

COLLEGE OF THE SEQUOIAS

CATALOG
2023-2024



COLLEGE OF THE SEQUOIAS

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College of the Sequoias is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

Sequoias Community College District (College of the Sequoias) has made every reasonable effort to determine that information stated in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the administration of Sequoias Community College District for reasons related to student enrollment, the level of financial support, or for any other reason, at the discretion of the District. The District further reserves the right to add, amend, or repeal any of its rules, regulations, policies, and procedures.

Catalog Rights

Students may graduate under the degree requirements in effect:

1. At the time of first enrollment at College of the Sequoias*, as long as continuous enrollment is maintained; or
2. Any academic year while continuous enrollment is maintained at College of the Sequoias; or
3. At the time continuous enrollment is reestablished and maintained at College of the Sequoias; or
4. At the time of graduation

* At the time of first enrollment at College of the Sequoias does not apply to students concurrently enrolled in high school. Continuous enrollment is defined as enrollment in at least one semester per calendar year or one semester per academic year excluding summer session and ends with a break of more than two consecutive semesters (continuous enrollment cannot be maintained with a break of more than two consecutive semesters excluding summer session). Any academic record symbol (A-F, CR, NC, P, NP, I, IP, W) shall constitute enrollment. Exception: COS enrolled high school students completing all degree requirements while in high school can be awarded the degree requirements using any catalog rights listed.

Alternative Formats

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Campus Contact Information

Visalia Campus
915 S Mooney Blvd
Visalia, CA 93277
(559) 730-3700

Hanford Educational Center
925 13th Avenue
Hanford, CA 93230
(559) 583-2500

Tulare College Center
4999 E Bardsley Avenue
Tulare, CA 93274
(559) 688-3000

General Directory

Access and Ability Center	559-730-3805
Admissions and Records	559-730-3727
Bookstore	559-730-3751
Cashier's Office	559-730-3956
CalWorks	559-730-3864
Counseling	559-730-3715
District Police	559-730-3726/3999
Extended Opportunity Programs (EOPS)	559-730-3818
Financial Aid	559-730-3747
Foundation	559-730-3861
Health Center	559-730-3880
International Student Program	559-730-3970
Learning Resource Center (Library)	559-737-6179
Registration	559-737-6140
Student Activities and Affairs	559-730-3736
Welcome Center	559-730-3730

ABOUT COLLEGE OF THE SEQUOIAS



President's Message

Welcome to the College of the Sequoias, an institution that has been helping students achieve their educational and career goals since 1926. In fact, 35 years ago, I enrolled at the College of the Sequoias as an 18-year-old freshman without a clear idea as to which career path I would follow. The College helped put me on the road to success and it can do the same for you!

The College has programs designed to meet nearly every student need. From transfer curriculum designed to assist those students pursuing four-year degrees to career technical education programs centered around building applicable job skills to our Basic Skills Initiative, the College is committed to helping each one of its students define what success means to them and then achieve it.

The College is also committed to the communities in which it serves and takes great pride in being a good corporate citizen. Part of that commitment is providing opportunities for lifelong learning and corporate training which the College offers through its Training Resource Center. Another part is offering students the opportunity to participate in extracurricular activities that enhance the educational experience such as the arts, intercollegiate athletics, and student government.

Wherever you are on your road to success, the College's faculty, counselors, staff, and administrators are right there to assist you. So on behalf of our whole team, I want to wish you the very best that the College of the Sequoias has to offer!

- Brent Calvin, COS President/Superintendent

Mission Statement

Sequoias Community College District provides excellent higher education in a spirit of equity for our diverse student population. We believe in students achieving their full educational potential and support student success in attaining a variety of degrees and certificates, from basic skills to transfer education and workforce development.

Vision Statement

The entire **College of the Sequoias** community works in an environment of mutual respect to realize the following vision:

COS students will achieve their full educational potential regardless of race, ethnicity, age, gender, sexual orientation, immigration status, ability, culture, religion, and learning modality.

The COS environment will create a positive attitude among COS employees that carries over to the students and into the community.

COS will remain a community leader whose high standards positively impact the lives of the population it serves.

COS will align educational programs for higher education transfer, as well as to meet the constantly emerging economic and workforce development needs of the community through partnerships with business, government, industry and labor.

Catalog Rights

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2. Any academic year while continuous enrollment is maintained at College of the Sequoias; or
3. At the time continuous enrollment is reestablished and maintained at College of the Sequoias; or
4. At the time of graduation

^{*}At the time of first enrollment at College of the Sequoias does not apply to students concurrently enrolled in high school. Continuous enrollment is defined as enrollment in at least one semester per calendar year or one semester per academic year excluding summer session and ends with a break of more than two consecutive semesters (continuous enrollment cannot be maintained with a break of more than two consecutive semesters excluding summer session). Any academic record symbol (A-F, CR, NC, P, NP, I, IP, W) shall constitute enrollment. Exception: COS enrolled high school students completing all degree requirements while in high school can be awarded the degree requirements using any catalog rights listed.

Accreditation at College of the Sequoias

Institutional Accreditation

College of the Sequoias is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), Western Association of

Schools and Colleges, (WASC) 10 Commercial Blvd, Suite 104, Novato, CA 94949, an institutional accreditation body recognized by the Council for Higher Education Accreditation and by the United States Department of Education. Additional information about accreditation including the filing of complaints against member institutions can be found at www.accjc.org (<http://www.accjc.org>). The college's next comprehensive review will occur in fall 2025.

To learn more about College of the Sequoias Accreditation, visit www.cos.edu/accreditation (<http://www.cos.edu/accreditation/>)

Specialized Program Accreditation

The following College of the Sequoias Programs have been accredited through their own respective agencies as listed below:

Certified Nursing Assistant Program

Approved and accredited by the Department of Public Health, PO Box 997416 Sacramento, CA 95899-7416 | Phone: (916) 327-2445 | Fax: (916) 552-8785 | Email: cna@cdph.ca.gov

Cosmetology

This program is accredited by the National Accrediting Commission of Career Arts and Sciences, 4401 Ford Avenue, Suite 1300, Alexandria VA 22302-1432 | Phone: (703) 600-7600 | Fax: (703) 379-2200 | info@naccas.org

Emergency Medical Technician

Accredited by the Central California EMS Agency, 1221 Fulton Mall, 5th Floor; PO Box 11867, Fresno, CA 93775-1867 | Phone: (559) 600-3387 | Fax: (559) 600-7691 | ccemsa@co.fresno.ca.us

Fire Academy

The Academy is a 380-hour, 15-unit class that meets the requirements of the California State Fire Marshal's Office for Fire Fighter I certification. Accredited by the California State Fire Marshall's Office, P.O. Box 997446 Sacramento, CA 95899 | Phone: (916) 445-8444

Post Certified Basic Police Academy

The Police Academy is a Commission on Peace Officers Standards and Training (POST) Certificated Training Academy for California law enforcement. It meets the basic requirement for employment as a municipal, county and state law enforcement officer. State law requires completion of a POST-Certified Basic Course for lateral-entry level employment in law enforcement. CA Commission on Peace Officer Standards and Training: 860 Stillwater Road, Suite, 100 West Sacramento, CA 95605 | Phone: (916) 227-3909

Physical Therapist Assistant Program

Approved and Accredited status by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association (CAPTE) 1111 North Fairfax Street, Alexandria, VA, 22314 | Phone: 703-706-3245 | accreditation@apta.org

Registered Nursing Program

Approved by the California State Board of Nursing, P.O. Box 944210, Sacramento, CA 94244-2100 | Fax: (916) 574-7693

Certified Welding Program

Certified through the American Welding Society, 8669 NW 36 St. #130 Miami FL 33166 | Phone: 1-800-443-9353 ext. 273

Compliance and Disclosure Statement

College of the Sequoias is an Equal Opportunity Employer

College of the Sequoias does not discriminate on the basis of race, creed, color, national origin, sex, gender, sexual orientation, age, religion, mental or physical disability, medical condition, genetic information, marital status, military service, or any other basis protected by law in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color, and national origin), Title IX of the Educational Amendments of 1972 (pertaining to sex), Section 504 of the Rehabilitation Act of 1973 (pertaining to handicap), the Age Discrimination Act of 1975 (pertaining to age), and the American with Disabilities Act of 1990. This nondiscrimination policy covers admission and access to, and treatment and employment in, the College's programs and activities, including vocational education. Inquiries regarding the equal opportunity policies, the filing of grievance, or to request a copy of the grievance procedures covering discrimination complaints may be directed to:

John Bratsch, Dean of Human Resource Services
Equal Employment Opportunity Offices
Title IX Coordinator, Section 504 Coordinator
And ADA Compliance Office
(559) 730-3830

The lack of English language skills will not be a barrier to admission and participation in the College's vocational education programs.

Non-Discrimination

College of the Sequoias recognizes its obligation to provide overall program and physical accessibility throughout the District for persons with disabilities. If you believe that programs and services are not accessible, contact John Bratsch, Section 504 Coordinator/ADA Compliance Officer, at (559) 730-3830. Inquiries regarding Federal laws and regulations concerning non-discrimination in education or the District compliance with those provisions may also be directed to:

Office for Civil Rights
U.S. Department of Education
221 Main Street, Suite 1020
San Francisco, California 94105

Student Right-to-Know Disclosure

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. This data can be located on the California Community Colleges Chancellor's Office website.

Student-Right-to-Know (SRTK) (<http://srk.cccco.edu/>)

Policies and Administrative Procedures

Policies and Administrative Procedures provided in the catalog are subject to change. For the most current policies and procedures, students should consult the official COS website at www.cos.edu (<http://www.cos.edu>).

Statement of Professional Ethics (Administrative Procedure 3050)

College of the Sequoias (COS) is comprised of professionals who are dedicated to promoting a climate which enhances the worth, dignity, potential, and uniqueness of each individual within the college community. Although we work in various settings and positions, we are committed

to protecting human rights and pursuing academic excellence. While demanding for ourselves freedom of inquiry and communication, we accept the responsibility these freedoms require: competency; objectivity in the application of skills; concern for the best interest of students, colleagues, and the college community; and avoidance of conflicts of interest; and, the appearance of impropriety.

1. Model ethically responsible behavior for students and colleagues and expect ethical behavior from others at all times. When the employee and the College encounter disagreements or conflicts concerning ethical behavior, personal values, performance or conduct, both the employee and the College have the responsibility directly and constructively to seek resolution of the conflicts. Possible actions include:
 - a. Confronting the individual in question,
 - b. Utilizing institutional channels and procedures, and/or
 - c. Using available mechanisms of professional associations.
2. Have responsibilities to the institution and to individuals they serve. Therefore, employees support the philosophy and mission of the District.
3. Address issues and work with people without prejudice and, therefore, do not discriminate unjustly against or in favor of any student or employee.
4. Avoid relationships that seek to meet an employee's personal needs at the expense of a student or a person under their supervision. They avoid conflicts of interest which may result from dual relationships, such as those of a sexual nature.
5. Recognize that personal problems and conflicts may interfere with employee effectiveness. Accordingly, employees monitor their personal and professional effectiveness and seek assistance when needed (e.g., psychological, medical, legal).
6. Ensure that accurate representation of District goals, services, programs, and policies are made to the public, students, and colleagues.
7. Avoid conflicts of interest between their contractual obligations to the District and private business or personal commitments (e.g., not soliciting clients or selling services or products during the course of their regular work at COS and refusing remuneration for services rendered to persons for whom they perform the same services as an employee of the District).
8. Avoid forcing personal values, beliefs, and behaviors on others.
9. Recognize that the shift to an information society gives employees access to increasing amounts of data, much of it automated. Employees exercise the privilege of using such data with care and integrity, and actively guard the privacy of individuals.
10. Engaged in research, are knowledgeable and skilled in research techniques, use sound and defensible methodologies, conduct and report investigations in a manner that minimizes the possibility that results will be misleading, inaccurate, and/or deceptively incomplete.
11. Adhere to copyright law and established guidelines which seek an appropriate balance between the proprietary rights of copyright owners and the instructional needs of educational institutions.

"The policy of this district is that, unless specifically exempted by statute or regulation, every course, course section, or class, reported for state aid, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college(s) and who meets such prerequisites as may be established pursuant to section 55003 of division 6 of title 5 of the California Code of Regulations."

The preliminary injunction regarding Proposition 187, issued March 15, 1995, remains in effect until further court notice; students who are not citizens or who are not officially authorized by federal law to be present in the United States will not be prevented from seeking admission, enrolling in, continuing their enrollment in, or attending any California Community College. Students will only be asked to verify their immigration status for the sole purpose of determining residence status for tuition purposes (March 24, 1995, California Community College Chancellor's Office). By order of the San Francisco Superior Court, community colleges and all other public postsecondary institutions have been prohibited from taking action to implement or enforce Sections 8 and 9 of Proposition 187, an initiative passed by the electorate on November 8, 1994. Pending further court order, this college will take no action to prohibit the admission, enrollment or attendance of any person who is not a United States citizen or any person who is not otherwise authorized by federal law to be present in the United States. Students and applicants will not be prohibited from attending or continuing their enrollment based on the provisions of Section 8 and 9 of Proposition 187. In addition, this college will take no action to determine the legal status of enrollees as such status relates to the implementation and enforcement of Proposition 187. (see AB 540)

College of the Sequoias Foundation

The COS Foundation is an independent nonprofit organization led by volunteer community members within the COS District who are supportive of COS and its positive impact on students and their communities. Foundation volunteers and staff cultivate and direct community resources to COS in the areas that matter most to the communities which COS serves. Primarily through direct gifts, special events, and planned giving, these raised resources are invested or immediately spent for the direct benefit of COS students and programs. Some recent uses include student scholarships, educational equipment purchases, and capital improvements. To learn more about the COS Foundation or to contribute, go to the Foundation website (<https://www.cos.edu/en-us/administration/foundation/>) or contact the Foundation Director, Tim Foster, at (559) 730-3861.

Open Access Principle

The District maintains an open access admissions policy. Enrollment is open to any person who is a high school graduate or who is 18 years of age or over and able to benefit from instruction. Enrollment is also open to high school students who qualify for enrollment.

Administration and Faculty



Administration

Superintendent/President

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M.L.I.S., California State University, San Jose

Seyed, Milena

B.A., University Of Belgrade

M.L.I.S., California State University, San Jose

Xiong, Manlia

B.A., California State University, Fresno

M.L.I.S., San Jose State University

Mathematics

Blakely, Jon

A.A., Cerritos College

B.S., California State University, Hayward

M.S., California State University, Long Beach

Bourez, Matthew

A.S., College Of The Sequoias;

B.A., California State University, Fresno

M.A., California State University, Fresno

Burch, Jared

B.S., Southern Utah University

M.S., Utah State University

Chap, Chanthoeun

B.A., California State University, Fresno

M.A., California State University, Fresno

Craven, Liana

A.A./A.S., College Of The Sequoias

B.A., California State University, Fresno

M.A., California State University, Fresno

Collier, Stephanie

B.S., California Polytechnic State University
M.A., University Of California, Los Angeles

Draper, Jeanne Marie

B.S., California Polytechnic State University
M.S., Virginia Commonwealth University

Harper, Vineta

M.S., California State University, Fresno

Heywood, David

B.A., California State University, Fresno
M.A., California State University, Fresno

Jones, David

B.S., University of California, Merced
M.S., University of California, Santa Cruz

Keen, Christine

B.S., University Of Pittsburgh
M.S., University Of Pittsburgh

Redden, John

B.A., California State University, Northridge
M.S., California State University, Northridge

Redden, Tracy

B.A., California State University, Northridge
M.S., California State University, Northridge

Tom, Mark

B.A., California State University, Fresno
M.A., University Of California, Santa Barbara

Woodbury, George

B.S., University Of California, Santa Barbara
M.S., California State University, Northridge

Music

Johnson, Brian

B.A., Illinois State University
M.M., Northern Illinois University

Porterfield-Pyatt, Chaumonde

A.A., College Of The Sequoias
B.S., California State University, San Francisco
M.A., California State University, San Francisco

Sorber, John

B.A., Fresno Pacific University
M.A., California State University, Fresno

Tackett, Michael

B.M., Bowling Green State University, Ohio
M.M., University Of Denver, Colorado

Nursing

Childers, Carolyn

A.A., College of the Sequoias
B.S.N., California State University, Fresno
M.S.N., University Of Phoenix

Cochran, Keri

A.S., College of the Sequoias
B.S.N., Western Governor's University, Utah
M.S.N., Western Governor's University, Utah

Dilbeck, Elizabeth

B.S., California State University, Sacramento
B.S.N., Samuel Merritt College
M.S.N., Walden University

Driscoll, Patricia

A.S., Fresno City College
B.S.N., University of Phoenix
M.S.N., Walden University

Droney, La Donna

B.S., Murray State University
M.S., Medical College Of Georgia
M.A., University Of California, San Francisco

Glasgow, Cathy

A.S., College of the Sequoias
B.S.N., University of Phoenix
M.S.N., University of Phoenix

Morris, Anne

B.S.N., California State University, Fresno
M.S.N., California State University, Dominguez Hills

Morris, Robert

A.S., College of the Sequoias
B.S.N., California State University, Dominguez Hills
M.S.N., California State University, Dominguez Hills

Roberts, Karen

A.S., College Of The Sequoias
A.S., San Diego Mesa College, San Diego
B.S.N., Graceland College, Lamoni, Iowa
M.S.N., Graceland University, Lamoni, Iowa

Sierra, Stephanie

A.S., College of the Sequoias
B.S.N., Western Governor's University, Utah
M.S.N., Western Governor's University, Utah

Smith, Amy

A.S., College of the Sequoias
B.S., University of California, Davis
M.S.N., Grand Canyon University

Toth, Tina

B.A., University of Windsor
M.S.N., Walden University

Vails, Heather

A.S., College of the Sequoias
B.S.N., Western Governor's University, Utah
M.S.N., Western Governor's University, Utah

Ornamental Horticulture

Fernandez, Fernando

A.S., Kings River Community College
B.S., California State University, Fresno

M.S., California State University, Fresno

Paralegal

Cordero, Pura, Esq.

B.A., University Of California, Los Angeles

J.D., Southwestern University School Of Law, Los Angeles

Philosophy

Houk, Timothy, Ph.D.

A.A., Sierra College

B.A., California State University, Sacramento

M.A., Biola University

Ph.D., University of California, Davis

Linehan, Timothy

B.A., Taylor University, Indiana

M.A., Texas Tech University, Texas

M.A., University of California, Santa Barbara

C. Phil., University of California, Santa Barbara

Physical Education

Allen, Jody

B.A., California State University, Fresno

M.A., California State University, Fresno

Alvarado, Ray

B.S., California State University, Fresno

M.S.S., United States Sports Academy, Alabama

Bolt, Michelle

B.A., California State University, Fresno

M.A., University Of The Pacific

Briano, Allyson

B.A., University of Southern California

M.A., University of California, Santa Barbara

Burkett, Travis

B.A., St. Mary's College, Moraga

M.A., Bucknell University, Pennsylvania

D'agostino, Joseph

B.S., University Of Massachusetts

M.A., Fresno Pacific University

Jackson, Kenny

B.A., University of Central Florida

M.S., New Mexico University

Jensen, Dallas

B.A., Brigham Young University, Hawaii

M.S., Western Kentucky University

Lorenzi, Lisa

B.A., Point Loma Nazarene University, San Diego

M.S., California State University, Fresno

Mendonca, Matthew

B.S., Fresno Pacific University

M.S., United States Sports Academy

Smith, Russell

B.A., California State University, Northridge

M.A., California State University, Northridge

Physical Therapist Assistant

Marquez, Nicole

B.S., University of California, Santa Barbara

D.P.T., Chapman University

Sousa, Joseph

B.A., University of the Pacific

D.P.T., Sacred Heart University

Physics

MacPherson, Quinn, Ph.D.

B.S., University of Idaho

Ph.D., Stanford University

Owens, Lawrence, Ph.D.

A.S., College Of The Sequoias

B.S., California State University, Fresno

M.S., California State University, Fresno

Ph.D., University Of Texas, Austin

Royster, Marc

B.S., California State University, Santa Barbara

Ph.D., California State University, Santa Barbara

Plant Science

Abee, Charles

A.S., College of Sequoias

B.S., California State University, Fresno

Ferry-Abee, Allison, Ph.D.

B.A., California State University, Fresno

Ph.D., University of California, Davis

Political Science

Vega-Pritchett, Amy

B.A., University Of California, San Diego

M.A., California State University, Long Beach

Arzola, Juan

A.A., A.S., College Of The Sequoias

B.A., University Of California, Los Angeles

M.A., California State University, Fresno

Villegas, Randy

A.A., Bakersfield College

B.A., California State University, Bakersfield

M.A., University of California, Santa Cruz

Ph.D., University of California, Santa Cruz

Psychology

Del Rio, Linda

B.A., California State University, San Jose

M.A., National University, Fresno

Diaz, Kelly

B.A., San Diego State University

M.A., San Diego State University

Jalali, Shayda

A.A., East Los Angeles College

B.A., University of California, Los Angeles
M.A., University of California, Irvine

Muller, Josh, Ph.D.

A.A., College Of The Sequoias
B.A., California State University, Fresno
M.A., California State University, Fresno
Ph.D., Northcentral University, Prescott

Spanish

Palos, Leticia

A.A., Kings River Community College
B.A., California State University, Fresno
M.A., California State University, Fresno

Vidales, Veronica

B.A., California State University, Fresno
M.A., California State University, Fresno

Sports Medicine

Vacant

Sociology

Medrano, Catherine

B.A., University of California, San Diego
M.A., University of California, Santa Barbara

Silva, Diane

B.A., College Of St. Benedict
M.A., California State University, Sacramento
M.S.W., California State University, Fresno

Villegas-Sandoval, Esther

B.A., California State University, Northridge
M.A., California State University, Northridge

Welding

Emery, Randy

American Welding Society
Certified Welding Inspector
Certified Welding Educator

Huff, Christopher

American Welding Society
Certified Welding Inspector
Certified Welding Educator

Work Experience

Faulkner, Brittney

B.A., California State University, Chico
M.A., California State University, Fresno

Board of Trustees

The five members of the College of Sequoias Board of Trustees are elected by the District to four-year terms. Their primary duties are to establish District policies, adopt the District's annual budget, approve expenditures, authorize employment, approve curriculum and make contract decisions.

The District is divided into five wards and a trustee is elected for each. In addition, each year the Student Senate selects a Student Trustee to serve on the board.

Ward 1 - Greg Sherman

Ward 2 - Ken Nunes

Ward 3 - RAYMOND MACARENO

Ward 4 - Lori Cardoza

Ward 5 - John LEHN

College Facilities



Visalia Campus

915 South Mooney Boulevard
Visalia, California 93277

College of the Sequoias in Visalia was originally established as Visalia Junior College (VJC) in 1926 at the site which later became Redwood High School. With demand growing for local opportunities to obtain college education, VJC opened in a small section of the high school campus to provide lower division curriculum to students in preparation for transfer to a public or private university. The local school superintendent oversaw administration, and several of the faculty members taught both high school and college courses. Initially, 63 students attended VJC, with bus service

provided for students traveling from nearby towns – Dinuba, Tulare, Orosi, Exeter, Strathmore, and Woodlake.

As the college's enrollment neared 500 students, leaders decided that it was necessary to open a campus exclusively for college students. The 50-acre campus on Mooney Boulevard was opened in 1940, which at the time was seen by many as too far out of town and too large for local demand. In 1949, the name of the "jaycee" was officially changed to College of the Sequoias.

Today, the 62-acre Visalia campus enjoys the benefits anticipated by its prescient founders. State-of-the-art classrooms and learning centers complemented by ample athletic, vocational and performing arts facilities make the campus one of the premier, post-secondary institutions in the Central Valley.

Tulare College Center

4999 East Bardsley Avenue
Tulare, California 93274

The COS Tulare Campus is the newest of the three campuses in the COS District. It offers a full range of General Education classes and includes all the classrooms, laboratories, library, student services, counseling, and support services to allow students to complete their goals for transfer, an associate's degree, or a certificate.

Over 30 full-time faculty and multiple adjuncts teach in disciplines such as architecture, math, English, chemistry, biology, political science, graphic design, drafting, and welding. It also is home to the faculty in the Agriculture Division with courses in Ag business management, technology, animal science, horticulture, water management, plant science, and vet assisting.

In 2023, COS Tulare broke ground on a new Applied Technology & Trades Building. The complex will be home to COS's applied technology and skilled trades programs, including Agricultural Technology; Automotive Technology; Construction Technology; Environmental Control Technology (HVAC); Electrician Training; Industrial Maintenance; and Industrial Automation. The scheduled opening is August 2024.

The Tulare campus offers a full complement of student services. Students can get their transcripts, financial aid, Associated Student Body Cards (and bus passes), photo identification cards, counseling appointments, access and ability services, and more in Building A on the campus. Building A also includes a health center, bookstore, food service area, library, and tutorial center.

Sitting on 495 acres, the campus not only has the most up-to-date classrooms and science labs but also boasts a 12,000 sq. ft. welding lab and a working 320-acre farm with student laboratory facilities for students to get hands-on lab and work experiences required in the modern Ag and industrial workforce. Students can engage in everything from fabrication, equipment operation, and new Ag and industrial technologies to integrated pest management, irrigation design, and greenhouse management.

Tulare Campus also hosts the Equestrian Team and livestock facilities that includes a reproductive physiology lab, pastures, riding arena, pavilion, and barns, all giving students hands-on experience in animal care, livestock, and equine production.

Also located at COS Tulare is the Training Resource Center (TRC). With a mission to advance the economic growth and global competitiveness

of business and industry in our region, the TRC provides training and consulting solutions to Tulare and Kings County organizations.

Hanford Educational Center

925 13th Avenue
Hanford, California 93230

The COS Hanford Educational Center offers courses ranging from transfer courses to career technical education courses. The transfer classes include general education requirements such as history, political science, English, math, communications, sociology, psychology, and business/computers, foreign languages, and science.

Career Technical Education programs offered the Hanford campus are Police Training, Fire Training, Industrial Maintenance, Electrician Training, and Certified Nursing Assistant. The two POST Basic Police academies are offered in an intensive format which meet typically Monday - Friday, with some exceptions. The firefighter academy is offered each Spring semester.

Additionally, COS Hanford can meet a variety of student services needs at the Hanford Hub located in the Vocational Building. Services that can be obtained at the Hub include, but are not limited to: transcripts, financial aid, Student Body Identification Cards, Activity Benefit Stickers, transit passes, counseling appointments, and assessment tests.

Other services available for students at COS Hanford include the following: computers which are located in the library and available for student use, a Health Center, and regularly scheduled visits by personnel from the Access and Ability Center, Extended Opportunity Programs and Services, Work Experience, Veterans Resource Center, and Cal Works departments.

ACADEMIC CALENDAR

For other academic calendars, refer to the Academic Calendar (<http://www.cos.edu/Calendar/AcademicCalendar/Pages/default.aspx>) section of the COS webpage.

Fall Semester 2023

August 14, 2023 - December 15, 2023

Sept 6, 2022	WEB Admission Applications Begin for Summer/Fall 2023 at www.cos.edu (http://www.cos.edu)
Starting March 20	Fall WEB Registration for Priority Registration/Continuing Students
Apr 20 - 21	Fall Registration for Students who have completed STEPS
May 1	Fall Registration for Students who have completed ALL Matriculation
May 2	Fall Registration for Early College High Schools (VTEC/UPHS)
May 3	Fall WEB OPEN Registration for Eligible Students
May 3	Registration for Students on Probation
May 8	Summer/Fall Registration for Concurrently Enrolled High School Students
May 15	Summer Registration for Students who have completed 100 or more units at COS
July 1	Payment Deadline: Students must pay fall fees by July 1st or 2 weeks after registration (whichever is later) to avoid the possibility of being dropped from classes
July 24	Fall Registration for Students who have completed 100 or more units at COS
Aug 11	FLEX Day; Registration is available at www.cos.edu (http://www.cos.edu)
Aug 14	Fall Semester Begins
Aug 14 - 20	Fall Late WEB Registration With Instructor Add Codes
Aug 25	First Day "No Show" Rosters are due for Full Term Classes
Aug 27	Last Day to Drop a Class Without a "W" and be Eligible for a Refund
Sept 4	Labor Day Holiday (no classes)
Sept 8	Permanent Rosters are due for Full Term Classes
Oct 19	Last Day to File for Associate Degree for Fall 2023
Oct 20	Fall Final Drop Date - Drop Classes on the WEB; this drop date does not apply to short-term classes as each short-term class has its own drop date
Nov 10	Veterans' Day Holiday (no classes)
Nov 22 - 24	Thanksgiving Holiday (no classes and offices closed)
Dec 11 - 15	Fall Final Exams
Dec 15	Fall Semester Ends
Dec 15	Last Day to Make Up Incomplete "I" Grades for Fall 2022 semester
Dec 16 - Jan 15	Break Between Semesters

Spring Semester 2024

January 16, 2024 - May 22, 2024

Sept 5, 2023	WEB Admission Applications Begin for Spring 2024 at www.cos.edu (http://www.cos.edu)
Starting Oct. 30	Spring WEB Registration for Priority Registration/Continuing Students
Nov 27	Spring Registration for students who have completed ALL matriculation
Nov 28	Spring Registration for Early College High Schools (VTEC/UPHS)
Nov. 29	Spring WEB OPEN Registration for Eligible Students
Nov. 29	Registration for Students on Probation
Dec 4	Spring WEB Registration for Concurrently Enrolled High School Students
Jan 3	Spring Registration for Students who have completed 100 or more units at COS
Jan 12	FLEX Day; Registration is available at www.cos.edu (http://www.cos.edu)

Jan 15	Martin Luther King Jr. Holiday; Registration is available at www.cos.edu (http://www.cos.edu)
Jan 16	Spring Semester Begins
Jan 16 - 22	Spring Late WEB Registration With Instructor Add Codes
Jan 26	First Day "No Show" Rosters are due for Full Term Classes
Jan 29	Last Day to Drop a Class Without a "W" and Eligible for a Refund
Feb 9	Permanent Rosters are due for Full Term Classes
Feb 16	Lincoln Day Holiday (no classes)
Feb 19	Presidents' Day Holiday (no classes)
Feb 22	Last Day to File for Associate Degree for Spring 2024
Mar 22	Spring Final Drop Date - Drop Classes on the WEB; this drop date does not apply to short-term classes as each short-term class has its own drop date
March 25 - 29	Spring Break (no classes); Offices open March 25 - 27; closed March 28 - 29
May 16 - 22	Spring Final Exams
May 22	Spring Semester Ends; Last Day to Make Up Incomplete "I" Grades for Spring 2023 Semester
May 23	Commencement Ceremony

STEPS TO ENROLL AND REGISTER

Step 1

Complete a COS Web Application. Required for all new and returning students.

Submit an admissions application using CCCApply (<https://www.opencccapply.net/cccaply-welcome/?cccMisCode=561>). Submit the application online and print a copy of the confirmation page for your records. For more information, call (559) 730-3727. Make sure your name reads the same on both the application and orientation form.

Step 2

Complete the Free Application for Federal Student Aid (FAFSA) as early as possible.

Complete and submit a Free Application for Federal Student Aid (FAFSA) (<https://studentaid.gov/>) or pick up FAFSA forms at the Financial Aid Office located in Sequoia Room 105 at the Visalia Campus or at the Hanford Center or Tulare College Center. For information about scholarships, visit the Scholarships (<https://www.cos.edu/en-us/administration/foundation/scholarships/>) website.

Non-California Residents, Other Status, and DACA students.

Complete and sign the AB 540/AB 2000 form to request an exemption from Nonresident Tuition fees. AB 540/AB 2000 California Nonresident Tuition Exemption forms are located at the Visalia Main Campus, Tulare College Center, Hanford Educational Center or online at www.cos.edu (<http://www.cos.edu>). Completed forms should be turned in to Admissions office at any COS Campus. If you have any questions regarding AB 540/AB 2000 form, call (559) 737-6171.

Step 3

Meet with a counselor.

Students pursuing a certificate/degree/transfer program are required to meet with a COS counselor for academic counseling and to develop a Student Education Plan. To schedule an appointment at the Visalia campus call (559) 730-3741 or (559) 730-3715 or for the Hanford campus call (559) 583-2500 or for the Tulare College Center call (559) 688-3000. Visit the Counseling (<https://www.cos.edu/en-us/student-support/counseling/>) website for more information.

Step 4

Register for COS classes. You must complete Step 1 before registering.

To register for classes, use Banner (http://banweb.cos.edu/prod/twbkwbis.P_WWWLogin/) Web via Universal Login. For assistance in accessing your Universal Login, contact the Welcome Center in Visalia, The Hub in Hanford and Student Services Desk in Tulare. After you register for classes, make sure to check your class schedule for accuracy.

Step 5

Complete COS Web Orientation. You must complete Step 1 before orientation.

New students pursuing a certificate/degree/transfer program are required to complete an orientation, either online or by attending Giant Days. For more information, call (559) 737-4849.

Useful Links

- CCCApply (<https://www.opencccapply.net/cccaply-welcome/?cccMisCode=561>)
- Banner Web (http://banweb.cos.edu/prod/twbkwbis.P_WWWLogin/)
- Counseling (<https://www.cos.edu/en-us/student-support/counseling/>)

Financial Aid

- Financial Aid (<https://www.cos.edu/en-us/admissions/financial-aid/>)
- FAFSA (<https://studentaid.gov/>)
- Dream Act (<https://dream.csac.ca.gov/>)
- Scholarships (<https://www.cos.edu/en-us/admissions/financial-aid/scholarships/>)

PLACEMENT PROCEDURES

Math and English Placement Changes

California has a new law (AB 705) that requires community college districts to increase the chances that a student will enroll and complete transfer-level coursework in Math and English within one year. COS will no longer depend on testing to determine class placement. Instead, assessment measures that include high school performance (i.e. GPA, course grades, advanced coursework) will be used in course placement. Full implementation of the new placement rule will begin at COS in spring 2019 for English, and summer 2019 for mathematics.

The goal of AB 705 is to ensure that students are not obligated to take below transfer-level English and Math courses that may delay or deter their educational progress. However, if evidence suggests they are highly unlikely to succeed in the transfer-level course, students may choose to take below transfer-level courses, if available.

COS shall use evidence-based multiple measures for placing students into English-as-a-second language (ESL) coursework. For those students enrolling into credit ESL coursework, their placement should maximize the probability that they will complete degree and transfer requirements in English within three years.

What This Means For You...


- You will no longer need to take a Math and English placement test.
- You will now be placed in Math and English courses based on your high school GPA, course grades, and advanced coursework.
- You will be able to register into transfer-level Math and English courses (corequisite support course may be required. See information below).
- You may choose to take a below transfer-level, if available, but you will not be required to do so.
- For specific placement information and answers to frequently asked questions, go to the Math Placement (p. 27), English Placement (p. 31), and ESL Placement tabs above.

What is a Corequisite Support Course?

Depending on your high school GPA, course grades, or coursework, you may be required to take a corequisite support course in conjunction with the transfer-level Math or English course. A corequisite support course is designed to complement the Math or English course to provide additional instruction, practice, and/or academic support.

For example, if you place in English with corequisite support, you will have to register for both the ENGL 001 course and the ENGL 301 corequisite support course. The ENGL 301 corequisite support course will be with the same instructor as the ENGL 001 course. It is important that you allow time for both courses.

To find the corresponding corequisite support course, see animation below:



Dynamic Schedule Query is set for: Fall 2019

If you would like a different term, please select a term from the menu to the left and press the SELECT TERM button.

[Help for class schedule query](#)

NOTE:Select multiple subjects while holding down Ctrl or Shift key.

by Subject: JOUR Journalism
KINE Kinesiology
LIBR Library
LING Linguistics
LS Learning Skills
MATH Mathematics

by Course Number:

by CRN:

by Title:

by Part-of-Term: <all>
Full Term
Other Than Full Term

by Location: <all>
Corcoran
Dinuba
Exeter

Online Learning: **Include:** **Exclude:** **Show Only:**

by Instructor: <all>
Abee, Charles M
Abend, Richard Olgierd
Aboytes, Lourdes

by Start Time: **Hour** 05 **Minute** 00 **am/pm** am

by End Time: 11 00 pm

by Days: **Mon** **Tues** **Wed** **Thur** **Fri** **Sat** **Sun**

by Open Classes Only: **Yes:** **No:**

COS 8.5.2

What if I Pass the Parent Course but Fail the Corequisite Support Course?

If you pass the parent course but fail the corequisite support course, you do not have to retake the corequisite support course. However, it may affect your overall GPA.

Math Placement

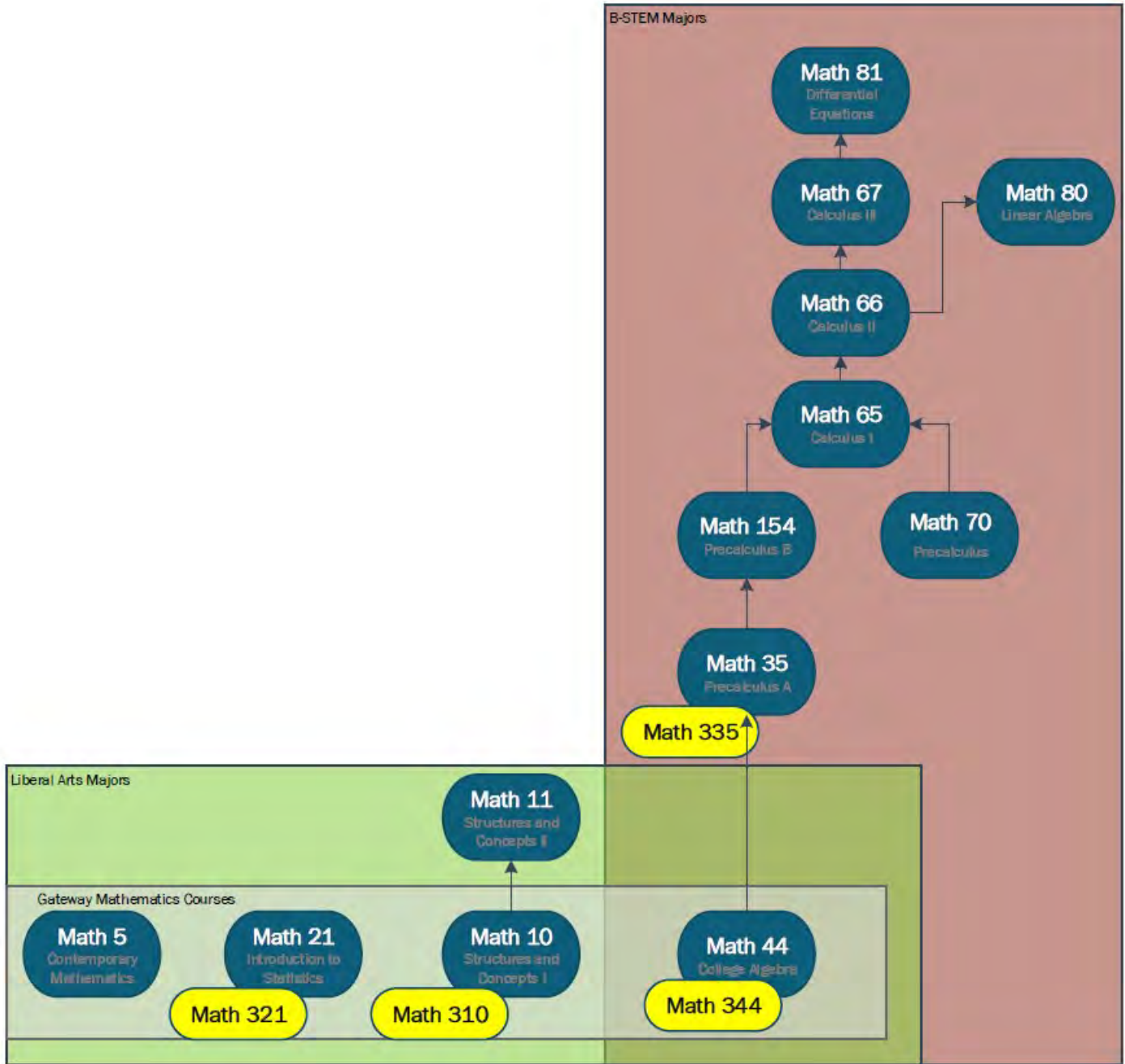
FOR A COMPLETE LIST OF MATH COURSES AND DESCRIPTIONS, VISIT: MATH COURSES (p. 499)

Has the math sequence changed?

YES! All students will be eligible to enroll in a transfer-level math course in their first semester, though some may be required to take a co-requisite support course.

B-STEM (Business, Science, Technology, or Math) students, depending on their high school preparations, will be placed into one of two potential pathways, leading to MATH 065 Calculus 1. Depending on a student's highest math course taken in high school and their overall high school GPA their B-STEM pathway could begin at MATH 044, MATH 035, MATH 070, or MATH 065.

The new course sequences for math are illustrated below.



How will students be placed into math courses?

Effective for the summer 2020 semester, math placement will be determined by a student’s high school performance.

- For placement into MATH 010 Structure and Concepts 1, MATH 044 College Algebra, and MATH 021 Introduction to Statistics, placement will be determined by a student’s high school GPA.
- For placement into MATH 035 Precalculus A, MATH 070 Precalculus, and MATH 065 Calculus 1, placement will be determined by a combination of a student’s high school GPA and the highest math course taken in high school.
- It should be noted that students cannot be placed directly into MATH 154 Precalculus B.

The grid below illustrates math placement, effective fall 2021:

High School Coursework (Min)	GPA \geq 3.4	3.4 > GPA \geq 3.2	3.2 > GPA \geq 3.0	3.0 > GPA \geq 2.6	GPA < 2.6
Enrolled in Calculus	MATH 065	MATH 065	MATH 070	BUS 020 BUS 119 MATH 010 MATH 021 MATH 035 MATH 005 MATH 044 SSCI 025	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 035 + MATH 335 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325
Passed with a minimum grade of B: - Trigonometry - Pre-Calculus - Math Analysis - Integrated Math 4 or above	MATH 065	MATH 070	BUS 020 BUS 119 MATH 010 MATH 021 MATH 035 MATH 005 MATH 044 SSCI 025	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 035 + MATH 335 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 035 + MATH 335 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325
Passed with a minimum grade of C: - Trigonometry - Pre-Calculus - Math Analysis - Integrated Math 4 or above OR Passed with a minimum grade of B: - Integrated Math 3 - Algebra 2	MATH 070	BUS 020 BUS 119 MATH 010 MATH 021 MATH 035 MATH 005 MATH 044 SSCI 025	BUS 020 BUS 119 MATH 010 MATH 021 MATH 035 + MATH 335 MATH 005 MATH 044 SSCI 025	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 035 + MATH 335 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 035 + MATH 335 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325
Any Math	BUS 020 BUS 119 MATH 010 MATH 021 MATH 005 MATH 044 SSCI 025	BUS 020 BUS 119 MATH 010 MATH 021 MATH 005 MATH 044 SSCI 025	BUS 020 BUS 119 MATH 010 MATH 021 MATH 005 MATH 044 SSCI 025	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325	BUS 020 + BUS 320 BUS 119 + BUS 319 MATH 010 + MATH 310 MATH 021 + MATH 321 MATH 005 MATH 044 + MATH 344 SSCI 025 + SSCI 325

If you are eligible for...

MATH 065

You are also eligible for...

MATH 070
MATH 010 with or without MATH 310
MATH 021 with or without MATH 321
MATH 035 with or without MATH 335
MATH 005
MATH 044 with or without MATH 344

MATH 070

MATH 010 with or without MATH 310
MATH 021 with or without MATH 321
MATH 035 with or without MATH 335
MATH 005
MATH 044 with or without MATH 344

MATH 035

MATH 010 with or without MATH 310
MATH 021 with or without MATH 321
MATH 035 with MATH 335
MATH 005
MATH 044 with or without MATH 344

MATH 035 + MATH 335

MATH 010 with or without MATH 310
MATH 021 with or without MATH 321
MATH 005
MATH 044 with or without MATH 344

MATH 010 or MATH 021

MATH 010 with MATH 310
MATH 021 with MATH 321
MATH 005
MATH 044 with MATH 344

Provided...

MATH 010 without MATH 310 or
MATH 021 without MATH 321 or
MATH 044 without MATH 344
requires GPA \geq 3.0

Parent Course

MATH 010
MATH 021
MATH 035
MATH 044

Corequisite Support Course

MATH 310
MATH 321
MATH 335
MATH 344

What is MATH 035?

MATH 035 Precalculus A is a new math course. It is a CSU transferable math course that covers topics from pre-calculus excluding those related to trigonometric functions and is aligned with C-ID MATH 151 (<https://www.c-id.net/descriptors/final/show/361/>). MATH 035 will serve as one potential starting point for students with a B-STEM major. The content of MATH 035 and MATH 154 roughly equate to the content of MATH 070, providing two pathways to MATH 065 for students coming to COS with different levels of preparation.

What is MATH 005?

MATH 005 Modern Mathematics is a new math course designed to provide students with a positive and relevant experience in a general education math course and is intended to serve students in non-B-Stem majors who are not required to take MATH 021 Introduction to Statistics. MATH 005 will provide students an overview of many relevant math topics including statistics, probability, finance, and the mathematics of social choice. The course is CSU transferable and is being proposed for CSU GE area B4.

What is MATH 044?

MATH 044 College Algebra is a new math course and would be an appropriate starting point for students who wish to pursue a B-STEM major, but did not have adequate high school preparation in math. It can also serve as a college algebra course for non-B-STEM majors. This course is aligned with C-ID MATH 150 (<https://c-id.net/descriptors/final/show/360/>). MATH 044 is CSU transferable and is being proposed for CSU GE area B4 and UC transfer.

What are MATH 310, MATH 321, MATH 335, and MATH 344?

MATH 321 is a corequisite support course for MATH 021. Each section of MATH 321 will be linked to a specific section of MATH 021. Students with a high school GPA less than 3.0 will be required to enroll in both MATH 021 and its corequisite course, MATH 321. Not all sections of MATH 021 will have a support course. Students with above a 3.0 high school GPA can self-select to take MATH 021 with or without MATH 321. The content of MATH 321 will be tailored to the needs of the students enrolled in that particular MATH 021/MATH 321 section. The course will focus on necessary algebra skills sequenced to best support MATH 021 as well as material to help students develop other necessary academic skills to help lead to college success.

In a similar manner...

- MATH 310 Support for Structures and Concepts 1 is a corequisite support course for MATH 010 Structure and Concepts 1
- MATH 335 Support for Precalculus A is a corequisite support course for MATH 035 Precalculus A
- MATH 344 Support for College Algebra is a corequisite support course for MATH 044 College Algebra

What about placement into MATH 154 Trigonometry?

Students will no longer directly place into MATH 154 Precalculus B. Instead, B-STEM students will be placed into one of two pathways leading to MATH 065 Calculus 1 depending on each student's high school performance.

What if a course has a prerequisite of MATH 230?

Because all students will be automatically placed into transfer-level courses, they will satisfy any prerequisites of MATH 230.

What does it mean that students “cannot be directed or placed into MATH 230”?

All students will receive placement into transfer-level mathematics (possibly with corequisite support). This ensures that no students will be placed into a below transfer-level mathematics class (MATH 230 Intermediate Algebra). MATH 230 is not an appropriate starting point for students who are required to take MATH 010 Structure and Concepts 1 or MATH 021 Introduction to Statistics for their major. Thus, these students should not be directed to take MATH 230.

If a student comes to COS having not passed trigonometry/precalculus or Integrated Math 4 in high school and wishes to pursue a B-STEM major, they will be placed in MATH 035 Precalculus A or MATH 035 with MATH 335 Support for Precalculus A. In the July 2018 Memorandum from the California Community Colleges Chancellor's Office it is noted “Students who have not completed Algebra 2 or higher in high school but who enter college with intentions to major in STEM fields are rare. However, good practice suggests they should be informed that Algebra 2 is highly recommended as preparation for a STEM-oriented gateway mathematics course and that their likelihood of success will be higher in a statistics course.” This would indicate that even these “rare” students should be directed to MATH 010 Structure and Concepts 1 or MATH 021 Introduction to Statistics and not to MATH 230 Intermediate Algebra, but if the student is insistent on a B-STEM major they may self-place into MATH 230 in preparation for MATH 035, a STEM-oriented gateway mathematics course.

What about students who are already taking courses in the old math sequence?

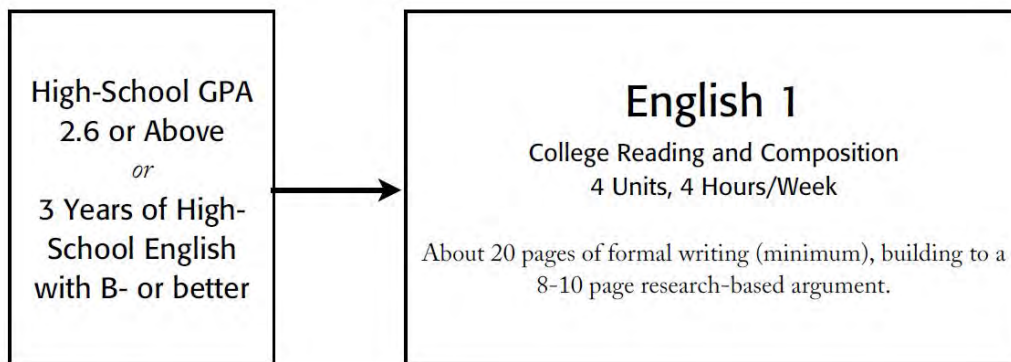
- Students that have passed a transfer-level math class will continue with their current educational plans.
- Students that have passed MATH 230 as their highest math class are eligible to take a gateway transfer-level math class without corequisite support (MATH 010, MATH 021, or MATH 035).
- Students that have not passed MATH 230 will be placed based on their high school performance according to the new placement rules.

