Topics include resistive circuits, controlled sources, ideal operational amplifiers, first- and second-order transient and steady-state responses, power calculations, and three-phase circuits. MATH 275 is recommended. One by one arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: PHYS 252 and PHYS 260. COREQ: Concurrent enrollment in ENGR 261, Circuits and Devices Laboratory. (CSU, UC)

31156 ENGR 260 AA Tue 1:10-4:10 16-110 Enriquez 3.0
31157 ENGR 261 AA Thu 1:10-4:10 16-110 Enriquez 1.0

See https://websmart.smcod.net/ for the latest class schedule information.
ENGLISH

(See also Learning Center, Literature, Reading, Theater Arts and English Institute)

IMPORTANT ENROLLMENT INFORMATION
The San Mateo County Community College District has established a procedure for enforcing the prerequisites for English 836, Writing Development and English 100, Reading and Composition, English 110, Literature and Composition, and English 165, Advanced Composition via a computerized prerequisite checking system. If you have not met the stated prerequisite for ENGL 836, ENGL 100, ENGL 110, or ENGL 165 you are blocked from enrolling in the course. If you believe you have met the prerequisite, review the information on the College Web site (www.canadacollege.net) and click on “Prerequisite Information.” You may also contact the Cañada College Office of Matriculation, Transfer and Articulation, phone 650-306-3310, Building 5, Room 204 for assistance. Please note that ALL prerequisites, in addition to those for English 836, 100, 110, 165 continue to be enforced.

A Cañada College English Placement Test or ESL Placement Test is required for enrollment in English and English for non-native speakers (ESL) courses. For more information about circumstances that may exempt a student from the placement test requirements see the section under Matriculation and Placement Test Information.

ENGL 100 READING AND COMPOSITION
Freshman Composition, reading primarily non-fiction materials and writing in the argumentative and expository forms, gives students the writing and reading skills they need to succeed in college courses. One by arrangement hour of lab per week is required. PREREQ: ENGL 836 or 400 OR eligibility for ENGL 100 on approved college English Placement Test and other measures as necessary AND READ 836 with Credit or a grade of C or better OR eligibility for 400-level Reading courses on approved college Reading Placement Test and other measures as necessary. (CAN ENGL 2) (CAN ENGL SEQ A = ENGL 100 + 110) (CSU, UC)

Recommended Sequence of Classes for Engineering Majors

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
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</thead>
<tbody>
<tr>
<td>Year 1</td>
<td></td>
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<tr>
<td>Math 251</td>
<td>Math 252</td>
</tr>
<tr>
<td>Chem 210</td>
<td>Phys 250</td>
</tr>
<tr>
<td>Engr 210</td>
<td>Chem 220</td>
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<tr>
<td>CIS 118/119</td>
<td>Engr 100</td>
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<tr>
<td>C250/251</td>
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<tr>
<td>Year 2</td>
<td></td>
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<tr>
<td>Math 270</td>
<td>Math 253</td>
</tr>
<tr>
<td>Math 275</td>
<td>Engr 230</td>
</tr>
<tr>
<td>Phys 260</td>
<td>Engr 260/261</td>
</tr>
<tr>
<td>Engr 270</td>
<td>Phys 270</td>
</tr>
</tbody>
</table>

If students register for courses in this sequence there will be no conflicts of schedule.

In addition to these Science/Engineering courses, students should take other General Education courses to complete the AA and/or transfer requirements.

ENGL 110 COMPOSITION, LITERATURE, AND CRITICAL THINKING
In this course students read and analyze works of fiction, poetry, and drama and write critical expository essays which demonstrate skills in analysis and critical thinking. One by arrangement hour of lab per week is required. PREREQ: ENGL 100, (CAN ENGL 4) (CAN ENGL SEQ A = ENGL 100 + 110) (CSU, UC)

ENGL 161 CREATIVE WRITING I
The craft of writing fiction. Emphasis falls upon writing technique and critical ability. PREREQ: ENGL 100. (CSU, UC)

ENGL 162 CREATIVE WRITING II
An advanced course in the writing of fiction. Emphasis falls upon writing technique and critical ability. PREREQ: ENGL 100. (CSU, UC)

ENGL 165 ADVANCED COMPOSITION
This is an advanced course in non-fiction writing, emphasizing critical thinking and critical reading skills. One by arrangement hour of lab per week is required. PREREQ: ENGL 100. (CSU, UC)

ENGL 400 COMPOSITION FOR NON-NATIVE SPEAKERS
Advanced practice in writing expository essays based on the analysis of complex pieces of writing, both fiction and nonfiction, required to meet standards for entrance into English 100. Successful completion of BOTH English 400 AND Reading 836 is required for entrance into English 100. You may choose to enroll in English 400 and Reading 836 concurrently. One by arrangement hour of lab per week is required. PREREQ: ESL 854 or appropriate skill level as indicated by placement test score or other measures as needed. (CSU, UC)

ENGL 826 BASIC READING/COMPOSITION
This course teaches the requisite skills for subsequent college level writing. One by arrangement hour of lab per week is required. Units do not apply toward AA/AS degree. BSL: Open Curriculum. COREQ: Concurrent enrollment in READ 826.

ENGL 854 or appropriate skill level as indicated by placement test score or other measures as needed. (CSU, UC)

Schedule of Classes — E 23
ENGL 836 WRITING DEVELOPMENT
Learn to plan, organize, compose and revise a college-level essay. Write text-based essays, and develop the ability to express ideas logically with detailed support. Review mechanics, grammar, and MLA documentation style. Develop the composition skills necessary to meet standards for entrance to English 100. Successful completion of BOTH English 836 and Reading 836 is required for entrance into English 100. One by arrangement hour of lab per week is required. PREREQ: Successful completion of ENGL 826 and READ 826, or eligibility for READ 836, and ENGL 836 or 400 based on scores on approved Cañada College assessment instruments (placement tests with multiple measures assessment), or “successful completion of course work at other colleges/universities equivalent to ENGL 826 and READ 826.

*Use the Office of Matriculation to approve course work completed at other colleges/universities to meet the prerequisite.

ENGL 836 AC is linked with CRN 39685, CRER 401 AA. When you enroll in a linked section you must enroll in the companion course. ENGL 836 WRITING DEVELOPMENT

Freshman Success course(s) (see page 9):
38876 ENGL 836 AA  MWF  8:10-9:25  3-142  Clay  4.0
38877 ENGL 836 AB  TTh  8:10-10:00  3-142  Terzakis  4.0
38878 ENGL 836 AC  MWF  9:45-11:00  3-142  Clay  4.0
38879 ENGL 836 AD  TTh  10:10-12:00  3-142  Gangel  4.0
38880 ENGL 836 AE  MWF  11:10-12:25  3-142  Staff  4.0
38881 ENGL 836 AF  Wed  6:30-10:00  3-142  Staff  4.0
38882 ENGL 836 AE  TTh  12:10-2:00  3-142  Staff  4.0
38884 ENGL 836 LA  Wed  6:30-10:00  3-104  Staff  4.0

Evening and/or Weekend courses(s)
ENGL 836 has a non-refundable materials charge of $2.

ENGLISH INSTITUTE - ENGLISH AS A SECOND LANGUAGE
(INGLES COMO SEGUNDO IDIOMA)
El Instituto de Inglés es un programa intensivo para el desarrollo del idioma que provee instrucción de Inglés como segundo idioma a los estudiantes cuyo idioma no es el Inglés. Se recomienda que el estudiante que desee inscribirse en el programa, tenga un conocimiento básico del Inglés equivalente a por lo menos un año de estudio en un programa de Inglés como: Educación Básica para adultos, instituto de idiomas, o estudios previos de la lengua Inglesa en el país de origen. Para más información pueden dirigirse a la oficina del Instituto de Inglés, localizada en el edificio 13, oficina 121, o pueden llamar al 306-3412.

The English Institute is an intensive language development program that provides English as a Second Language instruction for students whose native language is not English. It is recommended that students who wish to enroll in the program have a knowledge of

Community-Based English Tutoring

El programa CBET ofrece cursos de inglés como segundo idioma en varios sitios en Redwood City, East Palo Alto, y Menlo Park. El programa se dedica a servir a los padres y personas de la comunidad de los Distritos Escolares de Sequoia Union (SUHSD) y Redwood City Elementary (RCSD) porque CBET es pagado por ambos distritos por el Estado de California (proposición 227). Todos los participantes en el programa tienen que firmar un contrato en el que prometen que cuando sepan más inglés, trabajarán con un niño como tutores voluntarios.

El programa CBET:
• Ofrece cursos de inglés para adultos para que puedan apoyar a sus hijos quienes tambien estan aprendiendo el inglés como segundo idioma;
• Enseña estrategias necesarias para obtener éxito escolar en este país;
• Aumenta la educación básica y el alfabetismo de los padres;
• Provee oportunidades de educación y entrenamiento; y
• Aumenta la participación de los participantes en las escuelas y en su comunidad.

El programa CBET ofrece cursos de septiembre a diciembre (otoño) y de enero a mayo (primavera). El programa ofrece dos semestres de ESL 800 (nivel preparatorio) y un curso de lectura/escritura/civismo que prepara a los estudiantes para el primer nivel del Instituto de Inglés.


Para más información:
Linda M. Haley, Instructora/Coordinator, (650) 306-3495
José Romero, Coordinador, (650) 306-3388

The CBET program provides preparatory level English as a Second Language (ESL) courses at various sites throughout Redwood City, East Palo Alto, and Menlo Park. The program targets parents and community members of the Redwood City School District (RCSD) and the Sequoia Union High School District (SUHSD) because CBET is funded through both districts by the State of California (proposition 227). All participants in the CBET program must pledge to tutor a child in their community once their English is more proficient.

The CBET program:
• Provides ESL courses to adults to enable them to support their child language learners;
• Teaches parents strategies for helping children succeed in school;
• Increases basic parent education and literacy;
• Promotes opportunities for advanced education training; and
• Increases parental involvement in the schools and their communities.

The CBET program offers courses both fall and spring semesters in accordance with the RCSD and SUHSD district calendars. The CBET courses include two semesters of ESL 800 (prep level) plus a Reading/Writing/Civics course that prepares students for the English Institute level one courses.

CBET courses are offered at the following elementary schools in Redwood City: Fair Oaks, Garfield, Hawes, Hoover, and John Gill. Courses are also offered at the Boys and Girls Clubs of East Palo Alto, Menlo Park, and Redwood City.

For more information, contact:
Linda M. Haley, Instructor/Coordinator, (650) 306-3495
Jose Romero, Program Services Coordinator, (650) 306-3388

See https://websmart.smccd.net/ for the latest class schedule information.
ESL 805 ADVANCED GRAMMAR REVIEW
Advanced practice and review of English grammar through reading and analyzing selections of fiction and non-fiction, writing in response to readings, and editing written responses for appropriate grammar and language use. Designed primarily to prepare students whose native language is other than English for ENGL 400, 826, or 836. Units do not apply toward AA/AS degree. PREREQ: ESL 804 or 824, or placement by College ESL Placement Test.

ESL 821 GRAMMAR/VOCABULARY I
High beginning grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800 or placement by College ESL Placement Test.

ESL 822 GRAMMAR/VOCABULARY II
Low-intermediate grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 801 or 821, or placement by College ESL Placement Test.

ESL 823 GRAMMAR/VOCABULARY III
Intermediate grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 802 or 822, or placement by College ESL Placement Test.

ESL 824 GRAMMAR/VOCABULARY IV
Advanced grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 803 or 823, or placement by College ESL Placement Test.

ESL 831 SPEAKING/LISTENING I
High intermediate practice in speaking and aural comprehension of English. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 804 or placement by College ESL Placement Test.

ESL 832 SPEAKING/LISTENING II
Low-intermediate practice in speaking and aural comprehension of English. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 811 or 831, or placement by College ESL Placement Test.

ESL 833 SPEAKING/LISTENING III
High-intermediate practice in speaking and aural comprehension. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 812 or 832, or placement by College ESL Placement Test.

ESL 834 SPEAKING/LISTENING IV
Advanced practice in speaking and aural comprehension. Preparies ESL students for college entrance courses. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 813 or 833, or placement by College ESL Placement Test.
26 Schedule of Classes — E

ESL 844 WRITING IV
Advanced academic writing in response to readings with emphases on paragraph and essay writing, grammar and mechanics of academic English, and vocabulary development. Designed to prepare students for college-level entry courses. One by arrangement hour of lab per week is required. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 843 or 853, or placement by College ESL Placement Test.

Evening and/or Weekend courses(s)
39658 ESL 844 AA MW 10:10-12:00 13-117 Choi 4.0
39657 ESL 844 AB MW 10:10-12:00 13-216 Sidman-Taveau 4.0

ESL 861 READING I
Introduces students to advanced beginning practice in reading. Emphases are on reading comprehension, vocabulary development, and the mechanics of academic English. One by arrangement hour of lab per week is required. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800, or placement by College ESL Placement Test.

Evening and/or Weekend courses(s)
33398 ESL 861 LA TTh 6:00-9:50 17-103 Dewit 4.0

ESL 863 READING III
High intermediate practice in reading with emphases on reading comprehension and vocabulary in academic English. One by arrangement hour of lab per week is required. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 852 or 862, or placement by College ESL Placement Test.

Evening and/or Weekend courses(s)
39662 ESL 863 AA MW 8:10-12:00 13-216 Ades 4.0
39664 ESL 863 AB MW 8:10-12:00 13-216 Smith 4.0

ESL 880 ESL PREP LEVEL II
Intensive English Language study and practice in all skills (grammar, vocabulary, pronunciation, listening, speaking, reading, and writing) in preparation for ESL Level I courses. Units do not apply toward AA/AS degree.

Evening and/or Weekend courses(s)
39667 ESL 880 AA MW 8:10-10:00 13-115 Castello 4.0
39668 ESL 880 AB MW 8:10-10:00 13-117 Smith 4.0

ESL 880 has a non-refundable materials charge of $2.

ESL 880 has a non-refundable materials charge of $2.

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The English Institute
at Cañada College
Class Levels

Level 1
ESL 861 Reading I 4.0 units
ESL 841 Writing I 4.0
ESL 831 Listening/Speaking I 4.0
ESL 821 Grammar I 4.0

ESL 862 Reading II 4.0 units
ESL 842 Writing II 4.0
ESL 832 Listening/Speaking II 4.0
ESL 822 Grammar II 4.0

Level 3
ESL 863 Reading III 4.0 units
ESL 843 Writing III 4.0
ESL 833 Listening/Speaking III 4.0
ESL 823 Grammar III 4.0

Level 4
ESL 864 Reading IV 4.0 units
ESL 844 Writing IV 4.0
ESL 834 Listening/Speaking IV 4.0
ESL 824 Grammar IV 4.0

El Completion Award*
Transitional Level
ESL 805 Adv Grammar Review 3.0 units
English 400** (Composition for Non Native Speakers) 5.0**
Reading 836 Academic Reading Strategies 3.0

Supporting Course
ESL 836 English Pronunciation 2.0 units

* El Completion Award is awarded to students who have completed all 4 classes (Grammar, Listening/Speaking, Reading and Writing) at level IV with a grade of “C” or better.

** Students successfully completing ESL 844 AND ESL 864 with a grade of “C” or better are recommended to take English 400.

king and Reading & Writing) at level IV with a grade of “C” or better.

See https://websmart.smccd.net/ for the latest class schedule information.
FASHION DESIGN

FASH 110 BEGINNING CLOTHING CONSTRUCTION
Basic sewing techniques, sewing machine skills, and an understanding of fabrics and patterns. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)
39272 FASH 110 AA Wed 9:10-12:00 3-255 Chaney 3.0
Evening and/or Weekend courses(s)
39539 FASH 110 LA Thu 6:30-9:35 3-255 Wichern 3.0

FASH 113 TEXTILES
Introduction to the study of natural and chemical fibers, yarns, weaving, finishing, and dyeing. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
Evening and/or Weekend courses(s)
39283 FASH 113 WA SatSun 9:00-5:00 3-255 Maynard 1.0 02/26-02/27

FASH 115 INTERMEDIATE CLOTHING CONSTRUCTION
Intermediate sewing techniques for constructing collars, buttonholes, sleeves, hems, pockets, and other garment details. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 110 or 111 or equivalent. COREQ: Concurrent enrollment in FASH 699. (CSU)
Evening and/or Weekend courses(s)
39284 FASH 115 LA Tue 6:30-9:20 3-255 McCarney 3.0

FASH 116 TAILORING
An overview of techniques applied to the construction of suits and coats. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)
36674 FASH 116 AX Tue 9:10-12:00 3-255 Chaney 3.0

FASH 118 FLAT PATTERN
Use of basic pattern-making theory to create garment design. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)
38889 FASH 118 AA Mon 2:10-5:00 3-255 Lange 3.0

FASH 122 ADVANCED TAILORING
Advanced tailoring techniques for the construction of jackets and coats. Collars, lapels, pockets, bound buttonholes, welt pockets, sleeves and linings are covered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 116. COREQ: Concurrent enrollment in FASH 699. (CSU)
38810 FASH 122 AX Tue 9:10-12:00 3-255 Chaney 3.0

FASH 123 INTRODUCTION TO THE FASHION INDUSTRY
An introduction to the fashion industry that includes field trips to manufacturers, contractors, and designer studios. Field trips on Fridays. Attendance required for all six class meetings. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Meeting dates are: 01/28-01/29, 02/11-02/12 & 03/04-03/05.
Evening and/or Weekend courses(s)
34132 FASH 123 WA FriSat 8:00-5:00 3-255 Chaney 3.0

FASH 131 FABRIC EMBELLISHMENT
Learn techniques for costume embellishment with novelty pipings, edge finishes, and surface design using beads, satin cords, and trims. Emphasis is on enhancing clothing, home furnishings, and craft projects. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39283 FASH 131 WA SatSun 9:00-5:00 3-255 Lange 1.0 02/05-02/06

FASH 132 COPIING READY-TO-WEAR
Through demonstration and hands-on experience, learn how to make a pattern using the materials from an existing garment without actually taking the garment apart. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39284 FASH 133 WA SatSun 9:00-5:00 3-255 Maynard 1.0 02/26-02/27

FASH 133 BEGINNING MILLINERY
Fundamental techniques of hat design and construction including blocking and shaping straw, buckram, and fabric using traditional wooden hat blocks. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39285 FASH 134 WA Sat 10:00-4:00 3-255 Wichern 1.0 03/12-04/02

FASH 134 HISTORY OF FASHION
A history of the fashions of Western Civilization from ancient cultures to the present day. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
39287 FASH 135 AA Wed 3:10-6:00 3-253 Jackson 3.0

FASH 164 ADVANCED TAILORING
Advanced tailoring techniques for the construction of jackets and coats. Collars, lapels, pockets, bound buttonholes, welt pockets, sleeves and linings are covered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
39285 FASH 164 LA Thu 3:10-6:00 3-253 McCarney 3.0

FASH 166 FASHION ENTREPRENEURSHIP
An overview of the fashion entrepreneurial opportunities for the apparel and sewn products industry. Initial business setup, pricing, and marketing are covered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39321 FASH 166 LA Wed 6:30-9:20 3-255 Jackson 3.0

FASH 168 FASHION DRAPING
Design clothing using a dress form in a three-dimensional process to create patterns. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)
Evening and/or Weekend courses(s)
39556 FASH 168 LA Wed 6:30-9:20 3-255 McCarney 3.0

FASH 171 TROUSER MOULAGE
Learn the proper measuring and drafting of a trouser sloper to fit the figure; drafting techniques used for different design details to customize a trouser design are discussed also. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
37207 FASH 171 WA Sat 9:00-3:00 3-255 Maynard 1.0 04/09-04/23

FASH 195 PORTFOLIO DEVELOPMENT
This course is an overview of portfolio assembly methods for Fashion Design, with emphasis on professional display techniques of student's original designs. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39537 FASH 195 WA Sun 11:00-4:00 3-253 McCarney 0.5 04/10/04/17

THEATER COSTUMING CERTIFICATE

Learn the costuming industry - from designing to costume construction and show production. Learn historic and theatrical styles, pattern making skills, tailoring and construction skills, as well as design and illustration techniques.

For more information on this NEW certificate program, contact Fashion Design Program Coordinator, Ronda Chaney at 650-306-3370, Building 3, Room 257. See our website at: www.canadacollege.edu/fashion
FASH 699 INDEPENDENT SUPERVISED LEARNING LABORATORY: FASHION DESIGN
Supplemental instruction for completing projects in Fashion Design courses. Open entry/exit. BSL: Same as that of concurrent course. PREREQ: Students must remain concurrently enrolled in course in which projects are assigned.
3921 FASH 699 AA Wed 12:10-1:30 3-255 Chaney 0.0
Evening and/or Weekend courses(s)
38828 FASH 699 LA Mon 5:10-6:25 3-255 Lange 0.0

FILM
(See also Literature 442)

FILM 110 AMERICAN CINEMA
Familiarizes students with the American Cinema, focusing on the studio system, the star system, genres and directors. Special emphasis on film vocabulary and critical viewing. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
Telecourse:
36820 FILM 110 TV See page 46-47 TV Kashani 3.0
Orientation meeting is held at College of San Mateo.

GEOGRAPHY
(See also Geology and Oceanography)

GEOG 100 PHYSICAL ENVIRONMENT
Basic characteristics of maps, the earth’s grid, seasons, time zones, weather and climate, soils and vegetation, ocean currents, and land forms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN GEOG 2) (CSU, UC)
31194 GEOG 100 AA MWF 11:10-12:00 17-205 Staff 3.0

GEOLOGY
(See also Geography and Oceanography)

GEOL 100 SURVEY OF GEOLOGY
Basic principles of igneous, sedimentary and metamorphic geology including rocks, minerals and the origin of the earth, continents and mountains, origin and evolution of life. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
31199 GEOL 100 AA TTh 11:10-12:00 18-311 Kirchoff-Stein 3.0
Tue 12:10-3:00 18-311
Telecourse: (Lab not included in this section to meet transfer requirement)
37433 GEOG 100 TV See pages 46-47 TV Galloway 3.0
Orientation meeting is held at College of San Mateo.