The above questions are specific to COS and math courses. For a more general set of questions concerning AB 705, see the California Community Colleges Chancellor's office FAQ (<https://assessment.cccco.edu/faqs/>).

English Placement

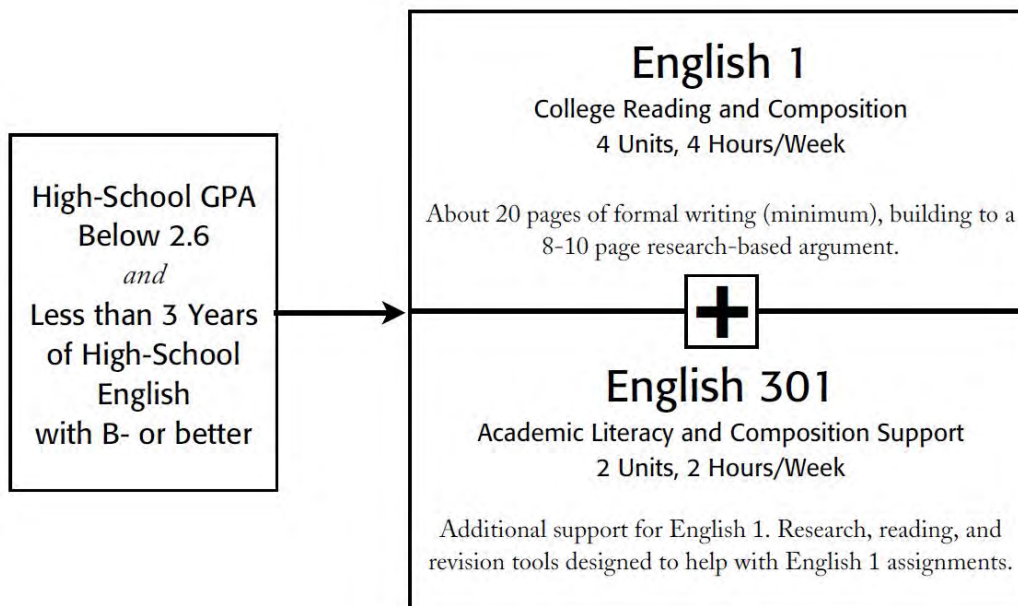
At COS, our goal is to help you complete your English requirements as quickly and successfully as possible. Research shows that the best way to predict who will succeed in college English is by looking at high school GPA and coursework. These factors are the best way to decide how much support you will need.

Students with a high school GPA of 2.6 or above, or with 3 years of English with a B- or better, should enroll directly in ENGL 001 College Reading and Composition, our transfer-level class.



All other students should enroll in a linked section of ENGL 001 College Reading and Composition and ENGL 301 Academic Literacy and Composition Support.

ENGL 301 offers additional support with skills like research, reading, and revision that will help you approach your work in ENGL 001.



Note: While ENGL 001 is open to high school seniors in dual enrollment and concurrent enrollment programs, COS does not offer ENGL 301 to high school students. Research also shows that taking a course below your placement level can make you much less likely to complete transfer-level English within one year. We strongly recommend all students take the highest placement level for which they are eligible.

English as a Second Language Placement

Finding the right ESL or English class for you is easy. There is no test for you to take. There are just three steps:

1. Answer some questions about your previous studies and your English skills.
2. Look at examples of other students' writing and decide which one matches your ability.
3. Look at descriptions of the different ESL/English class levels and choose the best level for you.

After you complete those 3 steps, you will get a recommendation of which class you should take.

On your first day of class, the teacher will confirm that you are in the best class for you. If there is a better level for you, the teacher will let you know.



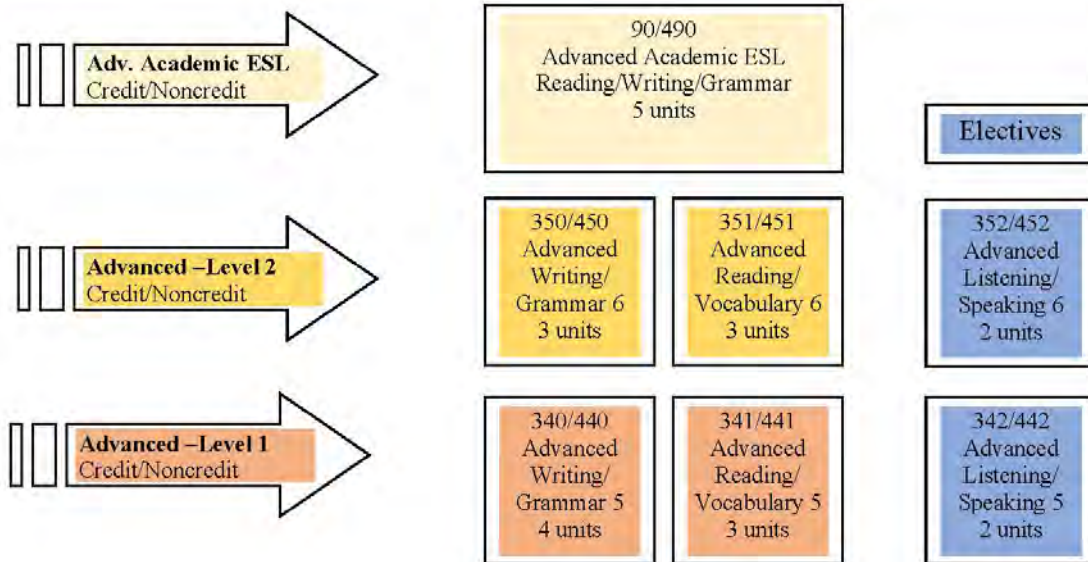
English as a Second Language

Academic ESL Pathway

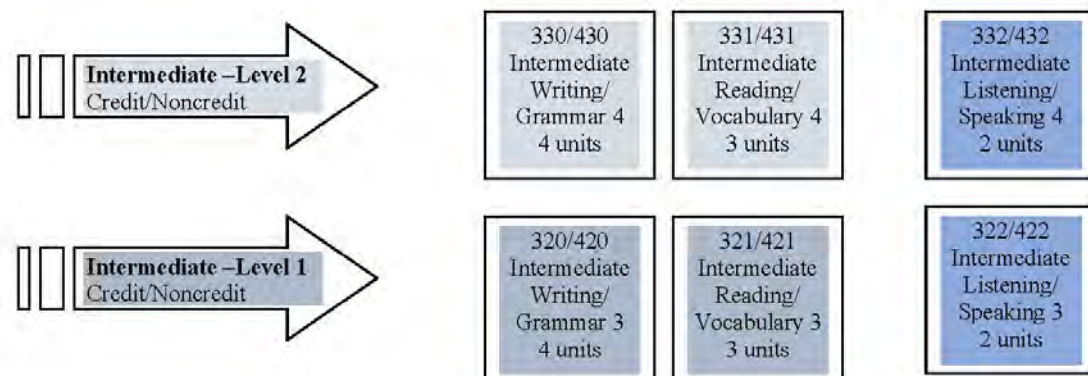
Transfer Level English



Advanced Level ESL



Intermediate Level ESL





English as a Second Language

State Approved ESL Certificates

Advanced Level - ESL Certificate of Competency

Assessment Score 50-59

Advanced -Level 2
Noncredit

450
Advanced Writing/
Grammar 6
4 hours

451
Advanced Reading/
Vocabulary 6
3 hours

452
Advanced Listening/
Speaking 6
2 hours

Assessment Score 40-49

Advanced -Level 1
Noncredit

440
Advanced Writing/
Grammar 5
6 hours

441
Advanced Reading/
Vocabulary 5
3 hours

442
Advanced Listening/
Speaking 5
2 hours

Intermediate Level - ESL Certificate of Competency

Assessment Score 30-39

Intermediate -Level 2
Noncredit

430
Intermediate Writing/
Grammar 4
6 hours

431
Intermediate Reading/
Vocabulary 4
3 hours

432
Intermediate Listening/
Speaking 4
2 hours

Assessment Score 20-29

Intermediate -Level 1
Noncredit

420
Intermediate Writing/
Grammar 3
6 hours

421
Intermediate Reading/
Vocabulary 3
3 hours

422
Intermediate Listening/
Speaking 3
2 hours

Beginning Level ESL - Certificate of Competency

Assessment Score 10-19

Beginning Level 2
Noncredit

410
Beginning Writing/
Grammar 2
6 hours

411
Beginning Reading/
Vocabulary 2
3 hours

412
Beginning Listening/
Speaking 2
2 hours

Assessment Score 0-9

Beginning Level 1
Noncredit

402
Beginning Writing/
Grammar 1
6 hours

403
Beginning Reading/
Vocabulary 1
3 hours

404
Beginning Listening/
Speaking 1
2 hours

ADMISSIONS

Admissions

All student registration at College of the Sequoias is completed online at www.cos.edu (<http://www.cos.edu>). Individuals without access to a computer can access the internet at the following locations:

- The Welcome Center (<https://www.cos.edu/en-us/student-support/welcome-center/>) and Student Services Resource Lab at the Visalia campus
- The Hub (<https://www.cos.edu/en-us/hanford-center/student-services/>) at the Hanford Educational Center
- The Welcome Center (<https://www.cos.edu/en-us/tulare-center/student-services/>) at the Tulare College Center

Eligibility for Admission

Any graduate of an accredited high school may be admitted to College of the Sequoias. Also, any person having successfully completed the California High School Proficiency Examination (CHSPE) or the General Educational Development Test (G.E.D.) with scores of 45 overall and with no subtest lower than 35 may be admitted.

The College may admit other persons 18 years of age or over when the evidence indicates that the individual will benefit from college-level instruction. Students are encouraged to complete high school prior to enrolling in the College.

For dates relating to online registration, check the Academic Calendar (p. 23) or inquire at the Registration Office in the Sequoia Building on the Visalia Campus.

See "Classification of Students - Concurrently Enrolled High School Students/Accelerated Students" below for concurrent enrollment of 7th–12th grade students.

Summary of Admission Requirements

Full-Time Students

Twelve (12) or more units and students planning to take more than six (6) units.

Full matriculation will be required of any student who intends to enroll for seven (7) or more units of credit. Full matriculation shall require that a prospective student:

1. Prior to the deadline specified in the schedule of classes, complete a COS Admission Application online at www.cos.edu (<http://www.cos.edu>). Detailed instructions are printed in the schedule of classes.
2. If you are under 21 years of age, request the last high school attended to send one transcript of work completed or attempted. If you have attended college, we require only college transcripts.
3. If in the last two years you have taken the G.E.D. Test or the California High School Proficiency Examination (CHSPE), have the G.E.D. scores or a copy of the CHSPE Certificate sent to the Admissions and Records Office.
4. Request each college of attendance to send one complete transcript of work attempted, whether or not credit was earned, to the Admissions and Records Office. Transcripts are to be official copies sent directly from the previous schools to College of the Sequoias. Any high school or college transcript received by College of the Sequoias becomes the property of the College and will not be released to the student or other institutions.

Official Transcripts are to be sent directly from the prior college attended to the following address:

Admissions and Records Office
College of the Sequoias
915 S. Mooney Blvd.
Visalia, CA 93277

Part-Time Students

Six (6) or Fewer Units

1. Prior to the deadline specified in the school calendar, complete a COS Admission Application online at www.cos.edu (<http://www.cos.edu>).
2. File one transcript of all previous high school and/or college academic records if the student wishes to:
 - a. Apply for a Certificate of Achievement or an Associate Degree.
 - b. Apply for financial assistance (EOPS, financial aid, veterans).
 - c. Apply for special programs, particularly in the health, arts, and sciences.
 - d. Validate that a prerequisite has been met either in high school or at another college.

Classification of Students

Freshman	Students with fewer than 30 units of college credit
Sophomores	Students who have completed 30 units or more of college credit
Other	Students who have completed more than 60 units of college credit
Full-time Students	Students carrying 12 units or more
Part-time Students	Students carrying less than 12 units
Returning Students	Students who have attended COS, but have missed two or more semesters (not including the Summer semester)
Continuing Students	Students who are currently enrolled
New Students	Students who have never attended COS
Concurrently Enrolled High School Students / Accelerated Students	Seventh - twelfth (7-12) grade students are required to complete an online admission application and submit a high school permission form to the Admissions and Records Office for every semester of attendance. Attendance is on a space-available basis only. High school accelerated students attending a class at COS are not considered "continuing students." An additional form is required for 7th and 8th grade students. Home-schooled students will need to meet with a Student Services administrator to complete the permission form.

Registration

Students use Web Registration to register, add and drop classes at www.cos.edu (<http://www.cos.edu>).

Resident Regulations

Residency determination shall be made on the basis of a residence statement completed at the time of application.

A "resident" is a student who has physical presence in the state for more than one year immediately preceding the opening day of instruction of the semester (Title 5 §54028; Education Code 68017,680601) and has demonstrated intent to make California his/her permanent home.

A student shall be required to present evidence of physical presence in California; intent to make California his/her home for other than a temporary purpose; and if the student was classified as a nonresident in the preceding term, (s)he may be required to demonstrate financial independence (Title 5 §54022/Education Code 68044) and intent to make California her place of residence.

Physical presence within the state solely for educational purposes does not constitute establishing California residence regardless of the length of that presence (Title 5 §54026). Residents of another state are nonresidents of California (Title 5 §54030). The burden is on the student to demonstrate clearly both physical presence in California and intent to establish California residence (Title 5 §54026).

A student who is a member of the Armed Forces of the United States stationed in this state on active duty, except a member of the Armed Forces assigned for educational purposes to a state-supported institution of higher education, is entitled to resident classification only for the purpose of determining the amount of tuition and fees. If that member of the Armed Forces of the United States who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, (s)he shall not lose his/her resident classification so long as (s)he remains continuously enrolled at that institution. (Education Code 68075).

A Veteran of the Armed forces utilizing Chapter 30, Chapter 31 or Chapter 33 of Veterans Benefits is entitled to resident classification regardless of their state of residence. An individual who is entitled to transferred Post 9/11 Veterans benefits by virtue of their relationship with a member of the armed services is also entitled to residence classification.

A student who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California is entitled to resident classification

A student who is a natural or adopted child, stepchild (under 18 years of age), or spouse who is a dependent of a member of the Armed Forces of the United States stationed in this state on active duty shall be entitled to resident classification until (s)he has resided in the state the minimum time necessary to become a resident (Education Code 68074). During this time, the student should demonstrate intent to make California his/her permanent home.

Education Code section 68075.6 grants immediate nonresident tuition fee exemption to eligible Special Immigrant Visa (SIV) holders and refugee students who settled in California upon entering the United States.

This exception is granted for one year from the date the student settled in California upon entering the United States.

This exemption applies to the following:

- Iraqi citizens or nationals (and their spouses and children) who were employed by or on behalf of the United States Government in Iraq (Pub.L. No. 110-181, & 1244)

- Afghan and Iraqi translators (and their spouses and children) who worked directly with the United States Armed Forces (Pub.L. No. 109-163, & 1059)
- Afghanistan nationals who were employed by or on behalf of the U.S. government or in the International Security Assistance Force (ISAF) in Afghanistan (Pub.L. No. 111-8, & 602)
- Refugee students admitted to the United States under Section 1157 of Title 8 of the United States Code.

For questions related to student residency or nonresident tuition exemptions, contact Helen Aviles at helena@cos.edu or (559) 730-3727 .

Waiver of Nonresident Fees

Assembly Bill 540 as amended by Education Code section 68130.5, Effective Jan, 1, 2018

A student is exempt from paying non-resident tuition if the student meets the following requirements:

1. The student must have:
 - a. Attended a combination of California high school, adult school, and community college for the equivalent of three (3) years or more*, **or**
 - b. Attained three (3) or more years of California high school coursework and attended a combination of California elementary, secondary, and high school of three (3) years or more**, **and**
2. The student must have:
 - a. Graduated or will graduate with a California high school diploma or have the equivalent (i.e. California-issued GED, CHSPE). **or**
 - b. Completed or will complete an associate's degree from a California Community College. **or**
 - c. Completed or will complete the minimum requirements at a California Community College for transfer to the California State University or the University of California.
 - d. Transcripts

Applicants who have attended another college or university must file transcripts from each college or university attended. College of the Sequoias grants credit for lower division work from regionally accredited colleges or universities.

Failure to file transcripts may delay or prevent admission or graduation. Transcripts should be sent directly from the high school or college to College of the Sequoias. All transcripts become the property of the College and will not be returned to the student or sent to other institutions.

Exception

The high school transcript requirements may be waived for:

1. Those who have attended college.
2. Those who have attained a college degree.
3. Those who are 21 years or older.
4. Scholastic Regulations

Satisfactory scholarship means at least a "C" (or 2.0) average. To achieve at least a "C" (or 2.0) average, students must have a minimum of twice as many grade points as they have units attempted.

Transfer Students

Any student transferring from another college shall be subject immediately to these same scholastic regulations. Transfer students must supply official transcripts from all other colleges attended and meet with a counselor to petition to have their external credit evaluated.

International Students

College of the Sequoias accepts international students each year. In order to keep a well-balanced representation of the various nations of the world, the number of students accepted from any one country may be restricted.

Transcripts of academic records and good health verification are required to qualify for admission. To be admitted, international students are required to qualify for admission. International students are required to achieve a score of at least 500 (173 for computerized test; 61 IBT) on the written Test of English as a Foreign Language (TOEFL), which is administered in their own country or at a test center in the United States. A \$100.00 Application Fee must be paid upon application to the College. Payment should be by U.S. bank draft or money order and must be received before the Form I-20 will be issued by the College. Tuition for subsequent semesters will be paid at the time of registration.

For a complete list of fees, visit the Fees & Expenses (p. 39) tab.

Students must complete an International Student Application (including financial documentation), TOEFL test (unless English is the student's native language), AND the online COS application. See International Student (<https://www.cos.edu/en-us/student-support/counseling/international-students/>) section for complete information.

All international students are required to locate and purchase medical insurance (must include repatriation and medical evaluation). Students must pay a \$350 SEVIS I-90 fee at www.fmjfee.com (<http://www.fmjfee.com/>).

Federal and State financial aid is not available to international students. Working off-campus during the first year is not allowed and students must have sufficient funds to defray expenses. With approval from the College's Designated School Official, F-1 students may accept on-campus employment subject to certain conditions and restrictions. Each international student application must be accompanied by a certified financial statement indicating sufficient monies are available to pay college costs and living expenses.

Students on an "F" type visa are required to register for a minimum of 12 units and they must maintain the same scholastic standards as other students.

The deadline for application is April 1 for the Fall and October 1 for the Spring semester. Requests for application forms should be sent to the Counseling Technician, Osiris DeLeon (osirisd@cos.edu), in the Counseling Office.

California Nonresident Tuition Exemption

AB 540 / AB 2000 / SB 68 and the California Dream Act

(For Eligible California high school, adult school, and community college students)

New and returning incoming students who are individuals without lawful immigration status (undocumented), Deferred Action for Childhood Arrivals (DACA) grantees, students with T or U non-immigrant status, TPS, U.S. Citizens, Lawful Permanent Residents or other lawfully residing students who are classified as non-residents and meet the eligibility criteria for AB 540, AB 2000 or SB 68 shall be exempt from paying nonresident tuition at the California Community Colleges, the University of California, and the California State University (all public colleges and universities in California).

Requirements

- Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they will not be classified as California residents. They continue to be "nonresidents."
- The California Dream Act extends Cal Grant A and B Entitlement awards, Cal Grant C awards, Chaffee grants, and institutional financial aid to students that meet these criteria as well as the applicable criteria for eligibility for specific types of financial aid.
- AB 540 does not provide federal student financial aid eligibility for undocumented students. These students remain ineligible for federal financial aid.

Procedures for Requesting this Exemption from Nonresident Tuition

California Community Colleges

- Complete the California Nonresident Tuition Exemption Request (AB 540) form ([https://www.cos.edu/en-us/Admissions-Aid/Documents/California%20Nonresident%20Tuition%20Exemption%20Request%20\(AB540\).pdf#search=california%20nonresident](https://www.cos.edu/en-us/Admissions-Aid/Documents/California%20Nonresident%20Tuition%20Exemption%20Request%20(AB540).pdf#search=california%20nonresident)).
- Submit it to the Admissions Office in Sequoia 107. You may be required to submit additional documentation.
- If you have questions, call the Admissions Office at (559) 730-3727 or email Helen Aviles at helena@cos.edu.

Scholastic Honors

Special recognition is granted to top scholars each semester. The President of the College acknowledges, on the Dean's List, those full-time students who attain a semester and cumulative grade point average of 3.0 (B) or better. In addition, s/he also recognizes on the President's Honor List those full-time students who attain a semester and cumulative grade point average of 3.5 or better. Qualification for either honor requires enrollment in a minimum of twelve units with a letter grade. A record of these accomplishments becomes a part of the student's permanent scholastic record.

* A year's equivalence at a California community college is either a minimum of 24 semester units of credit or 36 quarter units of credit. For noncredit courses, a year's attendance is a minimum of 420 class hours per year (a semester is equivalent to a minimum of 210 hours and a quarter is equivalent to a minimum of 140 hours). Full-time attendance at a California adult school is a minimum of 420 hours of attendance for each school year.

** This provision addresses both a coursework and an attendance requirement, which can both be satisfied in three or more years .

Fees & Expenses

Fee Assistance

The California Legislature has made funds available to low-income students who are California residents and desire to attend a community college, but who are prevented from doing so by the mandatory enrollment fee. The Board of Governor's Financial Assistance Program provides several ways to help lower-income students pay the enrollment fee. For eligibility information, visit www.cos.edu/financialaid (<https://www.cos.edu/en-us/admissions/financial-aid/>) or contact the Financial Aid Office located in the Sequoia Building on the Visalia campus, the Hub on the Hanford campus, and Building A on the Tulare campus.

Student ID Cards

Students can obtain a photo identification card on all District campuses:

Visalia	Student Activities & Affairs Office – Giant Forest Bldg. Rm 123
Hanford	HUB
Tulare	Building A – Student Service

The first ID card is free. A \$5.00 replacement fee will be charged if a student needs to replace their ID card for any reason. In order to obtain an ID card, students will need to show a valid photo ID and know their Banner Universal Login information. COS student ID cards also serve as their library card, on-campus printing card, and Bus pass (with valid transit sticker).

Activity Benefits Fee

The Activity Benefit Fee is \$15.00 per semester (for students enrolled in 6 or more units). This fee entitles students to the Activity Benefits Sticker and the privileges, such as the assigned lockers in the Kern Bldg., free admittance to COS athletic games, discounts on tickets for COS music and theater events, consideration for Student Senate scholarships, discounts with local merchants, and more! (This fee may be waived in the first two weeks of the semester only.)

Student Representation Fee

The Student Representation Fee (SRF) is \$2.00 per semester for all students. The SRF can be included as a cost in student budgets for students receiving federal and/or state financial aid benefits. This fee may be waived for religious, political, moral, or financial reasons.

Student Center Fee

The Student Center Fee is between \$0.50 and \$5.00 depending on units enrolled. The fee shall not apply to a student enrolled in non-credit courses or a student who is a recipient of the benefits under the Aide to Families with Dependent Children State Supplementary Program, or the General Assistance Program. To have the fee waived, a student must provide documentation of participation in these programs through the Financial Aid Office prior to registration.

Transit Fee

The transit pass is an identification sticker that is placed on the front of the student ID card. This fee cannot be waived. Students enrolled in five (5) units or less will be charged \$9.00 per semester. Students enrolled in six (6) units or more will be charged \$10.00 per semester. It is a benefit for all students to ride the city bus for an entire semester, just by showing their student ID card with the current/valid transit sticker. The Transit Fee was voted in by the associated student body.

Enrollment

An Enrollment Fee of \$46.00 per unit is charged to all students. An enrollment fee of \$23.00 is charged per ½ unit. The nonresident fee is an additional \$248.00 per unit.

Health Fee

A mandatory Health Fee is charged each semester to all COS students enrolled in classes for units or who are repeating a class under the Course Audit Option. The Health Fee is \$20.00 for the spring and fall semesters and \$17.00 for the summer semester. Fee waivers are available for religious reasons. The health services fee helps support student health services, including student accident insurance. This list is only a sample of the services available to all currently enrolled COS students who pay the Health Fee, and all services listed are totally covered by the Health fee. The student Health Fee is set by the California Community College Chancellor's Office and approved by the Board of Trustees. For a complete list of services, go to the Health Center (<https://www.cos.edu/en-us/student-life/health-services/>) website.

While the College does not provide general health insurance, the health fee does pay for an accident policy which covers accidents students may incur while at school or attending a school-related function. For information regarding an independent health insurance plan available at personal cost to students, brochures are available at the Student Health Center.

Materials Fees

A Materials Fee may be levied in certain courses approved by the Board of Trustees. Fees vary and are noted in the Schedule of Classes. Materials Fees are refunded to students who completely withdraw from class **before** the semester begins or if the class is cancelled by the College.

Nonresident Tuition Fees

The Nonresident Fee is \$248.00 per semester unit, plus applicable enrollment fees payable each semester upon registration. The nonresident tuition fee for foreign students is \$248 per semester unit and when the student is both a citizen and a resident of a foreign country, a \$100.00 processing fee must accompany the application which is deducted from the tuition fee at the time of enrollment, plus all applicable enrollment fees. Guidelines and regulations for fee refunds for the nonresident student are the same as for all other students.

Note: Nonresident fees are subject to change annually.

Important Notes

1. All fees are mandated by the State and are subject to change without prior notice.
2. Any increase in fees after the student registers will be charged and billed accordingly.

Parking Fees (Optional)

Students wishing to park on campus must pay a fee. Parking permits are purchased on a semester basis. Spring and fall permits are \$25.00 per semester for both full-time and part-time students. Motorcycle and moped parking is free in designated areas. CSU Fresno students may use their spring or fall permit from CSU Fresno or purchase a COS permit for \$25.00. If you are wanting to purchase an additional parking permit for another vehicle at a discounted rate of \$10.00 you will need to bring the registration of both vehicles to the District Police Department for approval (both vehicles must be registered to the same address to receive discount). Students are charged a \$10.00 fee for a Summer parking permit.

Permits may be purchased online at COS Parking (<https://www.cos.edu/en-us/student-support/police/parking/>).

Students not wishing to purchase a semester parking permit may purchase one-day parking passes for \$2.00 from the dispensers located at the following locations:

- Visalia Campus: Parking Lots 1, 3, 4, 6, 7 and 9.
- Hanford Campus: Breezeway between the Educational and Public Safety Buildings and Lot 2.
- Tulare: Lots 1, 2 and 3.

Daily parking permits can also be purchased using the MobileNOW app. Use the following location code numbers:

- Visalia Campus: 91500
- Hanford Campus: 92500
- Tulare Campus: 49990

If a permit machine is malfunctioning, contact District Police at (559) 730-3999. It is your responsibility to obtain a permit prior to parking.

A grace period of two weeks is provided the first two weeks of fall and spring semester. Permits are not required during this time. This does not apply for the summer session.

Important Notes

1. Purchase of a parking permit does not guarantee a space will be available.
2. The District is not responsible for losses due to theft or damage.

Student Center Fee Exemptions

The Student Center Fee shall not apply to a student enrolled in non-credit courses or a student who is a recipient of the benefits under the Aid to Families with Dependent Children State Supplementary Program, or the General Assistance program. To have the fee waived, a student must provide documentation of participation in these programs through the Financial Aid Office prior to registration.

Textbooks and Supplies

Textbooks and school supplies average approximately \$400.00 per semester. These costs, however, vary according to the student's major. New and used textbooks and essential supplies may be purchased at the COS Bookstore.

Payment of Fees

Payment may be made by credit card (Visa, Master Card, American Express or Discover Card), cash, check or money order. Payment over the Web is only by credit card. Payment by credit card, check, money order, agency payment (Department of Rehab, financial aid), or by any other method may occur in person at the Cashier's Office or at the Hanford Center. Credit card purchases may be subject to pre-approval. The following policy applies when payment is made by personal check:

1. Check is for the amount due only
2. Must provide photo identification
3. Imprinted checks only
4. In-state checks only
5. No personal two-party checks
6. The non-sufficient funds check charge is \$25.00 plus customer bank charge and will be added to all returned checks

Books may also be purchased by Master Card or Visa. Students are encouraged to purchase books after attending the first class session.

To help you meet your educational expenses, College of the Sequoias is proud to offer Nelnet as a convenient budget plan. This is not a loan program. If you have no debt, there are no interest or finance charges assessed, and there is no credit check. The cost to budget your interest-free monthly payment plan is a \$15.00 per semester, nonrefundable Nelnet Enrollment Fee. For more information, visit our website, www.cos.edu (<http://www.cos.edu/>); look for "Admissions," then "Payment Plan," or contact our Cashier's Office at (559) 730-3956.

Refund Policy

Enrollment and health fees for students who reduce units or completely withdraw (not including short-term classes) from college prior to the end of the SECOND WEEK OF INSTRUCTION will be as follows:

Enrollment and Health Fee Refunds

- If fees were paid with a credit card, refunds will be applied to the same credit card, except for the BankMobile debit card. If fees were paid with a BankMobile debit card, a refund check will be mailed.
- Students will be charged a \$5.00 handling fee on enrollment credit refunds, or the refund/credit balance can be carried to the following semester to avoid the \$5.00 handling fee.
- Petitions for reimbursement will be processed every two (2) weeks.
- No refunds will be given for classes dropped after the first two (2) weeks of a fall/spring semester, the first two (2) days of a Summer session, or the first day of a short-term class.
- No refunds for material fees will be given unless the class is dropped prior to the first day of the semester, or prior to the first day of a short-term class.
- For questions regarding refunds on fees, contact the Cashier's Office at (559) 730-3956.

Parking Fee Refunds

Parking refunds will be available to students withdrawing from school prior to the end of the second week of instruction. Students withdrawing from school after the second week will not receive refunds.

- A \$3.00 service fee will be deducted from all permit refunds
- Parking permits must be returned to the Cashier's Office before refunds will be processed.
- A refund check will be mailed in 6-8 weeks.
- Permits must be picked up as soon as purchased as a limited number will be issued.
- Lost permits may be replaced at the same cost as the original purchase.

Student Rights

Student Rights and Grievances

Administrative Procedure 5530

College of the Sequoias has adopted a student grievance procedure under which students who feel that their rights have been abridged may appeal their cases to a committee composed of representatives from the administration, faculty, and student body. A full description of the procedures is available on the COS webpage or upon request from Student Services. Anyone desiring additional information or wishing to file a complaint in regard to the above statement should contact the Dean of Student Services or the Student Grievance Officer.

Student Rights Grievance Procedure Summary Information

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances against the District. These procedures shall be available to any student who reasonably believes a District decision or action has adversely affected her/his status, rights or privileges as a student.

This procedure does not apply to:

- Student disciplinary actions, which are covered under BP 5500, BP 5510 and AP 5501, AP 5510 and AP 5520.
- Police citations (i.e., “tickets”), which are covered under AP 6750.
- Sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972, which is covered under AP 3410 and AP 3430.
- Sexual harassment, which is covered under separate AP 3410 and AP 3430, and collective bargaining agreements.
- Illegal discrimination, which is covered under AP 3410 and AP 3430, and collective bargaining agreements.
- The challenge process for prerequisites, corequisites, advisories, and limitations on enrollment.
- Employee discipline.
- Challenges to established District policies and administrative regulations.
- Financial claims against the District.

Furthermore, nothing in this Administrative Procedure can supersede education code or other local, state or federal rules and regulations.

Due Process Procedures

1. Informal Resolution

All attempts to solve the grievance by informal resolution shall be documented on the COS Statement of Grievance Form (Appendix A in the Administrative Procedure).

Step One:

Each student who has a grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to solve the problem with the District representative making the decision that the student is challenging and may be considered for a grievance.

If the student has a compelling reason for not directly seeking resolution from the District representative, the Grievance Officer and/or the student may seek the assistance of the Dean of Student Services in attempting to resolve a grievance informally. The Dean of Student Services may hold mediation session(s) with the student and the District representative to continue the informal resolution process. The Grievance Officer and/or the student may seek the assistance of the Dean of Student Services in attempting to resolve a grievance at any time during the informal resolution stage (optional). Documentation is required on the Grievance Form (Appendix A).

Step Two:

If the grievance is not resolved, then the student shall continue to seek resolution through the informal process with the assistance of the Division Chair and/or Director and the Area Dean. All attempts to solve the grievance by informal resolution shall be documented on the COS Statement of Grievance Form (Appendix A).

Step Three:

After exhausting all efforts in Steps One and Two, the student may contact the District’s Grievance Officer. The Grievance Officer shall verify completion of steps 1 and 2 and the required documentation on the Grievance Form (Appendix A).

Informal meetings and discussion between persons directly involved in a grievance are essential at the outset of a dispute and should be encouraged at all stages. An equitable solution should be sought before persons directly involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult. Retaliation by any party stemming from initiating informal discussions or filing of a grievance is prohibited.

2. Formal Resolution

A student who is still unsatisfied after the informal resolution process has the right to request a Formal Grievance Hearing by submitting to the District’s Grievance Officer the Statement of Grievance form (Appendix A), which includes a signed written statement specifying the time, place and nature of the grievance, identifying what occurred in the informal resolution process and requesting a hearing before the Grievance Hearing Committee.

The completed Statement of Grievance form must be submitted with the Grievance Officer no later than twenty (20) school days after the semester concludes that the incident on which the grievance is based occurred. Within five (5) school days following receipt of the Statement of Grievance form, the Grievance Officer shall advise the student of her/his rights and responsibilities under these procedures, and assist the student, if necessary, in the final preparation of the Statement of Grievance form.

Student Bill of Rights

Preamble

Students of College of the Sequoias, as members of the academic community, have the same rights and freedoms that all citizens have as students, and as students they are accountable to federal and state laws and statutes. In addition, students are also accountable to the College of the Sequoias Board policies and individual college campus rules and regulations.

Students’ Rights

In the context of these concepts, students’ rights consist of the following:

1. In preparing student publications, the editorial staff and faculty advisors shall be free from censorship and advance copy approval. These publications shall do the following:
 - a. Adhere to canons of responsible journalism, such as avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo;
 - b. State on the editorial page that the opinions expressed are not necessarily those of the College or the student body;
 - c. Follow District policies, individual publications policies (*The Campus* and other publications of information) and the free flow of ideas as a public forum.
2. Students shall have the right to take stands on issues, the right to examine and discuss questions of interest to them, and the right to support causes by orderly means which are in harmony with the regular functioning of the institution.
3. Students shall have the right to hear speakers on any subject, and on-campus recognized student organizations shall have the right to present speakers on any subject. In addition, students shall have the right of free assembly on campus subject to regulations that concern the regular functioning of the institution, to ensure that there is orderly scheduling of facilities and adequate preparation for the event. The recognized organizations, together with the Student Activities and Affairs Office, shall be responsible for following the policies for scheduling and use of facilities for campus activities.
4. Students shall have the right to form an organization around any particular interest; this right will include the freedom to organize and join student organizations subject to published associated student and District regulations.
5. Students shall have the right to be informed on all campus matters that can be shown to be directly relevant to them by having a voice in decision making that affects their academic future with the exception of staff appointment, termination, and tenure. In case of conflict in determining what campus matters are relevant to students, the determination will be made by the Committee on Student Conduct and Grievance.
6. Students shall have the right to have their academic records treated in a confidential and responsible manner with due regard to the personal nature of the information these records contain. Students' records will be released only on the written consent of the student, or by court order or subpoena, according to the law.
7. Students shall have the right of protection against prejudiced or capricious academic evaluation. At the same time, however, students are responsible for maintaining standards of academic performance established for each course in which they are enrolled.
8. Students shall have the right to receive the quality education as outlined in this catalog and in the California Education Code, Title 5 regulations, and the Code of Ethics of the teaching profession.
9. Students shall have the right to file a grievance under the procedures of the District student grievance policy which provides a prompt and equitable method of resolution.

Student Record Privacy Rights and Access to Students Official Records

The Family Educational Rights and Privacy Act (FERPA). FERPA affords students certain record rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access. Students should submit to the Dean, Student Services, or other appropriate official, written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should submit a written request to the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the college decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of her/his right to appeal the decision.
3. 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 which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing her/his tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill her/his professional responsibility. Records may also be released without the student's written consent for the following reasons:
 - a. Pursuant to a court order or lawfully issued subpoena;
 - b. A federal court order concerning an investigation or prosecution of terrorism;
 - c. To authorized representatives of state or federal agencies where that information is necessary to audit or evaluate state or federally supported programs;
 - d. Other public or private schools where the student seeks to enroll;
 - e. To agencies or organizations in connection with a student's application for, or receipt of, financial aid;
 - f. To organizations conducting studies for accrediting organizations or educational agencies;

- g. In connection with an emergency if the knowledge of that information is necessary to protect the health or safety of a student or other persons; and
 - h. To federal military for the purposes of recruitment.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by College of the Sequoias to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, DC 20202-4805
<https://studentprivacy.ed.gov/>

Certain kinds of information may be made available without a release. Such information is known as “directory information” and consists of the following items: Student’s name, address, telephone number, date and place of birth, major, photographs, weight and height of athletes, most recent previous school attended, activities, dates of attendance, degrees and awards received and institutions attended. Any student wishing to deny the release of her/his directory information may do so by indicating under the Family Education and Privacy Act Section on the COS application. Reference: AP 5040 - Student Records and Directory Information (<https://www.cos.edu/en-us/Governance/Board/BoardPolicies/Documents/AP%205040%20-%20Student%20Records%20and%20Directory%20Information.pdf>)

Prohibition of Harassment Policy

Board Policy 3430

Purpose

College of the Sequoias is committed to providing an academic and work environment free of unlawful discrimination and harassment. This procedure defines unlawful discrimination and harassment, including sexual harassment, and sets forth a procedure for the investigation and resolution of complaints of discrimination and harassment by or against any staff or faculty member or student within the College.

Definition of Unlawful Discrimination and Harassment

Unlawful discrimination and harassment is defined as discrimination or harassment on the basis of ethnic group identification, national origin, religion, age, sex (i.e. gender) race, color, ancestry, sexual orientation, physical or mental disability, or the perception that a person has one or more of the foregoing characteristics.

Definition of Sexual Harassment

Sexual harassment is defined as unwelcome acts of a sexual nature including sexual advances, requests for sexual favors and/or other verbal or physical conduct including written communications of an intimidating, hostile or offensive nature, or action taken in retaliation for the reporting of such behavior when:

1. Submission to such conduct, either explicitly or implicitly, is made a term or condition of an individual’s employment, academic status or progress; or
2. Submission to or rejection of such conduct by an individual is used as the basis for employment, promotion, transfer, selection for training, performance or academic evaluation decisions; or
3. Such conduct has the purpose or effect of creating an intimidating, hostile or offensive working or educational environment or substantially interferes with an employee’s work performance or a student’s academic performance; or
4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available through the College.

Kinds of Sexual Harassment

The definition of sexual harassment encompasses two kinds of sexual harassment.

1. “Quid pro quo” sexual harassment occurs when a person in a position of authority makes education or employment benefits conditional upon an individual’s willingness to engage in or tolerate unwanted sexual conduct.
2. “Hostile environment” sexual harassment occurs when unwelcome conduct based on sex is sufficiently severe or pervasive so as to alter the conditions of an individual’s learning or work environment, unreasonably interferes with an individual’s academic or work performance, or creates an intimidating, hostile, or abusive learning or work environment. The victim must subjectively perceive the environment as hostile, and the harassment must be such that a reasonable person of the same gender would perceive the environment as hostile.

Examples of Sexual Harassment

Sexual harassment can consist of virtually any form or combination of verbal, physical, visual or environmental conduct. It need not be explicit or even specifically directed at the victim. Sexually harassing conduct can occur between people of the same or different genders. The standard for determining whether conduct constitutes sexual harassment is whether a reasonable person of the same gender as the victim would perceive the conduct as harassment based on sex.

1. Verbal Sexual Harassment

Verbal sexual harassment may include, but is not limited to, the following:

- a. Inappropriate or offensive remarks, slurs, jokes or innuendoes based on a person's protected status;
- b. Inappropriate comments regarding an individual's body, physical appearance, attire, sexual prowess, marital status or sexual orientation;
- c. Unwelcome flirting or propositions;
- d. Demands for sexual favors;
- e. Verbal abuse, threats or intimidation of a sexual nature;
- f. Sexist, patronizing or ridiculing statements that convey derogatory attitudes about a particular gender or sexual orientation.

2. Physical Sexual Harassment

Physical sexual harassment may include, but is not limited to, the following:

- a. Inappropriate or offensive touching;
- b. Sexual assault, or coerced sexual intercourse or other sexual acts;
- c. Physical interference with free movement or blocking another person;
- d. Kissing, patting, fondling, lingering or intimate touches, grabbing, pinching, leering suggestively, unnecessarily brushing against another person;
- e. Sexual gestures;
- f. Acting in a provocative manner.

3. Visual or Written Sexual Harassment

Visual or written sexual harassment may include, but is not limited to, the following:

- a. The display or circulation of offensive, sexually oriented or other discriminatory visual or written materials;
- b. Posters, cartoons, drawings, graffiti, or other reading materials of a sexual nature;
- c. Computer graphics or electronic media transmissions of a sexual nature.

4. Environmental Sexual Harassment

An academic or work environment that is permeated with sexually oriented talk, innuendo, insults or abuse not relevant to the subject matter of the class or activities on the job. A hostile environment can arise from an unwarranted focus on sexual topics or sexually suggestive statements in the classroom or work place. An environment may be hostile if unwelcome sexual behavior or other harassing behavior based on a protected status is directed specifically at an individual or if the individual merely witnesses unlawful harassment in her/his immediate surroundings.

The determination of whether an environment is hostile is based on the totality of the circumstances, including such factors as the frequency of the conduct, the severity of the conduct, whether the conduct is humiliating or physically threatening, and whether the conduct unreasonably interferes with an individual's learning or work.

5. Relationships

Romantic or sexual relationships between supervisors and employees, or between administrators, faculty or staff members and students are discouraged. There is an inherent imbalance of power and potential exploitation in such relationships. A conflict of interest may arise if the administrator, faculty or staff member must evaluate the student's or employee's work or make decisions affecting the employee or student. The relationship may create an appearance of impropriety and lead to charges of favoritism by other students or employees. A consensual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing. By definition, sexual harassment is not within the course and scope of an individual's employment with the College.

6. Academic Freedom with Respect to Sexually Explicit Materials

A faculty member may use sexually explicit materials or literature in the classroom as a teaching technique to achieve educational objectives or to stimulate dialogue. The faculty member shall state in the course syllabus that such material will be used and the syllabus shall contain a notice to students that they may be excused during the presentation of such materials without consequence to their grade. The faculty member shall also be required to give a copy of the syllabus to the appropriate area dean in addition to the two copies given to the division chair.

To the extent the sexual harassment policy and administrative procedures are in conflict with the College's policy on academic freedom, the sexual harassment policy and procedures shall prevail. Any dispute arising from such conflict shall be resolved by a committee approved by the Superintendent/President. At least 50 percent of this committee shall be comprised of faculty appointed by the Senate.

Complaint Procedure for Investigation and Resolution of Claims of Harassment**1. Informal Complaint Procedure**

- a. The College Complaint Officer as below shall undertake, where possible, to informally resolve charges of unlawful discrimination or harassment;
- b. The College Complaint Officer shall first advise complainant of her/his rights and obligations under both the formal and informal complaint process. The College Complaint Officer further advises complainant of her/his right to file a formal complaint and explain the procedures for doing so.
- c. The College Complaint Officer shall also notify complainant that the student need not participate in an informal resolution of the complaint and may file a complaint with the Office of Civil Rights of the U.S. Department of Education, the Equal Employment Opportunity Commission or the Department of Fair Employment and Housing.

- d. If the complainant declares her/his preference for the informal process, the College Complaint Officer shall have complainant read, date, and sign a document containing the basic of complainant's allegations and describing the formal/informal procedure and indicating that complainant opted for the informal process.
- e. The College Complaint Officer shall assure the complainant that the student will not be required to confront or work out problems with the person accused of unlawful discrimination or harassment.
- f. In attempting to resolve the complaint through informal means, the College Complaint Officer shall not conduct any investigation unless the College Complaint Officer determines that an investigation is necessary due to the seriousness of the charges.
- g. Effort at informal resolution may continue after the filing of a formal written complaint.

2. Filing a Complaint

a. Complaint Form

A complaint may be filed directly with the Chancellor's Office using the Chancellor's Office complaint form. Where a complaint is initially filed with the Chancellor's Office, Title 5 §59329 requires the Chancellor to immediately forward a copy of the complaint to the College for investigation and response.

b. College Complaint Office

The College will designate an administrator of each gender to act as the College Complaint Officer. Each College Complaint Officer shall be given training, which is current in the proper methods of receiving, investigating, and processing complaints of unlawful discrimination and harassment. The Complaint Officer is charged with receiving complaints of sexual or other forms of prohibited discrimination or harassment, and coordinating the investigation. The accused shall have the right to select which College Complaint Officer oversees the investigation; however, if the complainant prefers the other College Complaint Officer, the two Officers will coordinate with one another on the investigation. The Complaint Officer may assign the actual investigation to other staff or to an outside person or organization under contract with the College after written notice has been given to the accused. An outside investigating organization shall be utilized whenever the Complaint Officer is named in the complaint or implicated by the allegations of the complaint.

c. Written Complaint

A student, staff or faculty member who believes s/he has a non–employment based complaint of unlawful discrimination or harassment must make a written or oral complaint to the College Complaint Officer within one year of the date of the alleged discrimination or harassment, or within one year from the date on which the complainant knew or should have known of the facts underlying the complaint.

A student, staff or faculty member who believes s/he has an employment–based complaint of unlawful discrimination or harassment must make a written or oral complaint to the College Complaint Officer within 180 days of the date of the alleged discrimination or harassment, or within 90 days following the expiration of the 180–day period if the complainant first obtained knowledge of the alleged violation after the expiration of the 180 days.

If the complainant fails or refuses to file a written complaint, the College Complaint Officer shall ask the complainant for permission to tape record her/his statement and if permission is not granted, the College Complaint Officer shall make a written record of the complainant's statement and shall give the complainant an opportunity to sign the statement. Any written record of the complainant's statement shall be in the form of a report and shall be free of subjective interpretation. All complainants must be made aware that failure to reduce a complaint to writing may be a factor when determining her/his credibility or the severity of her/his complaint in an administrative or judicial hearing. The College shall have no obligation to notify the Chancellor's Office of complaints that have not been placed in writing and signed by the complainant.

Any College employee who receives a harassment complaint shall notify the College Complaint Officer immediately.

3. Notice to Accused

The College Complaint Officer will give prompt notice to the person accused of harassment regarding the identity of the complainant, the date, time and place of the alleged incident of harassment, and the nature of the alleged misconduct.

4. Investigation Process

a. Witness Interviews

The College Complaint Officer shall authorize the investigation of the complaint, and supervise and/or conduct a thorough, prompt and impartial investigation of the complaint.

Prior to commencing any investigation and before interviewing the accused, the Complaint Officer shall notify an accused employee by telephone that a harassment complaint has been lodged against her/him and that s/he is entitled to union representation at any and all meetings with the Complaint Officer or designee, and without divulging names and/or the specifics of the matters in issue, the Complaint Officer shall also immediately notify the President or designee of the employee's union by telephone to alert the union that the employee may need assistance with regard to a harassment complaint. Within one (1) working day of notice to the accused employee and his respective union, or as soon thereafter as possible, the Complaint Officer shall recontact the accused employee to set a date and time to meet with the accused employee. The College Complaint Officer shall meet with the accused before interviewing any witnesses. At this meeting, the accused shall have the right of Union representation as provided in this section.

The investigation will include interviews with the complainant, persons who may have relevant knowledge concerning the complaint and the accused harasser. The accused and the complainant may recommend witnesses to be interviewed. The process may include interviews with victims of similar conduct.

b. Analysis of Information Gathered

The Complaint Officer will review the factual information gathered through the investigation to determine whether the alleged conduct constitutes harassment giving consideration to all factual information and the totality of the circumstances, including the nature of the conduct and the context in which the alleged incidents occurred.

c. **Written Report**

The Complaint Officer will prepare a written report that sets forth the results of the investigation. The written report shall include a description of the circumstances giving rise to the complaint, a summary of the testimony of each witness, an analysis of any relevant data or other evidence collected during the investigation, a specific finding as to whether harassment did or did not occur with response to each allegation in the complaint, and any other appropriate information.

d. **Notice to Complainant and Accused**

Within ninety (90) days from the date the College received the written complaint or reduced the complainant's verbal allegations to writing, the Complaint Officer will provide the complainant and the accused with a summary statement of the findings. The summary statement will also include the determination of the Complaint Officer as to whether harassment did or did not occur with respect to the allegations in the complaint, the proposed resolution to the complaint, a statement regarding action taken, if any, and notice of the complainant's right to appeal to the College's Board of Trustees and the State Chancellor's Office.

5. Appeal Processa. **Board of Trustees**

If the complainant is not satisfied with the result of the Complaint Officer's determination, the student may, within fifteen days, submit a written appeal to the Board of Trustees.

The Board of Trustees shall review the original complaint, the investigative report, the Complaint Officer's decision and the appeal documents. If the Board does not act on the appeal within forty-five (45) days, the Complaint Officer's decision shall be deemed final. Otherwise, the Board shall issue a written decision within forty-five (45) days after receiving the written appeal. A copy of the decision rendered by the Board shall be forwarded to the complainant and to the State Chancellor's Office. The decision shall also include notice to the complainant of the right to appeal.

b. **Notice to the Chancellor's Office**

Within 150 days of receiving a written complaint, the College shall forward to the State Chancellor's Office the complaint, investigative report, notice to the complainant and accused of the final decision of the Complaint Officer, the decision of the Board of Trustees or the date upon which the decision of the Complaint Officer became final, and a copy of the notice to the complainant of her/his appeal rights. If, due to circumstances beyond its control, the College is unable to comply with the 150-day deadline for submission of materials, the College may file a written request with the Chancellor's Office, within ten (10) days of the deadline, for an extension of time to submit the documents. The College has no obligation to notify the Chancellor's Office of complaints that have not been placed in writing and signed by the complainant.

c. **Appeal to State Chancellor's Office**

The complainant may file a written appeal with the State Chancellor's Office within thirty (30) days of the date the Board of Trustees issues the final decision or in the event the Board elects to take no action on the appeal within thirty (30) days of the date the Complaint Officer's decision is deemed approved. The appeal to the Chancellor's Office shall be processed pursuant to the provisions of the California Code of Regulations, Title 5, Section 59350.

6. Remedial Actiona. **Conclusions**

If the College concludes that the charge of harassment is meritorious, it will provide timely notification to the accused of any corrective action proposed by the College.

b. **Discipline**

If harassment occurred, the College shall take disciplinary and/or remedial action against the harasser. The action will be prompt and commensurate with the severity of the offense. If discipline is imposed, the nature of the disciplinary action will not be communicated to the complainant.

Disciplinary actions against faculty, staff and students will conform to all relevant statutes, regulations, personnel policies and procedures, including the provisions of any applicable collective bargaining agreement.

c. **Right to Grieve**

An employee accused of harassment who is subject to disciplinary action as a result of the complaint shall have the right to proceed to advisory arbitration only after s/he has attempted a settlement at the mediation level. The parties agree to use the State Mediation and Conciliation Service to mediate the dispute. The mediation will be conducted as confidential settlement negotiations such that if the parties fail to reach agreement none of the information or proposals exchanged in the mediation may be used in any subsequent advisory arbitration hearing. If mediation fails to generate a settlement, the parties agree to request a list of arbitrators from the State Mediation and Conciliation Service and to select an arbitrator using a "strike-off" process.

d. **Confidentiality and Prohibition of Retaliation**

The College shall take reasonable steps to ensure the confidentiality of the investigation and to protect the privacy of all parties. The College shall also take reasonable steps to protect the complainant from further harassment and to protect the complainant from retaliation as a result of filing the complaint. The College shall take reasonable actions to ensure that neither the accused person nor the accuser, nor their representatives, shall engage in any retaliation or intimidation toward each other or the witnesses. The College shall make every effort and take all necessary steps in order to protect personnel from the consequences of false accusations relating to sexual harassment.

7. Dissemination of Policy and Procedures

The College's policy and procedures related to harassment will be provided to all students, faculty members, administration and staff, and will be posted in each department office on campus.

At the time of initial hire, employees will be supplied with a copy of the current harassment policy and harassment complaint procedure of the District; and they will sign a statement acknowledging that they have received the policy and procedures. The signed statement will be placed

in the employee's personnel file. In addition, the most current policy and procedures will be incorporated into the College's General Catalog and orientation materials for new students.

8. Training

Training of faculty and staff should be conducted annually emphasizing the prohibition of harassment in the classroom and work environment and should include a review of the Board Policy 3430, Prohibition of Unlawful Discrimination and Harassment and the Discrimination and Harassment Complaint Procedures.

Reference: Education Code sections 2.2.1, 66252, 66M2.5; Government Code sections 12900 – 12996; Labor Code sections 1101, 11021; California Code of Regulations, Title 5, §59320 42 U.S.C. sections 2000d, 2000e et.seq. (Title VI, VII) 42 U.S.C. section 2000h – 2 (Title IX) Title 5, §59320, et. seq.

Student Standards of Conduct

Superintendent/President shall establish Codes of Conduct and procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations. (BP 5500)

The procedures shall clearly define the conduct that is subject to discipline and shall identify potential disciplinary actions including, but not limited to, the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the Superintendent/President for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the District, college catalog, and other means.

1. The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student:
 - a. Causing, attempting to cause, or threatening to cause physical injury to another person.
 - b. Harassment or bullying of students or staff, including, but not limited to, cyberbullying, intimidation, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption.
 - i. Cyberbullying includes the transmission of communications, posting of harassing messages, direct threats, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.
 - ii. Penal Code 653.2 makes it a crime for a person to distribute personal identity information electronically with the intent to cause harassment by a third party and to threaten a person's safety or that of his/her family (e.g., placing a person's picture or address online so that he/she receives harassing messages). In addition, Penal Code 288.2 makes it a crime to send a message to a minor if the message contains matter that is sexual in nature with the intent of seducing the minor (i.e., sexting).
 - c. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Superintendent/President.
 - d. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
 - e. Committing or attempting to commit robbery or extortion.
 - f. Causing or attempting to cause damage to District property or to private property on campus.
 - g. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
 - h. Violation of the District's smoking policy.
 - i. Committing sexual harassment as defined by law or by District policies and procedures.
 - j. Engaging in harassing or discriminatory behavior based on race, sex, (i.e., gender) religion, age, national origin, disability, or any other status protected by law.
 - k. Willful misconduct which results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
 - l. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, District personnel.
 - m. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty. Plagiarism means presenting other people's words or ideas as one's own. It may include, but is not limited to, submitting material taken from the web or elsewhere as original work; failing to provide complete citations and references for all work that draws on the ideas, words, or work of others; or failing to identify the contributors to work done in collaboration.

- n. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
 - o. Unauthorized entry upon or use of District facilities.
 - p. Lewd, indecent, or obscene conduct on District-owned or controlled property, or at District-sponsored or supervised functions.
 - q. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
 - r. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
 - s. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.
 - t. Misrepresentation of oneself or of an organization as an agent of the District.
 - u. Obstruction or disruption, on or off District property, of the District's educational, administrative, or other District process.
 - v. Violation of any order of the Superintendent/President, notice of which has been given prior to such violation, and which order is not given by publication in the District newspaper, or by the student bulletin which is posted on bulletin boards designated for this purpose.
 - w. Soliciting or assisting another to do any act which would subject a student to expulsion, suspension, probation, or other discipline pursuant to this policy.
 - x. Violation of any District Board Policy.
 - y. Any other cause identified as good cause by the Education Code or other laws governing a community college.
2. Students who engage in the above are subject to the procedures outlined in AP 5520, which include:
- a. Reprimand - Written warning that continued misconduct will result in more serious disciplinary action.
 - b. Temporary Exclusion - Removal from class or District activity for the duration of its scheduled period.
 - c. Short-term Suspension - Exclusion from classes, activities, and/or student privileges for a specified number of days, up to maximum of ten days.
 - d. Long-term Suspension – Exclusion from classes, activities, and/or student privileges for the remainder of the school term or for one or more terms.
 - e. Expulsion - Termination of student status at this District.
3. Certain members of the campus community are authorized to impose the above penalties as follows:
- a. Any instructor may temporarily exclude the offending student from the class for the remainder of the class session and the next class meeting. Furthermore, an instructor may lower a grade, including giving an "F" or no credit on an assignment, essay, project, test, or quiz that involves cheating or plagiarism.
 - b. Any administrator may temporarily exclude the student from any District sponsored activity for the remainder of the activity time.
 - c. The Dean of Student Services may reprimand or temporarily exclude the student, or may recommend suspension or expulsion.
 - d. As per California Penal Code, the District Police may restrict students from campus or facilities.
 - e. The Superintendent/President of the District may impose suspension or recommend expulsion.
 - f. The Board of Trustees may impose expulsion.

See AP 5501, AP 5520, and AP 5530.

Student Discipline Procedures

The purpose of this procedure is to provide a prompt and equitable means to address violations of the Standards of Student Conduct, which guarantees to the student or students involved the due process rights guaranteed them by state and federal constitutional protections. This procedure will be used in a fair and equitable manner, and not for purposes of retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies. A full description of the procedure is available on the COS webpage or upon request from Student Services.

These Administrative Procedures are specifically not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected (AP 5520).

Student Responsibilities

Attendance

Regular class attendance not only is essential to the maintenance of satisfactory grades, but also is the means by which the College obtains financial support. So absences hurt the student and mean a loss of revenue to the College.

- STUDENTS MAY BE WITHDRAWN FROM ALL CLASSES IN WHICH THEY WERE ABSENT ON THE FIRST MEETING OF THE SEMESTER.
- Students should notify the instructor if the student will be absent.

- If unusual circumstances prevent the student from attending, the student should notify the Dean of Student Services, Admissions and Records. However, the decision to retain a student in the class is the decision of the instructor. However, it is the student's responsibility to drop a class in which s/he no longer wishes to be enrolled.
- NON-ATTENDANCE DOES NOT RELEASE THE STUDENT FROM THIS RESPONSIBILITY.
- NO PERSON MAY ATTEND OR PARTICIPATE IN CLASS WITHOUT BEING PROPERLY ENROLLED DUE TO INSURANCE STIPULATIONS. STUDENTS PROPERLY ENROLLED SHOULD NOT BE ACCOMPANIED IN THE CLASSROOM BY CHILDREN, NOR SHOULD CHILDREN BE LEFT UNATTENDED ON THE CAMPUS WHILE PARENTS ATTEND CLASS.
- Each instructor has their own attendance policy which they will announce early in the semester.
- Students should be aware that some courses and activities include trips and that they are responsible, first, for informing their instructors when they will be absent because of these trips and, second, for completing the work missed. If the instructor is late for class, students are obligated to wait for 10 minutes from the time the class is officially to begin before leaving.
- If a student has PRIOR knowledge of a scheduled absence, the student should obtain permission from the instructor prior to the absence. If advance notice is not possible, students should follow the instructor's instructions for reporting an absence.

Dropping a Class

It is the student's responsibility to drop a class in which s/he no longer wishes to be enrolled. Non-attendance does not release the student from this responsibility. Classes may be dropped online through your Banner Web account. Refer to the current Registration Calendar posted on the COS website for important dates.

Eating

Eating is allowed in the Student Union, the food courts, and areas outside of buildings, but is NOT permitted in classrooms or conference rooms.

Liquor and Drugs

The unlawful manufacture, distribution, dispensing, possession or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District.

Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for prosecution, or as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

Messages

College staff cannot relay any personal communication for such things as medical appointments, car breakdowns, lost keys, employer contacts, transportation problems, jury duty, etc. In the case of an emergency, contact Campus Police: (559) 730-3999.

Pets

Pets are not permitted on campus without approval.

Posting of Materials

Clearance must be obtained from the Student Activities and Affairs Office for posting or distribution of any materials on campus. Approved postings will be stamped and dated for up to 30 days. If there is any question of appropriateness, materials may be referred to the Student Services Dean for clearance. Materials may be posted only on the student bulletin boards that have a sign "Approved for Posting" at the top. All other boards belong to departments and programs. For more information, visit [cos.edu/studentactivities](http://www.cos.edu/studentactivities) (<http://www.cos.edu/StudentServices/StudentActivitiesAffairs/Pages/default.aspx>).

Service Animals

The District will allow an individual with a disability to use a service animal in District facilities and on District campuses in compliance with state and federal law.

The District will allow an individual with a disability to use a miniature horse as a service animal in District facilities and on District campuses if the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability and the District has determined, based on the assessment factors provided in this procedure, that a reasonable accommodation can be made.

The District will allow an individual with a disability to be accompanied by his service animal in all areas of the District's facilities where members of the public, invitees, clients, customers, patrons, or participants in services, programs or activities, as relevant, are allowed to go.

These procedures shall also be applicable to an individual who is training a service animal.

Service Animal Defined

A service animal for purposes of this procedure means any dog (or miniature horse, as provided herein) that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Miniature horses will be approximately 24-34 inches in height and 70-100 pounds in weight.

Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition.

The work or tasks performed by a service animal must be directly related to the handler's disability. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

Exceptions

The District may ask an individual with a disability to remove a service animal from the premises if:

- The animal is out of control and the animal's handler does not take effective action to control it; or
- The animal is not housebroken.

If a service animal is excluded under one of these exceptions, the District will give the individual with a disability the opportunity to obtain goods, services, and accommodations or to participate in the service, program, or activity without having the service animal on the premises.

Assessment Factors for Miniature Horses

The District shall consider the following factors:

- The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- Whether the handler has sufficient control of the miniature horse;
- Whether the miniature horse is housebroken; and
- Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

Control

The service animal must have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether; or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control (e.g., voice control, signals, or other effective means).

Care or Supervision

The District is not responsible for the care or supervision of the animal.

Inquiries by the District

The District may make two inquiries to determine whether an animal qualifies as a service animal:

- Whether the animal is required because of a disability; and
- What work or task the animal has been trained to perform.

The District will not make either of these inquiries when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability (e.g., the dog is observed guiding an individual who is blind or has low vision, pulling a person's wheelchair, or providing assistance with stability or balance to an individual with an observable mobility disability).

An individual may choose to produce a county service dog license or identification tag as proof that the animal is a service animal. Licensure or certification is not required in order to meet the definition of service animal under this procedure. There are no licensing or certification requirements for miniature horses.

No Surcharge

The District will not ask or require an individual with a disability to pay a surcharge, even if people accompanied by pets are required to pay fees, or to comply with other requirements generally not applicable to people without pets. If the District normally charges individuals for damage caused by pets, an individual with a disability may be charged for damaged caused by his service animal. (AP 3440)

Speech: Time and Place

The students and employees of the District and members of the community shall be permitted to exercise their rights of free expression subject to the time, place and manner following the established procedures outlined below and other applicable Board Policies and Administrative Procedures.

The colleges and campuses of the District are non-public forums, except for the areas designated by the Superintendent/President, or designee, and those areas designated as public forums. These designated areas are generally available to students, employees, and the community and are reserved for expressive activities which do not violate District policy and which are lawful. These areas are chosen to provide visibility and allow communication

to a large number of students, administrators, faculty, and others walking or traveling on campus but also not to disrupt educational and other activities of the District on behalf of students.

Areas Designated For Use As Public Forums

Visalia	Grass in front of Moro Building (east side)
Tulare	Lower walkway between Building A and B on the ground floor
Hanford	Patio behind Student Lounge

Other:

The Superintendent/President, or designee, shall have the discretion to modify the designated area of a campus in accordance with the following limitations: The newly designated area must be reasonably comparable in size and pedestrian traffic to the former area as possible given the layout of the campus in question and use of the surrounding buildings. This discretion is not to be exercised on a case-by-case basis but only to the extent necessary when all or part of a designated area becomes inaccessible or not safe (such as when construction is undertaken in the designated area or in the event of a natural disaster) or when the use of the area or part of the area for speech activities in general interferes with the educational and administrative activities of the District (such as when noise caused by public speakers significantly and repeatedly interferes with classes and other activities taking place in surrounding buildings).

The areas generally available to students, employees and the community are limited public forums. The areas are available during days when District classes are held and during the hours of 8:00 a.m. to 5:00 p.m.

The District reserves the right to revoke that designation and apply a non-public forum designation. The District reserves the right to designate areas as non-public forums as necessary to prevent the substantial disruption of the orderly operation of the College.

Areas of the District that are non-public forums specifically include campus offices, classrooms, warehouses, maintenance yards, or locker rooms.

The use of areas generally available to students, employees and the community is subject to the following:

1. Persons using areas generally available to students, employees and the community and/or distributing material in the areas generally available to students and community shall not impede the progress of passersby, nor shall they force passersby to take material.
2. No persons using areas generally available to students, employees and the community shall touch, strike or impede the progress of passersby, except for incidental or accidental contact, or contact initiated by a passerby.
3. Persons using areas generally available to students, employees and the community shall not use any means of amplification that creates a noise or diversion that disturbs or tends to disturb the orderly conduct of the campus or classes taking place at the time.
4. No persons using the areas generally available to students, employees and the community shall solicit donations of money, through direct requests for funds, sales of tickets or otherwise, except where s/he is using the areas generally available to students, employees and the community on behalf of and collecting funds for an organization that is registered with the Secretary of State as a nonprofit corporation or is an approved Associated Students organization or club.
5. Outside vendors may be approved by the Vice President, Administrative Services, or designee, to come to a campus to promote their business and provide information to students. A \$50.00 per day charge (in advance) will be collected and deposited to an account as designated by each campus. To reserve a date on the Visalia campus and to be included on the District's master calendar, a vendor must secure, complete, and submit an Activity Date Request two weeks prior to the promotion date to the Student Activities and Affairs Office. For the Hanford Campus, Activity Date Requests will be submitted to the Hub. In Tulare the requests will be submitted to the Tulare campus administrator. Each campus will handle scheduling their individual calendars. No commercial business will be allowed which is in direct competition with the District or with vendors with whom the District has exclusive agreements.
6. Members of the public are welcome to speak and/or distribute written materials within the designated area(s) of each campus subject to the time, place, and manner outlined in this procedure and any other applicable Board Policy or Procedure.
Prior to speaking and/or distributing written materials, members of the public who are not students or employees of the District shall provide notice of their intent to speak and/or distribute written materials to the Office of the Superintendent/President, or designee(s), for Sequoias Community College District. This notice shall not be provided more than three days prior to the use of the designated area(s). This notice shall include the person's name and contact information and the dates and times s/he will be speaking and/or distributing written materials on campus. This notice does not involve any application or approval process, and therefore, the ability to use the designated area(s) cannot be denied. This notice is only intended to provide the District with knowledge of the community member's presence on campus so the District can notify the appropriate members of its staff whose services might be needed or impacted by the use of the designated area(s).
7. No amplified sound devices shall be used for any event other than approved Student Senate functions at times deemed acceptable so as not to interfere with scheduled classes.
All persons using the designated area(s) of the District shall be allowed to distribute petitions, circulars, leaflets, newspapers, and other printed matter. Such distribution shall take place only within the designated area(s). Material distributed in the designated area(s) that is discarded or dropped in or around the designated area(s) other than in an appropriate receptacle must be retrieved and removed or properly discarded by those persons distributing the material prior to their departure from the designated area(s) that day.

Distribution and/or posting of materials on campus is subject to the following:

1. Students shall be provided with bulletin boards for use in posting student materials at campus locations convenient for student use. All materials displayed on a bulletin board shall be approved by the Superintendent/President, or designee, and shall clearly indicate the author or agency responsible for its production and reflect the date of posting. Materials displayed shall be removed after two weeks or after the date of the event. If a student's request for posting of materials is denied, s/he may meet with the Dean, Student Services, or designee, to appeal the decision.
2. Unacceptable items include:
 - So-called "HATE" literature which scurrilously attacks gender and sexual orientation (actual or perceived), ethnic, religious and racial groups; other irresponsible publications aimed at creating hostility and violence; hardcore pornography; and, similar materials are not suitable for distribution on campus.
 - Materials denigrating to specific individuals in or out of school.
 - Materials designated for commercial purpose to advertise a product or service for sale without providing a discount to students.
 - Materials which are designed to solicit funds, unless approved by the proper authorities.

Smoking on Campus

Smoking is prohibited on all District property with the exception of designated parking lots. Check the campus maps for which parking lots are allowed. Violation of this policy may result in a \$35.00 fine being assessed.

In an effort to provide a healthy, productive work and learning environment, the Superintendent/President will assure that students and employees alike have access to information regarding programs that reduce tobacco product use initiation, reduce consumption, and/or support cessation efforts (Reference: Government Code 7596-7598; 19994.30-19994.33; Education Code 76030-76037).

NOTE: For all COS Board Policies and Administrative Procedures visit the Board Policies and Administrative Procedures (<https://www.cos.edu/en-us/administration/governance/board/board-policies/>) website.

STUDENT SERVICES

Student Support Services

Counseling Services

Location: Visalia Campus - Sequoia Building | Hanford Campus - HUB | Tulare Campus - Building A

Phone: Visalia: (559) 730-3715 | Hanford: (559) 585-2500 | Tulare: (559) 688-3000

Website: <https://www.cos.edu/en-us/student-support/counseling> (<https://www.cos.edu/en-us/student-support/counseling/>)

Counselors at College of the Sequoias provide complete educational and career guidance services. They meet with students on an individual or small group basis for a range of purposes: interpreting assessment results related to ESL placement, determining specific courses for immediate and future registration, developing a Student Education Plan, identifying students' concerns and making appropriate referrals for services, and supporting the progress and successful achievement of the student's goal through follow-up services. Personal and social concerns are also addressed as they relate to college success. Students are encouraged to take advantage of these services offered at no cost.

The purpose of counseling is to help students succeed in their studies through self-evaluation, decision-making, careful planning, and commitment. Because accurate information is essential, our counselors are dedicated to ensuring that students receive current and correct information. This information is usually documented in a Student Education Plan which reflects the student's current goal. Students wishing to change their goal should see a counselor to revise their Student Education Plan.

Counselors are available during the day either by appointment, on a walk-in basis, or through an online request. Evening counseling is available by appointment only. It is advised that students make appointments well in advance of registration periods because of the high demand for counseling. Walk-in students should be aware that they may have to wait to see an available counselor.

Degree Works

Degree Works is a web-based tool, accessible through Universal Login, which assists students and counselors in monitoring a student's progress toward degree and certificate completion. All students have access to the Degree Works icon within their Universal Login. Counselors and other authorized staff have access to Degree Works for the purpose of supporting students' progress through their academic career.

Degree Works performs an audit of completed and in-progress coursework and displays it in an easy-to-read format. The audit includes checkboxes, indicating both completed and in-progress coursework, as well as needed requirements to satisfy a degree or certificate. Please note that Degree Works may not apply all completed coursework via external transcripts or course substitutions while performing the audit. Please see a counselor regarding external transcripts and course substitutions. While Degree Works is a tremendous guidance tool, it is not a guarantee of graduation or completion.

Matriculation Policies

Matriculation is a process that assists students in planning, choosing, and achieving educational and career goals. It begins with applying for admission and ends when the student completes the expressed goal. The purpose of matriculation is to ensure access to appropriate programs and courses offered by the College and to facilitate the successful completion of student educational objectives. Through a coordinated program between instruction and support services, the College promotes and sustains efforts to help students achieve their goals.

Matriculation is a partnership between the student and the community college. It comprises mutual responsibilities and agreements for both partners. Any student who enrolls in credit classes for the purpose of realizing an educational or career goal is considered a matriculant.

Matriculation brings the student and the District into an agreement regarding the student's educational goal through the District's established programs, policies and requirements.

The agreement is implemented by means of the student educational plan.

1. Each student, in entering into a student educational plan, will do all of the following:
 - a. Express at least a broad educational intent upon admission;
 - b. Declare a specific goal no later than the term after which the student completes 15-semester units of degree-applicable credit coursework;
 - c. Diligently attend class and complete assigned coursework;
 - d. Complete courses and maintain progress toward an educational goal;
 - e. Complete a student educational plan;
 - f. Participate in orientation;
 - g. Discuss educational/vocational choices and class selections with a counselor prior to registration; and
 - h. Seek support services as needed and complete courses to maintain progress toward an educational goal.
2. Matriculation services include, but are not limited to, all of the following:

- a. Processing of the application for admission;
- b. Orientation and pre-orientation services designed to provide to students, on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other appropriate matters;
- c. Counseling upon enrollment, which shall include, but not be limited to, all of the following:
 - i. Administration of placement results for English and math using multiple measures criteria to determine competency in computational and language skills;
 - ii. Administration of assessment instruments for English language learners to determine student competency in language skills;
 - iii. Assistance to students in the identification of aptitudes, interests, and educational objectives, including, but not limited to, associate degrees, transfer, and vocational certificates and licenses; and,
- d. Referral to specialized support services as needed.
- e. Advisement concerning course selection.

The District shall not use any assessment instrument except one specifically authorized by the Board of Governors of the California Community Colleges.

All students who are deemed matriculants are required to participate in the matriculation activities. Non-exempt students may request exemption status by completing a form and presenting their case to the Counseling Office. Students who are exempt based upon the Exemption Criteria listed below are welcome to request any services or activity from the respective departments.

At College of the Sequoias, we believe that a process of orientation and counseling/advisement, called matriculation, will help students plan and achieve the student's goals in college. The student may choose not to participate in parts of this process if s/he meets any of the exemption criteria. In addition, if a class has a prerequisite or corequisite and the student has not taken the required class, the student may be blocked from enrollment or may be required to meet with a counselor.

Orientation

All new students are expected to participate in an orientation to COS services and educational programs. Orientation content will be determined and updated by findings from satisfaction surveys.

There will be two available options for students to fulfill their orientation requirement:

1. Online Orientation
2. Giant Days New Student Orientation (to be held prior to the beginning of the Fall semester and will consist of a campus tour, large group welcome, and small group breakout sessions).

Session Topics include:

- Financial Aid at COS
 - a. Receiving Aid
 - b. Staying Eligible
 - c. Keeping Aid
 - d. Managing Aid
- Getting Connected to Campus Resources
 - a. General college information and site-specific information
 - b. Campus Resources and Services at COS
 - c. Learning Resource Center/Library and Tutorial Services
- Campus Safety
 - a. Title IX rights and information
 - b. Campus Safety information, tips, and safe practices
 - c. Bystander Intervention
 - d. Reporting offenses
 - e. Consent
- Looking Ahead
 - a. Educational options at COS; i.e. Certificates, Degrees, and Transfer information
 - b. Student Education Plan explanation
 - c. Registration: Priority Registration, Progress/Academic Probation
 - d. Prerequisite and Corequisite
 - e. Graduation Requirements
- Student Activities and Affairs

- a. Student ID Cards
- b. Activity Benefits and Transit Stickers
- c. Club and Student Senate information

Exemption Criteria

Any student who has completed an associate degree or higher is exempt from the orientation, and counseling requirements. However, all students are required to meet course prerequisites.

Additional exemption criteria are as follows:

Orientation Exemption

Students are exempt from the orientation requirement if:

1. Previously participated in a COS orientation; or
2. Transferring to COS from another college; or
3. Enrolling in 6 units or less and have no plan to obtain a degree, certificate, or participate in a transfer program. It is highly recommended that students who qualify for an exemption participate in the online Orientation as a guest.

Counseling Exemption

Note: Students receiving Title IV Financial Aid and/or Veterans' educational benefits are not exempt from counseling requirement

Students are exempt from the counseling requirement if:

1. Enrolling in 6 units or less and have no plan to obtain a degree, certificate, or participate in a transfer program.

Exemption Procedures

Any student who is considered non-exempt from the matriculation services by District criteria (mentioned previously), yet wishes to be considered for exemption for one or more of the activities, shall be directed to the Dean of Student Services.

Resources

Welcome Center

Location: Visalia Campus - Sequoia 104

Phone: Visalia: (559) 730-3730

Website: <https://www.cos.edu/en-us/student-support/welcome-center> (<https://www.cos.edu/en-us/student-support/welcome-center/>)

The Welcome Center provides services to help new students make a smooth transition into College of the Sequoias and helps continuing students locate resources and services they may need while attending the College. Additionally, the Welcome Center can help with questions regarding admissions, registration, financial aid, and more.

COS Bookstore

Location: Visalia Campus - Giant Forest Building

Phone: Visalia: (559) 730-3751

Website: <https://www.cos.edu/en-us/bookstores> (<https://www.cos.edu/en-us/bookstores/>)

The bookstore carries textbooks and supplies as well as emblematic clothing, gifts, and college memorabilia. The COS Bookstore encourages students to visit the bookstore before the semester begins. Textbooks are arranged by department, course, instructor, and section number. Textbook prices and formats/available options are listed on the shelf tags below the books. Different options for purchasing textbooks are available:

- Online at cos.bnccollege.com (<http://cos.bnccollege.com/>) (have them delivered to your residence for a fee or pick up your order at the store).
- Rental: a major credit card is required in order to secure textbook rentals. All rentals must be returned by the due date. If textbooks are not returned by the due date, the full price of the book plus processing fees will be charged.

Personal checks, VISA, MasterCard, Discover, and American Express are accepted for payment provided a driver's license and student ID number are presented. All returned checks are turned over to CHECK AGAIN for collection and assessed a \$30.00 service fee.

Refunds and Exchanges

Dates will be posted each semester.

Books purchased for short-term classes must be returned on or before the first day of class.

A COS Bookstore receipt must be presented for any refund or exchange; new books must be in perfect condition to return; a refund will not be issued if books are written in, unwrapped, soiled, or stickers are removed.

Buyback Policy

Students can sell their books back at the COS Bookstore. Wholesale prices may be offered during the semester. At the end of the semester, books may be worth up to 50 percent of the selling price IF they are being used again on campus AND the bookstore needs additional quantities. If the bookstore does not need the books, a wholesale price MAY be offered

Dates and times for the end-of-the-semester buyback will be posted at the bookstore and campus. The bookstore cannot guarantee the buyback of any book at any time.

The staff at the COS Bookstore is here to serve our campus. For questions or requests, contact the Bookstore by phone at (559) 730-3751.

COS District Police Department

Location: Visalia Campus - Blue Oak 903

Phone: Visalia: (559) 730-3726

Website: <https://www.cos.edu/en-us/student-support/police> (<https://www.cos.edu/en-us/student-support/police/>)

The COS District Police Department functions for the protection of the school, students, staff, and facilities. **Call 911 for emergencies only.** Student parking permits can be ordered online at www.buymypermit.com/cos (<https://www.buymypermit.com/cos/>). Daily parking permits can be obtained from the parking permit machines located in the parking lots.

Early Alert

Early Alert will allow students to learn of their mid-term grades, any areas of concern, and to read comments written by their instructors for the classes they are taking at COS. Early Alerts are disbursed in two ways:

1. An e-mail message will be sent to the student's COS Giant e-mail account.
2. Early Alerts will appear online on Banner Web.

Students are encouraged to ask their instructors to submit an Early Alert on their behalf and to seek assistance from the many student programs and services available at COS.

Campus Parking

Parking facilities on campus are limited. Students are encouraged to participate in car pools or ride public transportation rather than drive their own vehicles because of the added safety, financial savings, and parking congestion. Purchase of a parking permit does not guarantee a space will be available. The District is not responsible for losses due to theft or damage. All parking lot users are urged to lock their vehicles and not leave valuables within view.

Those who do bring vehicles are required to purchase a permit and obey ALL parking regulations. Citations may be issued by the District Police to anyone who is in violation of the college parking policy or California Vehicle Code. A brochure containing parking policies is available at the District Police Office.

Students wishing to park on campus must pay a \$25.00 fee for a semester parking permit and a \$10.00 fee for a summer parking permit. Fall or spring semester permits are valid for the Summer semester. Permits may be purchased online at COS Parking (<https://www.cos.edu/en-us/student-support/police/parking/>). If you are wanting to purchase an additional parking permit for another vehicle at a discounted rate of \$10.00 you will need to bring the registration of both vehicles to the District Police Department for approval. A grace period of two weeks is provided for the first two weeks of the Fall and Spring semesters. Permits are not required during this time. This does not apply to the Summer session. Students not wishing to purchase a semester parking permit may purchase one-day parking passes for \$2.00 from the dispensers located at the following locations:

Visalia	Parking Lots 1, 4, 6, 7, and 9
Tulare	Lots 1, 2 and 3
Hanford	Breezeway between the Education and Public Safety Buildings and Lot 2

- Permits must be picked up as soon as purchased as a limited number will be issued.
- Parking permits must be permanently affixed to the vehicle in the prescribed manner.
- Parking refunds will be available to students withdrawing from school prior to the end of the second week of instruction. Students withdrawing from school after the second week will not receive refunds.

Refund Procedure

1. Apply for parking refunds at the Cashier's Office in the Sequoia Building.
2. A \$3.00 service fee will be deducted from all full-time and part-time permit refunds.

3. Parking permits must be returned to the Cashier's Office before refunds will be processed.
4. A refund check will be mailed in 6-8 weeks.

Access and Ability Center

Location: Visalia Campus - Sequoia 10

Phone: Visalia: (559) 730-3805 | Hanford: (559) 583-2500 | Tulare: (559) 688-3000

Website: <https://www.cos.edu/en-us/student-support/access-ability> (<https://www.cos.edu/en-us/student-support/access-ability/>)

The Access and Ability Center (AAC) serves COS students with mental, physical, and/or sensory conditions that impact participation in academic programs. Qualifying conditions include (but are not limited to): anxiety, depression, bipolar disorder, mobility, vision, hearing and speech difficulties, health impairments (including migraines, asthma, diabetes, hypertension, epilepsy and other health diagnoses), brain injuries and learning disabilities (e.g. dyslexia, dyscalculia) that affect acquiring, storing and/or retrieving information.

Student Health Center

Location: Visalia Campus - Giant Forest Building | Hanford Campus - Education Building | Tulare Campus - Building A

Phone: Visalia: (559) 730-3880 | Hanford: (559) 583-2530 | Tulare: (559) 688-3060

Website: <https://www.cos.edu/en-us/student-life/health-services/>

Registered students are eligible to receive confidential health care services supported by their Student Health Fee. Health services include mental health screening/counseling, injury and illness assessment, sexually transmitted disease testing/treatment, and nurse assessments. Health screenings include pregnancy testing, blood pressure measurement, vision/hearing screening, blood glucose, and TB testing. Several immunizations are available. Communicable disease control and health education are also available.

Housing Services

Location: Visalia Campus - Giant Forest 123

Phone: Visalia: (559) 730-3736

Website: <https://www.cos.edu/en-us/student-life/activities-and-affairs> (<https://www.cos.edu/en-us/student-life/activities-and-affairs/>)

The Housing Bulletin Board is in a glass case located in the Sequoia building breezeway.

The Student Activities and Affairs office provides a Housing Bulletin Board to assist students in locating apartments, rooms or houses in the local area. Anyone interested in obtaining a rental or posting a rental listing should stop by the Student Activities and Affairs office. Note: COS only provides information for rentals and does not provide housing or participate in the rental process.

Transfer & Career Services

Location: Visalia Campus - Giant Forrest 204

Phone: Visalia: (559) 737-6110

Website: <https://www.cos.edu/en-us/career/transfer-career-services> (<https://www.cos.edu/en-us/career/transfer-career-services/>)

Transfer Services

California Community college students can begin their college studies at a community college and transfer to a four-year university to obtain a bachelor's degree. With the assistance of a community college counselor, students will complete their lower division requirements (freshman and sophomore years) at a community college and transfer into the university at their junior level. COS strives to ensure that all students have the opportunity to obtain a bachelor's degree by establishing degrees that promote transfer, courses that articulate to four-year universities, and articulation agreements that benefit the student by limiting the amount of time and money spent at four-year institutions. For more information, visit our Transfer and Career Center (<https://www.cos.edu/en-us/career/transfer-career-services/>) located in the Giant Forest building on the Visalia campus.

Career Services

Career Services are available to all College of the Sequoias students and alumni. Services include multiple self-assessments, major and career exploration, career counseling appointments, and career resources. Additionally, multiple career-related activities, events, and workshops are hosted each year. The Counseling Dept. also offers the course, Career and Life Planning, COUN 010. For more information, visit Transfer and Career Center (<https://www.cos.edu/en-us/career/transfer-career-services/>) located in Giant Forest building on the Visalia campus.

Insurance Coverage for Students

All students are covered by an accident insurance policy that provides coverage for accidents occurring during school-sponsored, supervised curricular and co-curricular activities. The policy coordinates with students' personal insurance so duplicate benefits are not paid. STUDENTS INVOLVED IN AN ACCIDENT that occurs on the college campus or at a college-related function MUST FILL OUT AN ACCIDENT FORM AND CLAIM IN THE HEALTH CENTER.

Students may also buy voluntary health insurance through COS during registration. Coverage may be extended to include spouse and children. Although the plan is a voluntary one, the College recommends that every student be covered by this policy or an equivalent one. Extreme financial hardship can result when a major illness or accident occurs and there is no insurance protection. More information is available in the Health Center located in the Giant Forest building on the Visalia campus.

Student Leadership

Student Senate

The Student Senate (<https://www.cos.edu/en-us/student-life/activities-and-affairs/student-senate/>) of College of the Sequoias is the official student body organization. Upon payment of the Student Activity Fee at registration, students become official members of the Associated Student Body and are represented by the Student Senate. Upon payment of the Activity Benefits Fee, students are issued an activity sticker that entitles them to participate in activities of the organization, as well as other benefits, as long as they remain in good standing. To see a full list of current benefits, view the Student Activities and Affairs (<https://www.cos.edu/en-us/student-life/activities-and-affairs/>) website. Most activities that concern the student body as a whole are sponsored by the governing body, Student Senate.

The business of the Associated Students is carried out by the Student Senate. Elected members comprising the Student Senate Executive Board are Student Senate President, Vice-President, Student Trustee member, Student Body Ambassador, and five Commissioners (Activities, Clubs, Records, Finance, and Publicity).

Clubs and Organizations

Location: Visalia Campus - Student Activities and Affairs Office, Giant Forest 123

Phone: See specific program for more information

Website: <https://www.cos.edu/en-us/student-life/activities-and-affairs/clubs-organizations> (<https://www.cos.edu/en-us/student-life/activities-and-affairs/clubs-organizations/>)

All clubs on campus are officially chartered by the Student Senate.

Students are encouraged to become active in one or more of the various clubs at COS to enrich their college experience. A list of clubs, with their advisors and meeting times, is posted online and on various bulletin boards.

Any group wanting to be organized as a club at COS must be chartered through the Student Senate. Forms are obtained in the Student Activities and Affairs Office located in the Giant Forest building.

Student Activities & Affairs

Location: Visalia Campus - Student Activities and Affairs Office, Giant Forest 123

Phone: Visalia: (559) 730-3736

Website: <https://www.cos.edu/en-us/student-life/activities-and-affairs> (<https://www.cos.edu/en-us/student-life/activities-and-affairs/>)

COS recognizes its responsibility for students' emotional and social growth. The College, therefore, offers a variety of co-curricular programs, including student government, athletics, music groups, clubs, assembly programs, community service projects, and social activities.

Financial Aid

Financial Aid Programs

Location: Visalia Campus - Sequoia 105 | Hanford Campus - Hanford Hub, Vocational Building | Tulare Campus - Student Services, Building A

Phone: Visalia: (559) 730-3747 | Hanford: (559) 583-2511 | Tulare: (559) 688-3013

Website: <https://www.cos.edu/en-us/admissions/financial-aid> (<https://www.cos.edu/en-us/admissions/financial-aid/>)

College of the Sequoias recognizes that many students need financial assistance to pursue their educational goals and strives to provide this assistance to all eligible students. The College offers a coordinated program of scholarships, grants, loans, and employment opportunities to assist students in meeting their college expenses.

Financial aid awards are made on the basis of demonstrated financial need and academic eligibility. For the purpose of establishing financial need, students should submit the Free Application for Federal Student Aid (FAFSA). Complete the FAFSA at <https://studentaid.gov/h/apply-for-aid/fafsa>

(<https://studentaid.gov/h/apply-for-aid/fafsa/>) Application materials and detailed instruction booklets are available at California high school counseling offices and/or College of the Sequoias Financial Aid Office. For general financial aid information, visit www.studentaid.ed.gov (<https://studentaid.gov/>).

The California Dream Act Assembly Bills 130 and 131 allow undocumented students who meet AB 540 eligibility criteria to be eligible for state-funded financial aid such as California College Promise Grant, Cal Grant, Chafee Grant, state categorical programs (e.g., CalWORKs, CARE, EOPS, etc.) and non-state funded scholarships for public colleges and universities. The Dream Application is available online at <https://dream.csac.ca.gov/>.

California College Promise Grant and Appeals

In an effort to help students succeed in California community colleges, the Student Success Act of 2012 (California Senate Bill 1456) was signed into law by Governor Brown. Among other aspects, the Act included the creation of minimum academic and progress standards that must be met for continued eligibility for the California College Promise Grant. These are different and separate standards from those for student federal aid, Cal Grant, and enrollment priority.

The Academic and Progress Standards for the Promise Grant are:

Academic Standard	Progress Standards
Cumulative GPA of 2.0 or higher	Cumulative satisfactory completion of more than 50 percent of all coursework attempted
<ul style="list-style-type: none"> • These standards do not apply to foster youth (24 years and younger). • Eligibility to receive support services is not affected. • Exemption is extended to enrollment priority. • The 100 total degree-applicable completed unit cap does not apply to the Promise Grant. 	

In order for students to maintain Promise Grant eligibility, they must meet both the Academic and Progress Standards listed above.

The College will send a communication to those students who failed to meet the standards for two consecutive primary terms and will include instructions for how to appeal the loss of the Promise Grant. This appeal is separate from any appeal for federal student aid, and the approval of one appeal will not mean the automatic approval of the other.

Appeals

Students will be able to appeal the loss of the California College Promise Grant based on the following verifiable circumstances:

- Extenuating circumstances - cases of accidents, illnesses, or other circumstances beyond a student's control.
- A change in a student's economic situation.
- Evidence that a student was unable to obtain essential support services.
- Special consideration of factors for CalWORKs, EOPS, DSPS, and veteran students.
- Students with disabilities who applied for but did not receive accommodation in a timely manner.
- Significant academic improvement.
- Successful appeal for enrollment priority extends to the Promise Grant.

To obtain additional information and the Promise Grant Appeal form see Admissions & Records or call (559) 730-3727.

Satisfactory Academic Progress (SAP) Policy

The U.S. Department of Education requires, as a condition of receiving Title IV federal student aid, that students be making satisfactory academic progress toward an associate degree, vocational certificate of at least sixteen units, or transfer to a four-year college or university. This policy is also applied to state student aid.

At College of the Sequoias (COS), students are considered to be meeting satisfactory academic progress standards if the following four requirements are met:

1. **2.0 Cumulative Grade Point Average:** A student must maintain a 2.0 cumulative grade point average (GPA). This includes all GPA units at COS and those from other regionally accredited colleges and universities that have been evaluated by the COS Admissions and Records Office and applied to the student's academic record. GPA units are those with grades of A, B, C, D, or F.
2. **67 Percent Cumulative Pace of Unit Completion:** A student must complete at least 67 percent of the total number of units they attempt (passed hours divided by attempted hours). All courses with grades of A, B, C, D, or F, as well as W, I, NC, NP, NG, and repeated courses will be counted towards the total attempted units. Units from regionally accredited colleges and universities that have been evaluated by the COS Admissions and Records Office and applied to the student's academic record will also be counted.
3. **Degree Earned:** The student has not earned an associate degree or higher from a regionally accredited college or university.

4. **Maximum Attempted Unit Time Frame:** A student has not exceeded the maximum attempted unit time frame allowed for the completion of his/her educational program. The units required to complete a vocational certificate vary. Completion of an associate degree normally requires 60 units. Based on federal regulations, a student is allowed a maximum attempted unit time frame not to exceed 150 percent of the length of an educational program. Example: 150 percent of a 60-unit program (60 x 1.5) equals 90 attempted units, at which time the student would be disqualified. All courses, including remedial, ESL, repeated courses, and courses taken while pursuing other majors, with grades of A, B, C, D, or F, as well as W, I, NC, NP, NG, will be counted as attempted units applied to the maximum attempted unit time frame allowed. Courses from other regionally accredited colleges or universities that have been evaluated by the COS Admissions and Records Office and applied to the student's academic record will also be counted toward the maximum attempted unit time frame.
5. **Academic Renewal/Excused Withdrawals:** Federal Student Aid regulations do not allow academic renewal procedures through which a student can apply to have credits attempted and grades earned in previous semesters excluded from the grade point calculation of the student's grade point average. Therefore, COS Financial Aid must always include courses applicable to a student's major (whenever taken) in evaluating a student's satisfactory academic progress (both GPA and Pace components).

Additional Requirements

- All financial aid students are required to meet with an academic counselor prior to registering for their courses to create a Student Educational Plan (SEP).
- Students must only register for courses that are required for their eligible educational program. To view the list of eligible programs go to the COS Financial Aid (<https://www.cos.edu/en-us/admissions/financial-aid/>) website.
- Repeated coursework: Federal regulations allow for students to receive federal student aid for one repeat of a previously passed course. A grade of D or better is considered passing. W's do not count as repeats.
- Transcripts from all regionally accredited colleges or universities attended must be submitted to COS.
- During any term of attendance, if it is determined by COS that the student is not actively attending classes and/or does not have a reasonable probability of receiving passing grades, eligibility for financial aid may be forfeited.

Financial Aid Status

College of the Sequoias' Financial Aid Office will evaluate students' academic progress at the end of each term (Fall, Spring, and Summer) following the official posting of grades in the COS Admissions and Records Office. The financial aid academic progress status will then be assigned from those listed below and posted to Banner Web.

Good Progress	Students will be awarded and disbursed financial aid, if otherwise eligible.
Warning	Students who fail to meet the 67 percent cumulative pace of unit completion and/or 2.0 cumulative GPA will be placed on financial aid warning status and continue to receive financial aid in the following term, if otherwise eligible.
Disqualified-Poor Progress	Students who fail to meet the 67 percent cumulative pace of unit completion and/or 2.0 cumulative GPA requirement for two consecutive terms will be disqualified and not receive financial aid.
Degree Earned	Students will not receive additional financial aid unless they are granted a financial aid appeal because of additional time needed to complete their educational goal.
Degree Earned and Poor Progress	Students will not receive additional financial aid because of having earned an associate degree or higher from a regionally accredited college or university and having failed to meet the 67 percent cumulative pace of unit completion and/or 2.0 cumulative GPA requirement.
Exceeded Maximum Attempted Unit Time Frame	Students will not receive additional financial aid unless they are granted a financial aid appeal because of additional time needed to complete their educational goal.
Exceeded Maximum Attempted Unit Time Frame and Poor Progress	Students will not receive additional financial aid because of exceeding the 150 percent maximum attempted unit time frame allowed for the completion of their educational program and failing to meet the 67 percent cumulative pace of unit completion and/or 2.0 cumulative GPA requirement.
Probation-Approved	Student has submitted an appeal which has been approved, and will therefore receive financial aid if otherwise eligible. At the end of the term for which s/he is placed on probation, the student must be back in GOOD PROGRESS status or have met all conditions of his/her appeal. Students may not be placed on PROBATION status for the subsequent term if the appeal conditions were not met.

Probation Approved – Academic Plan

Student has submitted an appeal which has been approved, and will therefore receive financial aid if otherwise eligible. The student will be placed on an academic plan because more than one payment period is required to meet satisfactory academic progress standards. The student's progress will be reviewed at the end of each payment period to determine if the student is meeting the requirements of the academic plan. If the student is meeting the requirements of the academic plan, the student is eligible to receive Title IV aid. Students may not be able to continue on probation status if they are not meeting the terms of the academic plan.

Probation Approved – Academic Plan Contract

Student has submitted an appeal which has been approved, and will therefore receive financial aid if otherwise eligible. The student will be placed on an academic plan contract because more than one payment period is required to meet progress standards, the student has changed major, and the student has excessive units. The student's progress will be reviewed at the end of each payment period to determine if the student is meeting the requirements of the academic plan contract. If the student is meeting the requirements of the academic plan contract, the student is eligible to receive Title IV aid. Students may not be able to continue on probation status if they are not meeting the terms of the academic plan contract.

Appeal Denied

Student has submitted an appeal that has been denied and therefore will not receive additional financial aid.

Financial Aid Appeals

In certain documented circumstances, students placed on any financial aid status that results in their loss of financial aid eligibility may file an appeal for reinstatement of financial aid. The appeal form can be found in the forms section of the COS Financial Aid (<https://www.cos.edu/en-us/admissions/financial-aid/>) website.

The following are the acceptable reasons for consideration of an appeal:

- Additional time needed to complete an educational goal beyond an associate degree or higher or has exceeded the maximum attempted unit time frame of 150 percent that is allowed for the completion of an educational program.
- Illness or accident of the student (documentation required)
- Death of an immediate family member (documentation required)
- Victim of a violent crime, natural disaster (documentation required)
- Disability, new or complications of existing, which affected academic performance (documentation required)
- Qualifying Semester: student made significant improvement during the semester even though cumulative criteria did not meet SAP standards (e.g. enrolled at least in 6 units, completed all units attempted with a "C" or better). (documentation required)
- U.S. military service orders (documentation required)

When submitting an appeal, a student must:

- Attach a counselor-approved Student Educational Plan (SEP).
- Be currently registered for required courses in the term for which they are submitting the appeal.
- Have all transcripts from regionally accredited colleges or universities submitted to COS.
- Attach complete documentation of circumstances as specified on the appeal form instructions OR
- Have met the conditions of an appeal, if one was submitted and approved in the previous term.
- Have met the submission deadline as posted in the COS Financial Aid Office and on the COS Financial Aid (<https://www.cos.edu/en-us/admissions/financial-aid/>) website.