HEALTH SCIENCE
Para cursos de Ciencia de la Salud en Español, véa el final de esta sección.

HSCI 100 GENERAL HEALTH SCIENCE
Survey of most prevalent threats to one’s physical and emotional health; emphasis is on prevention and early treatment. (CSU, UC)
Telecourse:
36823 HSCI 100 TV See pages 46-47 TV Malik 2.0
Orientation meeting is held at College of San Mateo.

HSCI 430 FIRST AID
This course provides training in basic first aid skills. Upon completion, student may obtain American Heart Association First Aid certification. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
Evening and/or Weekend courses(s)
38441 HSCI 430 WC Sat 8:30-4:30 13-114 Borrero 0.5 03/12

HSCI 432 CPR: ADULT, CHILD, INFANT
This course qualifies students with CPR certification for health care providers. Includes instruction pertinent to adult, child and infant CPR. Automated External Defibrillator training is also included. Upon completion student may obtain American Heart Association CPR Certification. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC) A $10.00 fee is due at time of class for book and registration card.
Evening and/or Weekend courses(s)
38010 HSCI 432 PA Sat 8:30-4:30 17-205 Borrero 0.5 04/02

HSCI 665 SPECIAL TOPICS IN HEALTH SCIENCE:

EXPLORING HEALTH CAREERS
Exploring Health Careers: The demand for trained health care professionals is high! Explore rewarding careers and the necessary training. Meet working practitioners in medicine, nursing, therapy, diagnostic services and others. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)
Evening and/or Weekend courses(s)
38949 HSCI 665 WS Sat 8:30-4:30 17-205 Rivera 0.5 03/05

EN ESPAÑOL

HSCI 430 PRIMEROS AUXILIOS
Este curso suministra entrenamiento en primeros auxilios básicos. Al terminar el curso, el estudiante podrá obtener un certificado de Primeros Auxilios de la Asociación Americana del Corazón. RECOMENDACIÓN: Eligibilidad para Lectura 802 ó 836 e Inglés 800 ó 836 ó 400. (CSU, UC)
Curso(s) de noche o de fin de semana
31248 HSCI 430 WB Sat 8:30-4:30 17-205 Borrero 0.5 02/26

HSCI 432 ADULTO, NIÑO, INFANTE
Este curso capacita a los estudiantes con un certificado en Resucitación Cardio Pulmonar para los proveedores del cuidado de la salud. Incluye instrucción pertinente a la Resucitación Cardio Pulmonar para adultos, niños e infantiles. También incluye entrenamiento en Defibrilador Externo Automatizado(AED). Al completar el curso el estudiante podrá obtener un certificado de Primeros Auxilios de la Asociación Americana del Corazón. RECOMENDACIÓN: Eligibilidad para Lectura 802 ó 836 e Inglés 800 ó 836 ó 400. (CSU, UC) Una cuota de $10.00 para libros y ficha de registración será requerida en la primera clase.
Curso(s) de noche o de fin de semana
38954 HSCI 432 PE Sat 8:30-4:30 17-205 Borrero 0.5 04/16

HISTORY
(See also Art 101, 102, 103)

HIST 100 HISTORY OF WESTERN CIVILIZATION I
This course surveys the civilizations of Europe and the Mediterranean Region in the ancient, medieval and early modern eras. Topics include: the Mesopotamians, Ancient Egypt, the Hebrews, Greece, Rome, the development and spread of Christianity, Europe during the medieval, Renaissance and Reformation periods, and the Age of Exploration. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN HIST 2) (CAN HIST SEQ A = HIST 100 + 101) (CSU, UC)
31227 HIST 100 AA MWF 8:10-9:00 13-111 Staff 3.0
Evening and/or Weekend courses(s)
39618 HIST 100 LA Mon 7:00-10:30 13-111 Staff 3.0

HIST 101 HISTORY OF WESTERN CIVILIZATION II
Survey of the history of the Western world from the 1500s until today. Topics include the creation of modern nation states, the development of modern political philosophies and economic systems, wars, and major religious, artistic and intellectual movements. Provides a strong foundation for understanding contemporary global issues. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN HIST 4) (CAN HIST SEQ A = HIST 100 + 101) (CSU, UC)
31229 HIST 101 AA TTh 8:10-9:25 13-111 Staff 3.0

See https://websmart.smccd.net/ for the latest class schedule information.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Time(s)</th>
<th>Days</th>
<th>Location</th>
<th>Instructor</th>
<th>Units</th>
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<tbody>
<tr>
<td>HIST 201</td>
<td>U.S. HISTORY THROUGH 1877</td>
<td>MWF 10:10-11:00</td>
<td>13-111</td>
<td>Staff</td>
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<tr>
<td>HIST 202</td>
<td>U.S. HISTORY FROM 1877 TO THE PRESENT</td>
<td>TTh 8:10-9:25</td>
<td>13-112</td>
<td>Staff</td>
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<tr>
<td>HIST 245</td>
<td>RACE, ETHNICITY AND IMMIGRATION IN THE U.S.</td>
<td>Tue 7:05-9:50</td>
<td>13-111</td>
<td>Staff</td>
<td>3.0</td>
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<tr>
<td>HIST 451</td>
<td>FAR EASTERN CIVILIZATION AND HERITAGE I</td>
<td>TTh 11:10-12:25</td>
<td>13-111</td>
<td>Staff</td>
<td>3.0</td>
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<tr>
<td>HIST 422</td>
<td>MODERN LATIN AMERICA</td>
<td>8:10-9:25</td>
<td>17-105</td>
<td>Staff</td>
<td>3.0</td>
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<tr>
<td>HIST 310</td>
<td>CALIFORNIA HISTORY</td>
<td>MWF 11:10-12:00</td>
<td>13-111</td>
<td>Staff</td>
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<tr>
<td>HIST 246</td>
<td>HISTORY OF LATINOS IN THE U.S.</td>
<td>MWF 12:10-1:00</td>
<td>13-111</td>
<td>Staff</td>
<td>3.0</td>
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<tr>
<td>HIST 247</td>
<td>WOMEN IN U.S. HISTORY</td>
<td>TTh 11:10-12:25</td>
<td>13-111</td>
<td>Staff</td>
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<td></td>
</tr>
</tbody>
</table>

**MULTI-CULTURAL COMMUNITY EDUCATION PROJECT HEALTH AND HUMAN SERVICES**

This program is designed as a career ladder program with emphasis on Human Services and Health Science. It provides health education, information, referrals, and client advocacy in both clinic and outreach settings. Career opportunities include entry-level positions in public and non-profit agencies serving families in need of support services. Typical job duties include: conducting home visits, connecting families with resources, keeping records, and identifying home, family or community needs and developing resources with families or communities to meet those needs. Job demand is particularly high for people with bicultural/bilingual skills.

For further information, contact Kenny Gonzalez at (650) 306-3422 or gonzalezk@smccd.net.

**Promotor Education & Employment Project**

PEEP is a collaborative effort between El Concilio of San Mateo County and Cañada College that prepares Spanish speaking individuals for entry level positions in family development, community health, and human services. Upon completion of the program, participants will be prepared to provide education, information, referrals, and client advocacy services to their community.

For additional information, contact Kenny Gonzalez at 650-306-3422 or gonzalezk@smccd.net.

PEEP es un esfuerzo colaborativo entre el Concilio del Condado de San Mateo y Cañada College que prepara a personas que hablan español para distintos trabajos en el área del desarrollo familiar, salud de la comunidad, y servicios humanos. Al terminar el programa los participantes estarán preparados para proveer educación, información, referencias, y servicios de apoyo al cliente para su comunidad.

Para más información, llame a Kenny Gonzalez al (650) 306-3422 o gonzalezk@smccd.net.
HIST 690 RESEARCH PROJECTS
Research projects in a particular discipline. Content to be arranged with individual faculty member and approved by appropriate Division Dean. No student may enroll in more than two research courses per semester. Recommended: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Two previous courses in the discipline, or concurrent enrollment in the second course, and an overall 3.0 GPA in the department. (CSU)
39616 HIST 690 AA By Arrangement 13-220 Staff 1.0-3.0

HIST 695 INDEPENDENT STUDY
Self-paced, individualized instruction is provided in selected areas to be arranged with an instructor and student and approved by the Division Dean. May be repeated for credit up to 6 units. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.
39617 HIST 695 AA By Arrangement 13-220 Staff 0.5-6.0

HUMAN SERVICES
Para cursos de Servicios Humanos en Español, vea el final de esta sección.

HMSV 100 INTRODUCTION TO HUMAN SERVICES
Types and functions of Human Service Agencies and careers in Human Services. Emphasizes the knowledge, skills, and understanding of human needs necessary to prepare for a career in Human Services. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39707 HMSV 100 LA Mon 7:05-10:10 13-114 Staff 3.0

HMSV 110 INTRODUCTION TO COUNSELING AND INTERVIEWING
Skills and techniques of counseling and interviewing with focus on effective listening, responding, questioning, assessment, referral, values, and ethics. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
38914 HMSV 110 AA TTh 9:45-11:00 13-212 Bratton 3.0

HMSV 115 INTRODUCTION TO CASE MANAGEMENT
Basic concepts and skills of case management that can be applied in a variety of Human Service settings; topics include ethics, assessment, recordkeeping, plan development, referral, monitoring, and benefits. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39894 HMSV 115 LA Thu 6:10-9:00 13-116 Miller 3.0

HMSV 161 INFORMATION AND REFERRAL: UNDERSTANDING COMMUNITY RESOURCES
Provides participants with a working knowledge of resources in San Mateo County. In addition to learning about dozens of programs, students also learn how to choose the right resources to empower clients, and how to decipher what clients want and need. May be repeated once for credit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.
39323 HMSV 161 AA TTh 11:10-12:25 13-212 Bratton 1.0 02/06-03/17
OICW/Menlo Park Center course(s)
39365 HMSV 161 PF Thu 6:30-9:30 MPLR1 Nalls 1.0 02/03-03/10

HMSV 264 THE LIFE CYCLE OF THE FAMILY (ALSO ECE. 264)
This course covers the life cycle of the family, including cultural, social perspectives, and family support resources. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
OICW/Menlo Park Center course(s)
39915 HMSV 264 PF Wed 7:05-9:50 MPLR1 Nalls 3.0

HMSV 266 FAMILY DEVELOPMENT PORTFOLIO, PART II
Continuation of HMSV 265. Students create a portfolio demonstrating skills in the following areas: ongoing assessment, home visiting, helping families access specialized services, facilitating family conferences, support groups, community meetings, and collaboration. Recommended to be taken in conjunction with HMSV 264. One by arrangement hour of lab per week is required RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: HMSV 265.
OICW/Menlo Park Center course(s)
39367 HMSV 266 PF Wed 5:45-7:00 MPLR1 Nalls 1.5

HMSV 672 COOPERATIVE EDUCATION: HUMAN SERVICES INTERNSHIP
Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised work site. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU)
HMSV 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

HMSV 100 INTRODUCTION TO HUMAN SERVICES
Curso dado en El Concilio
38424 HMSV 100 PE Mon 7:05-9:30 EC Collado 1.0 01/03-03/14

HMSV 264 EL CICLO DE VIDA DE LA FAMILIA
Curso dado en Moonridge
39709 HMSV 264 MR Fri 7:05-10:10 MOON Bravo 3.0
Curso dado en El Concilio
38423 HMSV 264 PE Wed 7:05-9:50 EC Bravo 3.0

HMSV 266 PORTFOLIO DEL DESARROLLO FAMILLAR, PARTE II
Curso dado en Moonridge
39708 HMSV 266 MR Fri 5:45-7:00 MOON Bravo 1.5
Curso dado en El Concilio
39386 HMSV 266 PE Wed 5:45-7:00 EC Collado 1.5

INTERIOR DESIGN
(See also Art 125, 126, 127, 201 and Architecture 110)

INTD 115 INTRODUCTION TO INTERIOR DESIGN
Principles and elements of design and color are examined in this course as they relate to the functional and aesthetic aspects of interiors. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
31265 INTD 115 AA Wed 12:10-3:00 13-17 Kasser 3.0
Evening and/or Weekend courses(s)
31268 INTD 115 LA Tue 6:30-9:20 13-17 Girdlestone 3.0

INTD 126 CRITICAL THINKING FOR INTERIOR DESIGNERS
Analytical and creative tools designers use to make decisions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)
39519 INTD 126 AA Mon 9:10-12:00 13-17 Joshi 3.0

INTD 130 BEGINNING SPACE PLANNING
Drawing techniques for interior designers. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ARCH 110. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)
38741 INTD 130 AA Mon 12:10-3:00 13-13 Wolford 3.0

See https://websmart.smccd.net/ for the latest class schedule information.
INTD 146 INTERIOR DESIGN GRAPHICS  
One-point, two-point perspective, isometric drawings, and rendering or presentations. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

Evening and/or Weekend courses(s)  
37378 INTD 146 LA Thu 7:05-9:50 13-13 Staff 3.0

INTD 147 ADVANCED SPACE PLANNING  
Programming, space planning, schematic design, design development, and problem-solving for residential and non-residential environments. Concurrent enrollment in INTD 126 is recommended. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: INTD 115, ARCH 110 and INTD 130. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

Evening and/or Weekend courses(s)  
39520 INTD 147 LA Tue 6:30-9:20 13-13 Staff 3.0

INTD 148 COLOR FOR INTERIORS  
Basic color theories are applied to the visual control of the interior space; design principles of color composition to achieve aesthetically pleasing color solutions. Concurrent enrollment in INTD 699 is highly recommended. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39521 INTD 148 AA Wed 3:10-6:00 13-17 Cornell 3.0

INTD 150 HISTORY OF INTERIORS  
The history and design of Western architecture, interiors, and furniture from ancient Egypt until today are examined in this course. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)  
39522 INTD 150 AA Wed 6:30-9:20 13-17 Wolford 3.0

INTD 260 OVERVIEW OF LIGHTING DESIGN  
The aesthetics of lighting are integrated with the basic technical information needed to understand light and its relationship to the human being. Lighting design is presented by nationally recognized designers. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39523 INTD 260 AA Thu 3:10-6:00 13-17 Wolford 2.0 01/20-04/14

INTD 271 BATH DESIGN  
Basic principles of bath design including scale floor plans, design concepts, and products. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ARCH 110. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

36692 INTD 271 AA Wed 12:10-3:00 13-13 Jordan 3.0

INTD 276 ADVANCED KITCHEN AND BATH DESIGN  
Students prepare construction documents that include technical information for the design of kitchens and baths. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: INTD 270, 271 and ARCH 110. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

34849 INTD 276 AA Thu 9:10-12:00 13-13 Staff 3.0

INTD 278 MARKETING AND SALESMAHPNSHIP FOR INTERIOR DESIGN  
Principles of marketing and salesmanship are covered using design principles, floor plans, elevation procedures, and agreement and payment schedules with emphasis on how to close a sale. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

37700 INTD 278 AA Wed 8:30-11:30 13-17 Camp 3.0

INTD 320 ASIAN ART FOR INTERIORS: CHINA AND KOREA (ALSO ART 125)  
A broad survey of historic and contemporary Asian art from China and Korea. (Partially fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39525 INTD 320 AX Mon 3:10-6:15 13-17 Cornell 1.0 01/24-02/28

INTD 321 ASIAN ART FOR INTERIORS: JAPAN AND SOUTHEAST ASIA (ALSO ART 126)  
A broad survey of historic and contemporary Asian art from Japan and Southeast Asia. (Partially fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39526 INTD 321 AX Mon 3:10-6:15 13-17 Cornell 1.0 03/07-04/11

INTD 322 ASIAN ART FOR INTERIORS: JAPAN, INDIA, AND THE PHILIPPINES (ALSO ART 127)  
A broad survey of historic and contemporary Asian art from Japan continued, India, the Philippines, and Persia. (Partially fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39527 INTD 322 AX Mon 3:10-6:15 13-17 Cornell 1.0 04/18-05/16

INTD 362 COMPUTER-ASSISTED DRAFTING (CAD) FOR INTERIOR DESIGNERS - ARCHITECTURAL DRAWINGS  
Use of 3D Home Architecture software to create floor plans, interior elevations, exterior elevations, perspectives, isometric views, roof plans, house sections, and multiple levels. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 and BUS. 430 is highly recommended. (CSU)

Evening and/or Weekend courses(s)  
37741 INTD 362 AA Tue 6:30-9:30 13-22 Wallach 1.0 01/18-02/22

INTD 382 has a non-refundable materials charge of $2.

INTD 370 CONSTRUCTION ESTIMATING AND RENOVATION  
An overview of the process of residential renovation and related costs. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 111. (CSU)

Evening and/or Weekend courses(s)  
31289 INTD 370 LA Thu 6:30-9:20 13-17 Kalkbrenner 3.0

INTD 450 MATERIALS AND FINISHES  
Guidelines for selecting materials for appropriateness, quality, and cost for residential and non-residential applications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

38255 INTD 450 AA Tue 12:10-3:00 13-17 Wolford 3.0

INTD 464 CODES: FIRE, SAFETY, AND BARRIER-FREE DESIGN  
An overview of codes that control and limit the interior of buildings, fire safety, life safety, and access for persons with disabilities. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

39524 INTD 464 AA Thu 3:10-6:00 13-17 Wolford 1.0 04/21-05/26

INTD 672 COOPERATIVE EDUCATION: INTERIOR DESIGN INTERNSHIP  
Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised worksite. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU)

INTD 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is mandatory. Attend ONE of the orientations for the section in which you are registered.

31292 INTD 672 AA Tue 3:10-6:00 13-17 Girdlestone 1.0 3-0.3  
Meeting dates are: 01/18, 25, 02/01

INTD 680 INTRODUCTION TO AUTOCAD  
Create an architectural floor plan utilizing the line, circle, and curve drawing commands in AutoCAD 2000 software. This course is designed for the student with no AutoCAD experience. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend courses(s)  
39270 INTD 680 LA Tue 6:30-9:30 16-110 Wallach 1.0 03/01-04/12

39271 INTD 680 LB Tue 6:30-9:30 16-110 Wallach 1.0 04/18-05/24

INTD 680 has a non-refundable materials charge of $2.

INTD 699 INDEPENDENT SUPERVISED LEARNING LABORATORY: INTERIOR DESIGN  
Supplemental instruction for completing projects in Interior Design courses. BSL: Same as that of concurrent course. PREREQ: Must remain concurrently enrolled in course in which projects are assigned.

34368 INTD 699 AA Fri 10:10-1:00 13-17 Joshi 0.0
LEARNING CENTER
Cañada College has two Learning Centers: one at the main campus and one at the Menlo Park Center.

The main campus Learning Center houses a variety of instructional support services including learning assistance and technology to help students succeed. The Center provides assistance through the Writing Center, the Math Lab and the MESA (Math, Engineering and Science Achievement) Program as well as free peer tutoring. Additionally, the Learning Center has open computer labs with access to the Internet. Courses, which include transfer-level classes, are primarily self-paced, open-entry courses utilizing computer-assisted and individualized instruction. For more information, please visit the Learning Center in Building 5, Room 105, from 8:00 a.m. to 8:00 p.m. Monday through Thursday and 8:00 a.m. to 3:00 p.m. on Friday, or call (650) 306-3348. The Menlo Park Learning Center, located at 1200 O’Brien in Menlo Park (OICW building), is open from 7 am to 3 pm, Monday through Thursday, and from 7 am to 11:30 am on Friday. The Center offers instruction in many levels of English, reading, writing and English as a Second Language. These courses prepare students for college-level work or provide students the skills they need for success in job training programs and at work. Students starting at the Center are provided an assessment of their skill level to place them appropriately. Students may use the Center whenever it is open and at times convenient to them. For more information, call Martha Chavez at (650) 325-0164. Para más información, pueden llamar a Martha Chavez al teléfono (650) 325-0164 de lunes a jueves de 7 am a 3 pm, o los viernes de 7 am a 11:30 am.

See page 50 for a complete listing of courses offered at the Menlo Park Center.

MAIN CAMPUS LEARNING CENTER COURSES

LCTR 100 EFFECTIVE TUTORING
Theory and practice of effective peer tutoring including work on interpersonal skills, effective study skills, and course specific tutoring techniques. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

LCTR 110 TEACHING/TUTORING PRACTICUM
This course provides supervised teaching/tutoring experience for students interested in pursuing education as a profession by providing them with opportunities to explore teaching/tutoring strategies including mentoring, in individual/small group learning environments in the Learning Center or in a community service context. One to three by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: LCTR 100 or comparable training and experience. (CSU)

LCTR 100 EFFECTIVE TUTORING
By Arrangement 5-105 Gross 0.5 02/11
LCTR 110 TEACHING/TUTORING PRACTICUM
By Arrangement 5-105 Gross 1.0-3.0

LCTR 138 FUNDAMENTALS OF THE RESEARCH PAPER
A guide through the preparation for writing a research paper. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

LCTR 138 FUNDAMENTALS OF THE RESEARCH PAPER
By Arrangement 5-105 Gross 1.0
LCTR 139 THE RESEARCH PAPER FROM A TO Z
A guide through the entire process of writing a research paper. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

LCTR 138 FUNDAMENTALS OF THE RESEARCH PAPER
By Arrangement 5-105 Gross 2.0
LCTR 139 THE RESEARCH PAPER FROM A TO Z
By Arrangement 5-105 Gross 2.0
LCTR 140 PROFESSIONAL WRITING
Instruction and practice for writing in various professional capacities and formats including proposals and formal reports. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)

LCTR 140 PROFESSIONAL WRITING
By Arrangement 5-105 Gross 2.0
LCTR 151 ALLIED HEALTH SCIENCE VOCABULARY
Helps students build and improve skills in the use of medical science terminology. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

LCTR 140 PROFESSIONAL WRITING
By Arrangement 5-105 Gross 2.0
LCTR 151 ALLIED HEALTH SCIENCE VOCABULARY
By Arrangement 5-105 Gross 1.0

LCTR 400 REPORT PREPARATION AND EDITING
Permits use of Learning Center computer software to prepare and edit reports; written assignments for other courses may be prepared in conjunction with this course. BSL: Open Curriculum. (CSU)

LCTR 400 REPORT PREPARATION AND EDITING
By Arrangement 5-105 Gross 0.5

LCTR 698 SUPERVISED TUTORING/ACADEMIC ASSISTANCE
Students receive academic assistance such as tutoring or supplemental instruction in an area(s) of identified need. PREREQ: Requires concurrent enrollment in course in which tutorial/academic assistance is being provided.