An appeal will NOT be approved for a student who has earned an Associate's Degree, except in limited circumstances such as retraining due to medical reasons.

Reinstatement of Financial Aid Eligibility

- **Self-Reinstatement** – A student may have financial aid self-reinstated by earning a cumulative 2.0 GPA and by earning a cumulative 67 percent pace of unit completion but must not have exceeded the maximum attempted unit time frame of 150 percent allowed for the completion of his/her educational program.

- **Approval of SAP Appeal with Resulting Probation Status** – A student may submit an SAP Appeal Form accompanied by supporting documentation (if required) and have his/her appeal approved. In this scenario, students are placed on Probation status for that term only and must be in Good Progress status or have met the conditions of their approved appeal by the end of that term.

Students submitting an SAP Appeal will be notified of the appeal decision by email to their COS-issued email account (giant.cos.edu) approximately four to six weeks after prior term grades are officially posted. The decision will also be posted on Banner Web.

ALL FINANCIAL AID APPEAL DECISIONS ARE FINAL

Library/Learning Resource Center

Visalia Library/Learning Resource Center (LRC)

Location: Visalia Campus - Lodgepole Building | **Hours:** Monday – Thursday: 7:30 am – 8:00 pm | Friday: 7:30 am – 4:00 pm | Saturday: 10:00 am – 2:00 pm

Website: <https://www.cos.edu/en-us/library> (<https://www.cos.edu/en-us/library/>)

The Library/LRC (<https://www.cos.edu/en-us/library/>) supports student success, community advancement, and information literacy by providing equal access to quality resources and services to our students, faculty, and staff in a safe and inclusive environment. All students are invited to use these services. The first floor is comprised of a large computer lab with printers and staff to assist students and faculty, a librarian is available at all open hours to assist with research and citation, our periodical (newspaper and journal) collection, reference collection, Circulation Desk, large group study rooms, and all tutorial services. The second floor holds most of the print collection. There are tables, lounge seating, study cubicles, and group study rooms where students can find a quiet place to work or to read. There are also two classrooms upstairs for regularly scheduled classes and workshops (Lodgepole 203 and 205). Both of these rooms are equipped with computer and audiovisual equipment.

- **Ask a Librarian Desk** (<https://www.cos.edu/en-us/library/ask-a-librarian/>): A librarian is available at all locations to provide drop-in library consultations to support students with research help (finding reliable sources for your class projects and assignments), locate textbooks (eBooks and academic articles online), utilize library resources, cite sources, and much more.
- **Student Helpdesk** (<https://www.cos.edu/en-us/library/student-helpdesk-computer-labs/>): The Library/LRC has a Student Helpdesk (<https://www.cos.edu/en-us/library/student-helpdesk-computer-labs/>) to assist students in utilizing computers. Staff can assist with password reset, Canvas, MyGiant, BannerWeb, Office 365, formatting, student email, and more.
- **Study Rooms** (<https://www.cos.edu/en-us/library/room-reservations/>): The Library/LRC in Tulare and Visalia have study rooms for students to use. Students may reserve a study room (<https://cos.libcal.com/r/>) for up to 2 hours.
- **Items for Checkout** (<https://www.cos.edu/en-us/library/borrowing-policy/>): Books, textbooks, calculators, anatomical models, laptops, wi-fi hotspots, and headphones are available for checkout. All locations offer a print collection based on the course offerings of the campus; students may also request library materials from any COS campus.
- **Databases** (<https://libguides.cos.edu/az.php>): Academic content such as articles, journals, magazines, newspapers, and streaming videos through paid subscriptions to all students. These databases can also be accessed off-campus using MyGiant.

Distance Education Support Services

The Library/LRC supports distance education students by offering the following services:

- **Online Library Resources** (<https://libguides.cos.edu/az.php>): Students have 24-hour access to thousands of online resources through the Library's academic databases (<https://libguides.cos.edu/az.php>), films/video (<https://libguides.cos.edu/az.php?t=42680>) collections, and eBook (<https://libguides.cos.edu/az.php?t=42681>) collections.
- **Librarian by Appointment:** The Library/LRC provides a suite of Ask A Librarian (<https://www.cos.edu/en-us/library/ask-a-librarian/>) research assistance by appointment, email, phone, and chat. Make an appointment to meet with a librarian (<https://cos.libcal.com/appointments/>). You can also chat live with a COS Librarian (https://v2.libanswers.com/chati.php?TermStoreId%3Dcbf6fafc-01b0-4807-b999-9ea966d99999%26TermSetId%3D5c7e4347-a5ca-4613-b7f7-a6a4c7ecb0fc%26TermId%3D3af96cca-8230-4576-bd2c-83fc1dcf4efc&referer_title=College%20of%20the%20Sequoias%20%7c%20Ask%20a%20Librarian)).
- **Online Tutoring:** Students have 24-hour access to online tutoring through NetTutor (<https://redir.cos.edu/nettutor/>) using the NetTutor icon in MyGiant.
- The Library/LRC Student Helpdesk (<https://www.cos.edu/en-us/library/student-helpdesk-computer-labs/>) and student workers can help students with computer login and accessing their MyGiant portal, COS email, BannerWeb, password reset, mobile printing, OneDrive, Office 365, and Canvas.

Hanford & Tulare Library/Learning Resource Center (LRC)

Location: Hanford Campus - Education Building, E66 | **Hours:** Monday – Thursday: 8:00 am – 6:00 pm

Location: Tulare Campus - Upstairs in Building A | **Hours:** Monday – Thursday: 8:00 am – 6:00 pm

Phone: Hanford: (559) 583-2538 | Tulare: (559) 688-3087

Website: <https://www.cos.edu/en-us/library> (<https://www.cos.edu/en-us/library/>)

Tutorial Services

Tutorial Services

Location: Visalia Campus – Educational Support Services Building

Hours and subjects offered are available at <https://www.cos.edu/en-us/library/tutorial-center> (<https://www.cos.edu/en-us/library/tutorial-center/>)

Phone: Visalia: (559) 730-3820

The Tutorial Center offers free face-to-face and online tutoring in a variety of subjects for current COS students. Laptops are available for checkout. Online tutoring is available on zoom.

Hanford & Tulare Tutorial Centers

Hanford Campus Location: Education Building E65

Tulare Campus Location: Upstairs in Building A (Library/LRC) Room A207E

Hours and subjects offered are available at <https://www.cos.edu/en-us/library/tutorial-center> (<https://www.cos.edu/en-us/library/tutorial-center/>)

Website: <https://www.cos.edu/en-us/library/tutorial-center> (<https://www.cos.edu/en-us/library/tutorial-center/>)

The Tutorial Center offers free face-to-face and online tutoring in a variety of subjects for current COS students. Laptops are available for checkout. Online tutoring is available on zoom.

Writing Center

Location: Visalia Campus – Educational Support Services Building

Hours and subjects offered are available at <https://www.cos.edu/en-us/library/writing-center>

Phone: Visalia Campus - (559) 730-3820

Website: <https://www.cos.edu/en-us/library/writing-center> (<https://www.cos.edu/en-us/library/writing-center/>)

Tutors are available on a walk-in basis, or you can sign up for an appointment in advance online by clicking on the COS Tutors icon when logged into MyGiant (<https://idp.cos.edu/sso/default.aspx>), or by calling (559) 730-3820. The Writing Center is available to all College of the Sequoias students free of charge. Online tutoring is also offered by our writing center tutors through the COS Tutors icon when logged into MyGiant (<https://idp.cos.edu/sso/default.aspx>).

Hanford & Tulare Writing Centers

Hanford Campus Location: Education Building E91 | **Phone:** 583-2571

Hours can be found on our website: <https://www.cos.edu/en-us/library/writing-center> (<https://www.cos.edu/en-us/library/writing-center/>)

Tulare Campus Location: Building A: Library, Room 207D | **Phone:** 688-3090

Hours can be found on our website: <https://www.cos.edu/en-us/library/writing-center> (<https://www.cos.edu/en-us/library/writing-center/>)

Website: <https://www.cos.edu/en-us/library/writing-center> (<https://www.cos.edu/en-us/library/writing-center/>)

Tutors are available on a walk-in basis, or you can sign up for an appointment in advance online by clicking on the COS Tutors icon when logged into MyGiant (<https://idp.cos.edu/sso/default.aspx>), or by calling (559) 730-3820 or the center number listed above. The Writing Center is available to all College of the Sequoias students free of charge. Online tutoring is also offered by our writing center tutors through the COS Tutors icon when logged into MyGiant (<https://idp.cos.edu/sso/default.aspx>).

Math Lab

Location: Visalia Campus – Educational Support Services Building

Hours can be found on our website: <https://www.cos.edu/en-us/library/math-lab> (<https://www.cos.edu/en-us/library/math-lab/>)

Phone: Visalia Campus - (559) 730-3820

Website: <https://www.cos.edu/en-us/library/math-lab> (<https://www.cos.edu/en-us/library/math-lab/>)

The Math Lab is staffed by both Mathematics Department faculty, staff, and trained tutors. There is no need to make an appointment to visit the Math Lab. Remote tutoring is available by appointment. Study groups are welcome to use the facility. A limited number of computers are available both in the Math Lab and in Kaweah 202.

Hanford & Tulare Math Labs

Hanford Campus Location: Room E91

Hours can be found on our website: <https://www.cos.edu/en-us/library/math-lab> ([https://www.cos.edu/en-us/library/math-lab/](https://www.cos.edu/en-us/library/math-lab))

Tulare Campus Location: Building A, Room A207E, upstairs inside the library

Hours can be found on our website: <https://www.cos.edu/en-us/library/math-lab> (<https://www.cos.edu/en-us/library/math-lab/>)

Website: <https://www.cos.edu/en-us/library/math-lab> (<https://www.cos.edu/en-us/library/math-lab/>)

The lab is staffed by both the Mathematics Department faculty and trained tutors. There is no need to make an appointment to visit the lab. Remote tutoring is available by appointment. Study groups are welcome to use the facility. A limited number of computers are available for use in the lab.

Language Center

Location: Visalia Campus – Educational Support Services Building

Hours can be found on our website: <https://www.cos.edu/en-us/academics/language-communication/language-center#hours> (<https://www.cos.edu/en-us/academics/language-communication/language-center/#hours>)

Phone: Visalia Campus - (559) 730-3749

Website: <https://www.cos.edu/en-us/academics/language-communication/language-center> (<https://www.cos.edu/en-us/academics/language-communication/language-center/>)

The Language Center is available to all College of the Sequoias students free of charge. Students are welcome any time the Center is open. Any student can ask for assistance from Language Center personnel during tutoring hours. Go to the Language Center (<https://www.cos.edu/en-us/academics/language-communication/language-center/>) website for additional information.

English Grammar Tutoring During Open Lab Hours: Monday – Thursday 1:00 pm – 5:00 pm, Friday 9:00 am – 1:00 pm

Portuguese, and Spanish Tutoring: Available by appointment

ESL Workshops: <https://www.cos.edu/en-us/academics/language-communication/language-center#tutoringservices> (<https://www.cos.edu/en-us/academics/language-communication/language-center/#tutoringservices>)

Programs

California Mini-Corps

Location: Visalia Campus - Alpine Building 2, Office A

Phone: Visalia: (559) 730-3958

Website: California Mini-Corps Program (<https://www.cos.edu/en-us/student-support/california-mini-corps/>)

The California Mini-Corps Program assists college students who have an interest in teaching and would like to dedicate their professional careers to helping migrant students who are enrolled in California's K-12 education system.

CalWorks

Location: Visalia Campus - Sequoia 112

Phone: Visalia: (559) 730-3864

Website: <https://www.cos.edu/en-us/CalWORKs> (<https://www.cos.edu/en-us/CalWORKs/>)

The California Work Opportunity and Responsibility to Kids Act (CalWORKs) Program at the College of the Sequoias (COS) is dedicated to providing students who are currently receiving Temporary Assistance for Needy Families (TANF) cash aid with coordinated student services such as academic counseling, work-study, workforce preparation assistance, child care, and advocacy. Our goal is to guide students through a successful educational journey that will help them achieve long-term self-sufficiency.

Cooperative Agencies Resources for Education (CARE)

Location: Visalia Campus - Sequoia 108

Phone: Visalia: (559) 730-3818

Website: <https://www.cos.edu/en-us/EOPS> (<https://www.cos.edu/en-us/EOPS/>)

The Cooperative Agencies Resources for Education (CARE) program serves Extended Opportunity Programs and Services (EOPS) students who are single parents receiving Temporary Assistance for Needy Families (TANF). It is our mission to support students by offering advocacy, peer support, and resource information to help them achieve their educational goals and transition into economically self-sufficient individuals.

Extended Opportunity Programs and Services (EOPS)

Location: Visalia Campus - Sequoia 108

Phone: Visalia: (559) 730-3818

Website: <https://www.cos.edu/en-us/student-support/eops> (<https://www.cos.edu/en-us/student-support/eops/>)

The Extended Opportunity Programs and Services (EOPS) program is dedicated to recruit and successfully retain college students of educationally and socioeconomically challenged backgrounds from Kings and Tulare Counties. The primary purpose of the EOPS program is to prepare students to transfer to a four-year university or complete an associate degree or vocational certificate in order to acquire desirable career-related skills necessary to obtain employment.

Foster and Kinship Care Education Program/Youth Empowerment Strategies for Success

Location: Visalia Campus - Sequoia 157

Phone: Visalia: (559) 737-4842

Website: <https://www.cos.edu/en-us/Foster-Care> (<https://www.cos.edu/en-us/Foster-Care/>)

The Foster and Kinship Care Education (FKCE) Program provides quality education and support activities to the Resource Parents of children and youth in out-of-home care so that these providers may meet the educational, emotional, behavioral, and developmental needs of children and youth. FKCE provides free classes, workshops, and conferences in Tulare and Kings Counties in Central California. Our programs are designed with Resource Parents in mind, helping to bridge the gap between questions and answers. Most classes are open to the general public, and are free of charge, unless otherwise noted.

Youth Empowerment Strategies for Success (YESS) is a comprehensive and integrated program that unites community partners and academic leaders to empower foster youth to successfully transition into independent living. The YESS program provides services that focus on life skills training and academic performance with the objective of achieving self-sufficiency, college degree or certificate completion, and employment.

College of the Sequoias' YESS Program continues to provide independent living skills training to Tulare County foster youth, with a focus on Employment, Education, Financial Literacy, and Daily Living Skills, as well as helping the youth to identify and nurture life-long connections for ongoing support once they age out of foster care. The classes include hands-on activities that make learning fun while giving youth real-life experiences.

NextUp

Location: Visalia Campus - Sequoia 157

Phone: Visalia: (559) 730-3938

Website: <https://www.cos.edu/en-us/EOPS/Pages/Next-Up-Program.aspx>

NextUp, is a component of the Extended Opportunity Programs and Services (EOPS) program. The mission of the NextUp program is to provide expanded support services to eligible current and former foster youth who are students within California's Community College system. Services provided by the NextUp program include, but are not limited to outreach, recruitment, academic, personal, career, transfer counseling, life and financial wellness skills, textbook vouchers, school supplies, unmet need grants, child care assistance, transportation assistance, meal cards, emergency housing, and mental health services. NextUp services are to be over, above, and in addition to other college, county and state programs and services to which NextUp students are eligible for.

Mathematics, Engineering, Science Achievement Program (MESA)

Location: Visalia Campus

Phone: Visalia: (559) 737-6136

Website: <https://www.cos.edu/en-us/student-support/mesa> (<https://www.cos.edu/en-us/student-support/mesa/>)

MESA provides math, engineering, science, nursing and applied science majors the academic support they need to navigate their way through their difficult coursework. The program is focused on assisting economically disadvantaged students reach their full academic potential and become professionals in their chosen fields of study. Participating MESA students are offered Academic Excellence workshops, advanced tutoring (Calculus, Trigonometry, Chemistry, and Physics), assistance in transferring, career advising, a student study center, links with student and professional organizations, and professional development workshops. The Student Study Center is open to all math, science and engineering students.

Puente Project

Location: Visalia Campus - Tule 569A

Phone: Visalia: (559) 737-4850

Website: <https://www.cos.edu/en-us/student-support/puente> (<https://www.cos.edu/en-us/student-support/puente/>)

The mission of the Puente Project (<http://www.cos.edu/student-services/student-support-services/puente/Pages/default.aspx>) is to increase the number of educationally underserved students who enroll in four-year colleges and universities, earn degrees and return to their communities as leaders and mentors to succeeding generations. Puente is open to all students. Puente students sign up for a transfer program that will help them to develop necessary skills to accomplish their goals.

There are four main components to the program:

1. **English instruction:** Puente students will be enrolled in two consecutive writing courses: ENGL 001 for the Fall semester and ENGL 002 in the Spring. Both courses focus on Latino authors, culture, and issues.
2. **Counseling:** Puente students work closely with their Puente counselor until they graduate. The counselor tracks their progress and helps to develop and monitor an educational study plan and for personal/career counseling. This allows students to make the right choices through their college experience. In addition to the English courses, students will enroll concurrently in counseling/study skills classes.
3. **Mentoring:** Each Puente student will be paired with a mentor from the professional community. Students will be required to meet with mentors on a regular basis for sharing of experiences, job shadowing, and networking.
4. **Activities:** Puente students are required to attend a statewide conference and take field trips to a variety of UC campuses, attend lectures, plan social events, and become involved in the Puente Club events. Students considering applying to enter the program who are employed should work no more than 20 hours per week so that they will be able to take advantage of all the project has to offer. Students will be asked to be available on some Thursday evenings or weekends for program activities.

Resources for Engagement and Active Learning through Mentorship (REALM)

Location: Visalia Campus

Phone: Visalia: (559) 737-4845

Website: <https://www.cos.edu/en-us/academics/science/realm> (<https://www.cos.edu/en-us/academics/science/realm/>)

The REALM Program provides Science, Technology, Engineering, and Math (STEM) majors an extended orientation, followed by summer and regular term classes geared to fast-track them to transfer along with comprehensive student support services including mentoring, tutoring, and supplemental instruction. The program also focuses on engaging students in campus life through science clubs and community service activities. Students are also provided with university visits, scholarship workshops, assistance applying for summer research opportunities, and national conferences.

Scholarship Program

Location: Visalia Campus - Sequoia 3

Phone: Visalia: (559) 730-3878

Website: <https://www.cos.edu/en-us/administration/foundation/scholarships> (<https://www.cos.edu/en-us/administration/foundation/scholarships/>)

College of the Sequoias offers over \$300,000 in scholarship awards each year to eligible student applicants. Awards sponsored by the College, COS Foundation, and many community donors range from \$100 to \$10,000 and are offered to incoming freshmen, continuing sophomores, and graduating/transferring students. The online COS Scholarship Application and Directory may be accessed from the COS website.

Student Employment/Work Study

Location: Visalia Campus - Sequoia 105

Phone: Visalia: (559) 730-3856

Website: <https://www.cos.edu/en-us/student-support/student-employment> (<https://www.cos.edu/en-us/student-support/student-employment/>)

If interested, visit the Work Study Specialist in the Student Employment/Work Study Office on the Visalia Campus in Sequoia 105 | Phone: (559) 730-3864

If interested in Federal Work Study, visit Sycamore IM109 or call (559) 730-3856

College of the Sequoias offers on- and off-campus student employment. On-campus student employment is funded by various departments and programs, including Federal Work Study and CalWORKs Work Study. On-campus positions are posted online at the COS website: cos.jobspeaker.com (<https://cos.jobspeaker.com>)

In order to receive Federal Work Study, students must first submit a FAFSA (<https://studentaid.gov/>) and receive an FWS Invitation letter. CalWORKs Work Study is available to eligible students receiving TANF cash aid. The California Work Opportunity and Responsibility to Kids Act (CalWORKs) program is

dedicated to providing students who are currently receiving Temporary Assistance for Needy Families (TANF) cash aid with coordinated student services such as academic counseling, work-study, workforce preparation assistance, child care, and advocacy. Our goal is to guide students through a successful educational journey that will help them achieve long-term self-sufficiency.

Student Field Trips

Throughout the school year, various classes will meet at off-campus locations. The College will not provide transportation to these sites and all transportation arrangements are the responsibility of each of the students enrolled in the class. Although district personnel may assist in coordinating this transportation and/or may recommend travel time, routes, caravans, etc., these recommendations are not mandatory. The District is not responsible nor does the District assume liability for any injuries or losses resulting from non-district sponsored transportation. If a student rides with another student, that student is not an agent of, or driving on behalf of, the District.

Student Success Program

Location: Visalia Campus - Sycamore 109

Location: Hanford Campus - Education Building E65

Location: Tulare Campus - Building B214

Phone: Visalia: (559) 737-6286 | (559) 737-6287

Phone: Hanford: (559) 583-2532

Phone: Tulare: (559) 688-3147

Website: <https://www.cos.edu/en-us/student-support/student-success> (<https://www.cos.edu/en-us/student-support/student-success/>)

The Student Success Program provides services to assist students in meeting their educational goals through academic, career, and personal counseling, workshops, individual, and group support meetings. Student Success is a district-wide program that fosters a learning environment that provides all students with equitable resources necessary to succeed in their academic endeavors. The goal is to ensure that students are prepared with the necessary tools to follow and complete their educational plans. In addition, we may also provide printing access, laptop checkout, textbook assistance, testing supplies, snacks, field trips, and mobile Wi-Fi hot spots.

By promoting access, success, and retention, the Student Success Program desires to help participating students:

- Develop intellectual and academic competence
- Develop personal identity
- Decide on or achieve clarity about a career goal
- Maintain personal health and wellness
- Create a sense of personal value for each student
- Consider, examine or internalize what they believe and value
- Develop multicultural awareness and learn to tolerate, affirm and appreciate differences among people
- Develop civic responsibility as a responsible citizen
- Create a sense of community and connectedness to the college

Through this program and its components, College of the Sequoias accepts the responsibility of being more accountable for student success in their successful completion or transfer.

TRiO/Upward Bound Math & Science Program

Location: Visalia Campus - Alpine Building 2

Phone: Visalia: (559) 737-5400

Website: <https://www.cos.edu/en-us/student-support/trio-ubms> (<https://www.cos.edu/en-us/student-support/trio-ubms/>)

The TRiO/Upward Bound Math and Science Program is designed to strengthen the STEM skills of participating students, with the goal to help students recognize and develop their potential to excel academically by encouraging them to pursue post-secondary STEM degrees, and ultimately obtain STEM careers.

TRIO/UBMS program provides academic resources to low-income and potential first-generation college students in an effort to close the achievement gap.

Federal TRIO Programs Current-Year Low-Income Levels (<https://www2.ed.gov/about/offices/list/ope/trio/incomelevels.html>)

Program Services

Academic Year

During the academic year TRiO/UBMS staff monitors each participant's scholastic progress to ensure improvement and success by providing the following services:

- Weekly After School Tutorials at each of the four target high schools for supplemental academic support in the core subject areas
- Monthly Saturday Session at COS that focus on academic, career, personal development, and STEM curriculum
- Motivational and cultural guest speakers
- Academic advising, counseling, and mentorship
- College admissions, financial aid, financial literacy, and scholarship workshops
- Educational and cultural field trips
- College campus visits
- Community service projects

Summer Academy

The summer is spent re-enforcing academic-year instruction and providing students with the following services to help them succeed in their future endeavors:

- Six-week Summer Academy at COS
- Students are enrolled in college-level coursework in the areas of math, lab science, composition, literature, and career exploration
- Educational and cultural field trips

During the Summer Academy, the TRiO/UBMS Program provides academic tutoring, school supplies, transportation, and meals to participating students at no cost to them or their parents/guardians.

Voluntary Field Trips

Throughout the school year, the district may sponsor voluntary field trips and excursions in which students may want to participate. Be advised as stated in the California Code of Regulations, Sub Chapter 5, §55220(h), if students participate in a voluntary field trip or excursion, they are deemed to have held harmless the District, its officers, agents and employees from all liability or claims which may arise out of or in connection with students' participation in this activity.

Veterans Resource Center

Location: Visalia Campus - Sequoia 106

Phone: Visalia: (559) 730-3854 | Google Voice: (559) 358-4851

Website: <https://www.cos.edu/en-us/student-support/veterans> (<https://www.cos.edu/en-us/student-support/veterans/>)

The Veterans Resource Center (VRC) is committed to easing the transition process and supporting the success of our veterans, reservists, active duty personnel, and dependents of veterans. The VRC provides support services and referrals to external support services for student veterans, reservists, active military personnel, and their families. VRC services include, but are not limited to: new student guidance, veterans academic counseling, assistance with accessing GI Bill® Benefits, financial aid and scholarship assistance, counseling for dependents using CalVet Fee Waiver, Chapter 35 benefits, and other educational benefits, computer lab and lending program and a student lounge.

Priority Registration

Priority Registration is available to Veterans who have been released from active duty in the last 15 years and who have a discharge that is other than dishonorable. Priority is also available for current reservists and active duty service members. In order to receive priority registration students must provide a DD-214 showing their discharge status, or a copy of military orders to the VRC.

Tuition Assistance

The VRC also serves as the point of contact for military personnel wanting to use Tuition Assistance (TA). However, all students interested in utilizing TA should consult with their military branch's Education Services Officer (ESO) prior to enrolling with College of the Sequoias. If a student is granted financial aid that supersedes their TA authorization it is the student's responsibility to contact their ESO to cancel their TA authorization.

Military Withdrawal

A student who is a member of an active or reserve United States military service and receives orders compelling a withdrawal from courses shall be permitted to withdraw upon verification of such orders. The military withdrawal symbol assigned shall be an "MW." This symbol may be assigned at any time after the period established by the governing board during which no notation is made for withdrawals. Military withdrawals shall not be counted in determining registration priority, progress probation, and dismissal calculations. In no case will a military withdrawal be counted for

the permitted number of withdrawals. A "W" grade previously incurred, which meets the definition of "MW", may be changed to "MW" if the student submits a Request for Extenuating Circumstance Withdrawal Form with active duty orders attached to the Admissions and Records Office for processing.

Students Returning From Military Service

Students who were compelled to withdraw from the college due to a military service obligation will be readmitted to the same academic status as when the student last attended the college. The student will maintain catalog rights to a specific degree and General Education Requirements as long as the student is reasonably prepared to resume their program at the point the student left off and the program is still offered. A student's right to be readmitted at their previous academic status will be terminated in the case of a dishonorable discharge or bad conduct discharge, general court-martial, federal or state prison sentence, or other reasons as described in 34 CFR 668.18(h)

Veterans Benefits and Transition Act of 2018 (Public Law 115-407) Title 1 – Education, Section 103

College of the Sequoias complies with the Veterans Benefits and Transition Act of 2018 (Public Law 115-407) Title – Education, Section 103. The District allows GI Bill® (Chapter 33) and VR&E (Chapter 31) beneficiaries to attend a course of education for up to 90 days from the date the beneficiary provides a certificate of eligibility, or valid VAF 28-1905. The District will not impose a penalty, or require beneficiary to borrow additional funds to cover tuition and fees due to late payments from VA.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

Workforce Innovations and Opportunity Act Program (WIOA)

Location: Visalia Campus - Sequoia 108

Phone: Visalia: (559) 730-3818

Website:

The Workforce Innovation and Opportunity Act (WIOA) Program at College of the Sequoias functions as a service provider for both the Workforce Investment Board of Tulare County (WIB) and the Kings County Job Training Office (JTO). The program provides access to educational training for referred clients from both entities. The focus of the program is to provide educational training for job seekers to acquire industry-recognized credentials for in-demand occupations.

ACADEMIC REGULATIONS AND POLICIES

Catalog Rights

Students may graduate under the degree requirements in effect:

1. At the time of first enrollment at College of the Sequoias*, as long as continuous enrollment is maintained; or
2. Any academic year while continuous enrollment is maintained at College of the Sequoias; or
3. At the time continuous enrollment is reestablished and maintained at College of the Sequoias; or
4. At the time of graduation

* At the time of first enrollment at College of the Sequoias does not apply to students concurrently enrolled in high school. Continuous enrollment is defined as enrollment in at least one semester per calendar year or one semester per academic year excluding summer session and ends with a break of more than two consecutive semesters (continuous enrollment cannot be maintained with a break of more than two consecutive semesters excluding summer session). Any academic record symbol (A-F, CR, NC, P, NP, I, IP, W) shall constitute enrollment. Exception: COS enrolled high school students completing all degree requirements while in high school can be awarded the degree requirements using any catalog rights listed.

Academic Freedom

Sequoias Community College District is committed to student learning and success. The District recognizes that protecting academic freedom is essential to achieve this mission. The District further recognizes that academic freedom is included within the freedom of expression and is necessary for the pursuit of knowledge within academic disciplines. These freedoms are essential elements of teaching and student learning.

As a form of freedom of expression, academic freedom exists within the general framework of the United States Constitution, the California State Constitution, requirements of the California Education Code, California Community College regulations, District policy, and official course descriptions. This freedom of expression shall be maintained in all media (printed, oral, visual, and electronic) and in all interactions among students, faculty, staff, and administration, subject to applicable law. All faculty members shall enjoy the protections offered by this policy. No faculty member shall be disciplined, reassigned, or have his assignment terminated for any reason that violates the protections of this policy.

All faculty members shall be free to pursue instruction, grading, scholarship, policy discussions, and public discourse in an environment free of intimidation and censorship. All faculty members shall exercise their academic freedom in a manner that promotes the District's mission and that abides by the Institutional Code of Ethics (AP 3050). The merit of academic ideas, theories, arguments, and views shall be measured against the established standards of relevant academic and professional organizations.

Academic freedom includes freedom of inquiry and instruction for every faculty member, including freedom in presenting and discussing subjects related to his academic discipline. Academic freedom also includes, but is not limited to, freedom to:

1. Inquire about, present, and explore difficult and controversial material that is relevant to the official course outline of record;
2. Express differences of opinion with and among students, faculty, staff, and administration on academic matters;
3. Demonstrate, teach, and defend critical thinking skills and intellectual honesty.

Every faculty member shall have the freedom to organize or participate in campus events, and the responsibility to do so in a manner consistent with the District's mission, the Institutional Code of Ethics, and the established standards of relevant academic and professional organizations. (AP 4030)

Every faculty member is a member of a learned profession and shall have the freedom to use his professional scholarship and present this scholarship in any academic discourse.

Remedial Coursework Limit

Limitations

No student shall receive more than 30-semester units of credit for remedial coursework. Students having exhausted the unit limitation shall be referred for further remedial work to appropriate adult noncredit education services.

Limitation Exemption

The following students are exempted from the limitation on remedial coursework:

1. Students enrolled in one or more courses of English as a Second Language (ESL):
2. Students identified by the District as having a learning disability as defined in Title 5 §56036.

Waiver of Limitations

Students who demonstrate significant, measurable progress towards the development of skills appropriate to enrollment in college-level courses may be granted a waiver of the limitations of this procedure. These waivers shall be provided pursuant to standards that are reviewed and approved by the Board of Trustees (Title 5 §55035). The standards shall include provisions that ensure that waivers are only given for specified periods of time or for specified numbers of units.

A student who does not attain full eligibility status for degree-applicable credit courses within the limitation and who is not provided with a waiver will be restricted to taking only the following:

1. Noncredit courses;
2. Nondegree-applicable courses which do not involve remediation; and
3. Those degree applicable credit courses which do not have basic skills prerequisites or advisories on recommended preparation (AP 4222).

Distance Learning

The mission of Distance Education at COS is to extend educational opportunities to a diverse population of students who prefer or have need of alternative methods of course delivery. These approaches to instruction outside the traditional classroom setting provide greater opportunities for students to obtain the education they need to achieve their goals while continuing with demanding personal and employment schedules.

Distance Education is defined as any part of a course's planned instruction occurring when students and instructors are separated by distance and involving interaction through the assistance of communication technology. At COS, we offer two different types of distance education: Online/Hybrid and Interactive (Synchronous).

Online/Hybrid: A course where any portion of the instructional time is provided online in addition to, or instead of, face-to-face interaction between the instructor and student. Online or hybrid classes are taught via an online course management system. Your instructor will provide you with information about how to access the course management system used for your course.

For specific instructions about your class, click on the CRN in the online schedule and contact your instructor.

NOTE: You may be dropped from a DE class if you do not participate in a timely fashion.

We have three variations of online learning classes at COS:

1. Online with no face-to-face meetings
2. Online with one orientation meeting
3. Hybrid – with a combination of face-to-face meetings and online facilitation

Distance education courses transfer to four-year colleges and universities exactly like traditional classes held on campus. The coursework is equally rigorous. It is important to remember that success in distance learning classes will mean hard work on your part, plus good time management skills.

Institutional & General Education Learning Outcomes

1. ILO & GELO Area A1: Written Communication

Students will be able to express ideas clearly in writing and intentionally engage with and analyze the audiences, genres, and purposes of written expression across multiple expressive modes and styles.

2. ILO & GELO Area A2: Oral Communication/ Analytical Thinking

Students will demonstrate the ability to solve problems using analysis of data, interpretation, and critical thinking by applying qualitative and quantitative reasoning skills and be able to express the results to others in a variety of communication methods.

3. ILO & GELO Area B: Natural Science

Students will demonstrate an understanding of the physical universe, its lifeforms, and natural phenomena, applying basic scientific principles to their daily lives, and evaluating problems according to the scientific method.

4. ILO & GELO Area C: Humanities

Students will demonstrate awareness of the ways in which people, in a variety of times and cultures, respond to each other and the world around them through artistic and cultural creation, including the ability to use critical and imaginative thinking to make informed value judgments about creative works and/or create works through diverse forms of expression.

5. ILO & GELO Area D: Social/ Behavioral Sciences

Students will engage with diverse perspectives and use methods of inquiry in the social sciences to explore social issues and events and formulate an informed opinion or conclusion.

6. ILO & GELO: Subject Requirements (Health and Wellness, Information Literacy, Lifelong Learning)

Students will demonstrate self-awareness and respect for diversity by setting goals for personal, professional, and academic success; responsibly and effectively locating and evaluating information; and reflecting on their prior learning with a deepened understanding of their own cultural knowledge and responsibility.

7. ILO: Specialized Knowledge (Preparation for Transfer and Career)

Students will demonstrate preparation for transfer and/or careers through proficiency in the use of technology, specialized techniques, and methodologies appropriate to their discipline.

8. ILO: Diverse Perspectives and Global Learning

Students will demonstrate ethical and cultural awareness through appropriate and effective modes of social interaction, understanding and interpreting events and issues with a diverse, culturally humble, and global perspective.

Course Policies

Attendance

Course start times are printed on your Banner Web Student Schedule and are also posted on the COS website. Students are expected to be in class on time and to remain for the entire class period. Classes are not automatically dismissed in the absence of the instructor. Classes are canceled only by a representative of the administration. If a class is canceled, a cancellation notice is posted on the door of the room where the class meets. A notice is also posted near the top of the COS website (www.cos.edu (<http://www.cos.edu/>)) under "Cancelled Classes."

Students are expected to attend all class meetings of their courses. When a student is forced to be absent, the reason for the absence should be reported to the instructor as soon as possible. Contact information for each instructor is provided on the course syllabus. Students are expected to make up any coursework missed during their absence.

First Day Attendance for Credit Classes

To increase student success, each term no student may register late for a class unless the student is in attendance in the class the student wishes to add on the first day of the semester for full-term classes. Students can be added after the first day at the discretion of the instructor in accordance with the waitlist process (AP 5073).

1. Open registration will end at 11:59 pm on the day before the first day of classes, including sections that are not filled.
2. Students who are absent from the first meeting of the class without notifying the instructor prior to the first class meeting will be reported as a "No Show" on the class roster and dropped from the class.
3. An instructor is not obligated to keep a student on the roster if the student does not attend the first class meeting even if the student has previously contacted the instructor of their absence.
4. Students who wish to add a class must be in attendance on the first day of instruction in order to obtain an add code from the instructor. Students wishing to enroll in online courses must contact the instructor via email on the first day of instruction.
5. All add codes are valid within the first 7 days of a full-term class and 20 percent of a short-term class.
6. If a student misses the 7-day deadline for full-term classes or the 20 percent deadline for short-term classes the student must obtain an add slip from the instructor.
7. Students must turn in the add slip by the end of the second week of the semester or register through the late add process. Late Add Petitions are good for the 3rd - 8th week for full-term courses or 20 percent of short-term courses (AP 5075).
8. Waitlisted students must be in continuous attendance in order to have priority over walk-ins for adding a class.
9. Only the instructor of record or designated instructor may issue an add code.

Class Cancellations

Courses listed in the Schedule of Classes are subject to cancellation based on low enrollment or lack of staffing. If a class is canceled, fees will automatically be refunded and every effort will be made to reschedule students to meet their needs. Early registration and attendance at first class meetings will help ensure the continuance of scheduled classes. (AP 4071)

Class Waitlists

During online registration, if a student tries to register for a class that is full, the student will be given the option to sign up on the waitlist for that class – as long as there are available spots on the waitlist. If seats become available, those on the waitlist will be registered for open seats in the order they are on the list. Being on the waitlist does not guarantee a seat in the class.

If a student tries to register for a class that is full, the student will have automatic access to the waitlist. The closed class will appear in the Registration Errors section of the Web registration screen. The system will display the message "CLOSED – Waitlisted – 00#." The number appearing after the word "Waitlisted" indicates the number of people already on the waitlist. Click the "Action" drop-down menu, choose "Waitlist," and click the "Submit Changes" button to be added to the waitlist. If the waitlist is full, the message will simply say "Closed. Waitlist full."

When there are waitlist openings, anyone can get on a waitlist. However, a student is eligible to remain on the waitlist only if:

- The student meets the class prerequisites;
- The class time does not conflict with another class in which the student is already registered or waitlisted;
- The student has no repeat errors or holds on her/his record, or
- The class units will not exceed the maximum allowed.

Be aware: if a student puts themselves on a waitlist and any of these errors occur when the nightly processes move students into classes from the waitlist, the student will be dropped from the waitlist. Also, the student cannot be on a waitlist for another section of a course in which they are already registered.

If a student is moved into a class automatically from the waitlist, the student will be notified via email. Fees will be assessed when the student is "rolled" or registered into the class and must be paid within the 14-day payment limit. It is the student's responsibility to monitor her/his schedule and to watch for email notifications for any changes from the waitlist.

A student can add her/himself to the waitlist until the day before the first day of class. Once the class begins, waitlists will no longer be accessible.

Multiple and Overlapping Enrollments

Multiple enrollments (enrolling in two or more sections of the same credit course during the same term) will not be permitted unless the length of the course provides that the student is not enrolled in more than one section at any given time. This would apply to short-term courses taught within the same term.

Overlapping enrollments (enrolling in two or more courses where the meeting times for the courses overlap) will not be permitted unless a Time Conflict Petition form has been submitted and approved with all appropriate authorizations.

Sequoias Community College District discourages students from enrolling in classes where meeting times overlap. Therefore, no student may enroll in two or more courses where the meeting times for the courses overlap, unless the following conditions have been satisfied:

1. The student provides a valid justification, other than scheduling convenience, of the need for an overlapping schedule on the Time Conflict Petition form.
2. The student and Instructor agree in writing as to how the overlapping time will be made up under the supervision of the instructor of the course. The time must be made up during the same week as the time missed.
3. The appropriate instructor, Area Dean, and the Vice President of Academic Services approve and return the Time Conflict Petition form to the student. It is the student's responsibility to take the petition to the Admissions and Records Office to be given an override for the unregistered course. Once processed, Admissions and Records will notify the student by phone call or through COS email. It is the student's responsibility to go through the required steps to register for the course once the time conflict override has been processed.

The instructor will track hours of attendance of the student as agreed and submit this documentation to the Area Dean's Office for attachment to the Time Conflict Petition. The Petition and documentation describing the justification for the overlapping schedule and showing that the student made up the hours of overlap in the course will then be retained by the Area Dean's Office for any auditing purposes. (AP 4226)

Course Audit Option

The Governing Board of Sequoias Community College District has authorized the auditing of courses at the College. There is a \$15.00 fee charged for each unit unless the student is enrolled in classes to receive credit for ten (10) or more semester credit units. Students must also pay all health, materials, and parking fees, if applicable.

Steps to Apply for a Course Audit:

1. A student may request to audit a course only when all possible repetitions of the course are complete, if there is seat availability after all for-credit students have registered, if the instructor agrees to take on audit students, and with dean approval.
2. After Census Day, the student completes the STUDENT portion of the Application for Course Audit form (located in the Cashier's Office).
3. The student takes the form to the instructor to complete the INSTRUCTOR portion of the form.
4. The student takes the form and unofficial transcripts to the Area Dean's Office. The Dean will review the transcript to determine if the student has completed the course the maximum allowable number of times before approving the audit request. If that is the case, the Dean completes the AREA DEAN portion of the form.
5. The student takes the completed form with the appropriate signatures to the Cashier's Office for final processing and payment.
6. The student takes a copy of the receipt of payment and a copy of the completed Application for Course Audit form to the instructor before being allowed into the class. Under no circumstances are students allowed to remain in a class without either registering for the credit course or presenting the instructor with evidence that the student has enrolled as an auditor and paid for the class.

See AB/BP 4070 and Ed Code 76370

Credit by Examination

Students may qualify for credit by examination for courses in the current COS catalog for which they appear to be reasonably qualified by training or experience, and for which they have not received previous college credit, attempted credit by examination, or ever enrolled in the course. The course for which the student needs a credit by examination must be one in which the content can be tested by examination in the opinion of the Division and of the assigned instructor.

Conditions and Requirements for Credit by Examination

1. Students must be currently registered and in good standing at COS. The student may not be currently enrolled in the course for which the student is applying for Credit by Examination. Good standing is defined as "not on probationary status." The student must have completed 12 units at COS prior to applying for Credit by Examination. Credits acquired by examination are not applicable to meeting of such unit load requirements as Selective Service deferment, Veteran's, or Social Security benefits.
2. Students must file a petition for credit by examination to challenge a course with the Admissions and Records Office. Petitions are available from the Admissions and Records Office.
3. Credit by examination will not be allowed if the student has received college credit for the course the student is petitioning for credit by examination. Credit by exam will not be allowed for a course (i.e., Spanish 2) if the student has already completed or is currently enrolled in a more advanced course (i.e., Spanish 3) based on prerequisite sequencing.
4. Students must furnish strong proof to the satisfaction of the instructor, Division Chair, and the Area Dean that previous background experience or training would ensure a reasonable measure of success in the challenge. The examination cannot begin until the petition is approved. Notice of approval will be sent by mail to the student.
5. If the petition is approved, the paper(s), project(s), and examination or series of tests will be administered by the appropriate instructor as designated by the Area Dean.
6. The course, with units and letter grade assigned, shall be clearly annotated to reflect that credit was earned by examination and will be reflected in the student's cumulative grade point average. In no case will credit be awarded for more than one course in a sequence of courses. A maximum of 12 units may be earned through credit by examination. This limitation is waived in the case of nursing courses.
7. Once the student receives approval for Credit by Examination, the examination must be completed within the same semester unless extenuating circumstances are shown to justify an extension of time. In the event the examination is not completed within the semester approval was obtained, an NP grade will be assigned. If an NP grade is assigned, the student will not be allowed to challenge the same course again.
8. When the examination, paper(s) or project(s) is completed, the instructor will submit a letter grade (A-D, NP) commensurate with the quality of work submitted. Fees must be paid after the petition has been approved and before the examination is administered.
9. A non-refundable processing fee of \$15.00 will be assessed for each credit by examination petition in addition to the appropriate enrollment and/or non-resident fees charged for each semester unit to be challenged.
10. The deadline to complete the petition process is as follows:
 - Fall Semester: First Monday in October
 - Spring Semester: First Monday in March

Credit by Exam will not be allowed after these dates. (AP 4235)

Course Repetition

Students may repeat credit courses at College of the Sequoias under specific circumstances as outlined in BP 4225 and AP 4225. There are three general circumstances when a course may be repeated:

1. When a course is specifically designed as repeatable.
2. When a student earns a substandard grade (D, F, NC, NP) or a withdrawal (W) is assigned, and the student wants to retake the course to earn a passing grade.
3. When a student meets the criteria for special circumstances.

Course Repetition to Alleviate Substandard Academic Work

BP 4225 authorizes two (2) repetitions of a course in which a student earns a substandard grade (D, F, NC, NP) or was assigned a withdrawal (W). Students do not need to submit a Petition to Repeat a Course when repeating a course for the first time after receiving a final course grade of D, F, NP, NC, or W. If the student again earns a substandard grade or withdraws from a class after the first repeat and wishes to repeat the course a second time, the student must be granted prior approval of a Petition to Repeat a Course by the Dean of Student Services. The first two substandard grades will be excluded when computing the student's GPA (Title 5, Section 55042).

When permission to repeat is required, students may secure a Petition to Repeat a Course from the Admissions and Records Office or website and submit it for review to the Dean of Student Services. The decision of the Dean of Student Services may be appealed to the Vice President of Student Services. Students not meeting the above criteria are blocked from repeating courses at the time of registration.

Special Circumstances

All requests to repeat courses based on special circumstances require permission. Students may secure a Petition to Repeat a Course from the Admissions and Records Office located in Sequoia 107 or the COS website (www.cos.edu (<http://www.cos.edu/>)) and submit it for review to the Dean of Student Services. The decision of the Dean of Student Services may be appealed to the Vice President of Student Services.

1. **Extenuating Circumstances:** Students may petition to repeat a course where a previous satisfactory or substandard grade was earned, one time, for extenuating circumstances based upon verified cases of accidents, illness, or other circumstances beyond the control of the student (Title 5, §55045). The District may permit a third repetition of a course in an effort to alleviate prior substandard academic work, provided the District finds that there are extenuating circumstances which justify an additional repetition. Enrollment in the course must be requested and approved through the petition process (these petitions are reviewed on a case-by-case basis by the Dean of Student Services).
2. **Significant Lapse of Time:** Students may repeat a course, one time, where a satisfactory grade was earned after a lapse of no less than 36 months if one of the following conditions is met:
 - a. The District has properly established a recency prerequisite for a course or program pursuant to Title 5 §55003.
 - b. Another institution of higher education to which the student seeks to transfer has established a recency requirement that the student will not be able to satisfy without repeating the course in question. Pursuant to the petition, the District may allow repetition where less than 36 months have elapsed if the student documents that the repetition is necessary for the student's transfer to the institution of higher education. If the District determines that a student needs to repeat an active participatory course, as defined by Title 5 §55000, in physical education or visual or performing arts, or an active participatory course that is related in content, due to significant lapse of time, that repetition shall be counted in applying the limit on repetitions set forth in Title 5 §55040(c) except that, if the student has already exhausted the number of repetitions permitted, an additional repetition due to significant lapse of time may be permitted or required by the District. Enrollment in the course must be requested and approved through the petition process (these petitions are reviewed on a case-by-case basis by the Dean of Student Services). Substandard grades may be excluded in computing the student's GPA.
3. **Variable Unit Open-Entry/Open-Exit Courses:** Students may be permitted to enroll in variable unit open-entry/open-exit courses as many times as necessary to enable them to complete the entire curriculum of the course once. (Title 5 §55044)

Students may not repeat variable unit open-entry/open-exit courses unless:

- a. The course is required for legally mandated training; or
 - b. The course is a special class for students with disabilities which needs to be repeated; or
 - c. Repetition of the course is justified by extenuating circumstances; or
 - d. The student wishes to repeat the course to alleviate substandard work.
- Whenever a student enrolls in a physical education activity course offered for open-entry/open-exit, the enrollment will count as a repetition of the course.
- When a course is repeated due to a significant lapse of time, the District may disregard the previous grade and credit when computing a student's grade point average.
4. **Work Experience Education Courses:** Students are allowed to repeat an occupational work experience course if only one course in a given field is offered and that course is not offered as a variable unit open-entry/open-exit course. Where only one work experience course is offered, students are allowed to repeat a work experience course as long as they do not exceed the limits on the number of units of cooperative work experience set forth in Title 5 §55253(a).
 5. **Legally Mandated Training:** Students are allowed to repeat a course when repetition is necessary to enable that student to meet a legally mandated training requirement as a condition of volunteer or paid employment. Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade and credit earned by the student each time will be included in calculations of the student's grade point average. Enrollment in the course must be requested and approved through the petition process. The student is required to certify or document that course repetition is legally mandated.
 6. **Significant Change in Industry or Licensure Standards:** Students may petition the District to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for employment or licensure. Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade and credit earned by the student each time will be included in calculations of the student's grade point average. Enrollment in the course must be requested and approved through the petition process. The student is required to certify or document that there has been a significant change in industry or licensure standards necessitating course repetition.
 7. **Repetition for Disability Accommodation:** Students with disabilities can repeat a special class for students with disabilities any number of times when an individualized determination verifies that such repetition is required as a disability-related accommodation. Repetition of a special class is permitted to provide an accommodation to a student's educational limitations under the following circumstances: (Title 5, §56029 [a], [b], [c])
 - a. When continuing success of the student in other general and/or special classes is dependent on additional repetitions of a specific special class;
 - b. When additional repetitions of a specific special class are essential to completing a student's preparation for enrollment into other regular or special classes; or
 - c. When the student has a student educational contract which involves a goal other than completion of the special class in question and repetition of the course will further achievement of that goal.

8. **Special Circumstances for Course Repetition for Disability Accommodation:** The District may, upon petition by the student, permit a third repetition of a course in an effort to alleviate prior substandard academic work when an individualized determination that such a repetition is required as a disability-related accommodation for a student with disabilities as specified in Title 5 §56029.

Repeatable Courses

Activity Courses

Repeatable courses include courses where the student: meets course objectives by repeating a similar primary educational activity; builds on skills or proficiencies by supervised repetition and practice; and learns objectives via participatory experience in individual study or group assignments. As delineated in Title 5, §55041, the District will only designate the following types of courses as repeatable:

1. Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree. The District must retain supporting documentation that verifies that the repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree within four years.
2. Intercollegiate athletics, as defined in Title 5, §55000, where enrollment in the course and courses that are related in content, as defined in §55000, is limited to no more than four times for semester courses. The District shall claim no more than 350 hours of attendance for each enrolled student in each fiscal year for each sport in which the student participates. Of the 350 hours of attendance, no more than 175 hours can be claimed for student enrollment in courses dedicated to the sport, and no more than 175 hours can be claimed for student enrollment in courses that focus on conditioning or skill development for the sport (Title 5, §58161(d), §58162).
3. Intercollegiate academic or vocational competition, as defined in Title 5, §55000, where enrollment in the course and courses that are related in content, as defined in §55000, is limited to no more than four times for semester courses. This enrollment limitation applies even if the student receives a substandard grade or "W" during one or more of the enrollments in such a course or petitions for repetition due to special circumstances as provided in Title 5, §55045.

The District will identify the courses which are to be repeatable and publish this list in the General Catalog and the Course Outline of Record. (Title 5, §55041).

Designation of repeatable courses and the number of times they may be taken for credit are as follows:

- "AB" may be taken 2 times for credit
- "AC" may be taken 3 times for credit
- "AD" may be taken 4 times for credit

These courses, however, may not be taken concurrently. Students will be blocked at the time of registration if they attempt to enroll in an unauthorized course.

All enrollments in repeatable courses will count toward total allowable repetitions. A student will be considered "enrolled" any time s/he receives an evaluative or non-evaluative symbol on his/her record. The grade received for each enrollment will be included when computing the student's GPA.

Students enrolled in courses the permitted number of times will receive credit. A Course Audit Option (See AP 4070 - Auditing and Auditing Fees) is available for course attendance in repeatable courses once the repetition limit has been reached. Also, see the Course Audit Option section above.

Courses that are Related in Content (CRCs)

Active participatory courses not approved as repeatable, that share a similar primary educational objective in physical education, visual arts, and performing arts are grouped together. Students are allowed four enrollments within each group of courses related in content (CRC), but each course in the group may be taken only once. This limitation applies even if a student receives a substandard grade or is approved to repeat a course due to extenuating circumstances.

In addition, all evaluative and non-evaluative grades count toward the four enrollment limitation, and all grades and credits received count in computing the student's GPA. The one and only exception is when a course is repeated pursuant to a significant lapse of time, the District may allow the previous grade and credit to be disregarded in computing the student's GPA.

Art Families of Courses

Code	Title	Units
Design Family (9 Units)		
ART 006	Color and Design	3
ART 007	Advanced Color and Design	3
ART 032	Beginning 3-D Design	3
Drawing Family (9 Units)		
ART 008	Drawing Fundamentals	3

ART 009	Drawing Composition	3
ART 049	Beginning Figure Drawing	3
Painting Family (6 Units)		
ART 043	Beginning Studio Painting	3
ART 044	Intermediate Studio Painting	3
Digital Family (9 Units)		
ART 023	Introduction to Digital Art	3
ART 025	Digital Painting and Imaging	3
ART 130	Digital Printmaking	3
Planographic/Offset Processes Family (12 Units)		
ART 176	Beginning Stone Lithography	3
ART 177	Intermediate Stone Lithography	3
ART 178	Beginning Plate Lithography	3
ART 179	Intermediate Plate Lithography	3
Printmaking Family (12 Units)		
ART 015	Beginning Printmaking	3
ART 016	Intermediate Printmaking	3
ART 121	Beginning Screen Printing	3
ART 122	Intermediate Screen Printing	3
Museum/Gallery Studies Family (6 Units)		
ART 111	Beginning Gallery Exhibition	3
ART 112	Intermediate Gallery Exhibition	3
Research Family (1-4 Units)		
ART 151	Independent Study for Art	1-4
Sculpture Family (9 Units)		
ART 066	Beginning Sculpture	3
ART 067	Intermediate Sculpture	3
ART 141	Beginning Studio Arts	3
Ceramics Family (12 Units)		
ART 061	Beginning Handbuilding Ceramics	3
ART 062	Intermediate Handbuilding Ceramics	3
ART 063	Beginning Wheel Thrown Ceramics	3
ART 064	Intermediate Wheel-Thrown Ceramics	3
Dance Families of Courses		
Code	Title	Units
Ballet Family (2 Units)		
DANC 050	Ballet 1	1
DANC 051	Ballet 2	1
Modern Family (3 Units)		
DANC 054	Modern Dance 1	1
DANC 055	Modern Dance 2	1
DANC 056	Contemporary Dance	1
Jazz Family (3 Units)		
DANC 058	Jazz Dance 1	1
DANC 059	Jazz Dance 2	1
DANC 160	Jazz Dance Styles	1
Tap Family (2 Units)		
DANC 062	Tap Dancing 1	1
DANC 063	Tap Dancing 2	1
Current Trends Family (2 Units)		
DANC 070	Hip Hop	1
DANC 071	Dance Crew	1

Choreography Family (4 Units)		
Code	Title	Units
DANC 080	Choreography	1
DANC 081	Studies in Choreography	1
DANC 082	Contemporary Dance 2	1
DANC 085	Dance Production 1	1
Musical Family (2 Units)		
DANC 041	Musical Theatre Performance - Dance	2
Music Families of Courses		
Code	Title	Units
Music Theatre (4 Units)		
MUS 091	Music Theatre Orchestra	2
MUS 097	Music Theatre Voice	2
Classroom Voice Family (4 Units)		
MUS 030	Beginning Voice	2
MUS 031	Intermediate Voice	2
Chamber Ensemble Family (8 Units)		
MUS 036	Chamber Singers Renaissance	2
MUS 037	Chamber Singers Classical	2
MUS 038	Chamber Singers Romantic	2
MUS 039	Chamber Singers 20th Century	2
Commercial Music Family (4 Units)		
MUS 226	Computerized Audio 1: Pro Tools	2
MUS 227	Computerized Audio Production 2	2
Jazz Orchestra (2 Units)		
MUS 072AD	Jazz Orchestra	2
Recording Arts Family (5 Units)		
MUS 281	Recording Arts 1	2
MUS 282	Recording Arts 2	3
Physical Education Families of Courses		
Code	Title	Units
Aerobics Family (4 Units)		
PEAC 001	Aerobic Conditioning	1
PEAC 002	Non-Impact Aerobics	1
PEAC 003	Step Aerobics	1
PEAC 004	Circuit Training	1
Aquatics Family (4 Units)		
PEAC 008	Beginning Swimming	1
PEAC 009	Intermediate Swimming	1
PEAC 010	Advanced Swimming	1
PEAC 011	Swimming for Fitness	1
Baseball Family (3 Units)		
PEAC 015	Fundamentals of Baseball	1
PEAC 016	Conditioning for Baseball	1
PEAC 017	Techniques of Baseball	1
Basketball Family (2 Units)		
PEAC 021	Beginning Basketball	1
PEAC 022	Intermediate Basketball	1
Football Family (1 Unit)		
PEAC 025	Fundamentals of Football	1
Mind/Body Wellness Family (4 Units)		
PEAC 036	Stretch and Tone	1

PEAC 037	Pilates Mat Class	1
PEAC 038	Introduction to Yoga	1
PEAC 039	Hatha Yoga Fundamentals	1
Soccer Family (1 Unit)		
PEAC 042	Soccer	1
Softball Family (2 Units)		
PEAC 046	Women's Softball-Beginning	1
PEAC 048	Women's Softball - Advanced	1
Tennis Family (2 Units)		
PEAC 052	Beginning Tennis	1
PEAC 053	Intermediate Tennis	1
Track and Field Family (1 Unit)		
PEAC 056	Beginning Track and Field	1
Volleyball Family (2 Units)		
PEAC 064	Beginning Volleyball	1
PEAC 065	Intermediate Volleyball	1
Walk/Jog Fitness Family (4 Units)		
PEAC 068	Beginning Fitness Walking	1
PEAC 069	Intermediate Fitness Walking	1
PEAC 070	Walk/Jog for Aerobic Fitness	1
PEAC 071	Cross Interval Training	1
Weight Training Family (4 Units)		
PEAC 074	Beginning Weight Training	1
PEAC 075	Intermediate Weight Training	1
PEAC 076	Advanced Strength and Body Building Principles	2
Cheer Family (6 Units)		
PEAC 060	Varsity Performance 1	2
PEAC 061	Varsity Performance 2	2
PEAC 262	Cheer Fitness 1	1
PEAC 263	Cheer Fitness 2	1

Theatre Families of Courses

Code	Title	Units
Acting Family (13 Units)		
DRAM 002	Fundamentals of Acting 1	4
DRAM 003	Fundamentals of Acting 2	3
DRAM 004	Intermediate Acting - Classical	3
DRAM 005	Intermediate Acting 2: Styles	3
Stagecraft Family (6 Units)		
DRAM 013	Beginning Stagecraft	3
DRAM 014	Intermediate Stagecraft	3
Stage Lighting Family (6 Units)		
DRAM 015	Beginning Stage Lighting	3
DRAM 016	Intermediate Stage Lighting	3
Makeup/Costuming Family (6 Units)		
DRAM 012	Costuming	3
DRAM 017	Makeup	3
Rehearsal and Performance Family (4 Units)		
DRAM 019	Rehearsal and Performance - Classical	2
DRAM 021	Rehearsal and Performance - Contemporary	2
Musical Theatre Family (2 Units)		
DRAM 020	Music Theatre Rehearsal and Performance - Classical	2

Student Production Family (2 Units)		
DRAM 022	One Act Play Production	2
Stage Movement Family (2 Units)		
DRAM 030	Stage Movement/Stage Combat	2

Dropping a Class/Withdrawals

Course Withdrawals - Limitation on Repeats

See AP 4228 regarding limitations on the number of times a student may repeat, withdraw from a course and receive a "W" on his/her transcript.

- Students who cannot continue in a class have an obligation to officially drop the class. All drops are processed on students' Banner Web accounts.
- Drops processed prior to the end of the second week of the semester for full-term courses, or on the second day for a summer session, are not recorded on the student's transcript and students may petition for a refund through the COS Cashier's Office.
- Drops processed for full-term courses after the second week and through the tenth week of a spring or fall semester, or set date for each summer session will result in a "W" recorded on the transcript and no refund.
- It is the student's responsibility to drop a class in which s/he no longer wishes to be enrolled. Non-attendance does not release the student from this responsibility. Students can process all drops and complete withdrawals through their Banner Web accounts.

Limitation on Withdrawals

Students may repeat courses two (2) times in which substandard grades (less than C) were earned or a withdrawal (W) is assigned (BP 4225). However, in support of the College's philosophy of quality collegiate education and following the guidelines of Title 5 §55024(a)(9), the Board of Trustees has also limited the number of times a student may withdraw and receive a "W" notation from any course to two (2) times.

This limitation will not apply to students who withdraw prior to the end of the second week of a full semester course (second day for summer session) and who do not receive a notation of "W" on their academic record.

Students who want to re-enroll in a course from which they previously withdrew and received a "W" notation in two prior semesters MUST submit a Petition to Repeat a Course, and have written approval from the Dean of Student Services, before they can again register in that course. The form is available from the Admissions and Records Office (Room 107) or the COS website.

A student who is a member of an active or reserve United States military service who has received orders may withdraw from a course. Upon verification of such orders, a withdrawal symbol (either "MW" or "W" may be assigned at any time after the second week (second day of Summer session).

Military withdrawals shall not be counted in progress probation and dismissal calculations (Title 5 §55024).

Extenuating Circumstances

Students withdrawing after the final drop date must bring documentation of approved **Extenuating Circumstances** (verified cases of accidents, illnesses, or other circumstances beyond the control of the student) to the Dean of Student Services. After consultation with the appropriate instructor or, in the event the instructor cannot be contacted, the department chair or appropriate administrator, a "W" (withdrawal) or "EW" (excused withdrawal) on the transcript may be authorized (Title 5 §55024).

Independent Study

The purpose of an independent study is to provide an opportunity for students, under the direction of an instructor, to participate in advanced individualized studies to supplement existing courses. The independent study requires a minimum of 52.5 hours of academic work per unit.

Before a student may enroll, the student must have completed ALL beginning-level courses offered at the District in the subject. Only in very unusual cases may students be enrolled in independent study without completing the beginning-level courses.

Credit for Independent Study is accepted at California State Universities. Independent Study courses are accepted for the granting of transfer credit at a University of California (UC) campus contingent upon an evaluation of the course outline by a UC campus (maximum credit allowed is 3-1/3 semester units per term).

Application Procedure for Students

Students must follow the procedure below:

1. A student who has completed all beginning-level courses and wishes to pursue a subject of interest must complete an Independent Study Agreement form. A student must be currently registered at the College of the Sequoias District in one or more units before applying for independent study credit.
2. The student seeking independent study should outline his/her proposal and discuss it with an appropriate instructor. With the instructor's approval, the student should then complete the Independent Study Agreement Form. Once the form is completed, the student should return it to the supervising instructor. This approval process should be completed before the third week of the semester.

3. The form must then be signed by the instructor, Area Dean, and the Vice President of Academic Services, before the end of the third week of the semester.
4. If approved, the form is sent from the Office of Academic Services to the Admissions and Records Office and the course is entered into the student's schedule of classes. Registration is complete at this point. A copy of the approved form is then sent to the student along with information regarding appropriate fees.
5. If disapproved, the reason for the disapproval is written (stated) on the form and returned to the instructor who approved the independent study. The instructor then notifies the student as to the reason for the denial.
6. Roll sheets are printed by the instructor.
7. At the end of the semester, grade reports are due in the Admissions and Records Office at the same time as those for regularly scheduled classes.
8. If the independent study project must continue beyond the semester's end, a grade of "I" (incomplete) will be assigned to the student. An incomplete grade must be made up according to the stated procedure in AP 4233 and in the College Catalog.
9. A complete roster of all independent study students will be kept by semester for a given year and filed in the Admissions and Records Office. (AP 4101).

Prerequisites and Corequisites

Title 5 Matriculation Regulations (§55002(a)2D, §55003) state that students are entitled to enroll in any course for which they can meet necessary and valid prerequisites and corequisites.

A prerequisite means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. Prerequisites shall be based on the successful completion of an appropriate course (e.g., BIOL 001 with a minimum grade of C prior to attempting BIOL 002) or the college's assessment process using multiple measures.

A 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 (e.g., ECT 280 in conjunction with ECT 281).

An advisory on recommended preparation means a condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program (e.g., ACCT 001 with a minimum grade of C prior to attempting ACCT 210).

A limitation on enrollment is similar to a prerequisite because both are conditions of enrollment that a student is required to meet for enrollment in a course or educational program. A limitation on enrollment differs from a prerequisite because it is not based on the successful completion of a course or the College's placement procedures (e.g., public performance courses requiring an audition).

Prerequisite/Corequisite Challenge Process

Any student who does not meet a prerequisite, corequisite, or who is not permitted to enroll due to a limitation on enrollment but who provides satisfactory evidence may attempt to seek entry into the course via a prerequisite override.

Grounds for challenge are as follows (per Title 5 §55003(p)):

1. The prerequisite or corequisite has not been established in accordance with the district's process for establishing prerequisites and corequisites.
2. The prerequisite or corequisite is in violation of Title 5 §55003.
3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.
4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite.
5. The student will be subject to undue delay in attaining the goal of his/her educational plan because the prerequisite or corequisite course has not been made reasonably available.

Grading Policies

Grading Procedures

All college work is measured in terms of both quantity and quality. The measure of quantity is the unit and the measure of quality is the grade point. Grades from the following grade scale shall be averaged on the basis of point equivalencies using the following evaluative symbols:

Symbol	Definition	Grade Point
A+		4.0
A	Excellent	4.0
A-		3.7
B+		3.3
B	Good	3.0

B-		2.7
C+		2.3
C	Satisfactory	2.0
D+		1.3
D	Less than satisfactory	1.0
D-		0.7
F	Failing	0
P	Pass	
NP	No Pass	

Pass and No Pass grades are not counted in GPA.

Current term and cumulative total grade point averages are recorded on students' permanent academic records on file in Admissions and Records. Unofficial transcripts are available via COS Banner (http://banweb.cos.edu/prod/twbkwbis.P_WWWLogin/) Web.

Why is COS Using Plus/Minus Grading?

Both the UC and CSU systems use plus/minus grading. Using plus/minus grading at COS reduces certain grade inequities that result with a grading policy that uses only base letter grades. Faculty also want to recognize student effort to improve a grade that falls short of the required whole letter grade.

Why is an A+ Worth the Same as an A?

The California Education Code defines a grading scale with no grade greater than a 4.0 in the determination of a student's GPA. The A+ grade, however, will be notated on the transcript.

Why is There no C-?

The California Education Code does not allow the reporting of a C- grade (Title 5 §55023, AP 4230, and AP 4220).

Are all COS Professors Going to Use this System?

While the Academic Senate encourages faculty to adopt plus/minus grading, individual faculty members are free to assign grades that they believe best reflect the performance of their students. Professors determine how they grade at the start of each semester. Students who have questions should ask their professors about which grading scale they will be using.

Students may access their grades through logging into their Banner (http://banweb.cos.edu/prod/twbkwbis.P_WWWLogin/) Web account. A hard copy of grades may be obtained at no cost from the website (on any Web accessible computer or in the Student Services Lab). Semester grade reports are no longer mailed to students.

For purposes of grading and transfer to other collegiate institutions, it is necessary for the student to obtain a "C" average. "A" "B" and "C" are passing grades, corresponding to excellent, good and satisfactory. A "D" earns credit but is insufficient to fulfill local general education, major, and certificate course requirements. "F" is failure. A grade of "I" (incomplete) will be given at the discretion of the instructor in cases of extenuating circumstances (see Extenuating Circumstances under Course Repetition in Course Policies (p. 74) for more information). The student is entitled to all grade points upon satisfactory completion of assignments within one year.

In any course of instruction for which grades are awarded, the instructor of the course will determine the grade to be awarded each student. The determination of the student's grade will be final in the absence of mistake, fraud, bad faith, or incompetence. "Mistake" may include, but is not limited to, clerical errors and errors made by an instructor in calculating the student's grade (Title 5 §55025). "Fraud" may include, but is not limited to, inaccurate recording or changing a grade by any person who gains access to grade records without authorization. In the case of fraud, bad faith, or incompetence, the final determination concerning removal or change of grade will be made by Vice President of Academic Services.

If the original instructor is not available; if the student has filed a discrimination complaint; or, if the District determines that it is possible there has been gross misconduct by the original instructor, the District shall make provisions for another faculty member to substitute for the original instructor (Title 5 §55025c).

If a grade must be changed due to an error in assigning a grade, error in withdrawing a student, inappropriate admission, etc., a "Petition for Modification of Student Records" must be completed. This form can be obtained from the Admissions and Records Office and must be completed by the instructor and approved by the Dean of Student Services. Procedures for modification of the student's records will include expunging the incorrect grade from the record (Title 5 §55025d).

This grade change procedure is intended to provide all parties with due process in the event of a disagreement or misunderstanding regarding classroom policies or grades. Students are encouraged to discuss informally any concerns they may have about class policies and course grades with their instructors before requesting more formal resolution of an issue.

If the concerns of the student cannot be resolved with the instructor, the student can ask for advice or assistance from the appropriate Division Chair and Area Dean. If still dissatisfied after meeting with the instructor and the Area Dean, the student may, within ten days following the meeting, file a grievance

with the Vice President of Student Services. The detailed procedures for resolution at this level are found in AP 5530 - Student Rights and Grievance. If the grievance hearing is resolved in the student's favor, a "Petition for Modification of Student Records" is completed and processed.

Concerns about grades should be addressed as soon as possible in order to ensure availability of student and instructor records and to permit time for a formal appeal should one be necessary. Any formal efforts to resolve a grade dispute must occur within one year after the student has received the grade.

Grades: Final Examinations

Final examinations of at least two hours are held in all subjects according to the schedule that is published by the Office of Academic Services each semester. Students who have three final examinations scheduled on the same day are entitled to have one final exam moved to another day by contacting the instructors at least two weeks before the start of the final exam week.

Grades: Incompletes

Incomplete academic work due to an unforeseeable emergency and/or for justifiable reasons (see Extenuating Circumstances under Course Repetition in Course Policies (p. 74) for more information), may result in an "I" symbol being entered in the student's record. The condition for the removal of the "I" shall be stated by the instructor on the "Incomplete" Grade Report form submitted at the end of the term. This form shall contain the conditions for the removal of the "I" and the grade assigned in lieu of its removal. A copy of this form must be given to the student with a copy on file with the Admissions and Records Office until the "I" is made up or the time limit has passed. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed.

The "I" may be made up no later than one year following the end of the semester in which it was assigned. The student should not re-enroll in the class. The "I" symbol shall not be used in calculating units attempted nor for grade points. Students may petition for a time extension if there are extenuating circumstances by submitting documentation to the Dean of Student Services.

Grades: "Pass/No Pass" Grading

All students enrolled in the 300 series (course number) of classes are graded on an "A", "B", "C", and "No Pass" basis.

The following courses are graded on a Pass/No Pass basis:

ENGL 123, ENGL 124, ENGL 125, ENGL 126, IS 308, PTA 160, PTA 161.

Pass and No Pass grades are not counted in GPA. (Pass is equivalent to "C" or better.)

Grades: Report Delayed (RD)

The "RD" symbol is to be used when there is a delay in reporting the grade of the student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. "RD" shall not be used in calculating grade point averages.

Academic Renewal

A student may petition the Dean of Student Services, to have substandard grades (D, F, NC, NP) disregarded from inclusion in the unit totals and grade points as listed on the permanent academic record. A maximum of 12 units may be renewed. Prior to petition for the renewal of a substandard grade, the following conditions must be met:

1. Fifteen (15) or more semester units of lower division college work with a 2.5 ("C") or better GPA at COS or other accredited institution of higher learning must be completed following the semester in which the substandard grade(s) were earned.
2. At least three (3) years must have elapsed since the substandard grades were received. Instructors who originally assigned the grades must give written approval for their forgiveness. In cases where the faculty members cannot be located, the final decision on forgiveness of substandard grades will reside with the Dean of Student Services.
3. Decisions of the Dean of Student Services may be appealed to the Vice President of Student Services.

Forms to petition for academic renewal are available in Admissions and Records Office. The substandard grade for which academic renewal is approved remains on the student's transcript per Title 5 regulations. Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade. (AP 4240)

Progress Probation, Dismissal and Readmission

Academic Probation

A student who has attempted at least 12 cumulative semester units as shown by the College's official academic record shall be placed on academic probation if the student has earned a grade point average (GPA) below 2.0 in all units which were graded on the basis of the grading scale outlined in AP 4230 (Title 5, Section 55031).

A student on academic probation:

1. Is limited to 13 units or to a maximum load recommended by the student's counselor.
2. Shall not be dismissed after his third semester of below satisfactory work (below 2.0 semester cumulative GPA) if during that third semester and every subsequent semester the student maintains a 2.0 semester GPA until his cumulative GPA is above the probationary level.

A student on academic probation for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher (Title 5, Section 55032).

Computation process is: GPA equals total grade points earned divided by total units attempted with letter grade.

Notification of Probation

Each student is entitled to be notified of his academic difficulty and the availability of College support services to respond to the academic difficulty before the student is dismissed. Notification will consist, at a minimum, of the following: At the end of the semester in which the student's grade point average falls below 2.0 in all units attempted, a notice that the student is on probation shall be sent informing the student s/he is on academic probation. "All units attempted" is defined as all units of credit for which the student is enrolled in at the community college that s/he attends.

At the end of the third semester on which the student is on academic or progress probation, a notice that the student is subject to dismissal will be sent to the student informing her/her is subject to dismissal.

The letter notifying the student of probation will cover, at a minimum, the significance of being on probation and description of the services available.

Progress Probation

A student who has enrolled in a total of at least 12 semester units as shown by the College's official academic record shall be placed on progress probation when the percentage of all units in which a student has enrolled and for which entries of W, I, NC, and NP are recorded reaches or exceeds fifty (50) percent (Title 5, Section 55031). A student on progress probation is limited to 13 units or to a maximum load recommended by the student's counselor.

After the second progress probation, students who satisfactorily complete fifty (50) percent or more of units registered each semester will continue on progress probation rather than be dismissed (even if insufficient units have been completed to remove them from probation). If students complete forty-nine (49) percent or fewer of units enrolled in any semester after the second progress probation, they will be subject to progress dismissal.

A student on progress probation because of an excess of units for which entries of W, I, NC, and NP are recorded shall be removed from probation when the percentage of units in this category drops below fifty (50) percent. Computation process is: Progress Percentage equals total units with W, I, NC, and NP divided by total units enrolled.

Removal from Probation

A student on academic probation for a grade point deficiency shall be removed from probation when the student's cumulative grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of "W", "I", "NC", and "NP" units falls below 50 percent.

A student has the right to appeal a placement on probation if he believes an error has been made. The student may obtain a Petition to Appeal Probation from the Admission and Records Office and file it with Dean, Student Services, within 30 days after being placed on probation. It is the student's responsibility to indicate on the Petition a clear statement of the error made and to provide evidence supporting the assertion. Petitions will be reviewed by the Dean, Student Services.

The student will be continued on probation until the Dean decides on the student's appeal. The decision of the Dean will be communicated to the student in writing within 10 days of receipt of the student's appeal. If the student fails to file a Petition to Appeal Probation with the 30 day time limit, the student waives all future rights to appeal the probation action.

The student may appeal the decision of the Dean in writing to the Vice President of Student Services within 10 working days of the date of notification of the decision of the Dean. The decision of the Vice President of Student Services is final.

See AP 4255 for Disqualification, Dismissal, and Readmission

Academic Dismissal

A student on academic probation shall be subject to dismissal if the student earned a cumulative GPA of less than 2.0 in all units attempted in each of the three consecutive semesters which were graded on the basis of the grading scale. Dismissals occur only after the spring semester.

Notification of Academic Probation/Dismissal

Each student is entitled to be notified of his academic difficulty and the availability of college support services to respond to the academic difficulty before the student is dismissed. At the end of the semester in which the student's grade point average falls below 2.0 in all units attempted, a letter that the student is on probation shall be sent to the student. This letter will explain the significance of being on probation and will inform the student of support services available to assist in removing probation. The letter will also contain information on a mandatory probation workshop which must be attended in order for the student to maintain priority enrollment (see AP 5055).

Students who are subject to dismissal shall be sent a letter notifying them of:

1. Procedures leading to academic dismissal.
2. Explanation of what dismissal means.
3. Procedures for readmission/reinstatement.
4. Procedures to appeal the dismissal.

Notice of their status will be entered on their permanent record and transcripts.

Academic Dismissal – Readmission

A student who has been dismissed shall not be eligible for reinstatement or readmission until one semester has elapsed after the dismissal (not including summer session). A Petition for Readmission is required prior to enrollment and is available from the Admissions and Records Office. Approval for readmission will specify conditions and requirements to be met as determined by the Dean of Student Services.

Any student readmitted after disqualification remains on probation until probation removal requirements have been fulfilled. Students dismissed for the second time are not eligible to petition for readmission until another semester of nonattendance has elapsed (not including summer session).

Progress Dismissal

A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled with entries of "W," "I," "NC," and "NP" are recorded in at least three consecutive semesters reaches or exceeds 50 percent.

Notification of Progress Probation/Dismissal

At the end of the third semester on which the student is on progress probation, a student will be so informed by letter of:

1. Progress probation procedures
2. Explanation of what dismissal means
3. Procedure for readmission
4. Procedure to appeal the dismissal

Notice of this status will be entered on his permanent record and transcripts.

Progress Probation – Readmission

A student who has been dismissed shall not be eligible for reinstatement or readmission until one semester has elapsed after the dismissal (not including summer session). A Petition for Readmission is required prior to enrollment and is available from the Admissions and Records Office. Approval for readmission will specify conditions and requirements to be met as determined by the Dean of Student Services.

A student readmitted after disqualification remains on probation until probation removal requirements have been fulfilled. Students dismissed for the second time are not eligible to petition for readmission until another semester of nonattendance has elapsed (not including summer session).

Appeal of Dismissal

The student has the right to appeal a proposed dismissal action if the student feels that facts exist to warrant an exception to this action. The student may obtain a Petition of Appeal from the Admission and Records Office and file it with Dean of Student Services, within 30 days after the dismissal letter was mailed. If the student fails to file a Petition of Appeal with the 30 day time limit, the student waives all future rights to appeal the dismissal action. It is the student's responsibility to indicate on the Petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons. Petitions will be reviewed by the Dean of Student Services.

The student will be continued on probation until the Dean of Student Services decides on the student's appeal.

The Dean of Student Services will notify the student within 10 days of receipt of the student's appeal. The student may appeal the decision of the Dean of Student Services, in writing to the Superintendent/ President, within 10 working days of the date of notification of the decision. The decision of the Superintendent/President is final.

If the dismissal appeal is granted, the student will be continued on probation for an additional semester. At the end of the additional semester, the student's academic record will again be evaluated to determine whether the student may be removed from probation, should be dismissed, or should be continued on probation.

Finality of Grades/Student Records

When a course is repeated to alleviate a substandard grade, the most recent grade is used for the calculation of the grade point average (GPA).

Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate symbol. Annotating the permanent academic record shall be done in a manner that all work remains legible, insuring a true and complete academic history.

With regard to students with disabilities, the District will allow the previous grade and credit to be disregarded in computing the student's GPA each time the course is repeated. (Title 5 §56029)

Transfer and External Exam Credit

Acceptance of Credit from Other Institutions

Students may use coursework completed at other institutions to fulfill program, general education, and/or elective unit requirements for the Associate Degree or certificate programs at College of the Sequoias.

Colleges and universities must ensure the quality of their programs by adhering to specific evaluation criteria established and evaluated by private educational associations called accrediting agencies. College of the Sequoias accepts courses from institutions accredited by the following regional agencies:

- MSCHE - Middle States Commission on Higher Education
 - (Formerly MSA - Middle States Association of Colleges and Schools)
- NWCCU - Northwest Commission on Colleges and Universities
 - (Formerly NASC - Northwest Association of Schools and Colleges)
- HLC - Higher Learning Commission
 - (Formerly NCA - North Central Association of Colleges and Schools)
- NEASC-CIHE - New England Association of Schools and Colleges-Commission on Institutions of Higher Education
- SACS - Southern Association of Colleges and Schools
- WASC-ACCJC - Western Association of Schools and Colleges- Accrediting Commission for Community and Junior Colleges
- WSCUC - Western Association of Schools and Colleges - Senior Colleges and University Commission

College of the Sequoias recognizes those institutions that are either fully accredited or are listed as a candidate for accreditation as published in the Database of Accredited Postsecondary Institutions and Programs maintained by the U.S. Department of Education.

The elective-unit requirement may be met with courses from regionally accredited colleges and universities without further evaluation. Program and general education requirements may be met with courses from regionally accredited colleges and universities only after being evaluated through the course equivalency process or course substitution process.

Course equivalency may be determined by any of the following methods:

1. Direct articulation between COS and the sending institution.
2. Indirect articulation between COS and other California Community Colleges based on approval of courses for the California Identification Number System (C-ID).
3. Indirect articulation between COS and a sending institution determined by cross-referencing additional public colleges and universities included in the California statewide articulation repository (ASSIST.org (<http://www.assist.org>)). For example, if a course under review is not approved for C-ID and COS does not have direct articulation with the California Community College, a CSU that maintains articulation with both COS and the other California Community College could be used to establish indirect articulation.
4. A critical evaluation of the course to verify core elements of the course including topics, course objectives, lecture and/or lab hours, and pre-/co-requisites are sufficiently aligned with COS courses. This review will be conducted by the counseling and/or evaluations staff. Some courses will also require review by the College's Articulation Officer, appropriate faculty content experts, and the appropriate Division Chair.

Course substitutions may be approved by any of the following methods:

1. Courses completed at another California Community College that are approved for an associate degree general education category as outlined in Title 5 will be applied to the same associate degree general education category at COS regardless of whether COS has an equivalent course.
2. Courses completed at another California Community College or at a California State University that are approved for a CSU general education category as outlined in CSU E.O. 1100 will be applied to the parallel associate degree general education category at COS.
3. Courses completed at another California Community College that are approved for the Intersegmental General Education Transfer Curriculum (IGETC) as outlined in the Standards, Policies & Procedures for IGETC (version 1.9 or most current) will be applied to the parallel associate degree general education category at COS.

Acceptance of Credit from Prior Learning Experience (CPL)

Credit may be awarded for prior experience or prior learning only for individually identified courses with subject matter similar to that of the individual's prior learning and only for a course listed in the college catalog. Award of credit may be approved towards electives for students who do not require additional general education or program credits to meet their educational goals. Grading shall be according to the COS grading policies approved by the governing board pursuant to section 55023.

Upon completion of the Student Education Plan (SEP), pursuant to Education Code 78212, a student who is a veteran or an active-duty member of the armed forces, holds industry-recognized credentials, or requests credit for a course based on their prior learning shall meet with a Counselor to complete the appropriate paperwork and then be referred to the appropriate department faculty member for assessment of prior learning. Students may accept, decline, or appeal decisions related to award of credit, and in the cases of credit by exam, pursuant to Title 5 Sections 55021 and 55025.

CSU CPL POLICIES

All applicable approved CPL course credits will be incorporated into certification of CSU GE-Breadth requirements. Limitations on acceptance of units towards CSU lower division major requirements are determined by each CSU campus.

UC CPL POLICIES

The University of California limits their acceptance of credit for prior learning methods towards admissions. Please meet with a Counselor to determine if your CPL method is admissible to the UC.

See the Counseling Office for more information and to obtain the required form(s).

Student Understands: If a student is using knowledge and skills acquired through experience alone and wants Credit for Prior Learning (CPL) through faculty with subject matter expertise via an evaluation, the student understands that:

1. CPL may not be offered for all courses, including where faculty with subject-matter expertise is unavailable
2. Only courses that are active and documented in the catalog may be used for the awarding of CPL
3. Credit Limitation: Credit awarded for CPL shall not exceed 30 units in total from one or more of the CPL methods: Standardized Exams (AP, CLEP, IB, DLPT), Military training, Examination administered by other agencies approved by the District, Evaluation of industry-recognized credential documentation, Evaluation of student-created portfolios, and Credit by Examination towards the Associate Degree/Certificate
4. CPL credit will not be awarded if a student has received college credit for the relevant course
5. There are limitations to what the CSU/UC will accept:
 - a. CLEP and DSST credit is not accepted towards UC admissions - CSU may accept credit
 - b. Industry credentials/portfolios – To be determined by CSU campuses, not accepted at UC
6. Please allow 1-2 weeks for processing

Deadline to submit the form(s):

- Fall semester is December 1st
- Spring semester is May 1st
- Summer semester is July 15th

Advanced Placement Exams (CEEB)

College of the Sequoias recognizes high achievements by students who have successfully completed one or more Advanced Placement Examinations as authorized by the College Entrance Examination Board.

Students who have successfully completed exams in the Advanced Placement Program with a score of 3, 4, or 5 may be granted credit for purposes of course equivalency, COS general education, and/or elective credit according to the COS AP Chart below and catalog rights (<https://catalog.cos.edu/>).

In order to receive credit, students at College of the Sequoias need to fill out an External Credit Petition with the Counseling Department for Advanced Placement Examinations after scores are sent to the College. The College will confirm the credit granted. Refer to the following AP chart below for information on specific course credits awarded and general education areas cleared to meet College of the Sequoias' program requirements as well as the transfer general education areas cleared for CSUGE and/or IGETC certification.

Be aware that other institutions, particularly four-year colleges/universities, may evaluate your Advanced Placement credits differently. Check with an Academic Counselor or the institution to which you plan to transfer for an evaluation of your Advanced Placement credits. AP exams with a minimum score of 3 can be used toward CSU admission and CSU GE certification, and UC admission and IGETC certification requirements.

If students change their minds and choose not to receive credit for AP exams, they should request to have the credit removed from their transcript by making this request in writing to the Dean of Student Services to petition to remove AP credit. (Administrative Procedure 4236).

AP Exam	Score	COS Course(s) Units () GE Area	Score	COS Course(s) Units () GE Area	CSU GE Certification Area/Semester Units**	CSU Minimum Admission Semester Units**	IGETC Certification Area/Semester Units***	UC Minimum Admission Semester Units***
Art History	3, 4, 5	ART 002 (3) Area C			Area C2 or C1 3 units	6 units	Area 3A or 3B 3 units	5.3 units
Studio Art- Drawing	3, 4, 5	ART 008 (3) Area C			N/A	3 units	N/A	5.3 units maximum for all three studio art exams
Studio Art-2D Design	3, 4, 5	ART 006 (3) Area C			N/A	3 units	N/A	5.3 units maximum for all three studio art exams
Studio Art-3D Design	3, 4, 5	ART 007 (3) Area C			N/A	3 units	N/A	5.3 units maximum for all three studio art exams
Biology	3	BIOL 020 (4) Area B	4, 5	BIOL 020 (4) + Electives (2) Area B	B2 + B3 4 units	6 units	Area 5B & 5C 4 units	5.3 units
Calculus AB or Calculus BC/AB Sub-score	3	Electives (3) Area A2	4, 5	MATH 65 (4)	Area B4 (3 units)	3 units (only one CALC AP exam applied to degree)	Area 2 (3 units)	2.7 units (5.3 max credit for Calculus AP exams)
Calculus BC	3	MATH 065 (4) Area A2	4, 5	MATH 065 (4) + MATH 066 (4) Area A2	Area B4 3 units	6 units (only one CALC AP exam applied to degree)	Area 2 3 units	5.3 units (max credit for Calculus AP exams)
Chemistry	3, 4	CHEM 020 (4) Area B	5	CHEM 001 (5) Area B	Area B1 + B3 4 units	6 units	Area 5A & 5C 4 units	5.3 units
Chinese Language & Culture	3, 4, 5	Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
Computer Science A	3, 4, 5	CSCI 001 (4)				3 units		5.3 units
Computer Science Principles					Area B4 3 units	6 units		5.3 units
English: Language & Composition	3, 4, 5	ENGL 001 (4) Area A1			Area A2 3 units	6 units	Area 1A 3 units	5.3 units (max credit for both English AP exams)
English: Literature & Composition	3, 4, 5	ENGL 001 (4) + ENGL 4 (3) Area A1 and C			Area A2 & C2 6 units	6 units	Area 1A or 3B 3 units	5.3 units (max credit for both English AP exams)
Environmental Science	3, 4, 5	Electives (4) Area B			Area B1 & B3 4 units	4 units	Area 5A & 5C 3 units	2.7 units
French Language & Culture	3, 4, 5	Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
German Language & Culture	3, 4, 5	Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
Geography (Human)	3, 4, 5	Electives (3) Area D			Area D 3 units	3 units	Area 4 3 units	2.7 units

Government & Politics: Comparative	3, 4, 5	POLS 006 (3) Area D			Area D 3 units	3 units	Area 4 3 units	2.7 units
Government & Politics: US****	3, 4, 5	POLS 005 (3) Area D			Area D & US-2 CSU AI requirement 3 units	3 units	Area 4 3 units	2.7 units
History: European	3	HIST 004 (3) Area D or C	4, 5	HIST 004 (3) & HIST 005 (3) Area D or C	Area C2 or D 3 units	6 units	Area 3B or 4 3 units	5.3 units
History: US	3	HIST 017 (3) Area D or C	4, 5	HIST 017 (3) & HIST 018 (3) Area D or C	Area C2 or D & US-1 CSU AI requirement 3 units	6 units	Area 3B or 4 & US-1 CSU AI requirement 3 units	5.3 units
History: World	3	HIST 025 (3) Area D or C	4, 5	HIST 025 (3) & Electives (3) Area D or C	Area C2 or D 3 units	6 units	Area 3B or 4 3 units	5.3 units
Italian Language & Culture	3, 4, 5	Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
Japanese Language & Culture	3, 4, 5	Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
Latin	3, 4, 5	Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
Macro Economics	3, 4, 5	ECON 050 (3) Area D			Area D 3 units	3 units	Area 4 3 units	2.7 units
Micro Economics	3, 4, 5	ECON 040 (3) Area D			Area D 3 units	3 units	Area 4 3 units	2.7 units
Music Theory	3, 4, 5	Elective (3) Area C				N/A		5.3 units
Physics 1*	3, 4, 5	Electives (4) Area B			Area B1 + B3 4 units	4 units	Area 5A & 5 4 units	5.3 units (max credit for all Physics AP exams)
Physics 2*	3, 4, 5	Electives (4) Area B			Area B1 & B3 4 units	4 units	Area 5A & 5C 4 units	5.3 units (max credit for all Physics AP exams)
Physics 1 & 2	3, 4, 5	PHYS 020 (4) Area B						
Physics C-Mechanics*	3, 4, 5	PHYS 055 (4) Area B			Area B1 + B3 4 units	4 units (6 units max credit for all Physics AP exams)	Area 5A & 5C 3 units	2.7 units (5.3 units max credit for Physics AP exams)
Physics C-Electricity & Magnetism*	3, 4, 5	PHYS 056 (4) Area B			Area B1 + B3 4 units	4 units (6 units max credit for all Physics AP exams)	Area 5A & 5C 3 units	2.7 units (5.3 units max credit for Physics AP exams)
Precalculus	3, 4, 5				Area B4 3 units	3 units		
Psychology	3, 4, 5	PSY 001 (3) Area D			Area D 3 units	3 units	Area 4 3 units	2.7 units
Spanish Language & Culture	3, 4, 5	SPAN 004 (4) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units
Spanish Literature & Culture	3, 4, 5	SPAN 012 (3) + Electives (3) Area C			Area C2 3 units	6 units	Area 3B & 6 3 units	5.3 units

Statistics	3, 4, 5	MATH 021 (4) Area A2	Area B4 3 units	3 units	Area 2 3 units	2.7 units
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- * If a student passes both the AP Physics B (or AP Physics 1 & 2) and AP Physics C exams, credit will be granted for AP Physics C for COS program requirements.
- ** CSU Advanced Placement Policies: All CSU campuses will accept the minimum units shown if the exam is included in full or subject area certification; individual CSU campuses may choose to accept more units than those specified towards completion of general education breadth requirements. The CSU Minimum Admissions Semester Units column reflects the number of units all CSU campuses will accept toward CSU admission.
- *** UC Advanced Placement Policies: Each AP exam may be applied to one IGETC area satisfying one course requirement, with the exception of Language Other Than English (LOTE). The UC Minimum Admission Semester Units column reflects the minimum number of units all University of California campuses will accept toward UC admission.
- **** AP Government & Politics: US Exam may be used to clear CSU GE AREA D8; however, to clear the CSU American Institutions graduation requirement for Federal, State, and Local Government, students must also complete POLS 010.

College Level Examination Program (CLEP)

College of the Sequoias awards general education credit for the subject-specific CLEP Exams as specified in the following chart. The college also grants elective credit for the five General CLEP Examinations as specified in the following chart.

In order to receive credit, students must meet with a Counselor and complete an External Credit Petition after official CLEP test results are sent to the College. Refer to the following CLEP chart below for information on general education areas cleared to meet College of the Sequoias' program requirements as well as the transfer general education areas cleared for CSU GE certification.

CLEP Exam - COS GE	Passing Score	COS GE Area / Semester Units	COS Associate Degree Semester Elective Units
American Government	50	Area D / 3 units	N/A
American Literature	50	Area C / 3 units	N/A
Analyzing and Interpreting Literature	50	Area C / 3 units	N/A
Biology	50	Area B / 3 units	N/A
Calculus	50	Area A2 / 3 units	N/A
Chemistry	50	Area B / 3 units	N/A
College Algebra	50	Area A2 / 3 units	N/A
College Algebra-Trigonometry	50	Area A2 / 3 units	N/A
College Mathematics	50	N/A	6 units
English Composition-no essay	50	N/A	6 units
English Composition-with essay	50	N/A	6 units
English Literature	50	Area C / 3 units	N/A
French Level II	59	Area C / 3 units	N/A
German Level II	60	Area C / 3 units	N/A
History, U.S. I	50	Area C / 3 units	N/A
History, U.S. II	50	Area C / 3 units	N/A
Human Growth & Development	50	Area D / 3 units	N/A
Humanities	50	Area C / 3 units	6 units
Introduction to Psychology	50	Area D / 3 units	N/A
Introduction to Sociology	50	Area D / 3 units	N/A
Natural Science	50	Area B / 3 units	6 units
Pre-Calculus	50	Area A2 / 3 units	N/A
Principals of Macroeconomics	50	Area D / 3 units	N/A
Principals of Microeconomics	50	Area D / 3 units	N/A
Social Sciences & History	50	N/A	6 units
Spanish Level II	63	Area C / 3 units	N/A
Trigonometry	50	Area A2 / 3 units	N/A

Western Civilization I	50	Area C / 3 units	N/A
Western Civilization II	50	Area C / 3 units	N/A
CLEP Exam - CSU GE	Passing Score	CSU GE Certification Area / Semester Units	CSU Minimum Admission Semester Units
American Government	50	Area D / 3 units	3 units
American Literature	50	Area C2 / 3 units	3 units
Analyzing and Interpreting Literature	50	Area C2 / 3 units	3 units
Biology	50	Area B2 / 3 units	3 units
Calculus ^{##}	50	Area B4 / 3 units	3 units
Chemistry ^{##}	50	Area B1 / 3 units	3 units
College Algebra	50	Area B4 / 3 units	3 units
College Algebra - Trigonometry	50	Area B4 / 3 units	3 units
English Literature ⁺	50	Area C2 / 3 units	3 units
Financial Accounting	50	N/A	3 units
French Level I	50	N/A	6 units
French Level II [*]	59	Area C2 / 3 units	12 units
French Level II ^{**}	59	Area C2 / 3 units	9 units
German Level I	50	N/A	6 units
German Level II [*]	60	Area C2 / 3 units	12 units
German Level II ^{**}	60	Area C2 / 3 units	9 units
History, U.S. I ^{**}	50	Area D & US-1 CSU AI requirement / 3 units	3 units
History, U.S. II ^{**}	50	Area D & US-1 CSU AI requirement / 3 units	3 units
Human Growth & Development	50	Area E / 3 units	3 units
Humanities	50	Area C2 / 3 units	3 units
Information Systems and Computer Applications	50	N/A	3 units
Introduction to Educational Psychology	50	N/A	3 units
Introduction to Business Law	50	N/A	3 units
Introduction to Psychology	50	Area D / 3 units	3 units
Introduction to Sociology	50	Area D / 3 units	3 units
Natural Science	50	Area B1 or B2 / 3 units	3 units
Pre-Calculus	50	Area B4 / 3 units	3 units
Principals of Accounting	50	N/A	3 units
Principals of Macroeconomics	50	Area D / 3 units	3 units
Principals of Management	50	N/A	3 units
Principals of Marketing	50	N/A	3 units
Principals of Microeconomics	50	Area D / 3 units	3 units
Spanish Level I	50	N/A	6 units
Spanish Level II [*]	63	Area C2 / 3 units	12 units
Spanish Level II ^{**}	63	Area C2 / 3 units	9 units
Trigonometry [#]	50	Area B4 / 3 units	3 units
Western Civilization I	50	Area C2 or D / 3 units	3 units
Western Civilization II	50	Area D / 3 units	3 units

+ Exam must have been passed before Fall 2011 for CSU GE Area C2 credit.

* Exam must have been passed before Fall 2015 for CSU GE Area C2 credit.

** Exam must have been passed Spring 2017 or later for CSU GE Area C2 credit.

Exam must have been passed before Fall 2006 for CSU GE Area B4 credit.

Exam must have been passed Spring 2010 or later for CSU GE Area B4 credit.

CSU CLEP Policies

All approved CLEP exams may be incorporated into the certification of CSU GE-breadth requirements. All CSU campuses will accept the minimum units shown if the examination is included in full or subject-area certification; individual CSU campuses may choose to accept more units than those specified toward completion of general education breadth requirements. The CSU Minimum Admission Semester Units column reflects the minimum number of units all CSU campuses will accept toward CSU admission. The CSU has grandfathered in this policy to guide CLEP submissions for any year the CLEP exam was taken.

UC CLEP Policies

The University of California currently does not accept CLEP Examinations.

Foreign Coursework

Foreign coursework must first be evaluated by an accredited and approved evaluation service, and then reviewed by the COS Evaluations Office. Some courses may also require approval by the appropriate Division Chair. Courses may be used to fulfill prerequisite, program, general education, and elective unit requirements only if course syllabi, in English, are submitted for review along with the evaluated foreign transcript. Course syllabi for English courses will be considered only if the language of instruction was English. College of the Sequoias will not determine course transferability to other colleges and universities.