LCTR 698 SUPERVISED TUTORING/ACADEMIC ASSISTANCE
By Arrangement 5-105 Gross 0.0

LCTR 810 STUDY SKILLS
Textbook reading, time management, concentration, memory techniques, note taking, and test taking. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

LCTR 810 STUDY SKILLS
By Arrangement 5-105 Gross 1.0
LCTR 810 STUDY SKILLS
By Arrangement 5-105 Gross 2.0

LCTR 821 ADVANCED SPELLING MASTERY
Computer assisted instruction to facilitate advanced spelling mastery. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

LCTR 821 ADVANCED SPELLING MASTERY
By Arrangement 5-105 Gross 1.0
LCTR 821 ADVANCED SPELLING MASTERY
By Arrangement 5-105 Gross 2.0

LCTR 822 GRAMMAR TROUBLE SPOTS
Helps students identify and correct the most common errors of punctuation, sentence structure, and grammar. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

LCTR 822 GRAMMAR TROUBLE SPOTS
By Arrangement 5-105 Gross 1.0
LCTR 822 GRAMMAR TROUBLE SPOTS
By Arrangement 5-105 Gross 2.0

LCTR 831 SENTENCE COMBINING ON THE MACINTOSH
Teaches students how to write clear, correctly punctuated sentences using a variety of sentence combining strategies. Designed to supplement course work in English 826, 836, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

LCTR 831 SENTENCE COMBINING ON THE MACINTOSH
By Arrangement 5-105 Gross 1.0
LCTR 831 SENTENCE COMBINING ON THE MACINTOSH
By Arrangement 5-105 Gross 2.0

LCTR 832 PARAGRAPH WRITING ON THE MACINTOSH
Helps students write well-organized and well-developed paragraphs. The course is intended to supplement coursework in English 826, 836, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

LCTR 832 PARAGRAPH WRITING ON THE MACINTOSH
By Arrangement 5-105 Gross 1.0
LCTR 832 PARAGRAPH WRITING ON THE MACINTOSH
By Arrangement 5-105 Gross 2.0

LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV
Helps students build and improve vocabulary skills through a words-in-context approach; 150-300 essential words and word parts to succeed in academic work. Prior to enrolling, students should take a short pre-test at the Learning Center to determine course in which to enroll. Units do not apply to AA/AS degree. BSL: Open Curriculum.

LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV
By Arrangement 5-105 Gross 1.0
LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV
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LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV
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LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV
By Arrangement 5-105 Gross 1.0

See https://websmart.smccd.net/ for the latest class schedule information.
MENLO PARK LEARNING CENTER COURSES

LCTR 806 SELF-PACED ESL
This open-entry audio, video, print and software-based course is for college-bound students who want to learn to read, write, listen to and speak English as a second language in a flexible, self-paced/small group environment. Units do not apply toward AA/AS degree. May be repeated for credit up to 3 units. BSL: Open Curriculum.

| OICW/Menlo Park Center course(s) | 38945 LCTR 806 MP | By Arrangement | MPLC1 Phillips | 1.0-3.0 |
| LCTR 806 has a non-refundable materials charge of $2-$6. |

LCTR 807 ENGLISH SKILLS FOR THE WORKPLACE
In this individualized, self-paced print, video, audio and software course, students practice effective English skills for the workplace. Units do not apply toward AA/AS degree. May be repeated for credit up to 6 units. BSL: Open Curriculum.

| OICW/Menlo Park Center course(s) | 38946 LCTR 807 MP | By Arrangement | MPLC1 Phillips | 1.0-6.0 |
| LCTR 807 has a non-refundable materials charge of $2-$12. |

LIBRARY SCIENCE

LIBR 100 INTRODUCTION TO INFORMATION RESEARCH
A one unit self-paced introduction to the basic concepts and tools used in information research. Techniques for approaching the research process using critical thinking and information competence skills are presented. Prepares students in any major for information research at four-year colleges and universities. RECOMMENDED: Eligibility for READ 420 and ENGL 420. (CSU, UC)

| 38298 LIBR 100 AA | By Arrangement | LIBRARY Patterson | 1.0 |
| LIBR 100 has a non-refundable materials charge of $2. |

LITERATURE
(See also Early Childhood Education, Theater Arts, and English)

LIT. 370 READINGS IN LITERATURE OF THE LATINO IN THE UNITED STATES
A survey in English of literary contributions of Latin American writers in the U.S., providing a study of the historical, socio-political, and cultural concerns of Latinos in the U.S. as these appear in novels, short stories, and poetry. (Fulfills Associate degree Ethnic Studies requirement.). PREREQ: ENGL 100. (CSU, UC)

| 39730 LIT. 370 AA | TTh 11:10-12:25 | 6-12 | Palmer | 3.0 |

LIT. 442 FILM STUDY AND APPRECIATION II
Examination of important films in their social, political, and historical contexts. Survey of influential directors, such as Ford, Welles, Hawks, Wilder, and Hitchcock. Introduction to critical theories. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

| 31326 LIT. 442 LA | Thu 7:05-9:50 | 3-148 | Nagler | 3.0 |

LIT. 680 NEW VOICES IN WORLD LITERATURE
Short works in all media from around the world today. Students read, discuss, and write about contemporary work from many world cultures. Fiction, poetry, drama, film and performance arts by Native American, Asian, Pacific Islander, African American, Latino, Middle Eastern and other cultures are considered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

| 39731 LIT. 680 AA | TTh 8:10-9:25 | 13-117 | Gangel | 3.0 |

MANAGEMENT
(See also Business/Office Technology)

MGMT 100 INTRODUCTION TO BUSINESS MANAGEMENT
Study of the principal functions of modern management, including planning, organizing, staffing, actuating, controlling, and decision-making. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

| 31349 MGMT 120 LA | MTh 6:30-8:50 | 13-110 | Klimekovev | 5.0 |
| Mgmt course(s) | 38668 MATH 120 OL | By Arrangement | On-line Innerst | 5.0 |
| Mgmt course(s) | 38668 MATH 120 OL | By Arrangement | On-line Innerst | 5.0 |

Schedule of Classes — L–M 33

**MATHMATICS**

Note to all Algebra students:
The Math Department uses a single textbook for the Elementary and Intermediate Algebra sequence. This allows students to complete the Algebra sequence in three different ways: a four semester sequence of MATH 111, 112, 122, and 123 each covering one fourth of the book; a two semester sequence of MATH 110 and MATH 120 each covering half of the book; or a combination of the above. See a counselor to be sure you take the correct course.

**MATH 110 ELEMENTARY ALGEBRA**
This course is a elementary algebra covering linear, polynomial, and rational expressions and equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 811 or appropriate score on District math placement test and other measures as appropriate.

| 31330 MATH 110 AB | MWF 8:00-9:25 | 13-121 | Gurskaya | 5.0 |
| 31331 MATH 110 AC | MWF 9:35-11:00 | 13-121 | Iverson | 5.0 |
| 31333 MATH 110 AD | MWF 11:10-12:35 | 13-121 | Enriguez | 5.0 |

On-Line course: For further information go to www.canadacollege.edu/science/math

36624 MATH 110 OL By Arrangement On-line Preston 5.0
Mandatory Orientation Meeting: Tue., 01/25, 4:00-6:00 pm, Bldg. 22, Room 116.

**MATH 111 ELEMENTARY ALGEBRA I**
Equivalent to the first half of MATH 110. Provides an introduction to elementary algebra covering real numbers, equations, and graphing. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: 3 units of MATH 811, or appropriate score on District math placement test and other measures as appropriate.

| 31334 MATH 111 AA | MWF 9:10-10:00 | 17-109 | Innerst | 3.0 |
| 34776 MATH 111 AC | TTh 11:10-12:25 | 17-109 | Bertens | 3.0 |

Freshman Success course(s) (see page 9):

| 31335 MATH 111 AB | MWF 10:10-11:00 | 17-109 | enriques | 3.0 |
| MATH 111 AB is linked with CRN 39686, CRER 401 AB. When you enroll in a linked section you must enroll in the companion course. |

**MATH 112 ELEMENTARY ALGEBRA II**
Continuation of MATH 111. Covers exponents, polynomials, factoring, and rational expressions. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 111.

| 31339 MATH 112 AA | MWF 11:10-12:00 | 13-114 | Staff | 3.0 |
| 31340 MATH 112 AB | TTh 9:45-11:00 | 17-109 | Lapuz | 3.0 |

**MATH 120 INTERMEDIATE ALGEBRA**
This course is a continuation of MATH 110 and emphasizes absolute value, linear functions and graphs, rational exponents, radical expressions and equations, quadratic equations, and other measures as appropriate.

| 31345 MATH 120 AA | Daily 8:10-9:00 | 17-207 | Staff | 5.0 |
| 38658 MATH 120 AB | MWF 8:00-9:25 | 22-113 | Staff | 5.0 |
| 38669 MATH 120 AC | MWF 9:35-11:00 | 22-113 | Follansbee | 5.0 |
| 38677 MATH 120 AD | MWF 11:10-12:35 | 22-113 | Gurskaya | 5.0 |

**ONLINE COURSE**
This online course is for students who want to learn to read, write, listen to and speak English as a second language in a flexible, self-paced/small group environment. Units do not apply toward AA/AS degree. May be repeated for credit up to 6 units. BSL: Open Curriculum.

| 38298 LIBR 100 AA | By Arrangement | LIBRARY Patterson | 1.0 |
| LIBR 100 has a non-refundable materials charge of $2. |
### MATH 122 INTERMEDIATE ALGEBRA I
Equivalent to the first half of MATH 120. Covers absolute value, linear functions and graphs, rational exponents, radical expressions and equations, and quadratic equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or 112, or appropriate score on District Math placement test and other measures as appropriate.

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<thead>
<tr>
<th>Course Code</th>
<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Units</th>
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<tr>
<td>31350</td>
<td>MWF 11:10-12:00</td>
<td>17-205</td>
<td>Klimkovsky</td>
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### MATH 123 INTERMEDIATE ALGEBRA II
Continuation of MATH 122 covering exponential functions and logarithmic functions. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 122.

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<th>Course Code</th>
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<td>31351</td>
<td>TTh 9:45-11:00</td>
<td>22-113</td>
<td>Iverson</td>
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</tbody>
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### MATH 125 ELEMENTARY FINITE MATHEMATICS
Set theory, counting theory, probability, systems of equations, vector and matrix theory, inequalities and linear programming. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District Math placement test and other measures as appropriate. (CSU, UC)

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<tr>
<th>Course Code</th>
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<th>Units</th>
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<td>31352</td>
<td>MWF 9:10-10:00</td>
<td>17-207</td>
<td>Zemla</td>
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### MATH 130 ANALYTICAL TRIGONOMETRY
Trigonometric functions of real numbers and angles, identities and solution of trigonometric equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 115, and 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 8) (CSU)

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<td>MWF 10:10-11:00</td>
<td>17-207</td>
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### MATH 140 MATHEMATICS FOR GENERAL EDUCATION
Designed to meet the General Education Quantitative Reasoning requirement. Topics can include logic, problem solving, probability, statistics, geometry, mathematics of finance, systems of numeration, mathematical modeling, and computers. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 2) (CSU, UC)

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<th>Days/Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Units</th>
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<td>31356</td>
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<td>17-207</td>
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### The Algebra Sequence

- **Math 811**
- **Math 110**
- **Math 120**
- **Math 111**
- **Math 112**
- **Math 122**
- **Math 123**

*The dotted lines indicate an alternate path.*

**Transfer Classes**
- **Math 130**
- **Math 219**
- **Math 251**
- **Math 252**
- **Math 253, 270, or 275**

Most Science, Computer Science, and Engineering Majors

- **Math 241**
- **Math 242**

Most Business and some Life Science Majors

**Business Majors**

**Math 125**

**Math 200**

**Math 140**

**Important Note**
Which transfer courses you take depends on your major and the school to which you want to transfer. See your counselor and talk to the transfer institution to be sure you are taking the correct courses.

See https://websmart.smccd.net/ for the latest class schedule information.
MATH 219 PRE-CALCULUS COLLEGE ALGEBRA/TRIGONOMETRY
Unification of college algebra and analytical trigonometry based on the function concept. One arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN STAT 2) (CSU, UC) 31359 MATH 219 AA TTh 12:10-1:35 17-209 Follansbee 5.0 31358 MATH 219 LA Thu 6:30-10:00 17-205 Anderson 4.0

MATH 242 APPLIED CALCULUS II
This is the second half of a two-semester calculus sequence that is designed for business, social sciences, technology, and life sciences majors. Topics include an introduction to the integral, integration, multivariable functions, and differential equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 130 or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 16) (CSU, UC) 31359 MATH 219 AA MWF 12:10-1:35 17-209 Follansbee 5.0

MATH 251 ANALYTICAL GEOMETRY AND CALCULUS I
This course is an introduction to calculus and analytic geometry including limits, continuity of functions, definition of differentiation, derivative of formulas, applications, anti-differentiation and the fundamental theorem of calculus. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 241. (CAN MATH 32) (CAN MATH SEQ D = MATH 251 + 242) (CSU, UC) 31360 MATH 251 AA MWF 12:10-1:35 13-15 Innerst 5.0

MATH 252 ANALYTICAL GEOMETRY AND CALCULUS II
Fundamental Theorem of Calculus, antiderivatives, integral applications and techniques, power series and infinite series topics such as series testing and analysis of Taylor and power series. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 219 or satisfactory score on District math placement test and other measures as appropriate. (CAN MATH 18) (CAN MATH SEQ B = MATH 251 + 252) (CAN MATH SEQ C = MATH 251 + 252 + 253) (CSU, UC) 31361 MATH 251 AA MWF 12:10-1:35 22-118 Preston 5.0

MATH 253 ANALYTICAL GEOMETRY AND CALCULUS III
Vectors, partial derivatives, double and triple integrals, line integrals and vector analysis theory such as Green's, Stokes', and Gauss' Theorems. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN MATH 20) (CAN MATH SEQ B = MATH 251 + 252) (CAN MATH SEQ C = MATH 251 + 252 + 253) (CSU, UC) 31362 MATH 252 AA MWF 12:10-1:35 16-110 Iverson 5.0

MATH 811 PRE-ALGEBRA
Basic arithmetic involving whole numbers, fractions and decimals. Computer-assisted instruction in the basic skills lab; Units do not apply toward AA/AS degree. Two by arrangement hours of lab per week are required. BSL: Open Curriculum. 39614 MATH 811 AA MWF 11:10-12:00 22-118 Zemla 0.0-3.0 31367 MATH 811 AB TTh 9:45-11:00 22-118 Bertens 0.0-3.0

MEDICAL ASSISTING
MEDA 100 INTRODUCTION TO MEDICAL ASSISTING
Duties and responsibilities of a medical assistant, transcriptionist, and billing specialist in a physician's office, clinic, hospital or other medical facility. Emphasizes desirable personality traits and human relationships as well as medical ethics, specialties in the medical field, and office maintenance. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU) 39687 MEDA 100 AX TTh 9:10-10:25 13-216 Hartford 3.0

MEDA 110 BASIC MEDICAL TERMINOLOGY
Development of a medical vocabulary to include medical abbreviations and symbols through the study of the principles of word construction and word analysis, with emphasis on spelling and pronunciation. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU) 39668 MEDA 110 AX TTh 9:10-10:25 13-216 Hartford 3.0

MEDA 115 MEDICAL WORD PROCESSING
Training in production typing of medical letters, reports, and forms using the computer. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415 or equivalent. (CSU) 39669 MEDA 115 AX TTh 12:10-12:25 13-217 Clinton 3.0 39692 MEDA 115 BX TTh 1:30-2:45 13-217 Clinton 3.0

MEDA 120 CLINICAL PROCEDURES I
Examination room techniques, asepsis and sterilization procedures, laboratory procedures and specimen collection, and electrocardiograms (Extra supplies may be required). RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BIOL 130 and MEDA 110. (CSU) 39695 MEDA 120 AX TTh 8:05-11:00 18-205 Charlton 4.0

MEDA 120 has a non-refundable materials charge of $25. 39696 MEDA 120 AX TTh 8:05-11:00 18-205 Charlton 4.0

MEDA 121 CLINICAL PROCEDURES II
Administering medications, injections and venipuncture, eye and ear lavage, electro-encephalograms, removal of sutures and staples, bandaging and dressings, and other examination and clinical procedures. (Extra supplies may be required). RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MIDA 120. (CSU) 39696 MEDA 121 AX TTh 8:05-11:00 18-205 Charlton 4.0

MEDA 121 has a non-refundable materials charge of $25. 39696 MEDA 121 AX TTh 8:05-11:00 18-205 Charlton 4.0

Medical Assisting Department
Train for health service careers in two to four semesters! The Medical Assisting Department offers three different programs that lead to many career opportunities:

- Administrative Medical Assisting (2 semesters)
- Clinical Medical Assisting (3 semesters)
- Administrative/Clinical Medical Assisting (4 semesters)
- Medical Coding Specialist (2 semesters)
- Medical Billing Specialist (2 semesters)
- Medical Transcription (3 semesters)

Salary range: $20-$40 per hour

For further information, call (650) 306-3392

Spring 2005 • Cañada College • 650-306-3100 • www.canadacollege.edu
MEDA 140 MEDICAL TRANSCRIPTION: BASIC
Machine transcription of patient medical chart progress notes, history and physicals, letters, consultations, surgical and autopsy reports, and discharge summaries utilizing computers. Course includes analyzing, editing, proper documentation, and compliance requirements. BIOL 130 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 110 and 115. (CSU)
39690 MEDA 140 AX TTH 12:10-1:25 13-217 Clinton 3.0
MEDA 140 has a non-refundable materials charge of $2.

MEDA 141 MEDICAL TRANSCRIPTION: ADVANCED
Intensive transcription using computers, of hospital-type medical reports including history and physical examinations, surgeries, discharge summaries, and radiologic and nuclear medicine reports. MEDA 190 and BIOL 130 are recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 140. (CSU)
39693 MEDA 141 BX TTH 1:30-2:45 13-217 Clinton 3.0
MEDA 141 has a non-refundable materials charge of $2.

MEDA 150 MEDICAL OFFICE PROCEDURES
Fundamental office procedures applied to the medical field. Decision-making, setting priorities, finding information, coping with interruptions, and producing under pressure in medical office simulations. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Completion of or concurrent enrollment in MEDA 100 and 110. (CSU)
39691 MEDA 150 AX TTH 2:10-3:25 13-217 Clinton 3.0
MEDA 150 has a non-refundable materials charge of $2.

MEDA 160 MEDICAL INSURANCE PROCEDURES
Covers Blue Cross, Blue Shield, Medicare, Medi-Cal, Worker’s Compensation and other insurance programs. Coding resources used in claims preparation. Billing and bookkeeping methods using the computer. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415 or equivalent. (CSU)
39694 MEDA 160 BX TTH 1:30-2:45 13-217 Clinton 3.0
MEDA 160 has a non-refundable materials charge of $2.

MEDA 161 ICD (INTERNATIONAL CLASSIFICATION OF DISEASES)-9-CM (CLINICAL MODIFICATION) BEGINNING CODING
Development of nomenclature and classification of diseases. Basic coding principles of diseases and symptoms according to ICD-9-CM with an emphasis on the coding of medical records. Use of indexes, sequencing of code numbers, and preparation of documents to increase competency. May be repeated once for credit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39699 MEDA 161 WA Sat 8:30-12:35 13-116 Clinton 1.0 01/22-02/12

MEDA 162 ICD (INTERNATIONAL CLASSIFICATION OF DISEASES)-9-CM (CLINICAL MODIFICATION) INTERMEDIATE CODING
Intermediate principles and philosophy of coding logic according to ICD-9-CM. Emphasizes the use of UHDDS, source documents, multiple coding, sequencing, V codes, tables, neoplasms, and mental disorders. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 161. (CSU)
Evening and/or Weekend courses(s)
39700 MEDA 162 WA Sat 8:50-12:35 13-116 Clinton 1.0 02/26-03/19

MEDA 163 ICD (INTERNATIONAL CLASSIFICATION OF DISEASES)-9-CM (CLINICAL MODIFICATION) ADVANCED CODING
A continuation of MEDA 162 with an emphasis on the advanced principles and philosophy of coding logic according to ICD-9-CM. Emphasizes diseases by body systems, complications, injuries, and adverse effects of drugs. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 162. (CSU)
Evening and/or Weekend courses(s)
39701 MEDA 163 WA Sat 8:30-12:35 13-116 Clinton 1.0 04/02-04/23

MEDA 190 INTRODUCTION TO PHARMACOLOGY
Designed for medical assistants, medical transcribers and other allied health professionals. Includes recognition, identification, classification, administration, and care and storage of drugs according to the Food and Drug Administration (FDA) regulations. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)
Evening and/or Weekend courses(s)
39698 MEDA 190 LA Wed 5:30-8:20 18-205 Charlton 3.0

MEDA 801 COMPUTERIZED MEDICAL BILLING/MEDICAL ASSISTING EXAM PREPARATION
Preparation for Medisoft or Medical Manager, or UB 92, or Medical Assisting certification testing offered by various organizations. May be repeated twice for credit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.
39697 MEDA 801 AA By Arrangement 13-217 Charlton 1.0

MULTIMEDIA
(See courses under Art)

MUSIC

MUS. 100 FUNDAMENTALS OF MUSIC
Basic musical skills—singing, ear training, reading music notation, and harmonizing simple melodies. Does not satisfy requirements for the Music major. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
31383 MUS. 100 AA TTH 8:10-9:25 3-114 McChesney 3.0

MUS. 202 MUSIC APPRECIATION
Music literature and history, with emphasis on understanding the art. Directed listening and concert attendance required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN MUS 8) (CSU, UC)
31378 MUS. 202 AA MWF 8:10-9:00 22-118 Meckler 3.0

OCEANOGRAPHY
(See also Geology and Geography)

OCEN 100 OCEANOGRAPHY
Physical, biological and geological evolution of oceans and ocean basins. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
36005 OCEN 100 AA TTH 9:45-11:00 17-203 Kirchoff-Sten 3.0
Evening and/or Weekend courses(s)
31452 OCEN 100 LA Wed 6:30-9:20 17-209 Galloway 3.0

PARALEGAL STUDIES

LEGL 249 INTRODUCTION TO THE LEGAL SYSTEM
Survey of the principles of law is provided in this course. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)
Evening and/or Weekend courses(s)
31315 LEGL 249 LA Mon 6:30-9:35 13-113 DeGhetaldi 3.0

LEGL 260 ADVANCED LEGAL RESEARCH AND WRITING
Develop and refine legal research and writing skills by preparing a series of projects which include legal documents for court cases filed by attorneys. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: LEGL 249 and 250. (CSU)
Evening and/or Weekend courses(s)
39702 LEGL 260 LA Tue 7:05-9:50 13-212 Kippes 3.0

LEGL 262 PARALEGALISM AND STUDY OF LEGAL ETHICS
An overview of the major aspects and issues of the paralegal profession, skills of a paralegal, and legal ethics. Recommended: Eligibility for ENGL 110. PREREQ: LEGL 249. (CSU)
Evening and/or Weekend courses(s)
39307 LEGL 262 LA Thu 6:30-9:20 13-114 Young 3.0

See https://websmart.smcod.net/ for the latest class schedule information.
LEGL 284 CONTRACTS
This course is the study of the theory and practice of contract law. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: LEGL 249. (CSU, UC)

**Evening and/or Weekend course(s)**
39303 LEGL 284 LA Wed 6:30-9:20 13-116 Glick 3.0

LEGL 672 COOPERATIVE EDUCATION: PARALEGAL INTERNSHIP
Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised work site. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU, UC)

LEGL 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.
39327 LEGL 672 LA Thu 5:10-6:00 13-116 Graham 4.0 01/20, 27, 02/03

PHILOSOPHY

PHIL 100 INTRODUCTION TO PHILOSOPHY
Philosophical assumptions, ideas and theories of selected philosophies, critical thinking, and the involvement of philosophical thought in everyday life. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN PHIL 1) (CSU, UC)
39314 PHIL 100 AA MWF 10:10-11:00 17-105 Young 3.0

PHIL 103 CRITICAL THINKING
General overview of reasoning skills. Students practice and develop skills of constructing valid and sound arguments, write three short argumentative essays, and write a substantial paper of critical analysis of an assigned topic. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU, UC)
31463 PHIL 103 AA MWF 11:10-12:00 17-105 Young 3.0

PHIL 200 INTRODUCTION TO LOGIC
An introduction to the study of logic which includes informal fallacies, syllogism, and symbolic logic. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN PHIL 6) (CSU, UC)
31465 PHIL 200 AA MWF 9:10-10:00 17-105 Young 3.0

PHIL 240 INTRODUCTION TO ETHICS
Examine the principles of ethical decision making and ethical responsibility. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN PHIL 4) (CSU, UC)
35371 PHIL 240 AA TTh 9:45-11:00 17-105 Young 3.0

PHIL 300 INTRODUCTION TO WORLD RELIGIONS
Study of great religions of the world; their cultural background, tenets, practice, literature, and art; and their impact on society and culture. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

**Evening and/or Weekend course(s)**
35217 PHIL 300 LA Wed 6:30-9:20 17-105 Young 3.0

PHOTOGRAPHY
(See courses under ART)

PHYSICAL EDUCATION

ADAPTIVE
(For information on the Adaptive Physical Education program and class meeting times, call Barbara McCarthy at 306-3473 or 369-7732 prior to registering. Hours of Operation are: Daily from 8:30 a.m. to 12 p.m. and also on Tuesdays & Thursdays from 1:30 to 3 p.m. Location: Community Wellness Center, 711 Nevada Street in Redwood City.)

Adaptive Physical Education courses are offered primarily for students with physical limitations. Physician's verification of limiting condition on file is recommended.

ADAP 310 ADAPTIVE P. E. FITNESS PROFILE
Students' fitness levels are assessed and individual goals for improvement are established. BSL: Open Curriculum. PREREQ: Physician's verification of limiting condition on file. (CSU, UC)

**Community Wellness Center course(s)**
35780 ADAP 310 VA By Arrangement CWC McCarthy 1.0

ADAP 320 ADAPTIVE FUNCTIONAL FITNESS
Exercises designed for improving the activities of daily living with emphasis on proper body mechanics, posture, and movement patterns leading to greater safety and independence. Open entry/Open exit May be repeated for credit up to three times. BSL: Open Curriculum. (CSU, UC)

**Community Wellness Center course(s)**
38355 ADAP 320 VA By Arrangement CWC McCarthy 0.5-1.0

ADAP 350 ADAPTIVE GENERAL CONDITIONING
A total fitness program emphasizing cardiovascular endurance, flexibility, muscular strength, balance and coordination, posture and body mechanics. BSL: Open Curriculum. (CSU, UC)

**Community Wellness Center course(s)**
30830 ADAP 350 VA By Arrangement CWC McCarthy 1.0

ADAP 351 ADAPTIVE STRENGTH TRAINING
Use of a variety of equipment and resistive techniques to increase overall strength, endurance and flexibility. BSL: Open Curriculum. (CSU, UC)

**Community Wellness Center course(s)**
30832 ADAP 351 VA By Arrangement CWC McCarthy 1.0

ADAP 361 BALANCE AND COORDINATION ACTIVITIES
A variety of techniques to develop better balance for more efficient movement in daily living activities. BSL: Open Curriculum. (CSU, UC)

**Community Wellness Center course(s)**
35781 ADAP 361 VB By Arrangement CWC McCarthy 1.0

ADAP 680 ADAPTIVE LIFELONG WELLNESS
Comprehensive development of a lifelong fitness and wellness plan. BSL: Open Curriculum. (CSU, UC)

**Community Wellness Center course(s)**
39395 ADAP 680 VA By Arrangement CWC McCarthy 0.5-1.5

DANCE

DANC 125, 126 BEGINNING AND INTERMEDIATE SALSA
Basics of salsa dancing including partner work with turn patterns and stylization, as well as more complex dance patterns with greater emphasis on development of dance stylization and timing. Shine steps are covered. A course for men and women. BSL: Open Curriculum. PREREQ: DANC 126 requires the previous level or demonstrated skill (CSU, UC)
39643 DANC 125 AA TTh 11:10-12:25 1-203 Quijano 1.0

**Evening and/or Weekend course(s)**
39633 DANC 125 LA TTh 7:00-8:15 1-203 Quijano 1.0
39635 DANC 126 LA TTh 8:20-9:35 1-203 Quijano 1.0

DANC 205, 210, 215 BEGINNING/BEGINNING/INTERMEDIATE, INTERMEDIATE JAZZ
This series of courses cover elementary through more complex jazz techniques, foot and leg development, single and double turns, isolation of body parts, and understanding of the rhythms of jazz music. BSL: Open Curriculum. PREREQ: DANC 210 and 215 require the previous level or demonstrated equivalency. (CSU, UC)
34282 DANC 205 AX MWF 10:10-11:00 1-203 Breen 1.0
31008 DANC 210 AX MWF 10:10-11:00 1-203 Breen 1.0
38919 DANC 215 AX MWF 10:10-11:00 1-203 Breen 1.0

DANC 350 DANCE AEROBICS
Warm up, toning exercises, vigorous dance sequences, cool down and stretching presented to upbeat pop music. BSL: Open Curriculum. (CSU, UC)
31011 DANC 350 AA MWF 12:10-1:00 1-203 Breen 1.0
38 Schedule of Classes — P

DANC 400 DANCE PRODUCTION
Includes techniques and composition of actual dance performance productions. Choreography, music, make-up, costumes, lighting and staging are included. Course culminates in performance in a dance production. BSL: Open Curriculum. PREREQ: Successful audition. (CSU, UC)

Evening and/or Weekend courses(s)
36792 DANC 400 LA TTh 5:30-6:45 1-203 Breen 1.0

FITNESS

FITN 121, 680 FITNESS CENTER, INTERMEDIATE FITNESS CENTER
The Fitness Center is open Monday through Saturday, 7:00 am to 1:00 pm, and Monday through Thursday 5:30-8:30 pm.; students may work out whenever the Center is open for a maximum of 2 hours per day. New students are required to attend an orientation session prior to using the Fitness Center. The Fitness Center follows the Cañada Academic Calendar for holidays and recesses. For more information, call (650) 306-3341.

This series of courses provides beginning through intermediate self-paced strength training and cardio vascular conditioning through the use of free weights, selected machines and aerobic conditioning equipment for lifelong health and wellness. The Fitness Center empowers students and athletes to optimize their fitness capabilities, achieving excellence through the promotion of a healthy lifestyle, providing opportunities to improve personal wellness and applying fundamentally sound principles. Includes orientation, goal setting and assessment. Three to six by arrangement hours of lab per week are required. May be repeated for credit up to three times for a maximum of 8 units. BSL: Open Curriculum. PREREQ: FITN 680 A1 and A2 require FITN 121. (CSU, UC)

ORIENTATION SCHEDULE*:
Day Hours: Jan., 18-22, 24-29:10: 9:10, 10:10, 11:10 & 12:10
Evening Hours: Jan., 18-20, 24-27:10 & 7:10

*NOTE: Following the dates listed above, orientations are done on a by arrangement basis during the hours the Fitness Center is open. Please see a Staff member for more information.

36786 FITN 121 AA By Arrangement** 1-138 Garcia 1.0
38964 FITN 680 A1 By Arrangement** 1-138 Garcia 1.0

**Students enrolling in 1.0 unit course are expected to attend an average of 3 hrs/week.

39393 FITN 121 AB By Arrangement*** 1-138 Garcia 2.0
38965 FITN 680 A2 By Arrangement*** 1-138 Garcia 2.0

***Students enrolling in 2.0 unit course are expected to attend an average of 6 hrs/week.

FITN 124 PILATES TRAINING
Torso muscle training using the Pilates method of controlled and focused exercises to increase core strength and postural stability to optimize performance in athletics, dance and everyday activities. Exercise mat required. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

38302 FITN 124 AD TTh 12:45-2:00 1-203 Daly 1.0

FITN 210 VARIETY WEIGHT CONDITIONING
For students in team sports. Includes free weights and weight machines. BSL: Open Curriculum. PREREQ: Concurrent enrollment in a team sport or demonstrated skill in athletic competition. (CSU, UC)

31184 FITN 210 AA MWF 2:10-3:00 1-138 Quattlebaum 1.0
36770 FITN 210 AB MWF 1:10-2:00 1-138 Mangiola 1.0
33494 FITN 210 AG MWF 4:10-5:00 1-138 Garcia 1.0

FITN 332 FLEXIBILITY AND STRETCHING
A low impact fitness course using flexibility exercises to increase individual fitness levels. BSL: Open Curriculum. (CSU, UC)

31185 FITN 332 AA MWF 11:10-12:00 1-203 Mangiola 1.0

FITN 334 YOGA
An introduction to basic yoga and meditation. Gentle to moderate movements to expand and integrate the body, mind and spirit. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

37890 FITN 334 AB TTh 8:10-9:25 1-203 Wise 1.0
38410 FITN 334 AC MWF 9:10-10:00 1-203 Wise 1.0

Evening and/or Weekend courses(s)
37820 FITN 334 LB MW 6:30-7:45 1-203 Wise 1.0

FITN 680 GET ON THE BALL EXERCISING
Exercising on a stability ball to achieve functional movement, abdominal and lower-back strength, while increasing whole-body strength, flexibility, stabilization, balance, and coordination. This foundation course is suitable for all age groups and prepares body for all levels of activity – athletic to everyday movement. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39385 FITN 680 AA Daily 7:45-8:50 1-208 McGill 2.0
39386 FITN 680 LA MTWTh 5:50-7:00 1-208 Webb 2.0

FITN 680 CHOPRA CENTER YOGA
Yoga for Every Body. Chopra Center Yoga enables one to establish and increase physical strength, flexibility, and balance on the mat. The power of this ancient practice is experienced as improved strength, flexibility, and balance in life. Includes breathing exercises, meditation, and mantra. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

39636 FITN 680 AB TTh 6:45-8:00 (am) 1-203 Quijano 1.0

INDIVIDUAL SPORTS

(Note: Students will be required to bring some supplies.)

INDV 161, 164 BEGINNING, INTERMEDIATE/ADVANCED GOLF
Instruction in techniques, rules, etiquette and philosophy for the beginning through intermediate/advanced golfer. INDV 164 emphasizes competition and drills for the student with prior golf experience. BSL: Open Curriculum. PREREQ: INDV 164 requires demonstrated skill. (CSU, UC)

31250 INDV 161 AA MWF 10:10-11:00 FIELD Garcia 1.0
33597 INDV 164 AA MWF 10:10-11:00 FIELD Garcia 1.0

INDV 166 EXPERT GOLF TRAINING
Designed for students of expert golf ability who wish to qualify for Cañada Varsity Golf or prepare for other advanced competition. A minimum skill level must be demonstrated to remain in the course. BSL: Open Curriculum. PREREQ: Demonstrated skill. (CSU, UC)

35361 INDV 166 AA MWF 10:10-11:00 FIELD Garcia 1.0

TEAM SPORTS

TEAM 111, 115 BEGINNING, ADVANCED BASKETBALL
Beginning through advanced instruction on rules, strategies and fundamental skills of basketball. TEAM 115 emphasizes the advanced aspects of team offense and defense. Round-robin play included. BSL: Open Curriculum. PREREQ: TEAM 115 requires the previous level or demonstrated skill. (CSU, UC)

38925 TEAM 111 AA MWF 12:10-1:00 1-208 Garcia 1.0
38317 TEAM 115 AA MWF 12:10-1:00 1-208 Garcia 1.0
39706 TEAM 115 AB MWF 3:45-5:45 1-208 Quattlebaum 1.0 03/14/05/20

TEAM 141 BEGINNING SOCCER
Course in basic fundamentals essential for team play. Skills such as dribbling, trapping, passing, heading, shooting, and throw ins are combined with conditioning drills preparing one for competition. BSL: Open Curriculum. (CSU, UC)

38940 TEAM 141 AF MWF 12:10-1:00 FIELD Mangiola 1.0

Evening and/or Weekend courses(s)
31543 TEAM 141 WX Sat 11:00-2:00 FIELD Mangiola 1.0

TEAM 143 ADVANCED SOCCER
Competitive team play is stressed with advanced strategies employed. Tactics are emphasized that require advanced skills and conditioning. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

31545 TEAM 143 AA TTh 3:00-5:40 FIELD Mangiola 1.5 02/08/05/12
31546 TEAM 143 AB MW 1:30-3:30 FIELD Devlin 1.0 02/07/05/11

Evening and/or Weekend courses(s)
31547 TEAM 143 WX Sat 11:00-2:00 FIELD Mangiola 1.0

See https://websmart.smccd.net/ for the latest class schedule information.
pursuing a career in physical therapy or a related discipline, as well as for persons working in any capacity with adults with special needs. May be repeated for credit up to 3 times for a maximum of 3 units. Open entry/Open exit. BSL: Open Curriculum. (CSU)

**Community Wellness Center course(s)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Days</th>
<th>Start/End</th>
<th>Duration</th>
<th>Credits</th>
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<tbody>
<tr>
<td>34740 P.E.</td>
<td>118 Varsity Baseball</td>
<td>MWF</td>
<td>1:10-1:50</td>
<td>1-208</td>
<td>0.5-3.0</td>
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</tbody>
</table>

**VARSITY SPORTS**

**VARS 104 VARSITY BASEBALL**
Intercollegiate competition in the Coast Conference and participation in regional tournaments, NorCal playoffs and state CC championships when qualified. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

34287 VARS 104 AA Daily 1:10-3:00 FIELD Lucca 3.0 01/03-05/20

**VARS 114 VARSITY BASKETBALL**
Intercollegiate competition in the Coast Conference and participation in regional tournaments, Nor-Cal playoffs and state championships when qualified. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

39676 VARS 114 AA Daily 3:45-5:45 1-208 Quattlebaum 3.0 01/18-03/11

**PHYSICS**

(See also Astronomy)

**PHYS 220 GENERAL PHYSICS II**
Basic concepts of physics including electricity and magnetism, electromagnetic waves, optics, the special theory of relativity, atomic physics, and quantum mechanics. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: PHYS 210. (CAN PHYS 4) (CAN PHYS SEQ A = PHYS 210 + 220) (CSU, UC)

31468 PHYS 220 AA MWF 8:10-9:00 16-106 Partlan 4.0
Tue 8:10-11:00 16-106

**PHYS 250 PHYSICS WITH CALCULUS I**
Calculus-based physics covering dynamics of particles, systems and rigid bodies, energy and momentum and selected applications. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 251 or equivalent course. (CAN PHYS 8) (CAN PHYS SEQ B = PHYS 250 + 260 + 270) (CSU, UC)

31470 PHYS 250 AA MWF 10:10-11:00 16-106 Partlan 4.0
Tue 11:10-2:00 16-106

**PHYS 250 has a non-refundable materials charge of $6.**

**PHYS 270 PHYSICS WITH CALCULUS II**
Third semester calculus based physics covering waves, thermodynamics, optics, special relativity, atomic physics, and quantum mechanics. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: PHYS 250 or equivalent and MATH 252 or equivalent. (CAN PHYS 14) (CAN PHYS SEQ B = PHYS 250 + 260 + 270) (CSU, UC)

39380 PHYS 270 AA MWF 11:10-12:00 16-106 Partlan 4.0
Thu 11:10-2:00 16-106

**PHYS 270 has a non-refundable materials charge of $6.**

**PRACTICAL SCIENCE**

**PLSC 103 CRITICAL THINKING ABOUT WORLD POLITICS**
An introductory course designed to improve the student's ability to comprehend world political problems and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

38890 PLSC 103 AA TTh 8:10-9:25 13-210 Ware 3.0

**PLSC 130 INTERNATIONAL RELATIONS**
The nature of international tensions, causes of group conflicts, their escalation and moderation in a highly interdependent and multicultural world. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

31475 PLSC 130 AA TTh 9:45-11:00 13-210 Ware 3.0
PSY 100 GENERAL PSYCHOLOGY
Principles of learning, theories of personality, uses for tests and measurements, behavioral disorders, mental health theories, developmental aspects of individuals, and social psychology. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN PSY 2) (CSU, UC)
31487 PSYC 100 AA MWF 9:10-10:00 22-114 Steger 3.0  
31482 PSYC 100 AB TTh 8:10-9:25 22-113 Staff 3.0  
31483 PSYC 100 AC MWF 10:10-11:00 22-114 Steger 3.0  
Evening and/or Weekend courses(s)  
39316 PSYC 100 LA Thu 7:05-9:50 13-111 Saterfield 3.0  

PSY 106 PSYCHOLOGY OF ETHNIC MINORITY GROUPS
Overview of the variables which influence the psychological development, adjustment, mental health, and social status of ethnic minority groups in America. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
39319 PSYC 106 AA MWF 8:10-9:00 22-114 Staff 3.0  
Evening and/or Weekend courses(s)  
39627 PSYC 106 LA Thu 7:05-9:50 13-111 Saterfield 3.0  

PSYC 110 MARRIAGE AND RELATIONSHIP CHOICES
Societal, psychological and biological aspects of gender, sex, love, and conflict, in dating, marital and familial interaction. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
39715 PSYC 110 LA Tue 7:05-9:50 3-142 Saterfield 3.0  

PSYC 200 DEVELOPMENTAL PSYCHOLOGY
Survey of major developmental theories and research throughout the entire life span. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)
35900 PSYC 200 AA TTh 9:45-11:00 22-113 Staff 3.0  
Evening and/or Weekend courses(s)  
38715 PSYC 200 LA Tue 7:05-9:50 3-142 Saterfield 3.0  

PSYC 201 INTRODUCTION TO POLITICAL THEORY
A comparative study of contemporary political ideologies such as nationalism, fascism, communism, and capitalistic/socialist versions of democracy and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)  
39315 PLSC 150 100 AA MWF 9:10-10:00 13-210 Steger 3.0  

PLSC 210 AMERICAN POLITICS
This course is a survey of American Politics and Government as related to the evolution of American Democracy. Topics include: American Political Theories, California State and local government, voting rights, civil liberties and rights, constitutionalism, federalism, state rights, religion, political participation, political parties, interest groups, politics and economics. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN GOVT 2) (CSU, UC)  
31477 PLSC 210 AA MWF 8:10-9:00 13-210 Staff 3.0  
39626 PLSC 210 AB TTh 11:10-12:25 13-210 Ware 3.0  
Evening and/or Weekend courses(s)  
34627 PLSC 210 LA Thu 7:05-9:50 13-210 Massey 3.0  

PSYC 210 DEVELOPMENTAL PSYCHOLOGY
Survey of major developmental theories and research throughout the entire life span. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)  
31488 PSYC 210 AA MWF 11:10-12:00 13-210 Ware 3.0  
Evening and/or Weekend courses(s)  
39316 PLSC 210 LA Thu 7:05-9:50 13-210 Massey 3.0  

PSYC 340 PSYCHOLOGY OF HUMAN SEXUALITY
Psychological aspects of human sexuality influencing sexual identity and behavior and their implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)  
31488 PSYC 340 AA MWF 11:10-12:00 22-114 Steger 3.0  

PSYC 410 ABNORMAL PSYCHOLOGY
Elaboration on the study of abnormal behavior and personality. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)  
Telescope:  
36829 PSYC 410 TV See pages 46-47 TV Steger 3.0  
Orientation meeting is held at College of San Mateo.  