To have foreign coursework evaluated, students need to contact one of the approved evaluation agencies listed below and request a detailed equivalency report that includes – for each course – a course syllabus in English, whether it is an upper or lower division course, its U.S. semester equivalency, and the grade the student earned:

- AERC (American Education Research Corporation) | (626) 339-4404 | www.aerc-eval.com (<http://www.aerc-eval.com/>)
- APIE (Academic & Professional International Evaluations, Inc.) | (562) 594-6498 | www.apie.org (<http://www.apie.org/>)
- IERF (International Education Research Foundation) | (310) 258-9451 | www.ierf.org (<http://www.ierf.org/>)
- NACES (The National Association of Credential Evaluation Services) | Email: info@naces.org | www.naces.org (<http://www.naces.org/>)
- WES (World Education Service) | www.wes.org (<http://www.wes.org/>)

International Baccalaureate (IB)

College of the Sequoias recognizes high achievements by students who have successfully completed one or more International Baccalaureate Placement Examinations as authorized by the Associations of IB World Schools (AIBWS).

Refer to the following IB chart below for information on general education areas cleared to meet College of the Sequoias' program requirements as well as the transfer general education areas cleared for CSU GE certification and IGETC Certification.

Be aware that other institutions, particularly four-year colleges/universities, may evaluate your International Baccalaureate credits differently. Check with an Academic Counselor or the institution to which you plan to transfer for an evaluation of your IB credits.

International Baccalaureate (IB) COS GE	Passing Score	Minimum Semester Credits Earned	Semester Credits Toward COS GE Breadth Certification
IB Biology HL	5	3 units	Area B
IB Chemistry HL	5	3 units	Area B
IB Economics HL	5	3 units	Area D
IB Geography HL	5	3 units	Area D
IB History (any region) HL	5	3 units	Area D
IB Language A Literature HL	4	3 units	Area C
IB Language A Language and Literature HL	4	3 units	Area C
IB Language A2 (any language) HL	4	3 units	Area C
IB Language B (any language) HL	4	3 units	Area C
IB Mathematics HL	4	3 units	Area A2
IB Physics HL	5	3 units	Area B
IB Psychology HL	5	3 units	Area D
IB Theatre HL	4	3 units	Area C

International Baccalaureate (IB) CSU GE	Passing Score	Minimum Semester Credits Earned	Semester Credits Toward CSU GE Breadth Certification	American Institutions and/or GE Breadth Area
IB Biology HL	5	6 units	3 units	Area B2
IB Chemistry HL	5	6 units	3 units	Area B1
IB Economics HL	5	6 units	3 units	Area D
IB Geography HL	5	6 units	3 units	Area D
IB History (any region) HL	5	6 units	3 units	Area C2 or D
IB Language A Literature HL	4	6 units	3 units	Area C2
IB Language A Language and Literature HL	4	6 units	3 units	Area C2
IB Language A1 (any language) HL *	4	6 units	3 units	Area C2
IB Language A2 (any language) HL *	4	6 units	3 units	Area C2
IB Language B (any language) HL	4	6 units	0 units	N/A
IB Mathematics HL	4	6 units	3 units	Area B4
IB Physics HL	5	6 units	3 units	Area B1
IB Psychology HL	5	3 units	3 units	Area D
IB Theatre HL	4	6 units	3 units	Area C1

* Exam must have been passed before Fall 2013 for CSU GE Area C2 credit.

International Baccalaureate (IB) IGETC	Passing Score	Minimum Semester Credits Earned	Semester Credits Toward IGETC GE Breadth Certification	American Institutions and/or GE Breadth Area
IB Biology HL	5, 6, 7	3 units	3 units	Area 5B
IB Chemistry HL	5, 6, 7	3 units	3 units	Area 5A
IB Economics HL	5, 6, 7	3 units	3 units	Area 4
IB Geography HL	5, 6, 7	3 units	3 units	Area 4
IB History (any region) HL	5, 6, 7	3 units	3 units	Area 3B or 4
IB Language A: Literature (any language, except English)	5, 6, 7	3 units	3 units	Areas 3B and 6A
IB Language A: Language and Literature (any language except English)	5, 6, 7	3 units	3 units	Areas 3B and 6A
IB Language A: Literature (any language) HL	5, 6, 7	3 units	3 units	Area 3B
IB Language A: Language and Literature (any language)	5, 6, 7	3 units	3 units	Area 3B
IB Language B (any language) HL	5, 6, 7	3 units	3 units	Area 6A
IB Mathematics HL	5, 6, 7	3 units	3 units	Area 2A
IB Physics	5, 6, 7	3 units	3 units	Area 5A
IB Psychology	5, 6, 7	3 units	3 units	Area 4
IB Theatre	5, 6, 7	3 units	3 units	Area 3A

Upper Division Units

College of the Sequoias will accept coursework completed at the upper-division level at a regionally accredited college or university under the following conditions:

1. The course must be deemed comparable to a College of the Sequoias course by the appropriate Division Chair, a designee, or an articulation agreement.
2. Courses may be used to meet a program requirement, an associate degree general education requirement, or a prerequisite.
3. Courses will be accepted for subject credit only; units will not be awarded.
4. Maximum subject credit for 12 upper-division units will be allowed.
5. Courses may be used to certify CSU GE or IGETC requirements.

Military Service Credit

Students interested in Credit for Prior Learning based on their military service/training shall receive credit as recommended by the American Council on Education (ACE) Directory and approved by the appropriate discipline faculty of the college under the following circumstances: The student shall complete the External credit petition available by meeting with a Counselor. Official transcripts must be on file in the Admissions & Records Office; these may include Joint Services Transcript (JST), Sailor/Marine American Council on Education Registry Transcript (SMART), Army and American Council on Education Registry Transcript Service (AARTS), Coast Guard Institute (CGI), DANTES/USAFI, DLIELC (Lackland) Defense Manpower Data Center (DMDC), verified copies of DD214 (member 2 or 4) or any approved transcripts issued by the Armed Forces of the United States. Course credit shall be determined by the faculty of the appropriate discipline.

Community College of the Airforce, Air University, Air Force Institute of Technology, The Defense Language Institute Foreign Language (DLIFLC), and all other regionally accredited schools associated with the Armed Services will be evaluated per the guidance outlined in the catalog on Acceptance of Credit from other Institutions.

Veterans with an approved DD-214 or military transcript showing completion of basic training are exempt from the two units of Physical Activity courses and three units of Health and Wellness Subject Requirement for the Associate Degree.

An Approved DD-214 may also be used to fulfill the California State University 3-unit Area E General Education Breadth Requirement.

ASSOCIATE DEGREE REQUIREMENTS

Catalog Rights

Students may graduate under the degree requirements in effect:

1. At the time of first enrollment at College of the Sequoias*, as long as continuous enrollment is maintained; or
2. Any academic year while continuous enrollment is maintained at College of the Sequoias; or
3. At the time continuous enrollment is reestablished and maintained at College of the Sequoias; or
4. At the time of graduation

* At the time of first enrollment at College of the Sequoias does not apply to students concurrently enrolled in high school. Continuous enrollment is defined as enrollment in at least one semester per calendar year or one semester per academic year excluding summer session and ends with a break of more than two consecutive semesters (continuous enrollment cannot be maintained with a break of more than two consecutive semesters excluding summer session). Any academic record symbol (A-F, CR, NC, P, NP, I, IP, W) shall constitute enrollment. Exception: COS enrolled high school students completing all degree requirements while in high school can be awarded the degree requirements using any catalog rights listed.

Definition of Associate Degrees

Students at College of the Sequoias who complete the appropriate requirements may earn either an Associate of Arts or an Associate of Science degree. Both degrees represent significant levels of achievement and may be used by students who plan to start their career immediately after graduating or, with proper planning and course selection, by those who plan to transfer to a four-year university.

- **Associate of Arts (AA)** degree is granted to students majoring in the arts, humanities, social sciences, and similar areas.
- **Associate of Science (AS)** degree is granted to students majoring in agriculture, engineering, technology, the sciences, and related programs.
- **Associate in Arts for Transfer (AA-T)** degree is designed for students planning to transfer to a California State University campus majoring in the arts, humanities, social sciences, and similar areas (see Transfer Information and Requirements (p. 106) section for additional information).
- **Associate in Science for Transfer (AS-T)** degree is designed for students planning to transfer to a California State University campus majoring in agriculture, engineering, technology, the sciences, and related programs (see Transfer Information and Requirements (p. 106) section for additional information).

For more information, see Types of Degrees and Certificates (p. 127)

General Education Philosophy for the Associate Degree

General education breadth requirements emphasize democratic concepts based on the value and dignity of each individual, thus helping students prepare to undertake the responsibilities of citizenship and to participate knowledgeably in the varied experiences of life.

Major requirements educate students in the area of specialization; breadth requirements help them develop the capacity for independent judgment. The general education breadth requirements are of vital importance in the personal, social, and vocational/professional life of each student.

In personal development, breadth requirements help students develop self-awareness, thus increasing their understanding of personal potential and limitations.

In social relationships and in the life of society, breadth requirements help students communicate more effectively, better understand others, and develop an awareness of societal relationships.

In professional development, breadth requirements help students become more effective in the workplace through more effective communication through a better understanding of the relationship between the job at hand and the larger world.

General education breadth requirements:

1. Expose students to the major disciplines of accumulated knowledge;
2. Stimulate curiosity about their surroundings;
3. Help students evaluate alternatives so that personal values can be formed;
4. Develop effective communication skills;
5. Gain a sense of self-worth;

6. Learn to make rational decisions based on the utilization of problem-solving techniques; and
7. Question simple solutions of complex problems; and if appropriate, seek alternatives.

Requirements for Associate of Arts & Associate of Science Degrees

1. Units, Residency, and Scholarship Requirements: A minimum of 60 units of college-level courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average. These 60 units include general education, major, and elective courses.
2. Major Requirements: Completion of all courses required for the desired major with a minimum grade of C in each course
3. General Education Requirements: A minimum of 16 units of general education is defined in Areas A-D below. All courses require a minimum grade of C. The additional 3 units required by Title 5 will be met with the health and wellness subject requirement. Note: completion of the CSU GE or IGETC transfer general education requirements or general education requirements at any regionally accredited university will fulfill the COS general education, subject, and competency requirements.
4. Subject Requirements (8 units):
 - a. Two units of Dance, Intercollegiate Athletics, or Physical Education activity courses with a minimum grade of C. Exemptions will be granted for veterans with an approved DD-214 or military transcript showing completion of basic training, students who have completed a police or fire academy, students earning a degree in Registered Nursing or Physical Therapy Assistant, and students with medical exemptions from qualified doctors.
 - b. Three units of Health and Wellness: Completion of HW 001 or HW 007 or an equivalent college course at a regionally accredited college with a minimum grade of C. Exemptions will be granted for veterans with an approved DD-214 or military transcript showing completion of basic training; the four units granted by the college for the approved DD-214 or military transcript showing completion of basic training will be used to meet the minimum units required by Title 5. Exemptions will be granted to students earning a degree in Registered Nursing or Physical Therapy Assistant; however, as an alternative, they must complete one of the following: PSY 001, SOC 001, or NURS 106 (these courses may be used only once for either Area D or the Health and Wellness Subject Requirement).
 - c. Three units of American Institutions: Completion of HIST 017*, HIST 018*, or POLS 005**, or an equivalent course at an accredited college with a minimum grade of C.
5. Competency Requirements: Students must establish competency in each of the following areas:
 - a. Writing and Reading:
ENGL 001 or an equivalent course at a regionally accredited college with a minimum grade of C.
 - b. Mathematics:
 - i. MATH 230 or MATH 207 or a more advanced math course at COS, or an equivalent course at a regionally accredited college with a minimum grade of C.
 - c. Information Competency: (1 unit if not met with Information Competency Examination)
 - i. LIBR 101, LIBR 102, LIBR 103, or LIBR 050 or an equivalent college course at a regionally accredited college with a minimum grade of C; or
 - ii. Pass Information Competency Exam with a successful score of 75 percent or better (enroll in LIBR 490AB to take the exam). Students will be allowed two attempts (only once per semester). If the exam is not passed after two attempts, students will be required to complete one of the LIBR courses listed above.
 - iii. Exemptions will be granted to students earning a degree in Registered Nursing or Physical Therapy Assistant.
6. Exemptions for High Unit Transfer Majors
 - a. Completion of the CSU-GE, IGETC or general education requirements at any regionally accredited university will fulfill the COS general education, subject and competency requirement. Students who have met the minimum admissions requirements for transferring to a UC or CSU campus in a major, such as Science or Engineering, where completion of the CSU GE or IGETC is not recommended, due to excessive units, will be granted an Associate degree (University Studies, Engineering, Math and Science) with the completion of the COS Associate Degree General Education requirements instead of the CSU GE or IGETC. The information competency, physical education, and health and wellness requirements will be waived and the additional 3 units required per Title 5 will be met with numerous additional science and math courses required for these majors.

COS General Education Requirements

Area A1: Written Communication

Complete 4 units minimum. Courses must be completed with a minimum grade of C.

Code	Title	Units
ENGL 001	College Reading and Composition	4

Area A2: Oral Communication/Analytic Thinking

Complete 3 units minimum. Courses must be completed with a minimum grade of C.

Code	Title	Units
AJ 025	Constitutional Law	3
BUS 020	Business Statistics	3
BUS/COMM 112	Public Speaking for Business	4
BUS 119	Quantitative Methods	3
COMM 001	Fundamentals of Public Speaking	3
COMM 004	Interpersonal Communication	3
COMM 005	Argumentation and Debate	3
COMM 007	Persuasion	3
COMM 008	Group Communication	3
COMP 005	Computer Concepts	4
COMP 006	Programming Fundamentals	3
ENGL 002	Logic and Composition	3
JOUR 007	Mass Communication *	3
MATH 010	Structure and Concepts 1	4
MATH 005	Modern Mathematics	4
MATH 021	Introduction to Statistics	4
MATH 035	Precalculus A	4
MATH 044	College Algebra	4
MATH 070	Precalculus	5
MATH 065	Calculus 1	4
MATH 066	Calculus 2	4
MATH 154	Precalculus B	4
PHIL 020	Introductory Logic	3
PHIL 025	Critical Thinking	3
SSCI 008	Introduction to Data Science	4
SSCI 025	Statistics - Social Sciences	4

* JOUR 007 can be counted in ONE AREA ONLY (A2 or D)

Area B: Natural Science

Complete 3 units minimum. Courses must be completed with a minimum grade of C.

Code	Title	Units
AG 002	Environmental Conservation	3
AG 003	Economic Entomology	3
AG 004	Soil Science	3
ANTH 011	Biological Anthropology	3
ASTR 010	Introduction to Astronomy	3
BIOL 001	Principles of Biology 1	5
BIOL 020	Frontiers in Biology	4
BIOL 021	Plant Biology	3
BIOL 022	Animal Biology	3
BIOL 025	Human Ecology	3
BIOL 030	Human Anatomy	4
BIOL 031	Human Physiology	4
BIOL 040	General Microbiology	4
CHEM 001	General Chemistry 1	5
CHEM 010	Introduction to Chemistry	4
CHEM 020	Introduction to General Chemistry	4
GEOG 001	Physical Geography	3
GEOL 001	Physical Geology	4
GEOL 005	Earth History	4

GEOL 012	Environmental Geology	3
MET 001	Elementary Meteorology	3
NUTR 018	Nutrition	3
OH 001	Introduction to Horticultural Science	3
PHYS 020	General Physics 1	5
PHYS 055	Physics 1: Mechanics & Waves	4
PLSI 001	Intro to Plant Science	3
PSCI 020	Physical Science	4

Area C: Humanities

Complete 3 units minimum. Courses must be completed with a minimum grade of C.

Code	Title	Units
AJ 123	Ethics in Criminal Justice	3
ANTH 013	Magic, Witchcraft, and Religion *	3
ARCH 010	Architectural Design 1	4
ARCH 020	Visual Communication 1	3
ARCH 070	Architecture History 1	3
ARCH 071	Architecture History 2	3
ART 001	Art Appreciation	3
ART 002	Art History/Ancient-Gothic	3
ART 003	Art History/Gothic-Modern	3
ART 004	Art of Ancient America: Mesoamerica	3
ART 005	Art of Ancient America: South America	3
ART 006	Color and Design	3
ART 007	Advanced Color and Design	3
ART 008	Drawing Fundamentals	3
ART 066	Beginning Sculpture	3
ASL 001	American Sign Language 1	4
ASL 002	American Sign Language 2	3
ASL 003	American Sign Language 3	3
ASL 004	American Sign Language 4	3
ASL 005	Deaf Culture	3
ASL 006	Deaf Literature	3
BUS 185	Ethics in Business and Industry	3
CINA 031	Film Appreciation-American	3
CINA 032	Film Appreciation-International	3
DRAM 001	Introduction to the Theatre	3
DRAM 002	Fundamentals of Acting 1	4
DRAM 003	Fundamentals of Acting 2	3
DRAM 006	Shakespeare	3
ENGL 004	Composition and Literature	3
ENGL 010	Chicano Literature	3
ENGL 015	Survey of British Literature 1	3
ENGL 016	Survey of British Literature 2	3
ENGL 018	African American Literature	3
ENGL 019	Women in Literature	3
ENGL 030	American Literature 1	3
ENGL 031	American Literature 2	3
ENGL 044	World Literature 1	3
ENGL 045	World Literature 2	3
ENGL 046	Shakespeare	3
ETHN 001	Black American Studies *	3

ESL 090	Advanced Academic ESL Reading/Writing/Grammar *	5
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3
FASH 141	Introduction to Fashion Culture, Dress, and Theory	3
HIST 004	History of Western Civilization to 1648	3
HIST 005	Western Civilization Since 1648	3
HIST 017	People of the US to 1877 **	3
HIST 018	People of the US from 1865 **	3
HIST 023	Mexican American	3
HIST 025	World History to 1500	3
LING 111	Introduction to Language	3
MUS 001	Music Fundamentals	3
MUS 010	Music Appreciation	3
MUS 011	Music Appreciation/Jazz	3
MUS 013	Music of the World	3
MUS 014	History of Rock and Roll	3
OH 111	Floral Design	3
PHIL 001	Introductory Philosophy	3
PHIL 005	Introduction to Ethics	3
PHIL 012	Comparative Religion	3
PORT 001	Beginning Portuguese	4
PORT 002	Elementary Portuguese	4
SPAN 001	Beginning Spanish	4
SPAN 002	Elementary Spanish	4
SPAN 003	Intermediate Spanish	4
SPAN 004	Advanced Spanish	4
SPAN 012	Hispanic Literature	3
SPAN 022	SPAN 2 for Spanish Speakers	4
SPAN 023	Spanish 3 for Spanish Speakers	4
WELD 104	Metal Sculpture	3

* ESL 090, ETHN 002, ETHN 003, ETHN 004, ETHN 010 , and ANTH 013 can be counted in ONE AREA ONLY (C or D).

** HIST 017 and HIST 018 can be counted in either AREA C or the America Institution Subject Requirement.

Area D: Social/Behavioral Science

Complete 3 units minimum. Courses must be completed with a minimum grade of C.

Code	Title	Units
AG 001	AG, Society, & the Environment	3
AGMT 001	Agriculture Economics	3
AGMT 006	Agriculture Sector Analysis	3
AJ 011	Introduction to Criminal Justice	3
AJ 045	Terrorism and Freedom	3
AJ 114	Juvenile Delinquency	3
ANTH 010	Cultural Anthropology	3
ANTH 012	Archaeology	3
ANTH 013	Magic, Witchcraft, and Religion *	3
CFS 080	Lifespan Development	3
COMM 002	Gender and Communication	3
BUS 188	Human Relations in Business	3
CHLD 039	Child Development-DS 1	3

CHLD 042	Child, Family & Society-DS2	3
COMM 009	Intercultural Communication	3
ECON 025	Introduction to Economics	3
ECON 040	Principles of Microeconomics	3
ECON 050	Principles of Macroeconomics	3
ESL 090	Advanced Academic ESL Reading/Writing/Grammar *	5
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3
GEOG 002	World Regional Geography	3
HSRV 120	Introduction to Social Welfare	3
HSRV 122	Introduction of Human Services	3
JOUR 007	Mass Communication **	3
JOUR 020	Cultural Issues in Film/TV/Web	3
KINE 088	Sport and Exercise Psychology	3
NUTR 020	Cultural Foods	3
POLS 005	Federal, State and Local Government ***	3
POLS 006	Comparative Politics	3
POLS 008	International Relations	3
POLS 011	Political Theory and Thought	3
POLS 012	Introduction to Political Science	3
PSY 001	General Psychology	3
PSY 005	Social Psychology	3
PSY 010	Human Sexuality	3
PSY 034	Abnormal Psychology	3
PSY 133	Personal and Social Growth	3
SOC 001	Introduction to Sociology	3
SOC 002	Social Problems	3
SOC 010	Sociology of Gender	3
SOC 026	Marriage and Family Life	3
SOC 043	Sociology of Deviance	3
SOCI 050	Law and Democracy	3

* ESL 090, ETHN 002, ETHN 003, ETHN 004, ETHN 010, and ANTH 013 can be counted in ONE AREA ONLY (C or D).

** JOUR 007 can be counted in ONE AREA ONLY (A2 or D)

*** HIST 017 and HIST 018 can be counted in either AREA C or the America Institution Subject Requirement.

NOTE: Registered Nursing and PTA students: PSY 1, SOC 1, and NURS 106 may be used only once for either Area D or the Health and Wellness Subject Requirement

Multiple Majors

1. Students may elect to pursue up to three majors at a time. However, federal financial aid will only award aid toward course requirements for one major at a time.
 2. Students can apply for multiple degrees during the degree filing period.
 3. All degrees are subject to appropriate catalog rights.
 4. There will be a monetary charge for each degree awarded.
 5. Notations of all degrees earned and majors completed will appear on students' transcripts.
 6. A receipt from the cashier for each diploma must accompany the application for a degree.
-

Graduation Application

An Application to Graduate must be filed by each student who wishes to receive an Associate degree. Students must make an appointment with a counselor to apply for graduation.

The application must be submitted to the Admissions Office prior to the deadlines published in the college calendar, which can be found in the Schedule of Classes, College Catalog, and Student Bulletin.

CERTIFICATE REQUIREMENTS

Vocational Certificate Program

College of the Sequoias awards vocational certificates to students who have satisfactorily completed a high level of technical training and meet or exceed the skills and knowledge required for employment in business or industry.

Certificates are not equal to an AS or AA degree and can usually be completed in a much shorter period of time. Certificates verify to employers that the recipient has achieved a high level of technical competency. Certificate units can also be applied toward an associate degree concurrently or at a later date.

Certificate Policy

The College of the Sequoias will issue certificates to those students who satisfactorily complete the requirements stated in the college catalog with a minimum grade of C in each required class.

Students can petition their division for a waiver and/or the certificate requirements with training and/or professional experience from another institution or agency.

Students must complete at least 50 percent of the units required for the certificate in classes offered through COS. The petition is initiated through the division chair or department faculty in which the certificate training is available. Verification of any substitution for a required class must be attached to the certificate application.

Types of Certificates

Certificates of Achievement* (8 or more Units)

These certificates are awarded to students who have achieved the highest level of technical competency in their field and have satisfactorily completed a rigorous sequence of courses. The requirements for these certificates are based upon close articulation with business and industry.

Skill Certificates (Fewer than 16 Units)

Skill certificates also prepare students for employment but have fewer unit requirements than the Achievement certificates. They are highly specialized and are available in a wide variety of career and technical areas. These certificates are frequently used to upgrade or update an individual's skills for promotion or increased salary.

For more information, see Types of Degrees and Certificates (p. 127)

* Certificates of Achievement may have a total unit count of 8-15.5 units, if approved by the California Community College Chancellor's Office.

How to Apply for a Certificate

Awarding of Certificates

Skill Certificates or Certificates of Achievement will be awarded after the posting of grades of the particular certificate's course requirements (as outlined in the college catalog) and application procedures have been completed.

Application Procedures

To apply students should follow these steps:

1. Obtain an application for a Skill Certificate or certificate of achievement online at www.cos.edu (<https://www.cos.edu/en-us/admissions/forms/>) (<https://www.cos.edu/en-us/admissions/forms/>).
2. Make an appointment with a counselor (optional).
3. Review the catalog to ensure all course requirements for a Skill Certificate or Certificate of Achievement in the program of study is complete. You may work with the counselor or check DegreeWorks to help determine eligibility.
4. Update address in Banner Web to ensure the certificate is mailed to the correct address.
5. Complete and sign the application. Email to evaluations@cos.edu or submit using the Secure Student Upload Submission.
6. Students may also complete the application and print a copy to be turned into one of the following locations:
 - a. Visalia - Sequoia Building, Admissions & Records, Room 107
 - b. Hanford - Vocational Building -The Hub
 - c. Tulare - Building A - Student Service

Determining Award

The Evaluations Specialist in Admissions and Records is responsible for determining if an award of a college certificate shall be granted. After reviewing the applicants academic record, a determination will be made as to whether or not the student has successfully fulfilled all of the requirements for

the certificate they are seeking. If the certificate is awarded, it will be posted to the student's records and a certificate will be ordered from our outside printing company. The entire process may take approximately six to eight weeks from the time final grades are posted for the certificate to be granted. The certificate will be mailed directly to the student at the physical address listed in Banner. If the student does not meet the necessary requirements, they will be notified by an email sent to their college email address.

TRANSFER INFORMATION AND REQUIREMENTS

Students planning to transfer have a wide variety of options. The California State University with 23 campuses, the University of California with 10 campuses, and over 60 private/independent colleges in California provide a wide range of academic programs, physical and academic environments, and social climates. College of the Sequoias offers the equivalent of the first half of these college and university programs. Students wishing to pursue any of these goals should meet with a counselor as early as possible to discuss their plans. Careful planning will help students avoid mistakes that could prolong their academic pursuits.

Successful transfer planning requires the following steps:

- Selecting a career goal
- Selecting an appropriate major to meet your career goal
- Selecting an appropriate college or university
- Planning and completing an appropriate transfer program
- Completing the application process

All colleges and universities have specific admissions requirements and may have special course and unit requirements, as well as minimum grade point averages that must be met prior to transfer. Once students identify their major and the college or university to which they wish to transfer, they should consult the catalog of that college or university for specific requirements. Catalogs for the California State University campuses, the University of California campuses, and selected private/independent colleges are available online and in the Transfer Center. Students interested in purchasing their own catalog can do so by writing directly to the college or university.

Colleges and universities require students to complete specific general education requirements as well as major requirements for the baccalaureate degree. Students can complete both general education and lower division major requirements at COS prior to transfer. COS maintains articulation agreements for selected majors at many colleges, and COS counselors can assist with interpreting the agreements, catalog statements, and other requirements.

In accordance with Executive Order No. 167 from the Chancellor's Office of the California State Universities and Colleges, College of the Sequoias has developed a list of courses that are baccalaureate level. Courses that are numbered 001-199 are accepted by the California State Universities and most private, independent colleges. Courses numbered 001-099 are accepted by the University of California; however, students should consult the "University of California Transfer Course List" in this catalog for specific limitations. COS courses that transfer to universities meet various requirements depending on the school and major selected.

Students are responsible for complying with regulations and instructions set forth in catalogs, for selecting the courses which will permit them to meet their educational objectives, and for satisfying any program or course prerequisites. College requirements and articulation agreements are constantly changing; contents of this catalog represent our best attempt to provide current and pertinent information for transfer students.

California State University Transfer Information

Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T)

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to California State University (CSU) campus for any community college student who completes an "associate degree for transfer," a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

The following is required for all AA-T or AS-T degrees:

1. Minimum of 60 CSU-transferable semester units.
2. Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Consult with a counselor for more information.
3. Completion of a minimum of 18-semester units in an "AA-T" or "AS-T" major as detailed in the program requirements page of the degree. All courses in the major must be completed with a grade of C or better. (Title 5 §55063).
4. Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern, including Area 1C: Oral Communication (CSU requirement only).

CSU Minimum Upper Division Transfer Requirements

If a student has completed at least 60 transferable semester (90 quarter) units, has a grade point average of 2.0 (C) or better in all transferable units attempted, and is in good standing at the last college or university attended, the student may be eligible for upper division transfer if the student has completed at least 30 semester (45 quarter) units of college courses with a minimum grade of C in each course to be selected from courses in English, arts and humanities, social science, science, and mathematics at a level at least equivalent to courses that meet general education requirements.

The 30 semester (45 quarter) units must include all of the general education requirements in communication in the English language (at least 9 semesters or 12 quarter units to include written communication, oral communication, and critical thinking) and mathematics (at least 3 semester or 4 quarter units) or, if completing the Intersegmental General Education Transfer Curriculum, English communication (at least 9 semester or 12 quarter units in English composition, oral communication, and critical thinking) and the requirement in mathematics (at least 3 semester or 4 quarter units). Required courses must be completed by deadlines established by the university.

General Education Requirements for CSU

All campuses of the CSU system require a minimum of 48 units of general education. Thirty-nine of these units may be taken at community colleges. Beginning with Fall 1991, students may fulfill the lower division general education requirements prior to transfer by completing one of the following three options:

1. The California State University General Education (CSU GE) Certification which will fulfill the lower division breadth/general education requirements for all CSU campuses.
2. The Intersegmental General Education Transfer Curriculum (IGETC) certification which will fulfill the lower division breadth/general education requirements for all CSU and most UC campuses.
3. The specific lower-division breadth/general education requirements of the campus to which they intend to transfer.

CSU General Education Certification Pattern (CSU GE)

Area A: English Language Communication & Critical Thinking

Choose one course from each sub-area (9 units minimum). All courses must be completed with a minimum grade of C.

Code	Title	Units
A1: Oral Communication		
BUS/COMM 112	Public Speaking for Business	4
COMM 001	Fundamentals of Public Speaking	3
COMM 004	Interpersonal Communication	3
COMM 007	Persuasion	3
COMM 008	Group Communication	3
A2: Written Communication		
ENGL 001	College Reading and Composition	4
A3: Critical Thinking		
AJ 025	Constitutional Law *	3
ENGL 002	Logic and Composition	3
PHIL 020	Introductory Logic	3
PHIL 025	Critical Thinking	3
COMM 005	Argumentation and Debate	3

* AJ 025 can be counted in ONE AREA ONLY (A3 or D).

Area B: Scientific Inquiry & Quantitative Reasoning

Choose one course from each group (9 units minimum). One laboratory science (Lab) required. Course in Group 3 must be completed with a minimum grade of C.

Code	Title	Units
Group 1 (B1): Physical Sciences		
AG 004	Soil Science (Lab)	3
ASTR 010	Introduction to Astronomy	3
CHEM 001	General Chemistry 1 (Lab)	5

CHEM 002	General Chemistry 2 (Lab)	5
CHEM 010	Introduction to Chemistry	4
CHEM 012	Organic Chemistry 1 (Lab)	5
CHEM 013	Organic Chemistry 2 (Lab)	5
CHEM 020	Introduction to General Chemistry (Lab)	4
CHEM 021	Organic/Biological Chemistry (Lab)	4
GEOG 001	Physical Geography	3
GEOG 001L	Physical Geography Lab (Lab)	1
GEOL 001	Physical Geology (Lab)	4
GEOL 005	Earth History (Lab)	4
GEOL 012	Environmental Geology	3
MET 001	Elementary Meteorology	3
PHYS 020	General Physics 1 (Lab)	5
PHYS 021	General Physics 2 (Lab)	5
PHYS 055	Physics 1: Mechanics & Waves (Lab)	4
PHYS 056	Physics 2: E&M and Heat (Lab)	4
PHYS 057	Physics 3: Modern Physics (Lab)	5
PSCI 020	Physical Science	4
Group 2 (B2): Life Sciences		
AG 002	Environmental Conservation	3
ANTH 011	Biological Anthropology	3
BIOL 001	Principles of Biology 1 (Lab)	5
BIOL 002	Principles of Biology 2 (Lab)	5
BIOL 020	Frontiers in Biology (Lab)	4
BIOL 021	Plant Biology (Lab)	3
BIOL 022	Animal Biology (Lab)	3
BIOL 025	Human Ecology	3
BIOL 030	Human Anatomy (Lab)	4
BIOL 031	Human Physiology (Lab)	4
BIOL 040	General Microbiology (Lab)	4
PLSI 001	Intro to Plant Science (Lab)	3
Group 3 (B4): Mathematics		
BUS 020	Business Statistics	3
BUS 119	Quantitative Methods	3
MATH 005	Modern Mathematics	4
MATH 010	Structure and Concepts 1	4
MATH 011	Structures and Concepts 2	4
MATH 021	Introduction to Statistics	4
MATH 070	Precalculus	5
MATH 035	Precalculus A	4
MATH 044	College Algebra	4
MATH 065	Calculus 1	4
MATH 066	Calculus 2	4
MATH 067	Calculus 3	4
MATH 080	Linear Algebra	4
MATH 081	Differential Equations	5
MATH 154	Precalculus B	4
SSCI 025	Statistics - Social Sciences	4

Area C: Arts and Humanities

Choose at least one course from Group 1 and one course from Group 2 (9 units minimum).

Code	Title	Units
Group 1 (C1): Arts		
ARCH 070	Architecture History 1	3
ARCH 071	Architecture History 2	3
ART 001	Art Appreciation	3
ART 002	Art History/Ancient-Gothic	3
ART 003	Art History/Gothic-Modern	3
ART 004	Art of Ancient America: Mesoamerica	3
ART 005	Art of Ancient America: South America	3
CINA 031	Film Appreciation-American	3
CINA 032	Film Appreciation-International	3
MUS 001	Music Fundamentals	3
MUS 004	Theory and Musicianship 1	4
MUS 005	Theory and Musicianship 2	4
MUS 006	Theory and Musicianship 3	4
MUS 007	Theory and Musicianship 4	4
MUS 010	Music Appreciation	3
MUS 011	Music Appreciation/Jazz	3
MUS 013	Music of the World	3
MUS 014	History of Rock and Roll	3
DRAM 001	Introduction to the Theatre	3
DRAM 002	Fundamentals of Acting 1	4
DRAM 003	Fundamentals of Acting 2	3
DRAM 006	Shakespeare ¹	3
Group 2 (C2): Humanities		
ASL 001	American Sign Language 1	4
ASL 002	American Sign Language 2	3
ASL 003	American Sign Language 3	3
ASL 004	American Sign Language 4	3
ASL 005	Deaf Culture	3
ASL 006	Deaf Literature	3
AJ 123	Ethics in Criminal Justice	3
BUS 185	Ethics in Business and Industry	3
DRAM 006	Shakespeare *	3
ENGL 004	Composition and Literature	3
ENGL 010	Chicano Literature	3
ENGL 015	Survey of British Literature 1	3
ENGL 016	Survey of British Literature 2	3
ENGL 018	African American Literature	3
ENGL 019	Women in Literature	3
ENGL 030	American Literature 1	3
ENGL 031	American Literature 2	3
ENGL 044	World Literature 1	3
ENGL 045	World Literature 2	3
ENGL 046	Shakespeare	3
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3
HIST 004	History of Western Civilization to 1648 *	3
HIST 005	Western Civilization Since 1648 *	3

HIST 017	People of the US to 1877 **	3
HIST 018	People of the US from 1865 **	3
HIST 023	Mexican American *	3
HIST 025	World History to 1500 *	3
LING 111	Introduction to Language	3
PHIL 001	Introductory Philosophy	3
PHIL 005	Introduction to Ethics	3
PHIL 012	Comparative Religion	3
PORT 001	Beginning Portuguese	4
PORT 002	Elementary Portuguese	4
SPAN 001	Beginning Spanish	4
SPAN 002	Elementary Spanish	4
SPAN 003	Intermediate Spanish	4
SPAN 004	Advanced Spanish	4
SPAN 012	Hispanic Literature	3
SPAN 022	SPAN 2 for Spanish Speakers	4
SPAN 023	Spanish 3 for Spanish Speakers	4

* DRAM 006 can be counted in ONE AREA ONLY (C1 OR C2); ETHN 001, ETHN 002, ETHN 003, ETHN 004, & ETHN 010 can be counted in ONE AREA ONLY (C2 or D or F); HIST 004, HIST 005, HIST 023, & HIST 025 can be counted in ONE AREA ONLY (C2 or D).

** HIST 017 and/or HIST 018 can be counted in ONE AREA ONLY (C2 or D) and may be used to meet the CSU American Institutions Requirement (see CSU American Institutions Requirement description below).

Area D: Social Sciences

Choose a minimum of 6 units. Courses from two different disciplines are recommended.

Code	Title	Units
AG 001	AG, Society, & the Environment	3
AGMT 001	Agriculture Economics	3
AJ 011	Introduction to Criminal Justice	3
AJ 025	Constitutional Law *	3
AJ 045	Terrorism and Freedom	3
ANTH 010	Cultural Anthropology	3
ANTH 013	Magic, Witchcraft, and Religion	3
AJ 114	Juvenile Delinquency	3
ANTH 012	Archaeology	3
CHLD 039	Child Development-DS 1 *	3
CHLD 042	Child, Family & Society-DS2	3
COMM 002	Gender and Communication	3
COMM 009	Intercultural Communication	3
ECON 040	Principles of Microeconomics	3
ECON 050	Principles of Macroeconomics	3
ECON 025	Introduction to Economics	3
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3
GEOG 002	World Regional Geography	3
HIST 004	History of Western Civilization to 1648 *	3
HIST 005	Western Civilization Since 1648 *	3
HIST 017	People of the US to 1877 **	3
HIST 018	People of the US from 1865 **	3
HIST 023	Mexican American *	3

HIST 025	World History to 1500 *	3
JOUR 007	Mass Communication	3
JOUR 020	Cultural Issues in Film/TV/Web	3
KINE 093	Women's Health	3
NUTR 020	Cultural Foods *	3
POLS 005	Federal, State and Local Government	3
POLS 006	Comparative Politics	3
POLS 008	International Relations	3
POLS 011	Political Theory and Thought	3
POLS 012	Introduction to Political Science	3
PSY 001	General Psychology *	3
PSY 005	Social Psychology	3
PSY 010	Human Sexuality *	3
PSY 034	Abnormal Psychology *	3
SOC 001	Introduction to Sociology	3
SOC 002	Social Problems	3
SOC 010	Sociology of Gender	3
SOC 026	Marriage and Family Life *	3
SOC 043	Sociology of Deviance	3
SSCI 050	Law and Democracy	3

* ETHN 001, ETHN 002, ETHN 003, ETHN 004, & ETHN 010 can be counted in ONE AREA ONLY (C2 or D or F); HIST 004, HIST 005, HIST 023, & HIST 025 can be counted in ONE AREA ONLY (C2 or D); CHLD 039, NUTR 020, PSY 001, PSY 010, PSY 034, & SOC 026, can be counted in one AREA ONLY (D or E); AJ 025 can be counted in one AREA ONLY (A3 or D)

** HIST 017 and/or HIST 018 can be counted in ONE AREA ONLY (C2 or D) and may be used to meet the CSU American Institutions Requirement (see CSU American Institutions Requirement description below).

Area E: Lifelong Learning & Self-Development

Choose one course (3 units minimum).

Code	Title	Units
CFS 080	Lifespan Development	3
CHLD 039	Child Development-DS 1 *	3
COUN 010	Career and Life Planning	3
COUN 025	College and Life Success	3
ENGL 014	Creative Writing	3
HW 001	Personal and Community Health	3
HW 007	Sports Health	3
HW 104	Drugs and Society	3
KINE 088	Sport and Exercise Psychology	3
LIBR 050	Research Skills for Lifelong Learning	3
NURS 106	Cultural Competency in Healthcare	3
NUTR 018	Nutrition	3
NUTR 020	Cultural Foods *	3
PSY 001	General Psychology *	3
PSY 010	Human Sexuality *	3
PSY 034	Abnormal Psychology *	3
PSY 133	Personal and Social Growth	3
SOC 026	Marriage and Family Life *	3

* CHLD 039, NUTR 020, PSY 001, PSY 010, PSY 034, & SOC 026, can be counted in one AREA ONLY (E or D)

Area F: Ethnic Studies

Choose one course (3 units minimum)

Code	Title	Units
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3

* ETHN 001, ETHN 002, ETHN 003, ETHN 004, & ETHN 010 can be counted in ONE AREA ONLY (C2 or D or F)

CSU American Institutions Requirement

Although not required, students are encouraged to complete the CSU American Institutions Requirement prior to transfer. This requirement may be met after transfer; however, students are advised to meet this requirement prior to transfer while completing the CSU GE certification. The following courses fulfill both the CSU American Institutions Requirement and the CSU GE Area C and/or CSU GE Area D requirements.

Code	Title	Units
POLS 005	Federal, State and Local Government	3
and		
HIST 017	People of the US to 1877	3
or HIST 018	People of the US from 1865	

CSU GE Certification

"Certification" means that College of the Sequoias has verified that a student has completed the lower division general education requirements for the California State University. Certification is important because without it students will be held to the general education requirements specific to the CSU campus to which the student transfers. Courses from other colleges and universities may be considered for certification by petition through a process called "pass along certification":

1. courses taken at CSU campuses, and other California Community Colleges will be certified in the subject areas (AREA A - E) approved by the institution where the courses were taken,
2. courses taken at other regionally accredited colleges and universities will be certified only if the course is determined to be equivalent to a course in a California Community College Certification Pattern. Courses deemed equivalent would be certified in the areas (AREA A - E) in which the equivalent courses have been approved.

AP Exams Approved to Clear Specific CSU GE Areas

The first number in the () is semester units granted by all campuses of the CSU, at a minimum, as elective credits which count toward the 60 transferable units necessary for admissions eligibility. The second number in () is the semester units applied to the fulfillment of the CSU GE requirements.

AP Score=3, 4, 5	GE Area
Art History (6/3)	C1 or C2
Biology (6/4)	B2 and B3
Calculus AB (3/3)	B4
Calculus BC (6/3)	B4
Chemistry (6/4)	B1 and B3
Chinese L&C (6/3)	C2
Computer Science Principles (6/3)	B4
English Lang & Comp (6/3)*	A2
English Lit & Comp (6/6)*	A2 and C2
Environ Sci (4/4)	B1 and B3
French L&C (6/3)	C2
German L&C (6/3)	C2
Govt: US (3/3)	D
Govt: Comparative (3/3)	D
Hist: European (6/3)	D or C2
Hist: U.S. (6/3)	D or C2

Hist: World (6/3)	D or C2
Italian L&C (6/3)	C2
Human Geography (3/3)	D
Japanese L&C (6/3)	C2
Latin (6/3)	C2
Microeconomics (3/3)	D
Macroeconomics (3/3)	D
Phys 1 (4/4)	B1 and B3
Phys 2 (4/4)	B1 and B3
Phys C (Mech) (4/4)	B1 and B3
Phys C (Elect) (4/4)	B1 and B3
Precalculus (3/3)	B4
Psychology (3/3)	D
Spanish L&C (6/3)	C2
Spanish Lit&C (6/3)	C2
Statistics (3/3)	B4

NOTE: This list includes only AP exams approved for CSU GE and is not exhaustive; unit limitations for electives include 6 units for both calculus exams, and 6 units for more than one physics exam (see counselor for additional details). AP GOVT: U.S. exam may be used to clear CSU GE AREA D8; however, in order to clear the CSU American Institution graduation requirement for Federal, State, and Local Government students must also complete POLS 010.

University of California Transfer Information

Eligibility for Transfer to UC

If a student was eligible for admission to the University of California when the student graduated from high school – meaning the student satisfied the subject, scholarship, and examination requirements, or was identified by the University during the senior year in high school as being eligible under the Eligibility in the Local Context (ELC) Program, the student is eligible to transfer if the student has a “C” (2.0) average in the student’s transferable college coursework.

If a student met the Scholarship Requirement but did not satisfy the 15-course Subject Requirement, the student must take transferable college courses in the missing subjects, earn a minimum grade of C in each required course and maintain a 2.0 GPA in all transferable coursework to be eligible for transfer.

If a student was not eligible for admission to the University when the student graduated from high school because of not meeting the Scholarship Requirement, the student must:

1. Complete 60 semester (90 quarter) units of transferable college credit with a grade point average of at least 2.4 (2.8 for nonresidents); No more than 14 semester/21 quarter units may be taken (pass/not pass), and;
2. Complete the following seven transferable college courses, earning a minimum grade of C in each course:
 - a. Two transferable college courses (3 semester or 4-5 quarter units each) in English composition, and;
 - b. One transferable college course (3 semester 4-5 quarter units) in mathematical concepts and quantitative reasoning, and;
 - c. Four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, or the physical and biological sciences.

Students who satisfy the Intersegmental General Education Transfer Curriculum prior to transferring to UC will satisfy Requirement 2 above of the transfer admission requirements.

General Education Requirements for UC

Each school and college at every UC campus has its own breadth/general education requirements. Students may fulfill the lower division breadth/general education requirements at most UC campuses by completing one of the following two options:

1. The Intersegmental General Education Transfer Curriculum which will fulfill the lower division breadth/general education requirements for most UC and all CSU campuses.
2. The specific lower-division breadth/general education requirements of the campus to which they intend to transfer.

Students should consult a COS Counselor to determine which option is best suited for their educational objective.

Intersegmental General Education Transfer Curriculum (IGETC)

Area 1: English Communication

CSU Transfer Students: Choose one course from each Group (9 units minimum).

UC Transfer Students: Choose one course from Group 1A and one course from Group 1B (6 units minimum).

Code	Title	Units
Group 1A: English Composition		
ENGL 001	College Reading and Composition	4
Group 1B: Critical Thinking-English Composition		
ENGL 002	Logic and Composition	3
PHIL 025	Critical Thinking	3
Group 1C: Oral Communication (CSU Requirement Only)		
COMM 001	Fundamentals of Public Speaking	3
COMM 007	Persuasion	3
COMM 008	Group Communication	3

Area 2: Mathematical Concepts and Quantitative Reasoning

Choose one course (3 units minimum).

Code	Title	Units
BUS 020	Business Statistics *	3
MATH 021	Introduction to Statistics *	4
MATH 035	Precalculus A	4
MATH 070	Precalculus	5
MATH 065	Calculus 1	4
MATH 066	Calculus 2	4
MATH 067	Calculus 3	4
MATH 080	Linear Algebra	4
MATH 081	Differential Equations	5
SSCI 025	Statistics - Social Sciences	4

* Indicates number of transfer units may be limited by UC. Consult the University of California Transfer Course List below.

Area 3: Arts and Humanities

Choose three courses, at least one course from Group 3A and one course from Group 3B (9 units minimum).

Code	Title	Units
Group 3A: Arts		
ART 001	Art Appreciation	3
ART 002	Art History/Ancient-Gothic	3
ART 003	Art History/Gothic-Modern	3
ART 004	Art of Ancient America: Mesoamerica	3
ART 005	Art of Ancient America: South America	3
ARCH 070	Architecture History 1	3
ARCH 071	Architecture History 2	3
CINA 031	Film Appreciation-American	3
CINA 032	Film Appreciation-International	3
DRAM 001	Introduction to the Theatre	3
DRAM 006	Shakespeare **	3
MUS 004	Theory and Musicianship 1 *	4
MUS 005	Theory and Musicianship 2 *	4
MUS 006	Theory and Musicianship 3	4
MUS 007	Theory and Musicianship 4	4
MUS 010	Music Appreciation	3

MUS 011	Music Appreciation/Jazz	3
MUS 013	Music of the World	3
MUS 014	History of Rock and Roll	3
Group 3B: Humanities		
ASL 003	American Sign Language 3	3
ASL 004	American Sign Language 4	3
ASL 005	Deaf Culture	3
DRAM 006	Shakespeare **	3
ENGL 004	Composition and Literature	3
ENGL 010	Chicano Literature	3
ENGL 015	Survey of British Literature 1	3
ENGL 016	Survey of British Literature 2	3
ENGL 018	African American Literature	3
ENGL 019	Women in Literature	3
ENGL 030	American Literature 1	3
ENGL 031	American Literature 2	3
ENGL 044	World Literature 1	3
ENGL 045	World Literature 2	3
ENGL 046	Shakespeare	3
ETHN 001	Black American Studies **	3
ETHN 002	American Indian Studies **	3
ETHN 003	Chicana and Chicano Studies **	3
ETHN 004	Asian American Studies **	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies **	3
HIST 004	History of Western Civilization to 1648 **	3
HIST 005	Western Civilization Since 1648 **	3
HIST 017	People of the US to 1877 ***	3
HIST 018	People of the US from 1865 ***	3
HIST 023	Mexican American **	3
HIST 025	World History to 1500 **	3
PHIL 001	Introductory Philosophy	3
PHIL 005	Introduction to Ethics	3
PHIL 012	Comparative Religion	3
SPAN 003	Intermediate Spanish *	4
SPAN 004	Advanced Spanish *	4
SPAN 012	Hispanic Literature	3
SPAN 023	Spanish 3 for Spanish Speakers *	4

* Indicates number of transfer units may be limited by UC. Consult with a counselor for additional information.

** ETHN 001, ETHN 002, ETHN 003, ETHN 004, and ETHN 010; HIST 004, HIST 005, HIST 023, & HIST 025 can be counted in ONE AREA ONLY (3B or 4). DRAM 006 can be counted in ONE AREA ONLY (3A or 3B).