RADIOLOGIC TECHNOLOGY
RADT 415 RADIATION PROTECTION AND BIOLOGY
The effects of radiation on humans, measurement methods, and ways to protect patients and personnel from unnecessary exposure. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: PHYS 405.  
31493 RADT 415 AA MWF 8:10-9:00 18-115 Rivera 3.0  

RADT 420 RADIOGRAPHIC POSITIONING II
Positioning of the human body for specialized radiographic procedures and related patient care (nursing procedures). RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: RADT 410 and concurrent enrollment in RADT 428.  
31494 RADT 420 AA MWF 9:10-10:25 18-115 Staff 3.5  

RADT 428 CLINICAL EDUCATION II
Designed for the second semester radiologic technology student, this course enables students to further develop skills attained in RADT 418. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: RADT 418 and concurrent enrollment in RADT 420.  
38675 RADT 428 SA TTh 8:00-4:30 HOSP Jones 5.0 12/21-05/26  

RADT 430 PRINCIPLES OF RADIOGRAPHIC FILM PRODUCTION
Learn methods for producing quality radiographics. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: PHYS 405. (CSU)  
31496 RADT 430 AA MWF 11:10-12:30 18-115 Rivera 3.5  

RADT 441 SECTIONAL ANATOMY
Sectional anatomy for Radiologic Technologists and Radiologic Technology students is covered in this course. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: ANAT 250 or equivalent or certification as a Radiologic Technologist.  
33418 RADT 441 AA TTh 10:10-12:00 18-115 Bell 1.5 01/18-02/24  

RADT 442 RADIOGRAPHIC PATHOLOGY
Diagnostic images demonstrating the radiographic appearance of pathology are covered in this course. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: BIOC 250 or 260 or technical experience in Radiography.  
33419 RADT 442 AA TTh 10:10-12:00 18-115 O'Laughlin 1.5 03/01-04/14  

RADT 450 REGISTRY REVIEW
Radiologic Technology review in preparation for ARRT and CTA examinations. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: Successful completion of or enrollment in an approved Radiologic Technology program.  
38684 RADT 450 AA Tue 8:10-9:25 18-115 Rivera 1.5  

RADT 458 CLINICAL EDUCATION V
Designed for the fifth semester Radiologic Technology student, this course enables students to build on skills previously attained. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: RADT 448.  
38685 RADT 458 SA MWF 8:00-4:30 HOSP O'Laughlin 7.5 12/20-05/27  

RADT 470 SPECIALIZED TECHNIQUES: MAMMOGRAPHY
Curriculum mandated by the California Department of Health Services, Radiologic Technology Branch, for qualifications and continuing education to perform mam-
mographic X-ray procedures. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: Enrollment in the Radiologic Technology program or certification as a radiologic technologist.

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
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<td>Evening and/or Weekend courses(s)</td>
<td>Sat</td>
<td>9:00-11:10</td>
<td>18-115</td>
<td>Pitcher</td>
<td>1.5 04/07-04/30</td>
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<tr>
<td>39620 RADT 471 LA</td>
<td>Evening and/or Weekend courses(s)</td>
<td>Wed</td>
<td>6:00-9:20</td>
<td>18-115</td>
<td>Garmes</td>
<td>2.0 01/19-04/13</td>
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</table>

**REAL ESTATE****

(See also Business/Office Technology)

**R.E. 110 REAL ESTATE PRACTICE**

A comprehensive presentation of real estate brokerage skills with emphasis on the daily activities of salespersons and brokers; including ethics, disclosures, prospecting, listing, advertising, financing, escrows, and property management and leasing. RECOMMENDED: Eligibility for READ 363, and ENGL 363 or 400. (CSU)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
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<td>38995 READ 363 AA</td>
<td>R.E. 110 REAL ESTATE PRACTICE</td>
<td>MWF</td>
<td>8:00-10:25</td>
<td>17-105</td>
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<td>38996 READ 363 AC</td>
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<td>TTh</td>
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<td>39096 READ 363 AE</td>
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<td>TTh</td>
<td>11:10-12:25</td>
<td>17-105</td>
<td>Staff</td>
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**R.E. 141 REAL ESTATE APPRAISAL**

Overview of the appraisal of residential real estate, with emphasis on the single-family residence. RECOMMENDED: Eligibility for READ 363, and ENGL 363 or 400. (CSU)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
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<td>38921 READ 363 AA</td>
<td>R.E. 141 REAL ESTATE APPRAISAL</td>
<td>Wed</td>
<td>6:30-9:20</td>
<td>13-113</td>
<td>Roche</td>
</tr>
</tbody>
</table>

**SPANISH****

(See also Business/Office Technology)

**SPAN 110 ELEMENTARY SPANISH**

Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. Two by arrangement hour of lab per week are required. RECOMMENDED: Eligibility for READ 363, and ENGL 363 or 400. (CAN SPAN 1) (CAN SPAN SEQ A = SPAN 110 + 120) (CSU, UC)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>38931 SPAN 110 AA</td>
<td>SPAN 110 ELEMENTARY SPANISH</td>
<td>MWF</td>
<td>11:10-12:35</td>
<td>13-112</td>
<td>Malamud</td>
</tr>
<tr>
<td>38932 SPAN 110 LA</td>
<td></td>
<td>Wed</td>
<td>6:30-9:20</td>
<td>17-105</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**SPAN 111 ELEMENTARY SPANISH I**

 Equivalent to the first half of SPAN 110. Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 363, and ENGL 363 or 400. (CSU, UC)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>39641 SPAN 111 LA</td>
<td>SPAN 111 ELEMENTARY SPANISH I</td>
<td>Wed</td>
<td>6:30-9:20</td>
<td>17-105</td>
<td>Staff</td>
</tr>
<tr>
<td>37825 SPAN 111 WA</td>
<td></td>
<td>Sat</td>
<td>9:00-12:05</td>
<td>13-115</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**SPAN 112 ELEMENTARY SPANISH II**

Continuation of SPAN 111. Equivalent to the second half of SPAN 110. (SPAN 111 and 112 are equivalent to SPAN 110.) Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 363, and ENGL 363 or 400. PREREQ: SPAN 111. (CSU, UC)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>39640 SPAN 112 AA</td>
<td>SPAN 112 ELEMENTARY SPANISH II</td>
<td>MWF</td>
<td>10:10-11:00</td>
<td>13-210</td>
<td>Malamud</td>
</tr>
<tr>
<td>31522 SPAN 112 LA</td>
<td></td>
<td>Mon</td>
<td>6:30-9:35</td>
<td>17-105</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**SPAN 120 ADVANCED ELEMENTARY SPANISH**

Continuation of SPAN 110 or 112. Further development of listening, speaking, reading and writing skills. Students learn to talk about topics such as health, pressures and conveniences of modern life, the arts, the environment, social life, the workplace, government and civic responsibilities and travel. Students learn about many cultural aspects of Spanish-speaking countries. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 363, and ENGL 363 or 400. PREREQ: SPAN 110 or 112, or equivalent. (CAN SPAN 4) (CAN SPAN SEQ A = SPAN 110 + 120) (CSU, UC)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>38929 SPAN 120 AA</td>
<td>SPAN 120 ADVANCED ELEMENTARY SPANISH</td>
<td>MWF</td>
<td>8:00-9:25</td>
<td>6-12</td>
<td>Staff</td>
</tr>
</tbody>
</table>
### SPAN 131 INTERMEDIATE SPANISH I
The basic elements of Intermediate Spanish, offered at a less intense pace than Spanish 130. Content equal to first half of SPAN 130. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 131 and 132. (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>39324</td>
<td>SPAN 131 AX</td>
<td>TTh</td>
<td>11:10-12:25</td>
<td>13-112 Malamud</td>
<td>3.0</td>
</tr>
</tbody>
</table>

### SPAN 132 INTERMEDIATE SPANISH II
Approximately the second half of SPAN 130. Conversation, composition, grammar review, and readings. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 131. (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>39325</td>
<td>SPAN 132 AX</td>
<td>TTh</td>
<td>11:10-12:25</td>
<td>13-112 Malamud</td>
<td>3.0</td>
</tr>
</tbody>
</table>

### SPAN 140 ADVANCED INTERMEDIATE SPANISH
Includes further practice of conversation and composition based on class reading of works of modern Spanish and Latin American authors; review of grammar; collateral reading of Spanish and Spanish American literature. This course is intended for English speaking students rather than bilingual students. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 131 or equivalent. (CAN SPAN 10) (CAN SPAN SEQ B = SPAN 130 + 140) (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>39326</td>
<td>SPAN 140 AX</td>
<td>TTh</td>
<td>11:10-12:25</td>
<td>13-112 Malamud</td>
<td>3.0</td>
</tr>
</tbody>
</table>

### SPAN 162 READINGS IN SPANISH LITERATURE II
A continuation of SPAN 161, includes further study and practice in oral and written composition; class readings of works of Spanish and Spanish-American literature; collateral reading of varied types of Spanish and Spanish-American literature, and review of grammar. Designed for both native and non-native speakers of Spanish. (Fulfilis Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 140 or equivalent. (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>34796</td>
<td>SPAN 162 AA</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>17-107 Malamud</td>
<td>3.0</td>
</tr>
</tbody>
</table>

### SPAN 803 CONVERSATIONAL SPANISH III
Continuation of Spanish 802. Further development of conversational skills. Students learn to narrate stories in the past and express feelings and opinions, and to talk about health and other factors that affect quality of life in the U.S. and in Spanish speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 802.

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>31530</td>
<td>SPAN 803 LX</td>
<td>Thu</td>
<td>6:30-9:20</td>
<td>17-105 Staff</td>
<td>2.0</td>
</tr>
</tbody>
</table>

### SPAN 804 CONVERSATIONAL SPANISH IV
Continuation of Spanish 803. Further development of conversational skills. Students learn to talk about hypothetical situations and discuss topics such as the environment, social life, the workplace, civic responsibilities and travel, both in the U.S. and in the Spanish-speaking world. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 803.

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>31531</td>
<td>SPAN 804 LX</td>
<td>Thu</td>
<td>6:30-9:20</td>
<td>17-105 Staff</td>
<td>2.0</td>
</tr>
</tbody>
</table>

### SPEECH COMMUNICATION

#### SPCH 100 FUNDAMENTALS OF SPEECH COMMUNICATION
Form, function, history, and ethical requirements of public address. Students study, prepare, and deliver speeches in the traditional forms. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN SPCH 4) (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>31532</td>
<td>SPCH 100 AA</td>
<td>MWF</td>
<td>10:10-11:00</td>
<td>3-254 Perez</td>
<td>3.0</td>
</tr>
<tr>
<td>35988</td>
<td>SPCH 100 AB</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>3-254 Perez</td>
<td>3.0</td>
</tr>
</tbody>
</table>

#### SPCH 120 INTERPERSONAL COMMUNICATION
Theory, basic principles, and methods of oral communication; improving speaking and listening skills within the context of interpersonal communication; although not a course in public address, class presentations are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN SPCH 8) (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>31538</td>
<td>SPCH 120 AA</td>
<td>MWF</td>
<td>12:10-1:00</td>
<td>3-254 Perez</td>
<td>3.0</td>
</tr>
<tr>
<td>33383</td>
<td>SPCH 120 AB</td>
<td>TTh</td>
<td>11:10-12:25</td>
<td>3-254 Perez</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>31539</td>
<td>SPCH 120 LA</td>
<td>Tue</td>
<td>7:05-9:50</td>
<td>3-254 Perez</td>
<td>3.0</td>
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</tbody>
</table>

### THEATER ARTS

#### DRAM 101 HISTORY OF THEATRE I
Classical period to the 18th century. Plays, physical theatres, staging, directing and their relationship to existent cultural forces. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>38385</td>
<td>DRAM 101 AA</td>
<td>MWF</td>
<td>11:10-12:00</td>
<td>3-129 Hoy</td>
<td>3.0</td>
</tr>
</tbody>
</table>

#### DRAM 140 INTRODUCTION TO THE THEATRE
Nomenclature, duties, and responsibilities of the various theatre artists, traditions, script analysis and approach from director's and designer's viewpoint. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN DRAM 18) (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>33478</td>
<td>DRAM 140 AA</td>
<td>MWF</td>
<td>10:10-11:00</td>
<td>3-129 Hoy</td>
<td>3.0</td>
</tr>
</tbody>
</table>

#### DRAM 200 THEORY AND PRACTICE OF ACTING
Theories and techniques of acting and dramatic production; presentation of scenes; improvisation and pantomime. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in DRAM 208. (CAN DRAM 8) (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>38335</td>
<td>DRAM 200 AX</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>3-129 Hoy</td>
<td>3.0</td>
</tr>
</tbody>
</table>

#### DRAM 201, 202, 203 ADVANCED ACTING I, II, III
Advanced, enriched, and more complex work in the areas covered by DRAM 200. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: DRAM 201 requires DRAM 200. DRAM 202 and 203 require the previous level. COREQ: Concurrent enrollment in DRAM 209, 210, or 211. (CSU, UC)

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>38337</td>
<td>DRAM 201 AX</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>3-129 Hoy</td>
<td>3.0</td>
</tr>
<tr>
<td>38338</td>
<td>DRAM 202 AX</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>3-129 Hoy</td>
<td>3.0</td>
</tr>
<tr>
<td>38339</td>
<td>DRAM 203 AX</td>
<td>TTh</td>
<td>9:45-11:00</td>
<td>3-129 Hoy</td>
<td>3.0</td>
</tr>
</tbody>
</table>

#### DRAM 300 PLAY REHEARSAL/PERFORMANCE
A production course requiring an audition and rehearsals Monday through Friday from 6:00 to 10:00 p.m. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Audition. (CSU, UC)

**Evening and/or Weekend courses(s)**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>31033</td>
<td>DRAM 300 LA</td>
<td>Daily</td>
<td>6:00-10:00</td>
<td>3-129 Hoy</td>
<td>1.0</td>
</tr>
</tbody>
</table>

### MAKE SURE YOU REGISTER FOR YOUR CLASSES

Be sure to register for all your classes through WebSMART or Admissions & Records. Registration should be completed before the second class meeting.

See https://websmart.smccd.net/ for the latest class schedule information.
## Final Examination Schedule

### Day Classes

<table>
<thead>
<tr>
<th>Time and Day of Regular Class Meeting</th>
<th>Time and Day of Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10 am MWF, MW, Daily</td>
<td>8:10–10:40 am Monday, May 23</td>
</tr>
<tr>
<td>8:10 am TTh, T, Th</td>
<td>8:10–10:40 am Thursday, May 26</td>
</tr>
<tr>
<td>9:10 am MWF, MW, Daily</td>
<td>8:10–10:40 am Wednesday, May 25</td>
</tr>
<tr>
<td>9:45 am TTh, T, Th</td>
<td>8:10–10:40 am Tuesday, May 24</td>
</tr>
<tr>
<td>10:10 am MWF, MW, Daily</td>
<td>8:10–10:40 am Friday, May 27</td>
</tr>
<tr>
<td>11:10 am TTh, T, Th</td>
<td>11:10–1:40 pm Thursday, May 26</td>
</tr>
<tr>
<td>11:10 am MWF, MW, Daily</td>
<td>11:10–1:40 pm Monday, May 23</td>
</tr>
<tr>
<td>12:10 pm MWF, MW, Daily</td>
<td>11:10–1:40 pm Wednesday, May 25</td>
</tr>
<tr>
<td>12:45 pm TTh, T, Th</td>
<td>11:10–1:40 pm Tuesday, May 24</td>
</tr>
<tr>
<td>1:10/1:35 pm MWF, MW, Daily</td>
<td>2:10–4:40 pm Monday, May 23</td>
</tr>
<tr>
<td>1:10 pm TTh, T, Th</td>
<td>2:10–4:40 pm Thursday, May 26</td>
</tr>
<tr>
<td>2:10 pm MWF, MW, Daily</td>
<td>2:10–4:40 pm Wednesday, May 25</td>
</tr>
<tr>
<td>2:10 pm TTh, T, Th</td>
<td>2:10–4:40 pm Tuesday, May 24</td>
</tr>
<tr>
<td>All Others</td>
<td>11:10–1:40 pm Friday, May 27</td>
</tr>
</tbody>
</table>

### Notes:
- When a course consists of lecture and laboratory, the final examination is scheduled according to the lecture.
- When a course meets 4 days per week, use the time for the daily class.
- If a class meets across two time slots, the instructor will have a choice of two final exam times. (i.e. if a class meets 9:45 – 11:00 MWF, then the final exam could be held with either the 9:10 MWF or 10:10 MWF classes.
- Examinations will start promptly at the time indicated. Examinations are held in the same room in which the class regularly meets.
- Students with an unavoidable conflict in their final examination schedules should make arrangements with one of the instructors to take the examination with another group.
- For short courses the final is given the last day of class.

### Evening/Weekend Classes

Final examinations for all evening, Saturday and Sunday classes will be given during the last class meeting for short courses and as follows for full-term courses:

- Monday classes .................................. Monday, May 23
- Tuesday classes .................................. Tuesday, May 24
- Wednesday classes ............................... Wednesday, May 25
- Thursday classes ................................. Thursday, May 26
- Friday classes .................................... Friday, May 27
- Saturday classes ................................. Saturday, May 21
- Sunday classes .................................... Sunday, May 22
Prior to: JANUARY 18, 2005

Students dropping all classes will receive full credit toward future registration fees for the amount of all fees paid. A $10 processing fee (plus an additional $50 processing fee for non-resident students and F-1 Visa international students) will be retained by the College if a refund is issued to the student.

Note: If a parking permit has been issued, it must be returned to the Business Office before a credit or a refund of the Parking Fee will be processed.

Beginning: JANUARY 18, 2005

1. ENROLLMENT FEE/ NON-RESIDENT TUITION

Semester-Long Courses:
Students will receive full enrollment fee and non-resident tuition fee credit toward future registration fees if they reduce their program or officially withdraw from all courses on or before January 31, 2005. Students who officially withdraw from all courses and request a refund will be subject to a $10 processing fee. An additional $50 processing fee will be retained by the college for non-resident and F-1 Visa international students who request a refund.

Short Courses:
Students enrolled exclusively in short courses will receive full enrollment fee and non-resident fee credit toward future registration fees if they reduce their program or officially withdraw from all courses within the first 10% of class meetings. (For example: if a course has 12 meetings, 10% of 12 = 1.2; the College will round up to 2.0; therefore, the student must withdraw no later than the end of the day of the second class meeting.)

2. VARIABLE UNIT COURSES

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

3. HEALTH SERVICES, PARKING, AND STUDENT REPRESENTATION FEES

These fees are fully refundable to students who officially drop all of their semester-long classes on or before January 31, 2005. For short courses, these fees are refundable through the first 10% of the class meetings. Thereafter, these fees are not refundable or transferable unless an action of the College (e.g., class cancellation) prevents the student from attending.

4. STUDENT BODY FEE

This fee is refundable through February 8, 2005. To request a credit or refund of this fee, contact the Student Activities Office, (650) 306-3364.

Please Note...

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. Refunds are NOT issued automatically.
3. Fees paid by personal check will require 30 days for bank clearance before refunds can be processed.
4. Student records are automatically held until all debts to the District Colleges have been cleared.

Contact the Business Office regarding credit and refund questions, Building 8, Room 305 (counter) or call (650) 306-3270.

MAKE SURE YOU ATTEND THE FIRST CLASS MEETING

Attendance at the first meeting of a class is IMPORTANT. Any student not reporting to the first class meeting may be dropped from the roll sheet.
Students who are classified as California residents as defined in the California State Education Code will be charged an Enrollment Fee, Health Fee and Student Representation Fee. An optional student body fee also will be assessed. In accordance with California law, the Enrollment Fee and Health Fee may be waived for California residents who demonstrate financial need and qualify for a Board of Governors Enrollment Fee Waiver (BOGW). Contact the College Financial Aid Office for additional information. Students who are classified as non-residents will be charged a Tuition Fee in addition to the Enrollment Fee, Health Fee, and Student Representation Fee. F-1 Visa international students are subject to a health insurance requirement. Contact the International Student Office for details.

The Student Representation Fee was established by a student election to support student advocacy before local, State and federal offices and agencies. In addition, students will be required to purchase textbooks and miscellaneous supplies, as well as tools and technical supplies for certain programs. In some courses students will also be required to pay a non-refundable instructional materials charge. Students enrolled in clinical classes in health-related programs are subject to a malpractice insurance premium. Fees are subject to change at any time by action of the State Legislature, Board of Governors of the California Community Colleges, or the San Mateo County Community College District Board of Trustees.

All student records are automatically held until all outstanding debts to the District Colleges have been cleared.

<table>
<thead>
<tr>
<th>FEE TYPE</th>
<th>AMOUNT</th>
<th>REQUIRED OF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Fee</td>
<td>$26.00 per unit</td>
<td>All students except high school students enrolling through the Concurrent Enrollment Program. Concurrent enrollees in 12 units or more are required to pay enrollment fees.</td>
</tr>
<tr>
<td>Health Services Fee*</td>
<td>$13.00</td>
<td>All students (Students enrolled ONLY in off-campus or weekend classes, telecourses, or the Concurrent Enrollment Program are exempt.)</td>
</tr>
<tr>
<td>Student Representation Fee**</td>
<td>$1.00</td>
<td>All students (except Concurrent Enrollment Program)</td>
</tr>
<tr>
<td>Student Body Fee***</td>
<td>$8.00</td>
<td>***See below</td>
</tr>
<tr>
<td>Materials Fee</td>
<td>$2.00-$8.00</td>
<td>See course description.</td>
</tr>
<tr>
<td>Nonresident Tuition Fee</td>
<td>$167 + $3 per unit capital outlay fee (plus $26 per unit Enrollment Fee)</td>
<td>Non-U.S. citizens and F-1 visa international students</td>
</tr>
<tr>
<td>Nonresident Tuition Fee</td>
<td>$167 per unit (plus $26 per unit Enrollment Fee)</td>
<td>U.S. citizen, Nonresident of CA</td>
</tr>
<tr>
<td>International Student (F-1 Visa) Health Insurance</td>
<td>$330.00/Spring + Summer $236.00/Fall $566.00/full year</td>
<td>All F-1 visa international students who do not present proof that they have the required level of private health insurance.</td>
</tr>
<tr>
<td>Parking Fee</td>
<td>$30.00 per semester $1.00 per day $20.00 if approved for BOGW fee waiver.</td>
<td>Persons who park motor vehicles on campus. (Daily permits may be purchased from ticket dispensers in designated areas.) Free parking Saturday and Sunday. (Optional; not transferable to other students.)</td>
</tr>
<tr>
<td>Audit Fee</td>
<td>$15.00 per unit (Students enrolling in a variable unit course must pay for maximum units.) See Auditing policy in College Catalog.</td>
<td>Students approved to audit a course which is on the list of designated courses. Students enrolled in 10 or more units for credit can audit up to 3 additional units free of charge.</td>
</tr>
<tr>
<td>Returned Check Fee</td>
<td>$10.00</td>
<td>Students whose personal checks are returned by the bank. Only cash, credit card, or cashier's check will be honored to clear a returned check. Bookstore fee may differ.</td>
</tr>
<tr>
<td>Duplicate Registration Receipt</td>
<td>$1.00</td>
<td>Students who request a replacement or duplicate registration receipt</td>
</tr>
<tr>
<td>Transcript</td>
<td>$5.00</td>
<td>Students requesting an official transcript of their academic record at Cañada College, College of San Mateo and/or Skyline College. An unofficial transcript is $1.00. Additional $10 fee for a rush transcript.</td>
</tr>
</tbody>
</table>

* Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization may be exempted from paying the Health Services Fee. Contact the Admissions & Records Office for details.

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

*** The Student Body fee offers a photo ID card and discounts as well as support for many activities and programs. This fee is automatically assessed as part of your total fees. If you choose not to pay this fee, please contact the Student Life Office (306-3364) by February 8, 2005 for reimbursement.

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

*** The Student Body fee offers a photo ID card and discounts as well as support for many activities and programs. This fee is automatically assessed as part of your total fees. If you choose not to pay this fee, please contact the Student Life Office (306-3364) by February 8, 2005 for reimbursement.

Parking
Parking anywhere on campus is by permit only. Parking permits may be obtained in the Business Office, 8-205, or the Admissions & Records Office, 8-215. Daily permits may be purchased for $1.00 from vending machines and allow parking in student lots only. Daily permits are to be placed on the left hand side of the dashboard, clearly visible to the security officer. At the beginning of the semester, a one-week grace period will be in effect in student parking lots only, in order to enable students to purchase a permit. Cañada College and the San Mateo County Community College District do not accept liability for vandalism, theft or accidents. Use of the parking lots is at the user’s risk.
**Telecourses** are college-credit courses that give students the opportunity to complete most of their course work outside the classroom, on their own time, usually at home. However, three or more on-campus meetings are held for each course; attendance at many of the introductory meetings is mandatory (as indicated by an *). Telecourses are academically equivalent to on-campus courses and are transferable to most four-year colleges and universities.

Programs are broadcast on KCSM TV Channel 43.1 Digital, which is carried on many cable systems. Call your cable company for the correct cable channel in your area. For more information about telecourses, contact the Telecourse Office at College of San Mateo, (650) 524-6933, or visit the Distance Learning Website at www.collegeofsanmateo.edu, and click on “Distance Learning.”

**Cañada College**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Type</th>
<th>Credit</th>
<th>Start Date</th>
<th>Time</th>
<th>Broadcast Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>37434 ANTH 350</td>
<td>Introduction to Archaeology (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>2–5 pm*</td>
<td>Mon, 7-8 am, Jan. 31-Apr 25</td>
</tr>
<tr>
<td>37435 BUS 150</td>
<td>Contemporary American Business (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 120</td>
</tr>
<tr>
<td>37417 BUS 170</td>
<td>Salesmanship Fundamentals (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am</td>
<td>College of San Mateo, Bldg. 14, Room 100</td>
</tr>
<tr>
<td>37419 CHEM 100</td>
<td>Survey of Chemistry (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am</td>
<td>College of San Mateo, Bldg. 11, Room 132</td>
</tr>
<tr>
<td>37420 FILM 110</td>
<td>TV American Cinema (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 2, Room 141</td>
</tr>
<tr>
<td>37423 GEOI 100</td>
<td>Survey of Geology (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 11, Room 132</td>
</tr>
<tr>
<td>37424 HSCI 100</td>
<td>General Health Science (2 Units)</td>
<td>Telecourse</td>
<td>2</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 100</td>
</tr>
<tr>
<td>37425 MGMT 100</td>
<td>Introduction to Business Management (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 100</td>
</tr>
<tr>
<td>37426 PSYC 100</td>
<td>General Psychology (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 121</td>
</tr>
<tr>
<td>37428 PSYC 110</td>
<td>Courtship, Marriage, and the Family (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
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<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 2, Room 141</td>
</tr>
<tr>
<td>37429 PSYC 410</td>
<td>Abnormal Psychology (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
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<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 124</td>
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<tr>
<td>37430 SOC 100</td>
<td>Introduction to Sociology (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 124</td>
</tr>
<tr>
<td>37439 ASTR 100</td>
<td>Introduction to Astronomy (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 11, Room 132</td>
</tr>
<tr>
<td>37454 BUS 131</td>
<td>Personal Finance (3)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 200</td>
</tr>
<tr>
<td>37455 BUS 201</td>
<td>Business Law I (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 122</td>
</tr>
<tr>
<td>37456 CA&amp;GS 310</td>
<td>Nutrition (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 2, Room 141</td>
</tr>
<tr>
<td>37457 FITN 687</td>
<td>TV Low Impact Aerobics (1 Unit)</td>
<td>Telecourse</td>
<td>1</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 8, Room 203</td>
</tr>
<tr>
<td>37458 FITN 688</td>
<td>TV Aerobic Exercise (1 Unit)</td>
<td>Telecourse</td>
<td>1</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 8, Room 203</td>
</tr>
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</table>

**College of San Mateo**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Type</th>
<th>Credit</th>
<th>Start Date</th>
<th>Time</th>
<th>Broadcast Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>31739 ASTR 100</td>
<td>Introduction to Astronomy (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 11, Room 132</td>
</tr>
<tr>
<td>39182 BUS 131</td>
<td>Personal Finance (3)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 200</td>
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<tr>
<td>31814 BUS 201</td>
<td>Business Law I (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 122</td>
</tr>
<tr>
<td>35466 CA&amp;GS 310</td>
<td>Nutrition (3 Units)</td>
<td>Telecourse</td>
<td>3</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 14, Room 124</td>
</tr>
<tr>
<td>37810 FITN 687</td>
<td>TV Low Impact Aerobics (1 Unit)</td>
<td>Telecourse</td>
<td>1</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 8, Room 203</td>
</tr>
<tr>
<td>37811 FITN 688</td>
<td>TV Aerobic Exercise (1 Unit)</td>
<td>Telecourse</td>
<td>1</td>
<td>Jan 22</td>
<td>9-11 am*</td>
<td>College of San Mateo, Bldg. 8, Room 203</td>
</tr>
</tbody>
</table>

**Apply and Register online** @ www.canadacollege.edu
## ON-LINE COURSES

_Students may_ complete many AA degree requirements by distance education on-line or telecourses.

Students enrolling in on-line courses must have e-mail and Web access. Web access is available in the Cañada Learning Center. For full descriptions of on-line courses, please see the appropriate department listing in this schedule.

Students are required to attend a **mandatory orientation meeting** at the beginning of the semester. Regular on-campus meetings scheduled throughout the semester provide the opportunity for individual consultation with the instructor, small group discussions, problem-solving sessions, demonstrations, and for students to take required exams and tests. Students **must attend** a minimum number of the regularly scheduled semester meetings and **must take all** required exams and tests. Students progress through the courses at their own pace but **must** complete the course by the final class meeting. The meeting dates, times, and requirements will be explained at the orientation sessions and posted on instructors' Web pages. See On-line Course Schedule at [www.canadacollege.edu/](http://www.canadacollege.edu/).

### BUSINESS/OFFICE TECHNOLOGY

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Venue</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS. 110 BUSINESS ARITHMETIC</td>
<td>39726 BUS. 110 OL By Arrangement</td>
<td>3.0</td>
<td>On-line Trugman</td>
<td>7:10-8:00 pm, Bldg. 13, Room 216.</td>
</tr>
<tr>
<td>BUS. 115 BUSINESS MATHEMATICS</td>
<td>39727 BUS. 115 OL By Arrangement</td>
<td>3.0</td>
<td>On-line Trugman</td>
<td>7:10-8:00 pm, Bldg. 13, Room 216.</td>
</tr>
<tr>
<td>BUS. 680 WEBREADY</td>
<td>39716 BUS. 680 OL By Arrangement</td>
<td>1.0</td>
<td>On-line Bruni</td>
<td>5:30-6:25 pm, Bldg. 18, Room 319.</td>
</tr>
</tbody>
</table>

### MATHEMATICS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Venue</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 110 ELEMENTARY ALGEBRA</td>
<td>On-Line course: For further information go to <a href="http://www.canadacollege.edu/science/math">www.canadacollege.edu/science/math</a></td>
<td>3.0</td>
<td>Preston</td>
<td>4:00-6:00 pm, Bldg. 22, Room 116.</td>
</tr>
<tr>
<td>MATH 111 ELEMENTARY ALGEBRA I</td>
<td>On-Line course: For further information go to <a href="http://www.canadacollege.edu/science/math">www.canadacollege.edu/science/math</a></td>
<td>3.0</td>
<td>Preston</td>
<td>4:00-6:00 pm, Bldg. 22, Room 116.</td>
</tr>
<tr>
<td>MATH 112 ELEMENTARY ALGEBRA II</td>
<td>On-Line course: For further information go to <a href="http://www.canadacollege.edu/science/math">www.canadacollege.edu/science/math</a></td>
<td>3.0</td>
<td>Preston</td>
<td>4:00-6:00 pm, Bldg. 22, Room 116.</td>
</tr>
<tr>
<td>MATH 120 INTERMEDIATE ALGEBRA</td>
<td>On-Line course: For further information go to <a href="http://www.canadacollege.edu/science/math">www.canadacollege.edu/science/math</a></td>
<td>3.0</td>
<td>Innerst</td>
<td>4:00-6:00 pm, Bldg. 22, Room 118.</td>
</tr>
<tr>
<td>MATH 122 INTERMEDIATE ALGEBRA I</td>
<td>On-Line course: For further information go to <a href="http://www.canadacollege.edu/science/math">www.canadacollege.edu/science/math</a></td>
<td>3.0</td>
<td>Innerst</td>
<td>4:00-6:00 pm, Bldg. 22, Room 118.</td>
</tr>
<tr>
<td>MATH 123 INTERMEDIATE ALGEBRA II</td>
<td>On-Line course: For further information go to <a href="http://www.canadacollege.edu/science/math">www.canadacollege.edu/science/math</a></td>
<td>3.0</td>
<td>Innerst</td>
<td>4:00-6:00 pm, Bldg. 22, Room 118.</td>
</tr>
</tbody>
</table>

Distance Learning courses may include three to five on-campus meetings, on the same day of the week, the same time period and in the same location as the introductory meeting for the class. Be sure to allow for those meetings in your schedule.
<table>
<thead>
<tr>
<th>CRN</th>
<th>COURSE</th>
<th>TITLE</th>
<th>DAY</th>
<th>TIME</th>
<th>UNIT(S)</th>
<th>DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>39673</td>
<td>CRER 879 AA</td>
<td>EDUCATIONAL PLANNING/BUSINESS</td>
<td>TTh</td>
<td>1:10-2:50</td>
<td>0.5</td>
<td>01/18-01/27</td>
</tr>
<tr>
<td>39681</td>
<td>CRER 879 AF</td>
<td>EDUCATIONAL PLANNING/HUMANITIES</td>
<td>TTh</td>
<td>1:10-2:50</td>
<td>0.5</td>
<td>01/18-01/27</td>
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<tr>
<td>39678</td>
<td>CRER 879 AD</td>
<td>EDUCATIONAL PLANNING/SCIENCE AND MATH</td>
<td>TTh</td>
<td>1:10-2:50</td>
<td>0.5</td>
<td>01/18-01/27</td>
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<tr>
<td>39684</td>
<td>CRER 879 LF</td>
<td>EDUCATIONAL PLANNING/GENERAL</td>
<td>TTh</td>
<td>6:00-6:50</td>
<td>0.5</td>
<td>01/18-02/10</td>
</tr>
<tr>
<td>39683</td>
<td>CRER 879 LD</td>
<td>EDUCATIONAL PLANNING/GENERAL</td>
<td>TTh</td>
<td>6:00-6:50</td>
<td>0.5</td>
<td>01/18-02/10</td>
</tr>
<tr>
<td>38721</td>
<td>BUS. 395 LA</td>
<td>GETTING STARTED IN BUSINESS</td>
<td>Tue</td>
<td>6:30-9:30</td>
<td>1.0</td>
<td>01/18-02/22</td>
</tr>
<tr>
<td>37741</td>
<td>INTD 362 LA</td>
<td>CAD FOR INTERIOR DESIGNERS - ARCH DRWNGS</td>
<td>Tue</td>
<td>6:30-9:30</td>
<td>1.0</td>
<td>01/18-02/22</td>
</tr>
<tr>
<td>33418</td>
<td>RADT 441 AA</td>
<td>SECTIONAL ANATOMY</td>
<td>TTh</td>
<td>10:10-12:00</td>
<td>1.5</td>
<td>01/18-02/24</td>
</tr>
<tr>
<td>39531</td>
<td>ART 680 AF</td>
<td>PHOTOGRAPHIC RETOUCHING</td>
<td>Tue</td>
<td>4:10-7:00</td>
<td>1.5</td>
<td>01/18-03/08</td>
</tr>
</tbody>
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### Late Start/Short Term/Weekend Courses beginning in January:

<table>
<thead>
<tr>
<th>CRN</th>
<th>COURSE</th>
<th>TITLE</th>
<th>DAY</th>
<th>TIME</th>
<th>UNIT(S)</th>
<th>DATES</th>
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</thead>
<tbody>
<tr>
<td>39676</td>
<td>V ARS 114 AA</td>
<td>V ARSITY BASKETBALL</td>
<td>Daily</td>
<td>3:45-5:45</td>
<td>3.0</td>
<td>01/18-03/11</td>
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<tr>
<td>39718</td>
<td>CRER 879 AB</td>
<td>EDUCATIONAL PLANNING/BUSINESS</td>
<td>MW</td>
<td>12:10-1:50</td>
<td>0.5</td>
<td>01/19-01/31</td>
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<tr>
<td>39680</td>
<td>CRER 879 AE</td>
<td>EDUCATIONAL PLANNING/HUMANITIES</td>
<td>MW</td>
<td>12:10-1:50</td>
<td>0.5</td>
<td>01/19-01/31</td>
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<tr>
<td>39677</td>
<td>CRER 879 AC</td>
<td>EDUCATIONAL PLANNING/SCIENCE AND MATH</td>
<td>MW</td>
<td>12:10-1:50</td>
<td>0.5</td>
<td>01/19-01/31</td>
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<tr>
<td>39679</td>
<td>CRER 879 LB</td>
<td>EDUCATIONAL PLANNING/SCIENCE AND MATH</td>
<td>MW</td>
<td>5:30-6:45</td>
<td>0.5</td>
<td>01/19-02/07</td>
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<tr>
<td>39675</td>
<td>CRER 879 LA</td>
<td>EDUCATIONAL PLANNING/BUSINESS</td>
<td>MW</td>
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<td>01/19-02/14</td>
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<tr>
<td>39682</td>
<td>CRER 879 LC</td>
<td>EDUCATIONAL PLANNING/HUMANITIES</td>
<td>MW</td>
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<td>0.5</td>
<td>01/19-02/14</td>
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<tr>
<td>39523</td>
<td>INTD 260 AA</td>
<td>OVERVIEW OF LIGHTING DESIGN</td>
<td>Thu</td>
<td>3:10-6:00</td>
<td>2.0</td>
<td>01/19-02/23</td>
</tr>
<tr>
<td>39567</td>
<td>RADT 472 IA</td>
<td>INTRODUCTION TO WORD FOR WINDOWS</td>
<td>Fri</td>
<td>11:10-2:00</td>
<td>1.5</td>
<td>01/19-03/18</td>
</tr>
<tr>
<td>39617</td>
<td>ACTG 190 LA</td>
<td>QUICKBOOKS®/PRO® FOR THE PARAPRO. I</td>
<td>Tue</td>
<td>6:30-9:30</td>
<td>1.0</td>
<td>01/19-03/08</td>
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<tr>
<td>35283</td>
<td>BUS. 415 AX</td>
<td>BEGINNING COMPUTER KEYBOARDING</td>
<td>TTh</td>
<td>1:10-2:50</td>
<td>0.5</td>
<td>01/18-03/10</td>
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<tr>
<td>35294</td>
<td>BUS. 417 AX</td>
<td>SKILL BUILDING</td>
<td>TTh</td>
<td>1:10-2:50</td>
<td>0.5</td>
<td>01/18-03/10</td>
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<tr>
<td>30929</td>
<td>BUS. 390 AA</td>
<td>COMPUTER APPLICATIONS, PART I</td>
<td>TTh</td>
<td>6:00-6:50</td>
<td>0.5</td>
<td>01/18-03/10</td>
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<tr>
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<td>MW</td>
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<td>0.5</td>
<td>01/19-01/31</td>
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<tr>
<td>39667</td>
<td>RADT 471 LA</td>
<td>SPECIALIZED TECHNIQUES: FLUOROSCOPY</td>
<td>Wed</td>
<td>6:30-9:20</td>
<td>2.0</td>
<td>01/19-03/13</td>
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<td>38558</td>
<td>ECE. 353 LA</td>
<td>LITERACY IN EARLY CHILDHOOD</td>
<td>Wed</td>
<td>7:05-9:50</td>
<td>1.0</td>
<td>01/19-02/23</td>
</tr>
<tr>
<td>36730</td>
<td>BUS. 430 LA</td>
<td>COMPUTER APPLICATIONS, PART I</td>
<td>Wed</td>
<td>6:30-9:30</td>
<td>1.5</td>
<td>01/19-03/09</td>
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<tr>
<td>39562</td>
<td>BUS. 680 AB</td>
<td>ADOBE ACROBAT</td>
<td>MW</td>
<td>11:10-12:00</td>
<td>1.0</td>
<td>01/19-03/16</td>
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<tr>
<td>39530</td>
<td>BUS. 430 AB</td>
<td>COMPUTER APPLICATIONS, PART I</td>
<td>MWF</td>
<td>9:10-10:00</td>
<td>1.5</td>
<td>01/19-03/18</td>
</tr>
<tr>
<td>39531</td>
<td>INTD 320 AX</td>
<td>ASIAN ART FOR INTERIORS: CHINA &amp; KOREA</td>
<td>Mon</td>
<td>3:10-6:15</td>
<td>1.0</td>
<td>01/19-02/28</td>
</tr>
<tr>
<td>39525</td>
<td>BUS. 452 IA</td>
<td>INTRODUCTION TO THE FASHION INDUSTRY</td>
<td>Fri</td>
<td>11:10-2:00</td>
<td>1.5</td>
<td>01/19-03/18</td>
</tr>
<tr>
<td>39539</td>
<td>ECE. 201 WE</td>
<td>EL DESAROLLO DEL NIÑO (In Spanish)</td>
<td>Sat</td>
<td>9:00-5:00</td>
<td>3.0</td>
<td>01/19-03/09</td>
</tr>
<tr>
<td>39574</td>
<td>BUS. 415 MX</td>
<td>MECANOGRAFÍA EN COMP. PARA PRINCIPIANTES</td>
<td>Thu</td>
<td>6:30-9:30</td>
<td>1.5</td>
<td>01/19-03/09</td>
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### Late Start/Short Term/Weekend Courses beginning in January:

<table>
<thead>
<tr>
<th>CRN</th>
<th>COURSE</th>
<th>TITLE</th>
<th>DAY</th>
<th>TIME</th>
<th>UNIT(S)</th>
<th>DATES</th>
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<tbody>
<tr>
<td>39574</td>
<td>BUS. 415 MX</td>
<td>MECANOGRAFÍA EN COMP. PARA PRINCIPIANTES</td>
<td>Thu</td>
<td>6:30-9:30</td>
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<td>01/19-03/09</td>
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<tbody>
<tr>
<td>39574</td>
<td>BUS. 415 MX</td>
<td>MECANOGRAFÍA EN COMP. PARA PRINCIPIANTES</td>
<td>Thu</td>
<td>6:30-9:30</td>
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<td>01/19-03/09</td>
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### Late Start/Short Term/Weekend Courses beginning in January:

<table>
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<tr>
<th>CRN</th>
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<th>TITLE</th>
<th>DAY</th>
<th>TIME</th>
<th>UNIT(S)</th>
<th>DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>39574</td>
<td>BUS. 415 MX</td>
<td>MECANOGRAFÍA EN COMP. PARA PRINCIPIANTES</td>
<td>Thu</td>
<td>6:30-9:30</td>
<td>1.5</td>
<td>01/19-03/09</td>
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### Late Start/Short Term/Weekend Courses

### February Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Days</th>
<th>Time</th>
<th>Credits</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>39003</td>
<td>TEAM 680 AA</td>
<td>EXPERT VOLLEYBALL TRAINING</td>
<td>Daily</td>
<td>1:30-3:30</td>
<td>2.0</td>
<td>01/31-05/20</td>
<td></td>
</tr>
<tr>
<td>38321</td>
<td>ACTG 196 WA</td>
<td>QUICKBOOKS®/PRO® FOR SMALL BUS. PERSON II</td>
<td>Sat</td>
<td>8:00-5:00</td>
<td>1.0</td>
<td>02/05-02/12</td>
<td></td>
</tr>
<tr>
<td>39283</td>
<td>FASH 131 WA</td>
<td>FABRIC EMBELLISHMENT</td>
<td>Sat/Sun</td>
<td>9:00-5:00</td>
<td>1.0</td>
<td>02/05-02/06</td>
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<tr>
<td>39360</td>
<td>DSKL 813 AA</td>
<td>DEVELOPMENTAL READING AND THINKING</td>
<td>MW</td>
<td>12:30-2:30</td>
<td>0.5-2.0</td>
<td>02/06-05/27</td>
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<tr>
<td>31546</td>
<td>TEAM 143 AB</td>
<td>ADVANCED SOCCER</td>
<td>MW</td>
<td>1:30-3:30</td>
<td>1.0</td>
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### March Courses