*** HIST 017 and/or HIST 018 can be counted in ONE AREA ONLY (3B or 4) and may be used to meet the CSU American Institutions Requirement (see CSU American Institutions Requirement description below).

Area 4: Social and Behavioral Sciences

Choose three courses from two or more disciplines (9 units minimum).

Code	Title	Units
AG 001	AG, Society, & the Environment	3
AGMT 001	Agriculture Economics	3
AJ 045	Terrorism and Freedom	3
ANTH 010	Cultural Anthropology	3
ANTH 012	Archaeology	3
ANTH 013	Magic, Witchcraft, and Religion	3

CFS 080	Lifespan Development	3
CHLD 039	Child Development-DS 1	3
CHLD 042	Child, Family & Society-DS2	3
COMM 002	Gender and Communication	3
COMM 009	Intercultural Communication	3
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3
ECON 025	Introduction to Economics	3
ECON 040	Principles of Microeconomics	3
ECON 050	Principles of Macroeconomics	3
GEOG 002	World Regional Geography	3
HIST 004	History of Western Civilization to 1648 *	3
HIST 005	Western Civilization Since 1648 *	3
HIST 017	People of the US to 1877 **	3
HIST 018	People of the US from 1865 **	3
HIST 023	Mexican American *	3
HIST 025	World History to 1500 *	3
JOUR 007	Mass Communication	3
JOUR 020	Cultural Issues in Film/TV/Web	3
NUTR 020	Cultural Foods	3
POLS 005	Federal, State and Local Government ***	3
POLS 006	Comparative Politics	3
POLS 008	International Relations	3
POLS 011	Political Theory and Thought	3
POLS 012	Introduction to Political Science	3
PSY 001	General Psychology	3
PSY 005	Social Psychology	3
PSY 010	Human Sexuality	3
PSY 034	Abnormal Psychology	3
SOC 001	Introduction to Sociology	3
SOC 002	Social Problems	3
SOC 010	Sociology of Gender	3
SOC 026	Marriage and Family Life	3
SOC 043	Sociology of Deviance	3
SSCI 050	Law and Democracy	3

* ETHN 001, ETHN 002, ETHN 003, ETHN 004, and ETHN 010; HIST 004, HIST 005, HIST 023, & HIST 025 can be counted in ONE AREA ONLY (3B or 4)

** HIST 017 and/or HIST 018 can be counted in ONE AREA ONLY (3B or 4) and may be used to meet the CSU American Institutions Requirement (see CSU American Institutions Requirement description below).

*** POLS 005 may be used to meet the CSU American Institutions Requirement (see CSU American Institutions Requirement description below).

Area 5: Physical and Biological Sciences

Choose two courses, one from Group 5A and one from Group 5B; at least one course must include a laboratory (7 units minimum).

Code	Title	Units
Group 5A: Physical Science		
ASTR 010	Introduction to Astronomy	3
CHEM 001	General Chemistry 1 (Lab) *	5
CHEM 002	General Chemistry 2 (Lab) *	5

CHEM 010	Introduction to Chemistry *	4
CHEM 012	Organic Chemistry 1 (Lab) *	5
CHEM 013	Organic Chemistry 2 (Lab) *	5
CHEM 020	Introduction to General Chemistry (Lab) *	4
CHEM 021	Organic/Biological Chemistry (Lab) *	4
GEOG 001	Physical Geography (Lab)	3
GEOG 001L	Physical Geography Lab (Lab)	1
GEOL 001	Physical Geology (Lab)	4
GEOL 005	Earth History (Lab)	4
GEOL 012	Environmental Geology	3
MET 001	Elementary Meteorology	3
PSCI 020	Physical Science (Lab) *	4
PHYS 020	General Physics 1 (Lab) *	5
PHYS 021	General Physics 2 (Lab) *	5
PHYS 055	Physics 1: Mechanics & Waves (Lab) *	4
PHYS 056	Physics 2: E&M and Heat (Lab)	4
PHYS 057	Physics 3: Modern Physics (Lab)	5
Group 5B: Biological Sciences		
AG 002	Environmental Conservation	3
ANTH 011	Biological Anthropology	3
BIOL 001	Principles of Biology 1 (Lab)	5
BIOL 002	Principles of Biology 2 (Lab)	5
BIOL 020	Frontiers in Biology (Lab) *	4
BIOL 021	Plant Biology (Lab)	3
BIOL 022	Animal Biology (Lab)	3
BIOL 025	Human Ecology	3
BIOL 030	Human Anatomy (Lab)	4
BIOL 031	Human Physiology (Lab)	4
BIOL 040	General Microbiology (Lab)	4

* Indicates number of transfer units may be limited by UC. Consult with a counselor for additional information.

Area 6: Language Other than English (UC Requirement Only)

Requirement may be satisfied by completing one of the following courses: SPAN 002, SPAN 003, SPAN 004, SPAN 022, SPAN 023, ASL 001, ASL 002, ASL 003, ASL 004, or PORT 002 or by completing one of the following:

1. Completion of 2 years of the same foreign language in high school with a minimum grade of C; or
2. A score of 3 or higher on an AP exam in language other than English; or
3. An appropriate score on an SAT II subject test in a language other than English; or
4. A score of 5 or higher on an International Baccalaureate Higher Level Exam in a language other than English; or
5. Satisfactory completion, with a minimum grade of C, of two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English.

AREA 7: Ethnic Studies

Choose one course (3 units minimum)

Code	Title	Units
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3

* ETHN 001, ETHN 002, ETHN 003, ETHN 004, & ETHN 010 can be counted in ONE AREA ONLY (3B, 4, or 7)

CSU American Institutions Requirement

Although not required, CSU bound students are encouraged to complete the CSU American Institutions Requirement prior to transfer. This requirement may be met after transfer; however, students are advised to meet this requirement prior to transfer while completing the IGETC certification. The following courses fulfill both the CSU American Institutions Requirement and the IGETC Area 3B and/or IGETC Area 4 requirements.

Code	Title	Units
POLS 005 and	Federal, State and Local Government	3
HIST 017 or HIST 018	People of the US to 1877 People of the US from 1865	3

IGETC Certification

"Certification" means that College of the Sequoias has verified that a student has completed the lower division general education requirements for the University of California. Certification is important because without it students will be held to the general education requirements specific to the UC campus to which the student transfers. Courses from other colleges and universities may be considered for certification through a process called "pass along certification":

1. Courses taken at other California Community Colleges will be certified in the subject areas (AREA 1 – 6) approved by the institution where the courses were taken, and
2. Courses taken at other regionally accredited colleges and universities will be certified only if the course is determined to be equivalent to a course on a California Community College IGETC Certification Pattern. Courses deemed equivalent would be certified in the subject areas in which the equivalent CCC courses have been approved.

IGETC Exceptions

IGETC is not accepted for Engineering majors and the following: Berkeley - College of Environmental Design, Chemistry, Natural Resources, and the Haas School of Business; Davis - all bachelor of science majors; Los Angeles – School of Applied Science; Riverside – College of Natural and Agricultural Sciences; San Diego – Eleanor Roosevelt College and Revelle College; Santa Cruz – Physical and Biological Sciences.

IGETC is not recommended for the following: Merced – School of Natural Sciences; Santa Barbara - Biological Sciences, Chemistry, Computer Science, Physics, and Geology.

AP Exams Approved to Clear Specific IGETC Areas

The first number in the () is semester units granted by all campuses of the UC, at a minimum, as elective credits which count toward the 60 transferable units necessary for admissions eligibility. This list includes only AP exams approved for IGETC and is not exhaustive; unit limitations include 5.3 units for both English exams, 5.3 units for both calculus exams, and 5.3 units for all three physics exams (see a counselor for a complete list of exams and unit limitations.). The second number in the () is the semester units applied to the fulfillment of IGETC requirements.

AP Score=3, 4, 5	GE Area
Art History (5.3/3)	3A or 3B
Biology (5.3/4)	5B and 5C
Calculus AB (2.7/3)	2
Calculus BC (5.3/3)	2
Chemistry (5.3/4)	5A and 5C
Chinese L&C (5.3/3)	3B and 6
English Lang & Comp (5.3/3)	1A
English Lit & Comp (5.3/3)	1A or 3B
Environ Sci (2.7/3)	5A and 5C
French L&C (5.3/3)	3B and 6
German L&C (5.3/3)	3B and 6
Govt: U.S. (2.7/3)	4 ¹
Govt: Comparative (2.7/3)	4
Hist: European (5.3/3)	3B or 4
Hist: U.S. (5.3/3)	3B or 4
Hist: World (5.3/3)	3B or 4

Human Geog (2.7/3)	4
Italian L&C (5.3/3)	3B and 6
Japanese L&C (5.3/3)	3B and 6
Latin (5.3/3)	3B and 6
Macroeconomics (2.7/3)	4
Microeconomics (2.7/3)	4
Phys 1 (5.3/4)	5A and 5C
Phys 2 (5.3/4)	5A and 5C
Phys C (Mech) (2.7/3)	5A and 5C
Phys C (Elect) (2.7/3)	5A and 5C
Psychology (2.7/3)	4
Spanish L&C (5.3/3)	3B and 6
Spanish Lit&C (5.3/3)	3B and 6
Statistics (2.7/3)	2

¹ **NOTE: AP GOVT: U.S. Exam** may be used to clear IGETC AREA 4; however, in order to clear the CSU American Institution graduation requirement for Federal, State, and Local Government students must also complete POLS 010.

University of California Transfer Course List

College of the Sequoias courses that are acceptable by the University of California including all unit limitations are as follows:

Accounting	ACCT 001, ACCT 002
Administration of Justice	AJ 011, AJ 013, AJ 014 ¹ , AJ 025 ¹ , AJ 045
Agriculture	AG 002, AG 003, AG 004
Agriculture Management	AGMT 001
American Sign Language	ASL 001, ASL 002, ASL 003, ASL 004, ASL 005, ASL 006
Animal Science	ASCI 001, ASCI 002, ASCI 022
Anthropology	ANTH 010, ANTH 011, ANTH 012, ANTH 013
Architecture	ARCH 010, ARCH 011, ARCH 013, ARCH 014, ARCH 020, ARCH 021, ARCH 030, ARCH 070, ARCH 071
Art	ART 001, ART 002, ART 003, ART 004, ART 005, ART 006, ART 007, ART 008, ART 009, ART 015, ART 016, ART 023, ART 025, ART 032, ART 033, ART 043, ART 044, ART 049, ART 050, ART 061, ART 062, ART 063, ART 064, ART 066, ART 067, ART 080
Astronomy	ASTR 010
Biology	BIOL 001, BIOL 002, BIOL 020 ² , BIOL 021 ² , BIOL 022 ² , BIOL 025, BIOL 030, BIOL 031, BIOL 040
Business	BUS 018, BUS 020 ³ , BUS 082
Chemistry	CHEM 001, CHEM 002, CHEM 012, CHEM 013, CHEM 020 ⁴ , CHEM 021 ⁵
Child Development	CHLD 039, CHLD 042
Cinema Arts	CINA 031, CINA 032
Communication	COMM 001, COMM 004, COMM 005, COMM 007, COMM 008, COMM 009
Computer	COMP 005, COMP 006, COMP 008, COMP 009
Computer Science	CSCI 001, CSCI 002
Consumer/Family Studies	CFS 080
Dance	DANC 041, DANC 050, DANC 051, DANC 054, DANC 055, DANC 056, DANC 058, DANC 059, DANC 061, DANC 062, DANC 063, DANC 070, DANC 071, DANC 080, DANC 081, DANC 082, DANC 085
Counseling	COUN 025
Drafting	DRFT 016
Drama	DRAM 001, DRAM 002, DRAM 003, DRAM 004, DRAM 005, DRAM 006, DRAM 012, DRAM 013, DRAM 014, DRAM 015, DRAM 016, DRAM 017, DRAM 019, DRAM 020, DRAM 021, DRAM 022, DRAM 030

Earth Science	ESCI 001, ESCI 055
Economics	ECON 025, ECON 040, ECON 050
Education	EDUC 050
Engineering	ENGR 001, ENGR 002, ENGR 003, ENGR 004
English	ENGL 001, ENGL 002, ENGL 004, ENGL 010, ENGL 014, ENGL 015, ENGL 016, ENGL 018, ENGL 019, ENGL 030, ENGL 031, ENGL 044, ENGL 045, ENGL 046
Ethnic Studies	ETHN 001, ETHN 002, ETHN 003, ETHN 004
English as a Second Language	ESL 090
Fashion	FASH 076
Geography	GEOG 001, GEOG 001L, GEOG 002
Geology	GEOL 001, GEOL 005, GEOL 012
Health and Wellness	HW 001 ⁶ , HW 003, HW 007 ⁶ , HW 060 ⁶
History	HIST 004, HIST 005, HIST 017, HIST 018, HIST 023, HIST 025
Human Services	HSRV 0012
Independent Study	(See COS Counselor)
Intercollegiate Athletics	IA 001AD through IA 051AD ⁷
Journalism	JOUR 001, JOUR 007, JOUR 011, JOUR 020
Kinesiology	KINE 001 ⁸ , KINE 082 ⁸ , KINE 084 ⁸ , KINE 088 ⁸ , KINE 093 ⁸
Mathematics	MATH 005, MATH 010 ⁹ , MATH 011 ⁹ , MATH 021 ¹⁰ , MATH 035 ²⁰ , MATH 044 ²⁰ , MATH 065, MATH 066, MATH 067, MATH 070 ²⁰ , MATH 080, MATH 081
Meteorology	MET 001
Music	MUS 001 ¹¹ , MUS 004 ¹¹ , MUS 005 ¹¹ , MUS 006, MUS 007, MUS 010, MUS 011, MUS 013, MUS 014, MUS 020AD, MUS 025, MUS 030, MUS 031, MUS 034AD, MUS 036, MUS 037, MUS 038, MUS 039, MUS 041AD, MUS 054AD, MUS 072AD, MUS 074AD, MUS 091, MUS 096, MUS 097
Nutrition	NUTR 018, NUTR 020
Ornamental Horticulture	OH 001, OH 002 ¹² , OH 003 ¹² , OH 007
Philosophy	PHIL 001, PHIL 005, PHIL 012, PHIL 020, PHIL 025
Physical Education Activity (PEAC)	PEAC 001 through PEAC 099 ¹³
Physical Science	PSCI 020 ¹⁴
Physics	PHYS 020 ¹⁵ , PHYS 021 ¹⁵ , PHYS 055 ¹⁵ , PHYS 056 ¹⁵ , PHYS 057 ¹⁵
Plant Science	PLSI 001, PLSI 012
Political Science	POLS 005, POLS 006, POLS 008, POLS 010, POLS 012
Portuguese	PORT 001, PORT 002
Psychology	PSY 001, PSY 005, PSY 010, PSY 029, PSY 034
Sociology	SOC 001, SOC 002, SOC 005, SOC 010, SOC 023, SOC 026, SOC 043
Social Science	SSCI 025 ¹⁶ , SSCI 050, SSCI 008
Spanish	SPAN 001, SPAN 002, SPAN 003, SPAN 004, SPAN 012, SPAN 022 ¹⁷ , SPAN 023 ¹⁸
Sports Medicine	SMED 040, SMED 060 ¹⁹

¹ AJ 014 and AJ 025 combined: maximum credit allowed - one course

² No credit for BIOL 020 or BIOL 022 if taken after BIOL 001. No credit for BIOL 021 if taken after BIOL 002

³ BUS 020, MATH 021 and SSCI 025 combined: maximum credit allowed - one course

⁴ No credit for CHEM 020 if taken after CHEM 001

⁵ No credit for CHEM 021 if taken after CHEM 012

⁶ HW 001, HW 007, and HW 060 combined: maximum credit allowed - one course

NOTE: HW 060 same as SMED 060

⁷ See PEAC for limitation

⁸ KINE 001, KINE 082, KINE 084, KINE 088, KINE 093 combined: maximum credit - 8 units

⁹ MATH 010 and MATH 011 combined: maximum credit allowed - one course

¹⁰ MATH 021, BUS 020 and SSCI 025 combined: maximum credit allowed - one course

¹¹ MUS 001, MUS 004, & MUS 005 combined: no credit for MUS 001 if taken after MUS 004 or MUS 005

¹² OH 002 and OH 003 combined; maximum credit allowed - one course

- 13 Any or all of these PE Activity courses: maximum credit allowed - 4 units
- 14 No credit for PSCI 020 if taken after a college course in Astronomy, Chemistry, Geology, or Physics
- 15 PHYS 020, PHYS 021, combined with PHYS 055, PHYS 056, and PHYS 057: maximum credit - one series
- 16 SSCI 025, BUS 020 and MATH 021 combined: maximum credit allowed - one course
- 17 SPAN 022 is equivalent to SPAN 002: maximum credit allowed - one course
- 18 SPAN 002 and SPAN 022 each correspond to two years of high school study
- 19 SPAN 023 is equivalent to SPAN 003: maximum credit allowed - one course
- SMED 060 and HW 001 & HW 007 combined; maximum credit allowed - one course
- NOTE: SMED 060 same as HW 060
- 20 MATH 35, MATH 44, and MATH 70 combined: maximum credit, 5 units

LIST OF ASSOCIATE DEGREES AND CERTIFICATES

- Program Award definitions can be found on the Types of Degrees and Certificates (p. 127) webpage.
- To sort/filter the table below, click the funnel icon under the column header.

Program Title	Program Award	Division	Financial Aid Eligible
Accounting (p. 130)	A.S. Degree	Business	Yes
Accounting (p. 132)	Certificate of Achievement	Business	Yes
Administration of Justice (p. 134)	A.S.-T Degree	Social Sciences	Yes
Administration of Justice - Corrections (p. 136)	A.S. Degree	Social Sciences	Yes
Administration of Justice - Law Enforcement (p. 138)	A.S. Degree	Social Sciences	Yes
Adobe Illustrator (p. 321)	Skill Certificate	Industry & Technology	No
Adobe InDesign (p. 322)	Skill Certificate	Industry & Technology	No
Adobe Photoshop (p. 323)	Skill Certificate	Industry & Technology	No
Ag Irrigation Technician (p. 150)	Skill Certificate	Agriculture	No
Agriculture Business (p. 142)	A.S.-T Degree	Agriculture	Yes
Agricultural Business Management (p. 144)	A.S. Degree	Agriculture	Yes
Agricultural Business Management (p. 145)	Certificate of Achievement	Agriculture	Yes
Agriculture Plant Science (p. 405)	A.S.-T Degree	Agriculture	Yes
Agriculture Power Equipment Technician (p. 151)	Skill Certificate	Agriculture	No
Agriculture Technology (p. 148)	A.S. Degree	Agriculture	Yes
Agriculture Technology (p. 149)	Certificate of Achievement	Agriculture	Yes
American Sign Language (p. 156)	A.A. Degree	Language and Communication Studies	Yes
Animal Science (p. 159)	A.S.-T Degree	Agriculture	Yes
Animal Science (p. 161)	A.S. Degree	Agriculture	Yes
Animal Science (p. 163)	Certificate of Achievement	Agriculture	Yes
Anthropology (p. 170)	A.A.-T Degree	Social Sciences	Yes
Architecture (p. 174)	A.S. Degree	Industry & Technology	Yes
Architecture (p. 179)	Certificate of Achievement	Industry & Technology	Yes
Architectural Design (p. 176)	Certificate of Achievement	Industry & Technology	Yes
Architectural Drafting (p. 177)	Certificate of Achievement	Industry & Technology	Yes
Architectural History (p. 180)	Skill Certificate	Industry & Technology	No
Architectural Visual Communication (p. 178)	Certificate of Achievement	Industry & Technology	No
Art (p. 188)	A.A. Degree	Fine Arts	Yes
Art History (p. 184)	A.A.-T Degree	Fine Arts	Yes
Autodesk AutoCAD for Architecture (p. 263)	Skill Certificate	Industry & Technology	No
Autodesk AutoCAD for Drafting (p. 260)	Certificate of Achievement	Industry & Technology	No
Autodesk Maya (p. 324)	Skill Certificate	Industry & Technology	No
Automotive Air Conditioning Technology (p. 194)	Skill Certificate	Industry & Technology	No
Automotive Chassis Technology (p. 195)	Skill Certificate	Industry & Technology	No
Automotive Electrical Technology (p. 196)	Skill Certificate	Industry & Technology	No

Automotive Emissions Technology (p. 197)	Skill Certificate	Industry & Technology	No
Automotive Engine Technology (p. 198)	Skill Certificate	Industry & Technology	No
Automotive Power Train Systems Technology (p. 199)	Skill Certificate	Industry & Technology	No
Automotive Technology (p. 192)	A.S. Degree	Industry & Technology	Yes
Beginning Culinary Skills (p. 252)	Certificate of Achievement	Consumer & Family Studies	Yes
Biology (p. 202)	A.S.-T Degree	Science	Yes
Building Information Modeling (BIM) (p. 181)	Skill Certificate	Industry & Technology	No
Business (p. 206)	A.S. Degree	Business	Yes
Business (p. 208)	Certificate of Achievement	Business	Yes
Business Administration 2.0 (p. 205)	A.S.-T Degree	Business	Yes
Business Financial Recordkeeping (p. 209)	Certificate of Achievement	Business	Yes
Carpentry/Millwork (p. 239)	Skill Certificate	Industry & Technology	No
Certified Nurse Assistant (p. 374)	Skill Certificate	Nursing & Allied Health	No
Chemistry (p. 212)	A.S.-T Degree	Science	Yes
Child & Adolescent Development (p. 214)	A.A.-T Degree	Consumer & Family Studies	Yes
Child Development (p. 217)	A.S. Degree	Consumer & Family Studies	Yes
Child Development - Assistant (p. 220)	Skill Certificate	Consumer & Family Studies	No
Child Development - Associate Teacher (p. 221)	Skill Certificate	Consumer & Family Studies	No
Child Development - Teacher (p. 219)	Certificate of Achievement	Consumer & Family Studies	Yes
CISCO CCNA Academy (p. 350)	Certificate of Achievement	Industry & Technology	Yes
Commercial Music (p. 368)	Certificate of Achievement	Fine Arts	Yes
Communication (p. 224)	Skill Certificate	Language and Communication Studies	No
Communication Studies (p. 223)	A.A.-T Degree	Language and Communication Studies	Yes
Computer & Network Support (p. 351)	Certificate of Achievement	Industry & Technology	Yes
Computer Applications (p. 229)	Certificate of Achievement	Business	Yes
Computer Programming & Information Systems (p. 227)	A.S. Degree	Business	Yes
Computer Programming & Information Systems (p. 230)	Certificate of Achievement	Business	Yes
Computer Science (p. 232)	A.S.-T Degree	Math & Engineering	Yes
Construction Inspection (p. 237)	Skill Certificate	Industry & Technology	No
Construction Management (p. 240)	Skill Certificate	Industry & Technology	No
Construction Technology (p. 235)	A.S. Degree	Industry & Technology	Yes
Construction Technology (p. 238)	Certificate of Achievement	Industry & Technology	Yes
Cosmetology (p. 243)	Certificate of Achievement	Special Programs	Yes
Culinary Arts (p. 249)	A.S. Degree	Consumer & Family Studies	Yes
Culinary Arts Fundamentals (p. 253)	Certificate of Achievement	Consumer & Family Studies	Yes
Dairy Science (p. 166)	Skill Certificate	Agriculture	No
Dance (p. 255)	A.A. Degree	Physical Education	Yes

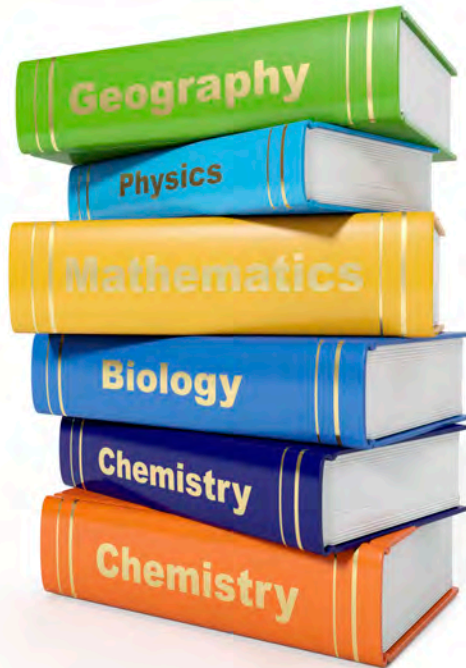
Dassault Systemes SolidWorks (p. 261)	Certificate of Achievement	Industry & Technology	No
Drafting Technology (p. 259)	A.S. Degree	Industry & Technology	Yes
Dramatic Arts - Acting (p. 271)	A.A. Degree	Fine Arts	Yes
Dramatic Arts - Technical (p. 269)	A.A. Degree	Fine Arts	Yes
Early Childhood Education (p. 216)	A.S.-T Degree	Consumer & Family Studies	Yes
Economics (p. 274)	A.A.-T Degree	Social Sciences	Yes
Electrical Technology (https://catalog.cos.edu/areas-study/electrician-training/associate-science-electrical-technology/)	A.S. Degree	Industry & Technology	Yes
Elementary Teacher Education (p. 276)	A.A.-T Degree	Consumer & Family Studies	Yes
Emergency Medical Technician B (p. 282)	Skill Certificate	Nursing & Allied Health	No
Engineering (p. 284)	A.S. Degree	Math & Engineering	Yes
English (p. 288)	A.A.-T Degree	English	Yes
Environmental Control Technology (HVAC) (p. 299)	A.S. Degree	Industry & Technology	Yes
Environmental Control Technology (HVAC) (p. 300)	Certificate of Achievement	Industry & Technology	Yes
Equine Science (p. 164)	Certificate of Achievement	Agriculture	Yes
ESL Advanced Level (p. 294)	Certificate of Competency	Language and Communication Studies	No
ESL Beginning Level (p. 296)	Certificate of Competency	Language and Communication Studies	No
ESL Intermediate Level (p. 295)	Certificate of Competency	Language and Communication Studies	No
Fashion Design (p. 307)	Skill Certificate	Consumer & Family Studies	No
Fashion Merchandising & Design (https://catalog.cos.edu/areas-study/fashion/associate-science-fashion-merchandising-design-as/)	A.S. Degree	Consumer & Family Studies	Yes
Fashion Merchandising & Design (p. 306)	Certificate of Achievement	Consumer & Family Studies	Yes
Fashion Merchandising (p. 308)	Skill Certificate	Consumer & Family Studies	No
Fire Academy (p. 313)	Skill Certificate	Special Programs	No
Fire Technology (p. 310)	A.S. Degree	Special Programs	Yes
Fire Technology (p. 312)	Certificate of Achievement	Special Programs	Yes
Floral Technology (p. 383)	Skill Certificate	Agriculture	No
Food Safety Management (p. 167)	Skill Certificate	Agriculture	No
Geology (p. 316)	A.S.-T Degree	Science	Yes
Graphic Design (p. 319)	A.S. Degree	Industry & Technology	Yes
Graphic Design (p. 320)	Certificate of Achievement	Industry & Technology	Yes
History (p. 329)	A.A.-T Degree	Social Sciences	Yes
Human Services (Social Work) (p. 333)	A.S. Degree	Social Sciences	Yes
Human Services (Social Work) (p. 335)	Certificate of Achievement	Social Sciences	Yes
Industrial Automation (p. 340)	A.S. Degree	Industry & Technology	Yes
Industrial Automation (p. 343)	Certificate of Achievement	Industry & Technology	Yes
Industrial Maintenance Technology (p. 341)	A.S. Degree	Industry & Technology	Yes
Industrial Maintenance Technology (p. 344)	Certificate of Achievement	Industry & Technology	Yes

Information Communication Technology (p. 349)	A.S. Degree	Industry & Technology	Yes
Interpreter (Spanish) (p. 427)	Certificate of Achievement	Language and Communication Studies	Yes
Irrigation Management (p. 152)	Skill Certificate	Agriculture	No
Issues in Family Violence (p. 337)	Certificate of Achievement	Social Sciences	Yes
Journalism (p. 353)	A.A.-T Degree	Language and Communication Studies	Yes
Kinesiology (p. 395)	A.A.-T Degree	Physical Education	Yes
Landscape Design (p. 380)	Certificate of Achievement	Agriculture	Yes
Landscape Management (p. 377)	A.S. Degree	Agriculture	Yes
Landscape Management (p. 381)	Certificate of Achievement	Agriculture	Yes
Law, Public Policy, & Society (p. 413)	A.A.-T Degree	Social Sciences	Yes
Leadership (p. 246)	Skill Certificate	Student Services	No
Liberal Arts - Pathway to Educational Occupations (p. 433)	A.A. Degree	Student Services	Yes
Liberal Arts - Pathway to Health & Physical Education (p. 356)	A.A. Degree	Student Services	Yes
Liberal Arts - Pathway to Health Science (https://catalog.cos.edu/areas-study/liberal-studies/associate-arts-liberal-arts-pathway-health-science/)	A.S. Degree	Student Services	Yes
Liberal Arts - Pathway to Social Behavioral Science (p. 359)	A.A. Degree	Student Services	Yes
Mathematics (p. 363)	A.S.-T Degree	Math & Engineering	Yes
Mechanical Drafting (p. 262)	Certificate of Achievement	Industry & Technology	Yes
Media Communication (p. 225)	Skill Certificate	Language and Communication Studies	No
Multimedia Design (https://catalog.cos.edu/areas-study/drafting/certificate-achievement-multimedia-design/)	Certificate of Achievement	Industry & Technology	Yes
Music (p. 366)	A.A. Degree	Fine Arts	Yes
Music (p. 365)	A.A.-T Degree	Fine Arts	Yes
NCCER Electrical Applications (p. 279)	Certificate of Achievement	Industry & Technology	Yes
NCCER Electrical Theory (p. 280)	Certificate of Achievement	Industry & Technology	Yes
Nutrition and Dietetics (p. 250)	A.S.-T Degree	Consumer & Family Studies	Yes
Ornamental Horticulture (p. 378)	A.S. Degree	Agriculture	Yes
Ornamental Horticulture (p. 382)	Certificate of Achievement	Agriculture	Yes
Ornamental Horticulture - Retail Nursery Skills Option (p. 384)	Skill Certificate	Agriculture	No
Paralegal (p. 387)	A.S. Degree	Business	Yes
Pharmacy Technician (p. 390)	Certificate of Achievement	Nursing & Allied Health	Yes
Philosophy (p. 393)	A.A.-T Degree	Social Sciences	Yes
Physical Therapist Assistant (p. 399)	A.S. Degree	Nursing & Allied Health	Yes
Physics (p. 402)	A.S.-T Degree	Science	Yes
Plant Science (p. 406)	A.S. Degree	Agriculture	Yes
Plant Science (p. 408)	Skill Certificate	Agriculture	No
Political Science (p. 415)	A.A.-T Degree	Social Sciences	Yes
POST Certified Basic Police Academy (p. 410)	Certificate of Achievement	Special Programs	Yes

Programmable Logic Controllers (p. 345)	Skill Certificate	Industry & Technology	No
Psychology (p. 419)	A.A.-T Degree	Social Sciences	Yes
Registered Nursing (p. 370)	A.S. Degree	Nursing & Allied Health	Yes
Rehabilitation Aide (p. 326)	Certificate of Completion	Nursing & Allied Health	No
Social Justice - Chicana/o Studies (p. 302)	A.A.-T Degree	Social Sciences	Yes
Sociology (p. 422)	A.A.-T Degree	Social Sciences	Yes
Spanish (p. 425)	A.A.-T Degree	Language and Communication Studies	Yes
Special Education (https:// catalog.cos.edu/areas-study/ child-development/certificate- achievement-special-education/)	Certificate of Achievement	Consumer & Family Studies	Yes
Sports Medicine/Athletic Trainer/ Exercise Science (p. 429)	A.S. Degree	Physical Education	Yes
Studio Arts (p. 186)	A.A.-T Degree	Fine Arts	Yes
Tactile Mechanical Drafting (p. 264)	Skill Certificate	Industry & Technology	No
Theatre Arts (p. 267)	A.A.-T Degree	Fine Arts	Yes
University Studies - Pathway to Math & Science (p. 435)	A.A. Degree	Student Services	Yes
Veterinary Assisting (p. 165)	Certificate of Achievement	Agriculture	Yes
Water & Wastewater Treatment (p. 346)	Skill Certificate	Industry & Technology	No
Welding (p. 442)	Certificate of Achievement	Industry & Technology	Yes
Welding Technology (p. 440)	A.S. Degree	Industry & Technology	Yes
Writing Consultancy (p. 290)	Certificate of Achievement	English	Yes

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AREAS OF STUDY



- Accounting (p. 129)
- Administration of Justice (p. 133)
- Agricultural Business Management (p. 140)
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- English (p. 286)
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- Graphic Design (p. 317)
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- Industrial Technology (p. 338)
- Information Communications Technology (p. 347)
- Journalism (p. 352)
- Liberal Arts (p. 355)
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- Linguistics (p. 362)
- Mathematics (<https://catalog.cos.edu/areas-study/mathematics/>)
- Music (p. 364)
- Nursing (p. 369)
- Ornamental Horticulture (p. 375)
- Paralegal (p. 385)
- Pharmacy Technician (p. 389)
- Philosophy (p. 391)
- Physical Education (p. 394)
- Physical Therapist Assistant (p. 397)
- Physics (p. 401)
- Plant Science (p. 403)
- Police Science (p. 409)
- Political Science (p. 411)
- Portuguese (p. 417)
- Psychology (p. 418)
- Sociology (p. 421)
- Spanish (p. 424)
- Sports Medicine (p. 428)
- University Studies (p. 431)
- Veterinary Assisting (p. 437)
- Welding (p. 438)
- Work Experience (p. 443)

Types of Degrees and Certificates

Associate in Arts Degree for Transfer (AA-T)

Designed for students planning to transfer to a CSU in a similar major

- Provides guaranteed admissions to the CSU system but not to a particular campus or major
- Requires a minimum of 60 units, including 37-39 units of transfer general education courses (IGETC or CSU GE Patterns)
- Consult a COS counselor for assistance selecting transferable elective courses

Associate in Science Degree for Transfer (AS-T)

Designed for students planning to transfer to a CSU in a similar major

- Provides guaranteed admissions to the CSU system but not to a particular campus or major
- Requires a minimum of 60 units, including 37-39 units of transfer general education courses (IGETC or CSU GE Patterns)
- Consult a COS counselor for assistance selecting transferable elective courses

Associate of Arts Degree (AAT)

Designed for transfer to many baccalaureate institutions

- Course requirements vary between colleges and universities. Students are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection
- Requires a minimum of 60 units, including 37-39 units of transfer general education courses (IGETC or CSU GE Patterns)

Associate of Science Degree (AST)

Designed for transfer to many baccalaureate institutions

- Course requirements vary between colleges and universities. Students are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection.
- Requires a minimum of 60 units, including 37-39 units of transfer general education courses (IGETC or CSU GE Patterns)

Associate of Arts Degree (AA)

Designed to prepare students for employment

- This degree is not designed for transfer; however, the courses included in this degree may be transferable and may apply to other degrees designed for transfer
- Requires a minimum of 60 units, including 19 units of associate degree general education courses as well as subject and competency requirements for a total of 25 units

Associate of Science Degree (AS)

Designed to prepare students for employment

- This degree is not designed for transfer; however, the courses included in this degree may be transferable and may apply to other degrees designed for transfer
- Requires a minimum of 60 units, including 19 units of associate degree general education courses as well as subject and competency requirements for a total of 25 units

Certificate of Achievement

Prepares students for high level of competency for work in a business or industry

- Requires a minimum of 8* units in the vocational area and does not require general education courses
- A Certificate of Achievement under 16 units may not qualify for financial aid eligibility
- A Certificate of Achievement is listed on the student's official transcript in accordance with State and Federal regulations

Skill Certificate

Prepares students for entry-level employment opportunities in a business or industry

- Requires less than 16 units in a vocational area and does not require general education courses
- A Skill Certificate may not qualify for financial aid eligibility
- A Skill Certificate is not listed on the student's official transcript in accordance with State and Federal regulations

* Certificates of Achievement may have a total unit count of 8-15.5 units, if approved by the California Community College Chancellor's Office.

Accounting



The Accounting Department prepares students for entry-level employment and/or potential further study in the fields of Accounting and General Business Office Management. Students will acquire an understanding of computerized accounting systems, record the financial transactions of a business, prepare and analyze financial statements, work with internal and external accounting staff and prepare individual income tax returns for California residents.

Career Opportunities: Upon successful completion of a degree or certificate students will be prepared for careers or employment in the following fields: accounting, office management, income tax preparation.

Contact Information

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Associate Degree

- Associate of Science in Accounting (AS) (p. 130)

Certificate

- Certificate of Achievement in Accounting (p. 132)

Associate of Science in Accounting (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of Accounting through the study of accounting and general business office management. Students will acquire a full understanding of computerized accounting systems and how to record the financial transactions of a business. Students will be able to prepare and analyze financial statements and work with internal and external accounting staff and advisers. Students will have the ability to prepare individual income tax returns for California residents.

Programs Outcomes

- Accurately prepare an individual income tax return (Form 1040).
- Show proficiency in financial statement analysis.
- Accurately analyze, interpret, and record business transactions.
- Accurately record and retrieve company financial transactions and statements in a computerized bookkeeping program.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: accounting, office management, income tax preparation.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS *		25
College of the Sequoias Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		19
ACCT 001	Financial Accounting	4
ACCT 002	Managerial Accounting	4
ACCT 210	Computer Accounting	3
ACCT 282	Individual Income Tax	5
COMP 238	Spreadsheet for Business	3
+		
RESTRICTED ELECTIVES - LIST A		3
Select a minimum of three units from the following courses:		
BUS 020	Business Statistics *	3
BUS 119	Quantitative Methods *	3
BUS 295	Business Mathematics	3
+		
RESTRICTED ELECTIVES - LIST B		9
Select a minimum of nine units from the following courses:		
BUS 082	Introduction to Business	3
BUS 100	Career Strategies	3
BUS 185	Ethics in Business and Industry *	3
BUS 188	Human Relations in Business *	3
BUS 268	Electronic Calculating	2
BUS 297	Personal Finance	3
+		
ELECTIVES		4-13
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 0-9 units may double count above in 1 (COS-GE).

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education Requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions,
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Accounting

This certificate prepares students for entry-level employment in the field of Accounting. Students completing this certificate will acquire entry-level employment skills also in the fields of bookkeeping and office management. Students will acquire a complete understanding of computerized accounting systems and how to record the financial transactions of business. They will be able to prepare and analyze a business's financial statements and work with the company's internal and external accounting staff and advisors. They will have the ability to prepare individual income tax returns for California residents.

Program Outcomes

- Accurately prepare an individual income tax return (Form 1040).
- Show proficiency in financial statement analysis.
- Accurately analyze, interpret, and record business transactions.
- Accurately record and retrieve company financial transactions and statements in a computerized bookkeeping program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: accounts payable clerk, accounts receivable clerk, income tax preparer, staff accounting assistant, assistant bookkeeper, and bookkeeper.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		19
ACCT 001	Financial Accounting	4
ACCT 002	Managerial Accounting	4
ACCT 210	Computer Accounting	3
ACCT 282	Individual Income Tax	5
COMP 238	Spreadsheet for Business	3
+		
RESTRICTED ELECTIVES - LIST A		3
Select three units from the following courses:		
BUS 020	Business Statistics	3
BUS 119	Quantitative Methods	3
BUS 295	Business Mathematics	3
+		
RESTRICTED ELECTIVES - LIST B		9
Select nine units from the following courses:		
BUS 082	Introduction to Business	3
BUS 100	Career Strategies	3
BUS 185	Ethics in Business and Industry	3
BUS 188	Human Relations in Business	3
BUS 268	Electronic Calculating	2
BUS 297	Personal Finance	3
=		
TOTAL		31

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Business Division Chair.

Administration of Justice

The College of the Sequoias Administration of Justice program provides a comprehensive curriculum related to Corrections and Law Enforcement. The three criminal justice degrees offered at the College of the Sequoias, prepares students for career specific training and transfer to a four-year university for advanced academic studies. An associate degree in criminal justice significantly enhances employment opportunities in criminal justice careers at the state and local levels that include but are not limited to, state highway patrol, municipal police departments, adult and juvenile corrections, parole, and county sheriff's departments. Careers in county probation, federal law enforcement and federal corrections require a baccalaureate degree.

Transfer requirements in Administration of Justice are available at the COS Counseling Center. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Administration of Justice Faculty Contact

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Associate Degrees

- Associate in Science in Administration of Justice for Transfer (AS-T) (p. 134)
- Associate of Science in Administration of Justice - Corrections (AS) (p. 136)
- Associate of Science in Administration of Justice - Law Enforcement (AS) (p. 138)

Associate in Science in Administration of Justice for Transfer (AS-T)

Students completing the Associate in Science in Administration of Justice for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Administration of Justice. Students completing this degree will have an introductory foundation for the field of Administration of Justice through the study of the criminal justice system, corrections, law enforcement, court systems, ethics, and diverse populations as related to the justice system. Students will acquire critical and analytical thinking skills related to issues in the administration of justice system and demonstrate comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of diverse populations as they interact with the criminal justice system. This degree is specifically intended to facilitate a seamless transfer to the CSU system, but it also provides the preparation necessary for immediate employment in city and county law enforcement, correctional officer, jail and juvenile hall detention officer, group home counselor.

Program Outcomes

- Identify and describe the structure and function of the main components of the criminal justice system: Law Enforcement, Courts, Corrections, Juvenile Justice and Victims.
- Understand and be able to act upon the social responsibility that is entrusted to them to serve and protect the public in an ethical manner.
- Demonstrate critical thinking skills acquired in the social sciences in preparation for transfer to a 4-year college or university.

Transfer & Career Opportunities

This Associate in Science in Administration of Justice for Transfer (AS-T) Degree is intended to meet the lower division requirements for administration of justice for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Upon completion of this Associate in Science in Administration of Justice for Transfer (AS-T) Degree students will be prepared for employment in city and county law enforcement, correctional officer, jail and juvenile hall detention officer, and group home counselor. Most common career opportunities with a baccalaureate degree include: Highway Patrol, Municipal Police Departments, Probation and Parole, County Sheriff's Department, Department of Corrections, Fish and Game, county and state juvenile facilities and several federal law enforcement agencies.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		10
AJ 011	Introduction to Criminal Justice *	3
AJ 014	Criminal Law 1	3
SSCI 025	Statistics - Social Sciences *	4
or MATH 021	Introduction to Statistics	
+		
RESTRICTED ELECTIVES - LIST A		6
Select two of the following courses:		
AJ 013	Community Relations	3
AJ 112	Legal Aspects of Evidence	3
AJ 113	Juvenile Laws & Procedures	3
AJ 118	Criminal Investigation	3
AJ 119	Criminal Identification	3
AJ 121	Introduction to Corrections	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select one course from either List A or List B:		
AJ 025	Constitutional Law	3
AJ 045	Terrorism and Freedom	3
AJ 111	Criminal Justice Communication	3
AJ 114	Juvenile Delinquency	3
AJ 115	Criminal Law 2	3

AJ 117	Correctional Counseling	3
AJ 123	Criminal Justice Ethics *	3
AJ 130	Correctional Law	3
PSY 001	General Psychology *	3
SOC 001	Introduction to Sociology *	3
+		
ELECTIVES		7-11
Select additional transferable courses numbered 1-199 to achieve 60 units		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6-9 units may be double counted above in 1A (CSU GE).

** 3-6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Science in Administration of Justice - Corrections (AS)

This degree prepares students for entry-level employment in the field of Administration of Justice -Corrections through the study of sentencing, jails, prisons and community corrections. Students will acquire skills in theoretical, philosophical, and practical applications of topics related to corrections and will acquire skills appropriate for beginning paraprofessional or professional employment in criminal justice.

Program Outcomes

- Analyze ethical dilemmas encountered in the corrections and law enforcement fields and identify the correct ethical choice.
- Explain the “corrections umbrella” by applying definitions, concepts, and principles to the three branches of the corrections system.
- Exhibit strong and effective writing skills.
- Demonstrate knowledge/ability to listen and engage in verbal communication with a variety of people, taking into consideration cultural customs, beliefs, and lifestyles.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: county jails, halfway houses, group homes, crisis centers, juvenile hall and victim service agencies. At the state level, employment opportunities exist with the Department of Corrections and Rehabilitation: Each corrections, probation and parole agency has specific employment and training requirements.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		21
AJ 011	Introduction to Criminal Justice *	3
AJ 014	Criminal Law 1	3
AJ 111	Criminal Justice Communication **	3
AJ 117	Correctional Counseling **	3
AJ 121	Introduction to Corrections **	3
AJ 123	Ethics in Criminal Justice	3
AJ 130	Correctional Law **	3
+		
RESTRICTED ELECTIVES - LIST A		3
Select one of the following courses:		
AJ 113	Juvenile Laws & Procedures	3
AJ 114	Juvenile Delinquency *	3
+		
RESTRICTED ELECTIVES - LIST B		6
Select a minimum of two additional courses from either List A or List B or a combination of both lists (for a minimum of nine units):		
AJ 025	Constitutional Law *	3
AJ 045	Terrorism and Freedom	3
AJ 115	Criminal Law 2	3
WEXP 193J	Administration of Justice Work Experience – First Semester	1-4
WEXP 194J	Administration of Justice Work Experience - Second Semester	1-4
WEXP 195J	Work Experience Administration of Justice - Third Semester	1-4
WEXP 196J	Work Experience Administration of Justice - Fourth Semester	1-4
+		
ELECTIVES		8-14
Select additional degree-applicable courses numbered 1-299 to achieve 60 units. Recommended courses for electives include:		

CHLD 039	Child Development-DS 1	3
CHLD 042	Child, Family & Society-DS2	3
CHLD 134	Understanding Child Abuse	3
SOC 043	Sociology of Deviance	3
=		
TOTAL		60

* Courses meet General Education requirement and 3-9 units may double count above in COS-GE.

** This course has a prerequisite

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education Requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree-applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Associate of Science in Administration of Justice - Law Enforcement (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of Administration of Justice: Law Enforcement through the study of criminal law, laws of evidence, report writing, etc. Students will acquire knowledge necessary for advanced academic studies.

Program Outcomes

- Identify and explain foundational criminal justice concepts associated with procedural, substantive, and evidence law.
- Identify and explain the structure and function of the American criminal justice system – law enforcement, corrections and courts.
- Explain the importance of developing and maintaining proper professional criminal justice standards of ethical behavior.
- Explain the importance of developing and cultivating effective police-community relations with a myriad of different communities inclusive of cultural customs, beliefs and life styles.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: local municipal police departments, county sheriff's departments, and private investigative agencies. At the state level, employment opportunities exist with the California Highway Patrol, Department of Alcoholic Beverage, Department of Motor Vehicles, Department of Fish and Game, Department of Justice, etc. Note: All law enforcement agencies have specific employment and training requirements, beyond academic achievement.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		21
AJ 011	Introduction to Criminal Justice *	3
AJ 013	Community Relations	3
AJ 014	Criminal Law 1	3
AJ 112	Legal Aspects of Evidence	3
AJ 118	Criminal Investigation	3
AJ 119	Criminal Identification	3
AJ 219	Police Patrol Procedures	3
+		
RESTRICTED ELECTIVES		9
Select a minimum of nine units from the following courses:		
AJ 025	Constitutional Law *	3
AJ 045	Terrorism and Freedom	3
AJ 111	Criminal Justice Communication	3
AJ 113	Juvenile Laws & Procedures	3
AJ 114	Juvenile Delinquency	3
AJ 115	Criminal Law 2	3
AJ 123	Ethics in Criminal Justice *	3
WEXP 193J	Administration of Justice Work Experience – First Semester	1-4
WEXP 194J	Administration of Justice Work Experience - Second Semester	1-4
WEXP 195J	Work Experience Administration of Justice - Third Semester	1-4
WEXP 196J	Work Experience Administration of Justice - Fourth Semester	1-4
+		
ELECTIVES		8-14
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		

=

TOTAL

60

* Courses meet General Education requirements and 3-9 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education Requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Agricultural Business Management



This Agricultural Business Management degree prepares students for entry-level employment and/or potential further study in the field of Agricultural Business Management through the study of sales and service, marketing, accounting and computer applications. Students will acquire skills in sales and service, marketing, accounting and computer applications, data evaluation, farm management and accounting. As a whole, the Agricultural Business Management Department emphasizes networking and business application by giving students the opportunity to connect with industry people through field trips and guest speakers.

Contact Information

Agricultural Business Management Faculty Contact

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Tulare Center Building B: 106 | Tulare Campus

Agriculture Division Chair

Shannan Cooper | (559) 688-3118 | shannanc@cos.edu
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Provost - Tulare College Center, Dean of Agriculture

C. Louann Waldner, Ph.D. | (559) 688-3050 | louannw@cos.edu
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Associate Degree

- Associate of Science in Agriculture Business for Transfer (AS-T) (p. 142)
- Associate of Science in Agricultural Business Management (AS) (p. 144)

Certificate

- Certificate of Achievement in Agricultural Business Management (p. 145)
- Skill Certificate in Food Safety Management (p. 167)

Associate in Science in Agriculture Business for Transfer (AS-T)

Students completing the Associate in Science in Agriculture Business for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Agricultural Business. Students completing this degree will have an introductory foundation for the field of Agriculture Business through the study of economics, accounting and sales. Students will acquire skills and abilities in agriculture economics, use of agriculture accounting software, sales and marketing of products, management and computer skills. This degree is specifically intended to facilitate a seamless transfer to the CSU system, but it also provides the preparation necessary for immediate employment in retail sales, crop management, bookkeeping, and entry-level finance.