<table>
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<tr>
<th>Course Code</th>
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<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>39285</td>
<td>ECE. 331 WA</td>
<td>THE TEACHING EXPERIENCE</td>
<td>Sat</td>
<td>9:00-5:00</td>
<td>1.5</td>
<td>02/12</td>
<td>03/13</td>
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<tr>
<td>31039</td>
<td>DSKL 810 AA</td>
<td>DEVELOPMENTAL LEARNING SKILLS</td>
<td>Mon</td>
<td>1:10-3:00</td>
<td>0.5</td>
<td>02/24-05/09</td>
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<tr>
<td>31248</td>
<td>HSCI 430 WB</td>
<td>PRIMEROS AUXILIOS (In Spanish)</td>
<td>Sat</td>
<td>8:30-4:30</td>
<td>0.5</td>
<td>02/26</td>
<td></td>
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<tr>
<td>38585</td>
<td>ECE. 331 LA</td>
<td>THE TEACHING EXPERIENCE</td>
<td>Sat</td>
<td>9:00-5:00</td>
<td>1.0</td>
<td>02/05-05/17</td>
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<tr>
<td>31039</td>
<td>DSKL 810 AA</td>
<td>DEVELOPMENTAL LEARNING SKILLS</td>
<td>Mon</td>
<td>1:10-3:00</td>
<td>0.5</td>
<td>02/24-05/09</td>
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### April Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor</th>
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<th>Time</th>
<th>Credits</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>39568</td>
<td>BUS. 474 AA</td>
<td>COMPUTER APPLICATIONS, PART II</td>
<td>Tue</td>
<td>6:30-9:30</td>
<td>1.0</td>
<td>04/01-05/20</td>
<td></td>
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<tr>
<td>39010</td>
<td>HSCI 432 PA</td>
<td>CPR: ADULT, CHILD, INFANT</td>
<td>Sat</td>
<td>8:30-4:30</td>
<td>0.5</td>
<td>04/02</td>
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<tr>
<td>39701</td>
<td>MEDA 163 WX</td>
<td>ICD-9-CM (Clinical Modification) ADVANCED CODING</td>
<td>Sat</td>
<td>8:30-12:35</td>
<td>1.0</td>
<td>04/02-04/23</td>
<td></td>
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<tr>
<td>39332</td>
<td>ART 390 AA</td>
<td>PORTFOLIO CREATION</td>
<td>Mon</td>
<td>1:10-4:00</td>
<td>1.0</td>
<td>04/04-05/23</td>
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<tr>
<td>39565</td>
<td>BUS. 431 LC</td>
<td>COMPUTER APPLICATIONS, PART II</td>
<td>Tue</td>
<td>6:30-9:30</td>
<td>1.5</td>
<td>04/04-05/26</td>
<td></td>
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<tr>
<td>39419</td>
<td>BUS. 415 BX</td>
<td>BEGINNING COMPUTER KEYBOARDING</td>
<td>TTh</td>
<td>8:10-9:25</td>
<td>1.5</td>
<td>04/04-05/26</td>
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<tr>
<td>39524</td>
<td>INTD 464 AA</td>
<td>CODES: FIRE, SAFETY, AND BARRIER-FREE DESIGN</td>
<td>Thu &amp; Sat</td>
<td>7:00-10:00 &amp; 9:10-4:00</td>
<td>1.5</td>
<td>04/07-04/30</td>
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<tr>
<td>39732</td>
<td>HSCI 665 WB</td>
<td>SPECIAL TOPICS IN HSCI: ENVIRONMENTAL HEALTH</td>
<td>Sat</td>
<td>8:30-4:30</td>
<td>0.5</td>
<td>04/09</td>
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<tr>
<td>37207</td>
<td>FASH 171 WA</td>
<td>TROUSERS MOULAGE</td>
<td>Sat</td>
<td>9:00-3:00</td>
<td>1.0</td>
<td>04/09-04/23</td>
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</tr>
</tbody>
</table>

### General Information

- **Spring 2005 • Cañada College • 650-306-3100 • www.canadacollege.edu**
- **Late Start/Short Term/Weekend Courses**
- **Cañada College**
- **Spring 2005**
- **Cañada College • 650-306-3100 • www.canadacollege.edu**
EARLY CHILDHOOD EDUCATION/CHILD DEVELOPMENT COURSE

<table>
<thead>
<tr>
<th>Dept/Crse #</th>
<th>Course Title</th>
<th>CRN</th>
<th>Days</th>
<th>Times</th>
<th>Dates</th>
</tr>
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<tbody>
<tr>
<td>ECE. 211 MA</td>
<td>Early Childhood Education Curriculum</td>
<td>37649</td>
<td>Tue</td>
<td>5:30-8:30 p.m.</td>
<td>1/18-5/24</td>
</tr>
</tbody>
</table>

The majority of the above noted courses lead to a Certificate and/or A.S. degree. Please check the Cañada catalog and make an appointment to see a counselor to discuss options.

CURSOS DICTADOS EN ESPAÑOL

<table>
<thead>
<tr>
<th>Dept/Crse #</th>
<th>Course Title</th>
<th>CRN</th>
<th>Days</th>
<th>Times</th>
<th>Dates</th>
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<tbody>
<tr>
<td>ART 362 MB</td>
<td>Fotografia Digital</td>
<td>39721</td>
<td>Mon</td>
<td>6:30-9:35 p.m.</td>
<td>1/24-5/23</td>
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<tr>
<td>BUS. 415 MX</td>
<td>Mecanografía en Computadora para Principiantes</td>
<td>39574</td>
<td>Thu</td>
<td>6:30-9:30 p.m.</td>
<td>1/27-4/21</td>
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<tr>
<td>BUS. 417 MX</td>
<td>Desarrollo de Habilidades en el Teclado</td>
<td>39575</td>
<td>Thu</td>
<td>6:30-9:30 p.m.</td>
<td>1/27-4/21</td>
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<tr>
<td>BUS. 435 MB</td>
<td>Excel para Windows</td>
<td>39573</td>
<td>Tue</td>
<td>6:30-9:20 p.m.</td>
<td>1/18-5/24</td>
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<tr>
<td>BUS. 439 MX</td>
<td>Administrando Documentos de Negocios</td>
<td>39576</td>
<td>Thu</td>
<td>6:30-9:30 p.m.</td>
<td>1/27-4/21</td>
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</tbody>
</table>

ENGLISH AS A SECOND LANGUAGE COURSES

For further information, contact Martha Chavez at (650) 325-0164 (habla español)

<table>
<thead>
<tr>
<th>Dept/Crse #</th>
<th>Course Title</th>
<th>CRN</th>
<th>Days</th>
<th>Times</th>
<th>Dates</th>
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<tbody>
<tr>
<td>LCTR 806 MP</td>
<td>Self-Paced ESL For College</td>
<td>38945</td>
<td>By Arrg</td>
<td>By Arrg</td>
<td>By Arrg</td>
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<tr>
<td>LCTR 807 MP</td>
<td>English Skills for the Workplace</td>
<td>38946</td>
<td>By Arrg</td>
<td>By Arrg</td>
<td>By Arrg</td>
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HUMAN SERVICES COURSES

<table>
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<tr>
<th>Dept/Crse #</th>
<th>Course Title</th>
<th>CRN</th>
<th>Days</th>
<th>Times</th>
<th>Dates</th>
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<tbody>
<tr>
<td>COOP 672 PF</td>
<td>Cooperative Education: Internship</td>
<td>39371</td>
<td>By Arrg</td>
<td>By Arrg</td>
<td>1/20-5/20</td>
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<tr>
<td>HMSV 161 PF</td>
<td>Information &amp; Referral: Understanding Community Resources</td>
<td>39365</td>
<td>Thu</td>
<td>6:30-9:30 p.m.</td>
<td>2/03-3/10</td>
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<tr>
<td>HMSV 264 PF</td>
<td>The Life Cycle of the Family</td>
<td>38915</td>
<td>Wed</td>
<td>7:05-9:50 p.m.</td>
<td>1/19-5/25</td>
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<tr>
<td>HMSV 266 PF</td>
<td>Family Development Portfolio, Part II</td>
<td>39367</td>
<td>Wed</td>
<td>5:45-7:00 p.m.</td>
<td>1/19-5/25</td>
</tr>
</tbody>
</table>

The Learning Center at Menlo Park

The Menlo Park Learning Center, located at 1200 O’Brien in Menlo Park (OICW building), is open from 7 am to 3 pm, Monday through Thursday, and from 7 am to 11:30 am on Friday. The Center offers self-paced and group instruction in many levels of English, reading, writing and English as a Second Language. These courses prepare students for college-level work or provide students the skills they need for success in job training programs and at work. Students starting at the Center are provided an assessment of their skill level so as to place them appropriately. Students may use the Center whenever it is open and at times convenient to them.

For more information, call Martha Chavez at (650) 325-0164. Para más información, pueden llamar a Martha Chavez al teléfono (650) 325-0164 de lunes a jueves de 7 am a 3 pm, o los viernes de 7 am a 11:30 am.
Completion of all IGETC requirements permits students to transfer from a community college to the CSU or the UC systems without the need, after transfer, to take additional lower-division general education courses to satisfy individual campus general education requirements. Many independent colleges accept all or part of IGETC in lieu of their specific general education course patterns.

At the completion of course work at Cañada College—and prior to transfer—it is important to request, an IGETC CERTIFICATION from the Admissions & Records Office to be mailed with the FINAL transcript to the transfer destination. Use PROJECT ASSIST (www.assist.org) for the most up-to-date transfer information which includes general education and lower division major requirements.

NOTE: All areas must be satisfied and all courses must be completed with a grade of “C” or better before the IGETC can be certified.

Area 1 - English Communication
CSU - Three courses required, one course from each group below. UC - Two courses required, one each from Group A and B

   Group A: English Composition - one course, 3 semester units - Engl 100
   Group B: Critical Thinking - English Composition - one course, 3 semester units - Engl 110\(^*\), 165 (\(^*\)Engl 110 if taken Fall 2004 or thereafter)
   Group C: Oral Communication (CSU requirement only) - one course, 3 semester units - Spch 100, 120\(^*\) (\(^*\)Spch 120 if taken Fall 2001 or thereafter)

Area 2 - Mathematical Concepts and Quantitative Reasoning - 3 semester units
One course
   Math 125, 200, 219, 241, 242, 251, 252, 253, 270, 275

Area 3 - Arts and Humanities - 9 semester units
Three courses, with at least one from Group A Arts and one from Group B Humanities

   Group A: Arts - Art 101, 102, 103, Dram 101, 140, Lit 441, 442, Mus 100, 131, 202,
   Group B: Humanities - Dram 142, 143, 144, 151, 152 Fren 130, 140, 161, 162
   Hist 100, 101, 102, 201, 202, 205, 242*, 245+, 246+, 247, 310, 421, 422+, 451+, 452+,
   Phil 100, 160, 175, 190, 240, 300, 310, 320 Span 130, 140, 161+, 162+,

Area 4 - Social and Behavioral Sciences - 9 semester units
Three courses selected from at least 2 disciplines

   Anth 105, 110, 180, 360+, 370+ ECE 201^, 212^ (\(^*\)ECE 201, 212 if taken Fall 2003 or thereafter) Econ 100, 102, 230+, (+meets ethnic studies requirement if taken Fall 2003 or thereafter) Geog 110 Hist 102, 201, 202, 242+, 245+, 246+, 247, 310, 421, 422+
   PlSc 130, 150, 210 Psy 100, 106+ 200, 201, 202, 300, 340, 410 SoSc 250+ Soci 100, 105, 141+, 254

Area 5 - Physical & Biological Sciences - 7 semester units
Two courses, one from Group A & one from Group B, one course must have a lab indicated by (*)

   Group A: Physical Science - Astr 100/101*, 110^ (\(^*\)Astr 110 if taken Summer 2004 or thereafter) Chem 100, 210*, 220*
   Geog 100 Geol 100 NSci 100 Ocen 100 Phys 210*, 220*, 250*, 270*
   Group B: Biological Science - Anth 125 Biol 100, 110*, 130, 225*, 230*, 240*, 250*, 260* NSci 100 Paln 110

Area 6 - Language other than English (UC requirement only)
Proficiency equivalent to two years of high school study in the same language.
   Fren 120 or 122 Ital 122 Span 120 or 122 Completed at high school:

CSU Graduation Requirement in U.S. History, Constitution and American Ideals (CSU requirement only)
(Not part of IGEC; may be completed prior to transfer.) One course from Group 1 and one course from Group 2; 6 semester units. Courses used to meet this requirement may not be used to satisfy requirements for IGETC.

   Group 1: US History - Hist 201, 202
   Group 2: US Constitution and State/Local - PlSc 210, 310

Important: + Courses meet Cañada’s Associate Degree Ethnic Studies requirement. Courses listed under more than one area may be used to satisfy only one area.

Important Notice: Please see the Counseling Center for the most up to date version of this form. (Revised 9.04)
CAÑADA COLLEGE

CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION WORKSHEET 2004-2005

Students transferring to the California State University (CSU) system qualify for admission as upper division transfers if they complete at least 60 transferable units with a GPA of 2.0 or better (non-residents 2.4 or better). The 60 unit requirement must include successful completion (with a grade of “C” or better) of area A1, A2, A3, and B4, and 18 additional units from areas B, C, D, and E. Students who complete the 39 unit pattern satisfy the lower division general education requirements for the California State University BA/BS degree. A minimum of 9 semester units of upper division general education coursework must be completed at the university after transfer. Courses listed in more than one area can be used to satisfy only one area.

At the completion of course work at Cañada College—and prior to transfer—it is important to request a CSU GENERAL EDUCATION CERTIFICATION from the Admissions and Records Office to be mailed with the final transcript to the transfer destination. Complete a transcript request form to make this request. Use PROJECT ASSIST (www.assist.org) for the most up-to-date transfer information which includes general education and lower division major requirements and articulation.

Area A: Communication Skills and Critical Thinking

One course required from each subsection.

A1 Oral Communication:  Spch 100, 105, 120
A2 Written Communication:  Engl 100, 400* (* Fall 02 or thereafter), Engl 110^ 165^ ( ^ Fall 03 or thereafter)
A3 Critical Thinking:  Engl 110^ 165 ( ^ Fall 04 or thereafter)  PlSc 103  Phil 103, 200

Area B: Natural Science and Mathematics

One course from Physical Science, Life Science, and Math Concepts. Must include one lab course (indicated by *)

B1 Physical Science:  Astr 100, 101^, 110^  Chem 100, 112*(Fall 03 or thereafter), 210^, 234^, 237^, 410^ ( ^ Fall 04 or thereafter)
Geog 100  Geol 100^ (*Lab if taken on campus)  NSci 100  Ocean 100  Phys 210^, 250^, 260^, 405
B2 Life Science:  Anth 125  Biol 100, 103^, 110^, 130, 225^ 230^ 240^ 250^ 260^  NSci 100  Paln 110
*B3 Lab:  Courses identified with an “*”
B4 Math Concept:  Math 125, 130, 140, 200, 219, 241, 251

Area C: Arts, Literature, Philosophy & Languages

Chose at least one course from the Arts and at least one course from the Humanities. Courses must be from at least two disciplines.

C1 Arts:  Art 100, 101, 102, 103, 125+, 126+, 127+, 201, 204, 214, 301  Drama 101 140 143 144 151 152  Film 110
Intd 150  Lit. 142 143 441 442  Mus. 100 131 202
Phil 100, 160, 175, 190, 240, 246, 300, 310, 320  Span 120, 121, 122, 130, 131, 132, 140, 161+, 162+  Spch 111, 112

Area D: Social, Political, & Economic Institutions

The 3 courses selected must be from at least two disciplines. (If you want to satisfy BOTH Area D AND concurrently satisfy the CSU graduation requirements in US History, US Constitution, and State and Local Government you must complete one course from Group 1 and one course from Group 2. The third course can be selected from the full Area D offerings.)

Group 1 American History and Institutions:  Hist 201, 202
Group 2 US Constitution and State/Local Government:  Plsc 210, 310
Group 3 Social Institutions:  Anth 105, 110, 180, 350, 360+, 370+  Econ 100, 102, 230+  ECE 201, 212 (as of Fa 2003), 264
Educ 100  Geog 110  Hist 102, 242+, 245+, 246+, 247, 310, 315, 421, 422+  Hmsv 264  Plsc 130, 150  Psych 100, 106+, 110, 112, 200, 201, 202, 300, 340, 410  Soci 100 105 141+ 254  Sosc 250+

Area E: Lifelong Understanding & Self Development

3 units required (max. 1 unit from E2)

E1:  Biol 310  Crr 137  Hsci 100, 104, 105, 108, 430  Psys 200^ ( ^if taken Fall 04 or thereafter), 340
(+ courses meet Cañada’s Associate Degree Ethnic Studies requirement)

Important Notice: Please see the Counseling Center for the most up to date version of this form.  (Revised 9.04)
CAÑADA COLLEGE

AA/AS DEGREE PATTERN FOR ALL MAJORS

Graduation from Cañada College with the Associate in Arts (AA) Degree or the Associate in Science (AS) Degree is based on completion of 60 units including the requirements “A” through “G” listed below:

A. Residence: A minimum of 12 units must be completed at Cañada College.

B. Scholarship: A minimum overall GPA of 2.0 in the 60 units submitted for the AA Degree or 2.0 GPA in course work taken in the San Mateo County Community College District (SMCCCD) and a minimum GPA 2.0 in units applied to the major.

C. Basic Competency Requirements:
   - Reading: Eligibility for Read 420 as determined by the English Placement Exam or satisfactory completion of Engl 100 or satisfactory completion of Read 836
   - Writing: Eligibility for Engl 100 as determined by the English Placement Exam or satisfactory completion of Engl 400 or Engl 836
   - Math: Placement into Math 120 or above on SMCCCD Math Placement Test or completion of Elementary Algebra (Math 110 or Math 111 and 112) with a grade of “C” or better or successful completion of any course with a Math 110 prerequisite
   - Computer Literacy: Satisfactory completion of a minimum of 1.0 unit of the following: Actg 190 196 Art 314 Bus 103 or any computer-related courses above Bus 417 any Comp or CIS course Intd 362 363 Legl 276 or a passing score on the Cañada College computer literacy test (both written and hands-on)
   - Physical Education: 2 units required of any Physical Education course except PE 690 or 695.

D. Major: See the College Catalog for major course requirements (a minimum of 12 units in the major must be completed at Cañada College).

E. General Education: General Education courses introduce the student to areas of study that develop breadth of knowledge and contribute to a balanced education. See General Education (GE) areas A through E below. Important: Although a course may be listed in more than one area a student may use a course to satisfy only one subject area.

GE Area A: Language and Rationality

| English Composition Requirement: | 6 semester units for an AS and 9 semester units for an AA |
| AA Degree-6 semester units: select two courses: Engl 400 or 836, 100 110 165 |
| AS Degree-3 semester units: select one course: Engl 100 |

| Communication and Analytical Thinking Requirement: | 3 semester units from the following selections: |
| Math 110 111 112 115 120 122 123 125 130 140 150 200 219 241 251 | Bus. 115 |
| CIS 118 | Engl 110 165 |
| Mus 132 | Phil 103 200 |
| Spch 100 105 120 | PISC 103. |

GE Area B: Natural Sciences

| Physical Science: | 3 semester units |
| Astr 100 110 | Chem 100 112 210 234 410 |
| Geol 100 110 | Geog 100 |
| NSci 100 | Ocen 100 |
| Phys 210 250 260 405 |

| Life Science: | 3 semester units |
| Anth 125 360 | Biol 100 103 110 130 225 230 240 250 260 310 |
| HSci 100 104 105 108 | NSci 100 |
| Palm 110 |

GE Area C: Humanities

| Arts: | 3 semester units |
| Art 101 102 103 125+ 126+ 127+ 201 204 214 301 | Dram 101 140 |
| Film 110 | Intd 115 150 |
| Mus 100 131 202 |

| Development of Cultures: | 3 semester units |
| Hist 100 101 103 245+ 246+ 247 425+ 451+ 452+ |
| Lit 101 111 142 143 151 152 200 231 232 233 251 252+ 266+ 301 370+ |
| 371+ 372+ 373+ 375+ 441 442 445 | Spch 111 112 |

| Languages: | 3 semester units |
| Fren 130 140 161 | Span 110 111 112 120 121 122 130 131 132 140 161+ 162+ |

| Literature: | 3 semester units |
| Dram 142 143 144 151 152 | Eng 110 161 164 |
| Lit 101 111 142 143 151 152 200 231 232 233 251 252+ 266+ 301 370+ |
| 371+ 372+ 373+ 375+ 441 442 445 | Spch 111 112 |

| Philosophy: | 3 semester units |
| Hist 205 | Phil 100 160 175 190 240 246 300 310 320 |
| + Indicates Ethnic Studies course |

GE Area D: Social and Behavioral Sciences

| History: | 3 semester units |
| Hist 201 202 | US Constitution and State/Local Institutions: Plsc 210 310 |
| SOC 215 216 | Plsc 210 212 264 |
| Econ 100 102 230+ | Educ 100 |
| Econ 100 102 230+ | Educ 100 |
| Hmsv 100 264 | PISC 130 150 |
| Psy 100 106+ 110 112 200 300 340 410 | + Indicates Ethnic Studies course |
| Soci 100 105 141+ 254 | SoSc 250+ 415 |

GE Area E: Ethnic Studies

| 3 semester units |
| Anth 360 370 | Art 125 126 127 |
| Econ 230 (if taken Fall 2003 or thereafter) | Hist 242 245 246 422 425 451 452 |
| Lit 252 266 370 371 372 373 375 | Psych 106 |
| Soci 141 | SoSc 250 |
| Span 161 162 |

G. General Electives - Additional courses to meet the minimum 60 units degree requirement.

Important Notice: Please see the Counseling Center for the most up to date version of this form.
General College Policies & Information

Cañada Facilities
As provided for by the Civic Center Act, the site and buildings at Cañada College are available for use by public groups. Rates are available upon request. Call 306-3271.

Accuracy Statement
The San Mateo County Community College District and Cañada College have made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other matters combined herein, are subject to change without notice by the administration of the SMCCCD or Cañada College for reasons related to student enrollment, level of financial support or for any other reasons, at the discretion of the District and the College.

Policy of Non-Discrimination
Cañada College is committed to equal opportunity regardless of age, gender, marital status, disability, race, color, sexual orientation, religion, national origin, or other similar factors, for admission to the College, enrollment in classes, student services, financial aid, and employment in accordance with the provisions of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 (45CRF 86), Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), and the Americans With Disabilities Act of 1990. Any person seeking information about these laws and policies or claiming grievance because of violations should contact the Vice President of Student Services at 306-3234 (Bldg. 8, Room 310) for assistance.

Students may file a complaint of unlawful discrimination if they believe assessment, orientation, counseling, prerequisites or any other matriculation procedure is being applied in a discriminatory manner. If a student feels that he/she has been discriminated against, the student should file a written complaint with the Vice President of Student Services, Building 8, Room 310. Complaint procedures are explained in the Student Handbook and are available in the Office of the Vice President of Student Services.

Derechos del Estudiante Y Posición de No-Discriminación
Información sobre los Derechos de la Privacidad y la Posición de No-Discriminación se encuentran en el Catálogo de Cañada College en la página no. 6. Para más información llamar al: 306-3234.

Open Enrollment
Every course offered at Cañada College (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 space is available.

Student Grievances and Appeals/Student Conduct
Students may request waivers and exceptions to college policies by completing and submitting appropriate forms. Information and forms are available from the Admissions & Records Office.

The Vice President of Student Services is responsible for student conduct, discipline, appeals, student grievances and matters of student decorum or complaint. For more information call 306-3234.

Student Right to Know & Campus Security Act
Colleges are required to publish and make available certain crime statistics. Anyone wanting this information should contact Campus Security, Building 13, Room 28, or call 306-3420. Persons seeking information concerning completion or graduation rates should contact the Office of Instruction, Bldg. 8, Room 306, or call 306-3353.

Non-District Sponsored Transportation
Some classes may be conducted off campus. Unless specifically advised otherwise, students are responsible for arranging for their own transportation to and from the class site. Although the District may assist in coordinating the transportation and/or recommend travel times, route or caravaning, students are advised that the District assumes no liability or responsibility for the transportation, and any person driving a personal vehicle is not an agent of the District.

Field Trip/Excursion Guidelines
Throughout the semester/school year, the District may sponsor voluntary off-campus extracurricular field trips/excursions. If students choose to participate, they are advised that pursuant to California Code of Regulations, subchapter 5, section 55450, students have agreed to hold the District, its Officers, agents and employees harmless from any and all liability or claims which may arise out of or in connection with student participation in the activity.

Grade Option
Students may choose to receive either a letter grade, i.e., "A", "B", "C", "D", "F", or Credit/No Credit, i.e., Pass/Fail, in certain courses. Both methods of grading require the student to complete all assignments, exams, and/or class projects. Students who elect this option will be required to sign the appropriate forms in the registration area or Admissions & Records Office. This decision must be made during the first 30% of the class length and is irreversible.

Open Entry/Open Exit Variable Unit Courses
A number of courses in this schedule are designed as Open Entry courses. Students may enroll in these courses at any point in the semester provided that enough instructional hours remain to allow them to earn a minimum number of units for the course. No enrollment fee refund or fee credit is available if they earn fewer units than the number for which they enrolled.

Course Repetition
Policy permits a student to repeat certain activity courses for credit. Any activity course that may be repeated is so designated in the College Catalog. These courses require increasing levels of student performance or provide significantly different course content each subsequent semester. A student who has received a grade of “D”, “F”, or “NC” may, with authorization, repeat the course one time for the purpose of grade alleviation. Students may also re-enroll in non-activity, variable credit courses to complete course segments not yet initiated (e.g., students who have earned 1.5 units in BUS. 417 may re-enroll in BUS. 417 for an additional 1.5 units for a total of 3 units of completion.)
Privacy Rights of Students - Annual Notification

The Family Educational Rights and Privacy Act (Section 438, Public Law 93-380, as amended) requires educational institutions to provide: access to official educational records directly related to the student; an opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading, or otherwise inappropriate; that the College must obtain the written consent of the student before releasing personally identifiable information about the student except to those persons and agencies specified by the Act; and that these rights extend to present and former students of Cañada.

Education records generally include documents and information related to admissions, enrollment in courses, grades, and related academic information.

The Assistant Registrar has been designated Records Officer, as required by the Act. Education records will be made available for inspection and review, during working hours, by currently and formerly enrolled students, within 5 days following completion and filing of a request form with the Records Officer.

If a student wishes to challenge any information in the educational record, the student shall review the matter with the Records Officer. During the informal proceedings the Records Officer may make such adjustments or changes not constituting interference or integrity of professional entries.

If these informal proceedings do not settle the dispute with the students records, the student may submit a request in writing to the Designated Officer, the Dean of Enrollment Services, on forms provided by that office. The Designated Officer will then assign the matter within 10 college calendar days to a Hearing Officer. The Hearing Officer will set a date for the hearing. At the conclusion of the hearing he/she will render his/her decision to the President of Cañada who will make the final decision on what action is to be taken.

The student has the right to consent to disclosures of personally identifiable information contained in the student’s education records except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to “college officials” with “legitimate educational interests”. A college official is a person employed by the College or District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board of Trustees; a person or company with whom the College has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another college official in performing his or her tasks. A college official has a “legitimate educational interest” if the official needs to review an education record in order to fulfill his or her professional responsibility and/or clearly specified duties.

The Act provides that Cañada may release certain types of Directory Information, unless the student submits in writing to the Records Officer that certain or all such information not be released without his/her consent. Directory Information at this College includes: (1) student name and city of residence, (2) participation in recognized activities and sports, (3) dates of attendance, (4) degrees, certificates, and awards received, (5) the most recent previous educational agency or institution attended, (6) height and weight of members of athletic teams.

Upon request, the College discloses education records without consent to officials of another college in which a student seeks or intends to enroll.

Students have the right to withhold any item in “directory information”, but must notify the College of such in writing (completion of College form, Request to Withhold release of Directory Information, available at the Admissions and Records Office) within 30 days of applying for admissions to the College.

The eligible student (18 years and over) or parents (of a dependent student 17 years and under) have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirement of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

A copy of the College policy, the Family Education Rights and Privacy Act (Section 438 P.L. 93-380), and other pertinent information is available for review and inspection in the Admissions & Records Office, Building 8, Room 215, during normal business hours.

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WebSMART enables you to:

- Apply for admission
- Check your registration status
- Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Get Financial Aid information
- Apply for Federal Financial Aid
- Obtain your grades
- Obtain your placement test results
- Print an unofficial transcript

Log on to https://websmart.smccd.net
FROM CALIFORNIA STATE UNIVERSITY, MONTEREY BAY
California State University Monterey Bay offers an online degree program in Liberal Studies that integrates the arts and humanities with the natural, social, and technological sciences. The Liberal Studies major offers a solid multidisciplinary foundation for graduates interested in pursuing entry-level positions or graduate programs in the fields of education, social work, law, and business. The Liberal Studies Distributed Program focuses on a teaching pathway for students interested in K-8 teaching careers.

### Liberal Studies Distributed Program

**FOR SPECIFIC PROGRAM INFORMATION, PLEASE CONTACT:**

Terri Wheeler, Program Coordinator, Liberal Studies Distributed Degree Completion Program

(831) 582-4717

Email: ls_online@csumb.edu

Web address: http://csumb.edu/academic/schedule/spring2005

(Tentative classes for Spring 2005 at Cañada College)

Classes are subject to change. For the most updated information available, please check the CSUMB web schedule:

http://csumb.edu/education/schedule/spring2005

**Tentative Classes for Spring 2005 at Cañada College**

**CST 101: THE INTERNET**

- **Instructor:** TBA
- **Sec. 13:** CRN 20325 (4 UNITS)

**CST 101: TECHNOLOGY TOOLS**

- **Instructor:** TBA
- **Sec. 13:** CRN 20200 (4 UNITS)

### Online Courses

- **Instructor:** Bonace

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Start Date</th>
<th>End Date</th>
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<td>CST 101 SEC. 13</td>
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<td>Jan 24</td>
<td>May 13</td>
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<td>TECHNOLOGY TOOLS</td>
<td>4</td>
<td>Jan 24</td>
<td>May 13</td>
</tr>
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Online programs include topics on the Internet, hardware, and software. Some basic knowledge of Windows is required. For more information, please check the CSUMB web schedule.
FROM CALIFORNIA STATE UNIVERSITY, HAYWARD

ACCELERATED DEGREE PROGRAM
OPTION IN BUSINESS STUDIES
BACHELOR OF ARTS IN LIBERAL STUDIES

TO LEARN ABOUT CLASSES FOR SPRING 2005 PLEASE GO TO:

650 306-3452
Cañada College
Counseling Center

TO SCHEDULE A COUNSELING APPOINTMENT PLEASE CONTACT:

counseling@csunhawaii.edu
Fax 510-885-4817
Voice 510-885-3471
Hayward, CA 94542
23800 Carlos Bee Blvd.
Division of Continuing and International Education
Cal State Hayward
Career Advising

TO LEARN ABOUT CLASSES FOR SPRING 2005 PLEASE GO TO:

http://www.canadacollege.edu/university/
FROM SAN FRANCISCO STATE UNIVERSITY

MASTER OF BUSINESS ADMINISTRATION

The Accelerated MBA is a fixed curriculum, cohort program designed to accelerate mid-career professionals into executive management. Each Saturday students attend two classes, and in 23 months they earn an MBA. Specialized courses include seminar courses in leadership, international business, international business negotiating, emerging issues in management, and strategic management. The Accelerated MBA is a fixed curriculum, cohort program designed to accelerate mid-career professionals into executive management.
From San Francisco State University

Certificate in Teaching Reading at the Post-Secondary Level

The Certificate in Teaching Reading at the Post-Secondary Level, which provides 12 units of coursework in the theory and practice of reading instruction, is designed to assist prospective and already practicing post-secondary teachers in meeting specific individual professional needs in the areas of basic literacy and reading instruction. This certificate meets requirements for teaching reading in the community college (Assembly Bill 1725) which specifies that new instructors must possess a Master's Degree in Education with a specialization in reading, or a Master's in English or ESL with additional specific certification in the teaching of reading.

The course of study is comprised of four core courses:

- ENG 701: Theoretical Backgrounds in Community College and College Reading Instruction (3 units)
- ENG 702: Reading/Writing Connections (3 units)
- ENG 715: Issues in Teaching Post-Secondary Reading (3 units)
- ENG 801: Issues in Teaching Reading (3 units)

For specific program information including tuition and fees, please contact:
Patricia Baldwin, MA, Lecturer-English
415 338-7033
E-mail: pattiey@sfsu.edu

Tentative Classes for Spring 2005 at Cañada College

ENG 701 Theoretical Backgrounds in Community College and College Reading Instruction (3 units)
Monday 4:00-7:00

Jan 31-May 28 Baldwin Monday 4:00-7:00 Building/Room: TBA

TENTATIVE CLASSES FOR SPRING 2005 AT CAÑADA COLLEGE

For specific program information including tuition and fees, please contact:

ENG 701: Issues in Teaching Reading
ENG 715: Issues in Teaching Post-Secondary Reading
ENG 702: Reading/Write Connections
ENG 704: Theoretical Backgrounds in Community College and College Reading Instruction

The course of study is comprised of four core courses:

Certificate in Teaching Reading at the Postsecondary Level

UNIVERSITY CENTER AT CAÑADA COLLEGE • (650) 306-3399 • WWW.CANADACOLLEGE.EDU
<table>
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<th>Description</th>
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<tr>
<td>EED 684</td>
<td>CURRICULUM AND INSTRUCTION IN MATHEMATICS (3 UNITS)</td>
<td>Methods and materials for teaching mathematics to linguistically and culturally diverse elementary school students. Review of content of mathematics curriculum, classroom organization, and assessment. Specific dates, times, instructor, location TBA. See <a href="http://www.sfsu.edu/~credinfo">http://www.sfsu.edu/~credinfo</a> for updated information.</td>
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<td>EED 685</td>
<td>STUDENT TEACHING (6 OR 12 UNITS)</td>
<td>Specific dates, times, instructor, location TBA. See <a href="http://www.sfsu.edu/~credinfo">http://www.sfsu.edu/~credinfo</a> for updated information.</td>
</tr>
<tr>
<td>EED 686</td>
<td>STUDENT TEACHING SEMINAR (3 UNITS)</td>
<td>Understanding the multiple roles of the teacher: classroom instruction, professional responsibilities, and community relationships. Performance based objective. CR/NC grading only. Prerequisite: must be taken concurrently with EED 685. Specific dates, times, instructor, location TBA. See <a href="http://www.sfsu.edu/~credinfo">http://www.sfsu.edu/~credinfo</a> for updated information.</td>
</tr>
</tbody>
</table>
FROM SAN FRANCISCO STATE UNIVERSITY

TEACHING CREDENTIALS FOR ELEMENTARY & SECONDARY EDUCATION

The Teaching Credential Programs offered at Cañada College are especially designed for teachers who are not fully credentialed and who have not yet begun a credential program at another institution. Applicants must hold a baccalaureate degree from an accredited institution, fulfill a minimum requirement of 45 hours of Early Field Experience, have verified subject matter competence, and take the CBEST prior to applying to the Multiple or Single Subject Credential Program. This program is open only to candidates admitted to San Francisco State University Credential Program. For specific program information including tuition and fees, please contact:

Dr. Vera Lane, Professor
415-338-1058
Email: vlane@sfsu.edu
Web Address: http://www.sfsu.edu/~credinfo

CLASSES FOR SPRING 2005 AT CANADA COLLEGE

Web Address: http://www.canadacollege.edu

Dr. Vera Lane, Professor
415-338-1058

Classes are subject to change. Please check the SFSU-issued "Class Schedule" for up-to-date information at http://www.sfsu.edu/~credinfo.
FROM SAN FRANCISCO STATE UNIVERSITY
The Bachelor of Science in Nursing Program prepares students for entry level positions in professional nursing practice. The program provides the basis for leadership and graduate education in nursing. Graduates are prepared for staff nurse positions in maternity, pediatrics, medical-surgical nursing, gerontology, psychiatric/mental health, community health and home care nursing. Graduates are eligible for RN licensure and Public Health Nursing Certification in California upon completion of the program. BSN graduates practice in a variety of settings including hospitals, community clinics, long term care, home care, and community health agencies.

The program is approved by the California Board of Registered Nursing and accredited by the American Association of Colleges in Nursing (AACN).

Web address: https://www.canadacollege.edu/university/50-306-3399

David Gonzales, Administrative Assistant
Email: hpritch@sfsu.edu

BACHELOR OF SCIENCE IN NURSING
FROM SAN FRANCISCO STATE UNIVERSITY

Room: TBA
Date: TBA
Instructor: TBA
:

MKTG 431 MARKETING (3 UNITS)
Marketing functions designed to satisfy an organization's target market's needs for goods, services, and ideas. Domestic and international settings show how organizations determine products, prices, promotion, and distribution. Prerequisites: ACCT 101, ECON 100, 101 (ECON 305 for non-business majors), ENG 214.
Specific dates, times, instructor, location TBA. See http://www.sfsu.edu/online/clssch.htm for updated information.

BUS 682 SEMINAR IN BUSINESS ENVIRONMENT (3 UNITS)
Evolution of business and its interaction with political, legal, social, and ethical environments. Solutions to organizational and functional problems through case studies. Prerequisites: Average grade of C- in MKTG 41, ECON 100, BUS 360, and MKT 405.
Specific dates, times, instructor, location TBA. See http://www.sfsu.edu/online/clssch.htm for updated information.

ENG 414 ELEMENTS OF WRITING (3 UNITS)
Extensive practice in expository writing; satisfies upper division written English, not General Education, or major field requirements. ABC/NC grading. Prerequisite: Junior standing; undergraduate students must have taken English composition prior to enrollment in this course.
Specific dates, times, instructor, location TBA. See http://www.sfsu.edu/online/clssch.htm for updated information.
FROM SAN FRANCISCO STATE UNIVERSITY

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

The Business Administration degree provides a foundation in the basic concepts and practices of the business community through a broad education in core business courses and specialty courses. The program prepares students to think creatively and to exercise critical judgment in the making of business decisions. Graduates can pursue careers in a variety of fields in both the public and private sector.

FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

Bonnie Homan, MBA, Lecturer-Information Systems
415 338-2098
Email: bhoman@sfsu.edu
Web address: http://cob.sfsu.edu/COB/programs/pathway

CLASSES FOR SPRING 2005 AT CANADA COLLEGE

Specific dates, times, instructors, locations are subject to change. For current information, please refer to the SFSU on-line class schedule:

http://www.sfsu.edu/online/clssch.htm

Due to California State budget constraints, all courses are subject to change. For current information, please refer to the SFSU on-line class schedule:

http://www.sfsu.edu/online/clssch.htm

WEB ADDRESS: http://cob.sfsu.edu/programs/pathway

Phone: (650) 382-4928

Bachlor of Science in Business Administration

The Bachelor of Science in Business Administration degree provides a foundation in the basic concepts and practices of the business community.
FROM SAN FRANCISCO STATE UNIVERSITY

BACHELOR OF ARTS IN CHILD AND ADOLESCENT DEVELOPMENT

The Child and Adolescent Development (CAD) Program is an interdisciplinary cross-professional undergraduate degree for students interested in studying and working with issues related to children, adolescents, youth and families. It is designed for breadth of knowledge about child and adolescent development and its applications to services for children and families, research and public policy development. Four concentrations are offered, one or more of which will be made available on the Cañada campus, determined by student demand.

All four concentrations include courses in research, observation of children and/or youth, and an internship. The four concentrations are:

1. Young Child and Family
   - Confers a BA degree as well as a Child Development Permit for work as a licensed child care provider.

2. School Age Child and Family
   - Prepares students for work with elementary school-aged children and for entry into the post-baccalaureate SFSU Teaching Credential Program (also offered on the Cañada College campus).

3. Youth and Family Services
   - Prepares students who wish to work with school-age children and for entry into school age childcare.

4. Research and Public Policy
   - Prepares students for work or graduate school in the areas of policy, government, or research related to children, youth and families.

As currently offered on the Cañada College campus, there are 28-32 units in the major in the core subject areas and 21 additional units in the concentration.

FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

Janet Egiziano, MA, Director of Special Projects
415 405-3560
Email: jmlziano@sfsu.edu
Web address: http://www.sfsu.edu/~apd/canada.htm

Eligible non-CSU students may download a registration form at:
http://www.cel.sfsu.edu/pathways/register.cfm

CLASSES FOR SPRING 2005 AT CAÑADA COLLEGE

PSY 435 BEHAVIOR PROBLEMS OF CHILDREN (3 UNITS)
Children's behavior disorders, child guidance facilities, and clinical methods used in the study and treatment of children with problems. Pre-requisites: PSY 330 or 431 or consent of instructor. Schedule is subject to change. Please contact the CAD Department or visit website for up-to-date information.

Date: TBA  Instructor: TBA  Tuesday 4:10-6:55  Room: TBA

SPCH 508 CHILDREN'S COMMUNICATION (4 UNITS)
Children's ability to use language appropriately in interpersonal and group situations is examined as a set of "communications acts." Informing, persuading, ritualizing, and imaging. No pre-requisites stated. Schedule is subject to change. Please contact the CAD Department or visit website for up-to-date information.

Date: TBA  Chaney  Monday 4:10-7:55  Room: TBA

REC 380 DEVELOPMENTAL PLAY PROCESSES (4 UNITS)
Issues related to play, learning, and human development throughout the life span; connection to worldwide progressive play alternatives (e.g., New Games, Adventure Playground Groups, etc.). Confers an Associate Degree in Child Development. Pre-requisites: REC 380 and an Associate Degree in Child Development. Schedule is subject to change. Please contact the CAD Department or visit website for up-to-date information.

PSY 435 BEHAVIOR PROBLEMS OF CHILDREN (3 UNITS)

http://www.sfsu.edu/pathways/registration

Eligible non-CSU students may download a registration form at:

Web address: http://www.sfsu.edu/pathways/registration.html

Email: jmlziano@sfsu.edu

415 405-3560

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Eligible non-CSU students may download a registration form at:
http://www.cel.sfsu.edu/pathways/register.cfm
The University Center at Cañada College is a unique endeavor supported by the Governor of California and by the San Mateo County Community College District Board of Trustees. It was established in 2001 as a model to provide four-year college degree programs, workplace certifications, and graduate-level programs that are accessible and convenient for area residents. Through partnerships with San Francisco Bay Area universities, more students can receive an affordable college education and remain close to their community, eliminating the barriers that discourage many from pursuing an education. The Center’s programs aim to increase the number of college graduates in high demand transfer and employment areas, improve access to four-year and graduate programs for under-represented, economically disadvantaged, and first-time students, and provide career advancement opportunities for working students.

The University Center holds orientation sessions for new students each semester. Please call 650-306-3399 or enroll in one of the University Center’s four-week orientation classes, which run every Thursday from 6:00-7:00pm. Orientation sessions will include information on the admission process, the University Center’s programs, and how to enroll. The University Center office is located at 650-306-3399.

The University Center is planning to launch an additional degree program with San Jose State University offering a Bachelor of Social Work. If you are pursuing a college education, are thinking about returning to college, or are simply contemplating a career change, please take the time to see how we can serve you at the University Center. For further information, contact our main office at Cañada College at (650) 306-3399 or e-mail us at universitycenter@canadacollege.edu.
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