Program Outcomes

- Students will be able to use economic principles to analyze financial data to optimize production in an agricultural business.
- Students will be able to demonstrate proficiency in public relations and business communications.

Transfer & Career Opportunities

Agriculture Business for Transfer (AS-T) Degree is intended to meet the lower division requirements for agriculture business for all CSU campuses that offer a similar degree. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Upon completion of this Associate in Science in Agriculture Business for Transfer (AS-T) Degree students will be prepared for employment in retail sales, assistant crop managers, entry-level finance and bookkeeping. Most common career opportunities with a baccalaureate degree include: sales representatives, marketing, farm managers and accountants.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		12-15
AG 004	Soil Science *	3
or CHEM 001	General Chemistry 1	
or CHEM 020	Introduction to General Chemistry	
AGMT 001	Agriculture Economics *	3
ECON 050	Principles of Macroeconomics *	3
MATH 021	Introduction to Statistics *	4
or BUS 020	Business Statistics	
+		
RESTRICTED ELECTIVES		9
Select three of the following courses:		
AGMT 005	Agriculture Managerial Accounting	3
AGMT 006	Agriculture Sector Analysis	3
AGMT 102	Ag Sales and Marketing	3
AGMT 103	Introduction to Agriculture Business	3
AGMT 104	Agriculture Accounting	3
AGMT 108	Ag Business Computer Applications	3
PLSI 001	Intro to Plant Science *	3
or ASCI 001	Introduction to Animal Science	
+		
ELECTIVES		6-12
Select additional degree applicable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 12-15 units may be double counted above in 1A (CSU GE).

** 9-13 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Science in Agricultural Business Management (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of Agricultural Business Management through the study of sales and service, marketing, accounting, economics, computer applications and management. Students will acquire communication, critical thinking and problem solving skills necessary to effectively contribute to the agriculture business environment.

Program Outcomes

- Utilize effective oral and written communication skills necessary to be successful in the agriculture business industry.
- Develop critical thinking skills essential to contributing to the dynamic agribusiness environment.
- Apply knowledge of economic and accounting principles to assist in agribusiness decision-making

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: assistant bookkeeper, assistant farm manager, ranch assistant, entry-level analyst, assessor, marketing assistant, agriculture sales and production management assistant.

Note

The degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		24
AGMT 001	Agriculture Economics *	3
AGMT 005	Agriculture Managerial Accounting	3
AGMT 006	Agriculture Sector Analysis	3
AGMT 102	Ag Sales and Marketing	3
AGMT 103	Introduction to Agriculture Business	3
AGMT 104	Agriculture Accounting	3
AGMT 108	Ag Business Computer Applications	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
ELECTIVES		14
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Course meets General Education requirement and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair).
2. General Education requirements.
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Agricultural Business Management

This certificate prepares students for entry-level employment in the field of Agricultural Business Management. Students completing this certificate will acquire skills in computer applications, accounting principles and procedures, economics of agribusiness, sales and marketing, and management.

Program Outcomes

- Employ effective oral and written communication skills necessary to be successful in the agriculture business industry.
- Utilize the understanding of agribusiness management principles to actively contribute to the industry.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: agriculture and retail sales, agriculture bookkeeper, marketing assistant, farm and ranch manager assistant.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AGMT 001	Agriculture Economics	3
AGMT 102	Ag Sales and Marketing	3
AGMT 103	Introduction to Agriculture Business	3
AGMT 104	Agriculture Accounting	3
AGMT 108	Ag Business Computer Applications	3
WEXP 193F	Agriculture Work Experience – First Semester	3
=		
TOTAL		18

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Agricultural Technology



AG Irrigation Academy - At College of the Sequoias (<https://vimeo.com/668364669/>) from COSGiant (<https://vimeo.com/cosgiants/>) on Vimeo (<https://vimeo.com>).

The Agricultural Technology Program houses two areas of study: **Agriculture Irrigation** and **Mechanized Agriculture**. Ag Technology focuses on the emerging automation happening in production agriculture specifically related to water management.

In Agriculture Irrigation, students earn an Ag Irrigation Technician Certificate through 18-weeks of training in the Agriculture Irrigation Academy. As water use is increasingly monitored, this training teaches students how to solve critical water management problems facing growers today. Students will learn water management, irrigation system design, irrigation system components, and automation. The Agriculture Irrigation Academy gives students intense training both in the classroom and in the field preparing them for certification with the Irrigation Association. All four courses are offered in the Fall Semester on Tuesday and Thursdays so that students can work on the other days of the week.

In Mechanized Agriculture, students train for a career as an Ag Power Equipment Technician where they will learn diagnostics, repair, and service of agriculture and industrial equipment. The certificate prepares students for EETC Certification exams in 4 stroke gas engines and compact diesel engines. All four courses are offered in the Spring Semester on Tuesday and Thursdays so that students can work on the other days of the week.

Contact Information

Agricultural Technology Faculty Contact

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Agriculture Division Chair

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Associate Degree

- Associate of Science in Agriculture Technology (AS) (p. 148)

Certificates

- Certificate of Achievement in Agriculture Technology (p. 149)
- Skill Certificate in Ag Irrigation Technician (p. 150)
- Skill Certificate in Agriculture Power Equipment Technician (p. 151)
- Skill Certificate in Irrigation Management (p. 152)

Associate of Science in Agriculture Technology (AS)

This degree prepares students for entry-level employment in the field of Agriculture Technology or Agriculture Irrigation through the study of agriculture equipment maintenance and repair, basic equipment construction and fabrication or through the study of irrigation systems, pumps, wells, valves, and system automation. Students will acquire skills in uses of tools and equipment necessary for modern farming operations.

Program Outcomes

- Students will demonstrate safe habits in the workplace.
- Students will demonstrate the necessary technical skills as accepted by the industry.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: general agriculture, sales and service of agriculture equipment, equipment manufacturing, agriculture mechanics, agriculture irrigation technician.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		15
AGTC 106	Agriculture Welding	3
AGTC 201	Small Engines	3
AGTC 210	Agriculture Project Construction	3
PLSI 108	Ag Water Management	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
RESTRICTED ELECTIVES		15
Select 15 units from the following courses:		
AG 110	Ag Leadership	3
AGMT 108	Ag Business Computer Applications	3
AGTC 103	Farm Power	3
AGTC 202	Farm Equipment Construction	3
AGTC 219	Irrigation System Design	3
AGTC 220	Irrigation Wells and Pumps	3
AGTC 222	Ag Irrigation Systems	3
AGTC 225	Compact Diesel Engines	3
PLSI 118	Advanced Irrigation	3
+		
ELECTIVES		5
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Agriculture Technology

This certificate prepares students for entry-level employment in the field of Agriculture Technology or Agriculture Irrigation. Students completing this certificate will have a foundation in basic technician skills that can be applied in many areas of agriculture. The student can choose to focus their training in Agriculture Power Equipment or Agriculture Irrigation.

Program Outcomes

- Demonstrate safe work habits.
- Demonstrate and list basic engine operations, both for small and large agriculture equipment.
- Demonstrate the knowledge of irrigation system operation and maintenance.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: general agriculture, sales and service of agriculture equipment, equipment manufacturing, irrigation technician, agriculture mechanics and irrigation

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		9
AGTC 106	Agriculture Welding	3
PLSI 108	Ag Water Management	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
RESTRICTED ELECTIVES		12
Select 12 units from the following courses:		
AG 110	Ag Leadership	3
AGMT 108	Ag Business Computer Applications	3
AGTC 103	Farm Power	3
AGTC 201	Small Engines	3
AGTC 202	Farm Equipment Construction	3
AGTC 210	Agriculture Project Construction	3
AGTC 219	Irrigation System Design	3
AGTC 220	Irrigation Wells and Pumps	3
AGTC 222	Ag Irrigation Systems	3
AGTC 225	Compact Diesel Engines	3
PLSI 118	Advanced Irrigation	3
=		
TOTAL		21

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

NOTE: AGTC 225 is a 3 unit course starting Fall 2019.

Skill Certificate in Ag Irrigation Technician

This certificate prepares students to manage one of agriculture's most valuable resources, water. Students completing this certificate will get hands on training in agriculture irrigation systems from the pump to the plant. Training will consist of pump selection, system design, installation, usage and maintenance. Students will have an understanding of plant-soil-water relationships and will learn how to use equipment to monitor plant and soil water status in the field or remotely.

Program Outcomes

- Understand the many irrigation system components, types and models found in irrigation systems from the pump to the discharge component, including monitoring and automation.
- Understand the relationship between plants, soil and water and use that knowledge to make smart irrigation management decisions.
- Understand water hydraulics and apply that understanding to system design, operation and repair.
- Know how to and understand the need for irrigation system maintenance

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: installation technician, maintenance technician, sales, on-farm irrigation installer, irrigation scheduling or irrigation auditor.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AGTC 219	Irrigation System Design	3
AGTC 220	Irrigation Wells and Pumps	3
AGTC 222	Ag Irrigation Systems	3
PLSI 108	Ag Water Management	3
WEXP 193F	Agriculture Work Experience – First Semester	3
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Skill Certificate in Agriculture Power Equipment Technician

Students completing this certificate will acquire basic level training for an exciting career as an agriculture power equipment technician. These skills include diagnostics, repair and service of agriculture and industrial equipment. This certificate prepares students for EETC Certification exams in 4 stroke gas engines and compact diesel engines.

Program Outcomes

- Perform diagnostics and repair outdoor power equipment.
- Utilize equipment manufacturer information to inspect and repair equipment.
- Perform prescribed maintenance outlined in manufacturer literature.

Career Opportunities

This certificate prepares students for diverse career options as an agriculture power equipment technician. This technical, hands-on program develops skills in diagnostics, technology, repair, and service of agriculture and industrial equipment. Upon successful completion, students are prepared for the EETC Certification exams in 4 stroke gas engines and compact diesel engines.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		15
AGTC 103	Farm Power	3
AGTC 201	Small Engines	3
AGTC 210	Agriculture Project Construction	3
or AGTC 106	Agriculture Welding	
or AGTC 202	Farm Equipment Construction	
AGTC 225	Compact Diesel Engines	3
WEXP 193F	Agriculture Work Experience – First Semester	3
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Skill Certificate in Irrigation Management

Students completing this certificate will acquire water management, plant-water-soil relationships, salinity management, system evaluation and improvements.

Program Outcomes

- Analyze plant/soil/water relationships and determine irrigation requirements for optimum plant growth and crop yield.
- Manage farm irrigation systems in an efficient and cost effective manner.
- Develop irrigation schedules that optimize crop growth while conserving water.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Irrigation Scheduler, Water Resource Technician, Irrigation Technician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AG 004	Soil Science	3
AGMT 108	Ag Business Computer Applications	3
PLSI 108	Ag Water Management	3
PLSI 118	Advanced Irrigation	3
RESTRICTED ELECTIVES		
Select one of the following courses:		
PLSI 001	Intro to Plant Science	3
PLSI 012	Fruit and Nut Production	3
PLSI 111	Citrus Production	3
PLSI 113	Grape Production	3
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Agriculture



The COS Agriculture Division believes in the value of hands-on education, opportunity for preparing for the industry and the importance of a well-rounded student experience. The Agriculture Division has areas of study to support local industries and to prepare a student for transfer to a 4-year degree program. Those study areas include:

- Agricultural Business Management (p. 140)
- Agriculture Technology (p. 146)
- Agriculture Irrigation (<https://www.cos.edu/en-us/Agriculture/Pages/Agriculture-Irrigation.aspx>) through the Ag Irrigation Academy (<https://www.cos.edu/en-us/academics/agriculture/agricultural-irrigation/>)
- Animal Science (p. 157) - including Equine Science (<https://www.cos.edu/en-us/academics/agriculture/equine-science/>) and prep for becoming a High School Agriculture teacher
- Food Safety Management (<https://www.cos.edu/en-us/academics/agriculture/food-safety-management/>)
- Ornamental Horticulture (p. 375) - including Landscape Design (p. 380) and Landscape Management (<https://catalog.cos.edu/areas-study/ornamental-horticulture/certificate-achievement-landscape-management/>)
- Plant Science (p. 403) - including preparation for Pest Control Advisor
- Veterinary Assisting (<https://catalog.cos.edu/areas-study/veterinary-assisting/>)

The Division provides multiple study options including Certificates, Associate's Degrees, and Transfer Degrees. COS is committed to being your FIRST choice on your educational journey. The Agriculture Division stresses quality teaching, learning through formal classroom lecture, discussion methods and hands-on "learn-by-doing" laboratory activities at our 360 acre farm and Horticulture and Animal Science laboratories. Students can leave with a certificate or simultaneously prepare for a long-term goal of transferring and completing a B.S. degree at one of the local universities. The Agriculture Division has multiple student-led organizations, which offer opportunities to be an Ambassador for the college, field trips to local industry partners, regional competitions and other opportunities for student leadership development.

Agriculture Division webpage: [c \(https://www.cos.edu/en-us/academics/agriculture/\)](https://www.cos.edu/en-us/academics/agriculture/) [os.edu/ag \(https://www.cos.edu/en-us/academics/agriculture/\)](https://www.cos.edu/en-us/academics/agriculture/)

Contact Information

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Associate Degrees (including Transfer) and Certificates

- Agricultural Business Management (p. 140)
- A (<https://catalog.cos.edu/areas-study/agricultural-technology/#programstext>) Agriculture Technology (p. 146) including Ag Power Equipment Technician (<https://catalog.cos.edu/areas-study/agricultural-technology/skill-certificate-agriculture-power-equipment-technician/>)
- Agriculture Irrigation Technician (<https://catalog.cos.edu/areas-study/agricultural-technology/skill-certificate-irrigation-construction-installation/>) through the Ag Irrigation Academy (<https://www.cos.edu/en-us/Agriculture/Pages/Agriculture-Irrigation.aspx>)
- Animal Science (p. 157) - including preparation for becoming a HS Ag Teacher
- Dairy Science (<https://catalog.cos.edu/areas-study/dairy-science/skill-certificate-dairy-science/>)
- Equine Science (<https://catalog.cos.edu/areas-study/animal-science/certificate-achievement-equine-science/>)
- Floral Technology (<https://catalog.cos.edu/areas-study/ornamental-horticulture/skill-certificate-floral-technology/>)
- Food Safety Management (<https://catalog.cos.edu/areas-study/agricultural-business-management/skill-certificate-food-safety-management/>)
- Ornamental Horticulture (p. 375)
- (<https://catalog.cos.edu/areas-study/ornamental-horticulture/certificate-achievement-landscape-design/>) Landscape Design (p. 380)
- Landscape Management (<https://catalog.cos.edu/areas-study/ornamental-horticulture/certificate-achievement-landscape-management/>)
- Plant Science (<https://catalog.cos.edu/areas-study/plant-science/#programstext>) - including preparation for Pest Control Advisor
- Veterinary Assisting (<https://catalog.cos.edu/areas-study/veterinary-assisting/#programstext>)

American Sign Language



American Sign Language (ASL) instruction at College of the Sequoias prepares students for entry-level employment and/or potential further study in the field of ASL which includes career pathways in interpreting, social services and teaching. We also offer an introduction to sign language interpreting course to prepare students who are interested in becoming interpreters.

Contact Information

Language and Communication Studies Division Chair

Cynthia Johnson | (559) 730-3966 | cynthiaj@cos.edu
Kaweah: 251C | Visalia Campus

Dean of Language and Communication Studies/Educational Support Services

Angela Sanchez | (559) 737-5362 | [a\(christophersu@cos.edu\)ngelasa@cos.edu](mailto:a(christophersu@cos.edu)ngelasa@cos.edu) (angelasa@cos.edu)
Educational Support Services: 113 | Visalia Campus

Associate Degree

- Associate of Arts in American Sign Language (AA) (p. 156)

Associate of Arts in American Sign Language (AA)

This degree prepares students for entry-level employment and/or potential further study in the field of American Sign Language through the study of signing and interpreting, language and Deaf culture. Students will acquire skills and abilities in American Sign Language and an understanding of Deaf culture.

Program Outcomes

- Sign effectively and fluently, using the parameters of ASL.
- Demonstrate proficient receptive skills when using ASL.
- Be familiar with Deaf culture and be able to articulate its basic history.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: entry-level interpreting, classroom aid, Deaf student aid, advocacy for Deaf culture.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		15
ASL 002	American Sign Language 2 *	3
ASL 003	American Sign Language 3	3
ASL 004	American Sign Language 4	3
ASL 005	Deaf Culture	3
ASL 006	Deaf Literature	3
+		
RESTRICTED ELECTIVES		10-12
Select three of the following courses:		
ASL 001	American Sign Language 1	4
ASL 110	Introduction to American Sign Language Interpreting	4
COMM 009	Intercultural Communication *	3
DRAM 002	Fundamentals of Acting 1	4
SOC 001	Introduction to Sociology *	3
+		
ELECTIVES		11-16
Select additional degree applicable courses numbered 1-299 to achieve 60 units		
=		
TOTAL		60

* Courses meet General Education requirements and 6 unit may double count in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Animal Science



The COS Animal Science Department is dedicated to serving the needs of all students interested in furthering their animal science education at the college level. Our department provides educational opportunities for students seeking job skills needed for employment, transferable credits for students who plan on transferring to a university, and opportunities for persons wishing to upgrade their skills to advance in their current jobs. The Animal Science Department prides itself on teaching students through hands experience allowing students to handle cattle, sheep, pigs, and horses. The Animal Science Department stresses quality teaching/learning through formal classroom lecture/discussion methods as well as plenty of hands-on “learn-by-doing” in well-equipped laboratory facilities.

Videos

- Animal Science (<https://vimeo.com/499701406/>)
- Equine Science (<https://vimeo.com/499424190/>)

Contact Information

Animal Science Faculty Contact

Russell McKeith | (559) 688-3136 | russellm@cos.edu
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Agriculture Division Chair

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Associate Degrees

- Associate of Science in Animal Science - For Transfer (AS-T) (p. 159)
- Associate of Science in Animal Science (AS) (p. 161)

Certificates

- Certificate of Achievement in Animal Science (p. 163)
- Certificate of Achievement in Equine Science (p. 164)
- Certificate of Achievement in Veterinary Assisting (p. 165)
- Skill Certificate in Dairy Science (p. 166)
- Skill Certificate in Food Safety Management (p. 167)

Associate in Science in Animal Science for Transfer (AS-T)

Students completing the Associate in Science in Animal Science for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Animal Science. Students completing this degree will have an introductory foundation for the field of Animal Science through the study of livestock production. Students will acquire skills and abilities in evaluation, nutrition, health, breeding, marketing and processing livestock.

Program Outcomes

- Propose a management plan for the production of one species of commercial livestock.
- Identify, evaluate and defend their selection of a commercial livestock species.

Transfer & Career Opportunities

This Associate in Science in Animal Science for Transfer (AS-T) Degree is intended to meet the lower division requirements for Animal Science for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: livestock managers, nutrition specialist, sales representatives, drug and feed sales, processing and marketing of animal products or government livestock specialists.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		14-15
AGMT 001	Agriculture Economics *	3
or ECON 040	Principles of Microeconomics	
ASCI 001	Introduction to Animal Science	3
CHEM 001	General Chemistry 1 *	4-5
or CHEM 020	Introduction to General Chemistry	
MATH 021	Introduction to Statistics *	4
+		
RESTRICTED ELECTIVES - ANIMAL PRODUCTION		3
Select one of the following courses:		
ASCI 022	Horse Husbandry	3
ASCI 110	Swine Science	3
ASCI 111	Beef Cattle Science	3
ASCI 112	Small Ruminant Science	3
ASCI 118	Introduction to Dairy Science	3
+		
RESTRICTED ELECTIVES - ANIMAL HEALTH		3
Select one of the following courses:		
ASCI 103	Feeds and Feeding	3
ASCI 104	Livestock Disease and Sanitation	3
+		
ELECTIVES		9-13
Select additional degree applicable courses numbered 1-199 to achieve 60 units. The department recommends the following courses or any course not selected above.		
ASCI 002	Livestock Selection/Evaluation	3
ASCI 113	Farm Animal Biology	3
ASCI 123	Horse Production	3
=		
TOTAL		60

- * Course(s) meets General Education requirement and 9 units may be double counted above in 1A (CSU GE).
- ** 10 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Science in Animal Science (AS)

This degree prepares students for entry-level employment in the field of Animal Science through the study of animal health and production and will acquire skills in livestock husbandry, including livestock evaluation and handling, nutrition, production management and veterinary care.

Program Outcomes

- Demonstrate knowledge, practical skills and abilities in animal health, ethology, housing and environment, food products, genetics, nutrition, and reproduction to successfully work in the animal agriculture industry.
- Identify and operate equipment and technology commonly used in the animal agriculture industry.
- Communicate professionally both in oral and written formats demonstrating sound knowledge of the animal agriculture industry in that communication.
- Describe and develop the necessary skills and requirements for pursuing careers in animal agriculture industry.
- Ability to organize, interpret, and communicate relevant data utilizing scientific methodology and critical thinking.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: livestock operator, meat inspector/grader, feed salesman, pharmaceutical sales, livestock service and support staff, barn/ranch manager, livestock procurement.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		21
AGMT 103	Introduction to Agriculture Business	3
AGMT 108	Ag Business Computer Applications	3
ASCI 001	Introduction to Animal Science	3
ASCI 002	Livestock Selection/Evaluation	3
or ASCI 130	Equine Evaluation	
ASCI 103	Feeds and Feeding	3
ASCI 104	Livestock Disease and Sanitation	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
RESTRICTED ELECTIVES		9
Select three of the following courses:		
ASCI 022	Horse Husbandry	3
ASCI 110	Swine Science	3
ASCI 111	Beef Cattle Science	3
ASCI 112	Small Ruminant Science	3
ASCI 113	Farm Animal Biology	3
ASCI 118	Introduction to Dairy Science	3
ASCI 123	Horse Production	3
ASCI 126	Meat Science	3
ASCI 202	Applied Food Safety Management	3
ASCI 224	Livestock Merchandising	2
VT 109	Introduction to Veterinary Technology	3
+		
ELECTIVES		5
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		

=

TOTAL

60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions,
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Animal Science

This certificate prepares students for entry-level employment in the field of Animal Science. Students completing this certificate will acquire skills in animal restraint, veterinary terminology, herd health, livestock care and handling, nutrition, management, and reproduction.

Program Outcomes

- Define, explain, and demonstrate, utilizing appropriate industry software if necessary, proper nutrition for livestock species covered in courses of this certificate.
- Recognize and diagnose appropriate treatment for four common diseases and parasites in species of livestock covered by courses required in this certificate.
- Demonstrate proper management and handling techniques for livestock covered by courses in this certificate.
- Incorporate hands-on production skills with sound economic principles to optimize economic returns in a changing global economy.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: livestock operator, animal health technician, meat inspectors and/or grader, or sales, and service staff for a pharmaceutical or livestock focused company.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		21
AGMT 103	Introduction to Agriculture Business	3
ASCI 001	Introduction to Animal Science	3
ASCI 103	Feeds and Feeding	3
ASCI 110	Swine Science	3
ASCI 111	Beef Cattle Science	3
ASCI 112	Small Ruminant Science	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
RESTRICTED ELECTIVES		2-3
Select one of the following courses:		
ASCI 002	Livestock Selection/Evaluation	3
ASCI 130	Equine Evaluation	3
ASCI 022	Horse Husbandry	3
ASCI 104	Livestock Disease and Sanitation	3
ASCI 113	Farm Animal Biology	3
ASCI 118	Introduction to Dairy Science	3
ASCI 123	Horse Production	3
ASCI 126	Meat Science	3
ASCI 202	Applied Food Safety Management	3
ASCI 224	Livestock Merchandising	2
VT 109	Introduction to Veterinary Technology	3
=		
TOTAL		23-24

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Certificate of Achievement in Equine Science

This certificate prepares students for entry-level employment in the field of Equine Science. Students completing this certificate will acquire hands-on equine training skills, basic veterinary medicine, sales and service, marketing, and computer applications in agriculture and as related to horse husbandry, horsemanship and animal health.

Program Outcomes

- Demonstrate industry-level competency in the area of nutrition, management, reproduction and record keeping.
- Demonstrate proper horse control utilizing safe handling procedures in all aspects of equine horsemanship, which include: Leading, holding, tying, saddling, grooming and riding under control.
- Understand and explain basic veterinary medicine which includes, disease and parasite control, recognize signs of colic, identify dental and hoof problems and observe horse for other various health issues.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: equine barn manager, reproductive management, equine clinician, or retail sales and service in agriculture.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AG 110	Ag Leadership	3
ASCI 022	Horse Husbandry	3
ASCI 104	Livestock Disease and Sanitation	3
ASCI 123	Horse Production	3
ASCI 124	Equine Training	3
ASCI 130	Equine Evaluation	3
ASCI 140	Beginning Equitation	3
or ASCI 141	Intermediate Equitation	
WEXP 193F	Agriculture Work Experience – First Semester	1
=		
TOTAL		22

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Certificate of Achievement in Veterinary Assisting

Students completing this certificate will gain an understanding of the day-to-day of veterinary practice and basic skills that will make them valuable as a member of the veterinary medical or support team. Skills acquired will include basic animal handling, restraint, laboratory specimen collection and testing, pharmacy skills, nursing care, and client communication. In addition, students will understand and practice sterility and veterinary medical language. This program will also provide a foundation of knowledge and skills for further veterinary education for students hoping to pursue licensure as a registered veterinary technician or veterinary school.

Program Outcomes

- Demonstrate knowledge, practical skills and abilities in animal handling, restraint, nursing, and treatment.
- Identify and operate equipment and technology commonly used in the veterinary industry, including microscopes, centrifuges, & refractometers.
- Communicate professionally with clients, members of the veterinary community, and the local community in both written and oral formats.
- Describe and develop an understanding of the veterinary community, careers within the profession of veterinary medicine, and skills required to excel within the community and profession.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: veterinary receptionist, veterinary assistant, veterinary kennel attendant.

Further clinical hours outside the prescribed curriculum may allow students to sit for approved veterinary assistant (AVA) examination or registered veterinary technician (RVT) examination.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		21
AGMT 108	Ag Business Computer Applications	3
ASCI 001	Introduction to Animal Science	3
ASCI 104	Livestock Disease and Sanitation	3
ASCI 113	Farm Animal Biology	3
ASCI 207	Veterinary Terminology	3
VT 109	Introduction to Veterinary Technology	3
VT 216	Veterinary Office Practices	3
+		
RESTRICTED ELECTIVES		3
Select one of the following courses:		
ASCI 110	Swine Science	3
ASCI 111	Beef Cattle Science	3
ASCI 112	Small Ruminant Science	3
ASCI 118	Introduction to Dairy Science	3
ASCI 119	Breeding and Selection of Dairy Cattle	3
ASCI 123	Horse Production	3
=		
TOTAL		24

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Skill Certificate in Dairy Science

Students completing this certificate will acquire skills in and knowledge of dairy computer applications, nutrition, health and husbandry, breeding and reproduction, housing and facilities, selection of cattle, and calf care.

Program Outcomes

- Demonstrate skills needed to successfully manage the modern dairy herd, including basic computer application skills.
- Implement an effective reproductive management plan.
- Evaluate dairy cattle based upon their dairy characteristics and type and understand the selection of cattle based on reproduction and reproduction traits.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: dairy technician, assistant herdsman, dairy retail sales, dairy pharmaceutical sales, dairy breeders/assistants, dairy feeders, cattle handlers, calf feeders, calf technicians.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AGMT 108	Ag Business Computer Applications	3
ASCI 103	Feeds and Feeding	3
ASCI 118	Introduction to Dairy Science	3
ASCI 119	Breeding and Selection of Dairy Cattle	3
WEXP 193F	Agriculture Work Experience – First Semester	2
=		
TOTAL		14

The Skill Certificate requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Skill Certificate in Food Safety Management

Students completing this certificate will acquire skills and knowledge of quality control measures pertaining to food, food product evaluation and testing methods, area inspection for sanitation standards compliance, and the HACCP process.

Program Outcomes

- Demonstrate effective written and oral communication skills.
- Implement a methodology of risk analysis to identify and address critical areas of an operation producing and processing food products.
- Evaluate the integrity of food products utilizing quality control measures.
- Develop standard operating procedures and standard sanitation operating procedures.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: quality analyst, quality technician, food safety and quality control technician, and quality assurance technician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AGMT 103	Introduction to Agriculture Business	3
AGMT 201	Introduction to Food Safety Management	3
ASCI 126	Meat Science	3
ASCI 202	Applied Food Safety Management	3
=		
TOTAL		12

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Anthropology



Anthropology is the study of human and non-human primate biology and culture from the prehistoric to the present. Students will enhance their critical thinking and communication skills while becoming more informed about how people and systems (socially and ecologically) are connected. Students will recognize common features of the human experience around the world and throughout history. We study the uniqueness of the human animal from a culturally relative perspective.

The most common career opportunities with a baccalaureate degree include: advertising and marketing, museum curation and historic preservation, human resources, public relations, public health, international affairs, computer/technology development, product design, consulting, foreign service, local, state and federal government agencies, urban planning, environmental studies, social services, business and non-profit organizations.

Transfer requirements in Anthropology are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

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Associate Degree

- Associate in Arts in Anthropology for Transfer (AA-T) (p. 170)

Associate in Arts in Anthropology for Transfer (AA-T)

Students completing the Associate in Arts in Anthropology for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Anthropology. Students completing this degree will have an introductory foundation for the field of Anthropology through the study of cultural, biological and archaeological aspects of human (and related species) existence. Students will acquire skills and abilities in critical thinking and communication and will become more informed about the interconnectedness of people and systems (culturally and biologically). Students will also recognize common features of the human experience around the world and throughout history and be able to demonstrate respect for the rights and views of others.

Program Outcomes

- Apply anthropological methods and theories to research questions concerning, but not limited to, the following: subsistence, social conditions, diversity, resource management and evolution of human and non-human primates.

Transfer & Career Opportunities

This Associate in Arts in Anthropology for Transfer (AA-T) degree is intended to meet the lower division requirements for Anthropology for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include advertising, administration, market research, sales management, public relations, banking, merchandising, medical, editing, journalism, utilities, management consulting, foreign service, urban planning, social services and environmental studies.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		13
ANTH 010	Cultural Anthropology *	3
ANTH 011	Biological Anthropology *	3
ANTH 012	Archaeology *	3
SSCI 025 or MATH 021	Statistics - Social Sciences * Introduction to Statistics	4
+		
RESTRICTED ELECTIVES - LIST A		4
Select one of the following courses:		
BIOL 030	Human Anatomy *	4
GEOL 001	Physical Geology *	4
PSY 029	Research Methods	4
+		
RESTRICTED ELECTIVES - LIST B		3-4
Select one course from either List A or List B:		
COMM 009	Intercultural Communication	3
ETHN 002	American Indian Studies *	3
GEOG 002	World Regional Geography	3
HIST 023	Mexican American	3
MUS 013	Music of the World *	3
SOC 001	Introduction to Sociology	3
+		
ELECTIVES		12-22
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

- * Course(s) meets General Education requirement and 12-18 units may be double counted above in 1A (CSU GE).
- ** 12-19 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Architecture



Architecture is an academic discipline concerned with the study of design, visual communication, history & theory, and construction technology. This academic discipline prepares students for entry-level employment and/or potential further study in the field of architecture. The skills developed in this discipline include predesign, conceptual design, schematic design, design development, tactile (by hand) model-making, digital (computer) model-making, building information modeling (BIM), tactile (by hand) graphics/drawing, digital (computer) graphics/drawing, architecture history, computer assisted drafting & design (CAD), construction materials & methods, construction documents, and detailing.

Transfer requirements in architecture are available in the Counseling Center. Students regularly transfer to four year accredited schools of architecture to pursue a bachelor degree. See 'Transfer Success' in the Architecture Department website. In all cases, students should consult with a counselor and the proposed transfer university for specific transfer requirements.

Career options include positions in architecture, environmental design, interior design, planning, landscape architecture, product design, and civil engineering.

A higher degree may be required to meet minimum job requirements depending on the position. Students regularly obtain employment after successfully completing this academic discipline.

Contact Information

Architecture Faculty Contact

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Associate Degree

- Associate of Science in Architecture (AS) (p. 174)

Certificates

- Certificate of Achievement in Architectural Design (p. 176)
- Certificate of Achievement in Architectural Drafting (p. 177)
- Certificate of Achievement in Architectural Visual Communication (p. 178)
- Certificate of Achievement in Architecture (p. 179)
- Skill Certificate in Architectural History (p. 180)
- Skill Certificate in Building Information Modeling (BIM) (p. 181)

Associate of Science in Architecture (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of Architecture through the study of design, visual communication, architecture history, and construction technology. Students will acquire skills, knowledge, and abilities related to predesign, conceptual design, schematic design, design development, tactile (by hand) model-making, digital (computer) model-making, building information modeling (BIM), tactile (by hand) graphics/drawing, digital (computer) graphics/drawing, architecture history, computer assisted drafting & design (CAD), construction materials & methods, construction documents, and detailing.

Program Outcomes

- Create and appraise architectural design.
- Create and distinguish 2D and 3D visual communication drawings (tactile and digital).
- Analyze and differentiate architecture history.
- Create and analyze documents related to construction technology.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: architecture, environmental design, interior design, planning, landscape architecture, product design, and civil engineering.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		38
ARCH 010	Architectural Design 1 (*)	4
ARCH 011	Architectural Design 2	4
ARCH 013	Architectural Design 3	4
ARCH 014	Architectural Design 4	4
ARCH 020	Visual Communication 1 (*)	3
ARCH 070	Architecture History 1 (*)	3
ARCH 071	Architecture History 2 (*)	3
ARCH 160	Construction Materials/Methods	4
ARCH 162	Conceptual Structural Analysis	3
+		
RESTRICTED ELECTIVES - Visual Communication		3
Select one of the following courses:		
ARCH 021	Visual Communication 2	3
ARCH 120	Freehand Drawing	3
ARCH 121	Perspective Alternatives	3
+		
RESTRICTED ELECTIVES - Construction Technology		3
Select one of the following courses:		
DRFT 114	Introduction to CAD	4
ARCH 161	Architectural Detailing	3
ARCH 163	Construction Documents	3
=		
TOTAL		60 - 61

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Architectural Design

This certificate prepares students for entry-level employment in the field of Architectural Design. Students completing this certificate will acquire knowledge and skills in creating and appraising architectural designs utilizing a design concept, design process, and critiques.

Program Outcomes

- Create and appraise architectural designs utilizing a design concept, design process, and critiques.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Architectural Designer.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 010	Architectural Design 1	4
ARCH 011	Architectural Design 2	4
ARCH 013	Architectural Design 3	4
ARCH 014	Architectural Design 4	4
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Architectural Drafting

This certificate prepares students for entry-level employment in the field of Architectural Drafting. Students completing this certificate will acquire knowledge and skills in creating architectural CAD drawings.

Program Outcomes

- Create and analyze documents related to construction technology, i.e. computer-assisted drafting/design, construction materials, and methods, detailing, conceptual structural analysis, and construction documents.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Architectural CAD Technician/Draftsperson.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 160	Construction Materials/Methods	4
ARCH 161	Architectural Detailing	3
ARCH 162	Conceptual Structural Analysis	3
ARCH 163	Construction Documents	3
DRFT 114	Introduction to CAD	4
=		
TOTAL		17

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Architectural Visual Communication

This certificate prepares students for entry-level employment in the field of Architectural Visual Communication. Students completing this certificate will acquire knowledge and skills in creating and distinguishing 2D and 3D visual communication drawings (tactile and digital).

Program Outcomes

- Create and distinguish 2D and 3D visual communication drawings (tactile and digital).

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Architectural Renderer.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 020	Visual Communication 1	3
ARCH 021	Visual Communication 2	3
ARCH 120	Freehand Drawing	3
ARCH 121	Perspective Alternatives	3
=		
TOTAL		12

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Architecture

This certificate prepares students for entry-level employment in the field of Architecture. Students completing this certificate will acquire knowledge and skills in architectural design, visual communication, history, and construction technology.

Program Outcomes

- Create and appraise architectural designs utilizing a design concept, design process, and critiques.
- Create and distinguish 2D and 3D visual communication drawings (tactile and digital).
- Create and analyze documents related to construction technology, i.e. computer assisted drafting/design, construction materials and methods, detailing, conceptual structural analysis, and construction documents.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in architectural, engineering, or construction fields.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 010	Architectural Design 1	4
ARCH 011	Architectural Design 2	4
ARCH 013	Architectural Design 3	4
ARCH 014	Architectural Design 4	4
ARCH 020	Visual Communication 1	3
ARCH 021	Visual Communication 2	3
ARCH 160	Construction Materials/Methods	4
ARCH 161	Architectural Detailing	3
ARCH 162	Conceptual Structural Analysis	3
ARCH 163	Construction Documents	3
DRFT 114	Introduction to CAD	4
=		
TOTAL		39

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Architectural History

This certificate prepares students for entry-level employment in the field of Architectural History. Students completing this certificate will acquire knowledge of architectural history from the prehistoric to the present century, including Pre-Columbian Americas.

Program Outcomes

- Be able to analyze and differentiate architecture history.

Career Opportunities

Upon successful completion of this certificate, students will be able to analyze and differentiate architecture history and will be prepared for employment as an entry level architectural historian.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 070	Architecture History 1	3
ARCH 071	Architecture History 2	3
=		
TOTAL		6

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Building Information Modeling (BIM)

Students completing this certificate will acquire knowledge and skills related to architectural applications (2D and 3D), i.e., creating and appraising BIM architectural designs.

Program Outcomes

- Be able to create and appraise BIM architectural designs utilizing the Graphisoft ArchiCAD computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Architectural BIM Designer.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 013	Architectural Design 3	4
ARCH 014	Architectural Design 4	4
=		
TOTAL		8

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Art



The Art Department offers multiple programs that prepare students for entry-level employment and/or potential further study in the fields of Art, Art History, or Studio Arts. Students completing these degree/certificates will have a basic foundation in Art and skills that include: an introductory foundation for the field of art through the study of art history and studio art.

Career opportunities: Upon successful completion of a Bachelor's degree, career options include art education, gallery management, commercial art, design, and ceramic design

Contact information

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Associate Degrees

- Associate in Arts in Art History for Transfer (AA-T) (p. 184)
- Associate in Arts in Studio Arts for Transfer (AA-T) (p. 186)
- Associate of Arts in Art (AA) (p. 188)

Associate in Arts in Art History for Transfer (AA-T)

Students completing the Associate in Arts in Art History for Transfer will be able to transfer in the CSU system to pursue a baccalaureate degree in Art History or a similar major. Students completing this degree will have an introductory foundation for the field of Art History through the study of courses surveying Western and non-Western art from the Paleolithic era to the present and will acquire the ability to interpret works of art from an interdisciplinary and historical perspective.

Program Outcomes

- Identify works of art according to artist(s), title and time period.
- Apply proper usage of art-specific terminology as it relates to media, processes and iconography.
- Discuss the relationship of works of art to human history by exploring their political, socio-cultural, economic, religious and intellectual context.
- Read and write effectively, understand the history of the creative experience and fundamentals in studio practices.
- Enter a four-year university as an Art History major and have the expertise to select a time period of emphasis for further study.

Transfer & Career Opportunities

This Associate of Arts in Art History for Transfer (AA-T) Degree is intended to meet the lower division requirements for Art History for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: education and gallery management.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		9
ART 002	Art History/Ancient-Gothic *	3
ART 003	Art History/Gothic-Modern *	3
ART 008	Drawing Fundamentals	3
+		
RESTRICTED ELECTIVES - LIST A		3
Select one of the following courses:		
ART 004	Art of Ancient America: Mesoamerica	3
ART 005	Art of Ancient America: South America	3
+		
RESTRICTED ELECTIVES - LIST B		6
Select two courses from either List A or List B or a combination from both lists:		
ART 006	Color and Design	3
ART 007	Advanced Color and Design	3
ART 023	Introduction to Digital Art	3
ART 032	Beginning 3-D Design	3
ART 049	Beginning Figure Drawing	3
ART 061	Beginning Handbuilding Ceramics	3
ART 066	Beginning Sculpture	3
+		
ELECTIVES		9-11
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate in Arts in Studio Arts for Transfer (AA-T)

Students completing the Associate in Arts in Studio Arts for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Art, Studio Arts. Students completing this degree will demonstrate the understanding, expertise and skill development necessary to transfer to the CSU system and pursue a bachelor's degree in Art. The Studio Arts Program provides opportunities for students to learn about spatial concepts, color theory, media-specific terminology, technology, craftsmanship and an intellectual understanding of the creative process.

Program Outcomes

- At the end of this program, students will demonstrate a fundamental knowledge and understanding of the creative experience and its history.
- At the end of this program, students will demonstrate the ability to communicate using sophisticated academic language when discussing works of art in terms of design principles.
- At the end of this program, students will demonstrate proficiency in applying a selected range of media to create artworks at an intermediate college level that expresses their creative voice.
- At the end of this program, students will create a professional portfolio of individual artworks that demonstrates the student's ability in a selective range of media.

Transfer & Career Opportunities

This Associate in Arts in Studio Arts for Transfer (AA-T) Degree is intended to meet the lower division requirements for art for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: ceramist, commercial artist, world-wide designer including architectural, advertising, interior, automotive and industrial design, University art education, K-12 art education, and gallery management.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		15
ART 002	Art History/Ancient-Gothic *	3
ART 003	Art History/Gothic-Modern	3
ART 006	Color and Design *	3
ART 008	Drawing Fundamentals	3
ART 032	Beginning 3-D Design	3
+		
RESTRICTED ELECTIVES		9
Select three of the following courses:		
ART 009	Drawing Composition	3
or ART 049	Beginning Figure Drawing	
ART 023	Introduction to Digital Art	3
ART 043	Beginning Studio Painting	3
ART 061	Beginning Handbuilding Ceramics	3
ART 066	Beginning Sculpture	3
ART 141	Beginning Studio Arts	3
ART 015	Beginning Printmaking	3
+		
ELECTIVES		3-5
Select additional transferable courses numbered 1-199 to achieve 60 units		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Arts in Art (AA)

This degree prepares students for transfer to a four-year university. Students completing this degree will have an introductory foundation for the field of Art through the study of art history and studio art and will acquire comprehensive preparation for academic transfer.

Program Outcomes

- Demonstrate a fundamental knowledge and understanding of the creative experience and its history.
- Demonstrate the ability to communicate using sophisticated academic language when discussing works of art in terms of design principles.
- Demonstrate proficiency in applying a selected range of media to create artworks at an intermediate college level that expresses their creative voice.
- Create a professional portfolio of individual artworks that demonstrates the student's ability in a selective range of media.

Transfer & Career Opportunities

The College maintains articulation with most CSU and UC campuses and some private colleges and universities. Course requirements vary between colleges and universities and students are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: art education, gallery management, commercial art, design, ceramic design.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		18
ART 002	Art History/Ancient-Gothic *	3
ART 003	Art History/Gothic-Modern *	3
ART 006	Color and Design	3
ART 008	Drawing Fundamentals	3
ART 023	Introduction to Digital Art	3
ART 032	Beginning 3-D Design	3
+		
CONCENTRATION		15
Students must complete one of the following concentrations with a minimum of 15 units:		
Concentration in Art History		
ART 004	Art of Ancient America: Mesoamerica	3
ART 005	Art of Ancient America: South America	3
ART 007	Advanced Color and Design	3
ART 111	Beginning Gallery Exhibition	3
ART 112	Intermediate Gallery Exhibition	3
Concentration in Ceramics		
ART 033	Intermediate 3-D Design	3
ART 061	Beginning Handbuilding Ceramics	3
ART 062	Intermediate Handbuilding Ceramics	3
ART 063	Beginning Wheel Thrown Ceramics	3
ART 064	Intermediate Wheel-Thrown Ceramics	3
ART 111	Beginning Gallery Exhibition	3
Concentration in Sculpture		
ART 033	Intermediate 3-D Design	3
ART 066	Beginning Sculpture	3

ART 067	Intermediate Sculpture	3
ART 111	Beginning Gallery Exhibition	3
ART 141	Beginning Studio Arts	3
ART 142	Intermediate Studio Arts	3
Concentration in Digital Arts		
ART 007	Advanced Color and Design	3
ART 009	Drawing Composition	3
ART 025	Digital Painting and Imaging	3
ART 111	Beginning Gallery Exhibition	3
ART 130	Digital Printmaking	3
Concentration in Drawing and Painting		
ART 007	Advanced Color and Design	3
ART 009	Drawing Composition	3
ART 043	Beginning Studio Painting	3
ART 044	Intermediate Studio Painting	3
ART 049	Beginning Figure Drawing	3
ART 050	Intermediate Figure Drawing	3
ART 111	Beginning Gallery Exhibition	3
Concentration in Printmaking		
ART 007	Advanced Color and Design	3
ART 009	Drawing Composition	3
ART 015	Beginning Printmaking	3
ART 016	Intermediate Printmaking	3
ART 111	Beginning Gallery Exhibition	3
ART 121	Beginning Screen Printing	3
ART 122	Intermediate Screen Printing	3
ART 130	Digital Printmaking	3
ART 176	Beginning Stone Lithography	3
ART 177	Intermediate Stone Lithography	3
ART 178	Beginning Plate Lithography	3
ART 179	Intermediate Plate Lithography	3
=		
TOTAL		64-66

* Course(s) meets General Education requirement and 6 units may be double counted above in CSU GE.

** 6 units may be double counted above in IGETC-CSU.

The Associate of Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Transfer Information and Requirements (p. 106) for additional details).

Automotive Technology



The Automotive Technology department offers multiple programs that prepare students for entry-level employment and/or potential further study in the fields of Automotive repair, Automotive Air Conditioning, Brake Systems, Chassis, Automotive Electrical, Emissions, Engines, and Power Train Systems. Students completing these degrees/certificates will have a basic foundation for Automotive Technology and skills that include working safely in the automotive shop and performing repair tasks correctly and safely utilizing the correct tools.

Career opportunities include preparation for careers or employment in automotive and transmission disassembly, repair or rebuilding; diagnosis and repair or replacement of clutch assemblies, diagnosis, repair and servicing of differentials, electronic and electrical systems; suspension and steering systems, brake systems; heating and air conditioning, drivability and engine performance.

Contact Information

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Associate Degree

- Associate of Science in Automotive Technology (Basic) (AS) (p. 192)

Certificates

- Skill Certificate in Automotive Air Conditioning Technology (p. 194)
- Skill Certificate in Automotive Chassis Technology (p. 195)
- Skill Certificate in Automotive Electrical Technology (p. 196)
- Skill Certificate in Automotive Emissions Technology (p. 197)
- Skill Certificate in Automotive Engine Technology (p. 198)
- Skill Certificate in Automotive Power Train Systems Technology (p. 199)

Associate of Science in Automotive Technology (Basic) (AS)

This degree prepares students for entry-level employment in the field of Automotive Technology(Basic) through the study of diagnosis, service and repair of automotive systems in an automotive shop environment. Students will acquire skills in working safely in the automotive shop and performing repair tasks correctly and safely using correct tools.

Program Outcomes

- Use the proper automotive terminology to discuss systems operation, methods of diagnosis and needed repairs.
- Prepare a written estimate of needed system repairs and estimate the related costs.
- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Demonstrate the ability to describe construction components and apply necessary skills for their respective approach to select the proper method to diagnose, test and repair automotive systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate system performance and determine needed repairs.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: automotive and transmission disassembly, repair or rebuilding, diagnosis and repair or replacement of clutch assemblies, and the diagnosis, repair and servicing of differentials, electronic and electrical systems, suspension and steering systems, brake systems, heating and air conditioning, and drivability concerns and engine performance.

This degree will also meet national certification and training standards (NATEF) for automotive service excellence and (ASE) testing and certification in all automotive categories.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		35
AUTO 130	Introduction to Automotive Technology	3
AUTO 136	Automotive Electrical Systems	4
AUTO 231	Automotive Engine Systems	4
AUTO 232	Auto Automatic Transmissions	4
AUTO 233	Automotive Power Train Systems	4
AUTO 234	Auto Suspension/Steering System	4
AUTO 235	Automotive Brake Systems	4
AUTO 237	Automotive Air Conditioning	4
AUTO 238	Automotive Engine Performance	4
+		
ELECTIVES		
Select additional degree applicable courses numbered 1-299 to achieve 60 units		
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and

4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Skill Certificate in Automotive Air Conditioning Technology

Students completing this certificate will acquire skills and knowledge required to perform the service and repair of automotive air conditioning systems. Upon program completion, it is expected the student will develop employment entry level knowledge and skills necessary for the proper maintenance and repair of automotive air conditioning and heating systems.

Program Outcomes

- Use the proper automotive terminology to discuss systems operation, methods of diagnosis and needed repairs.
- Prepare a written estimate of needed system repairs and estimate the related costs.
- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate system performance and determine needed repairs.
- Describe construction components and apply the necessary skills for their respective approach to select the proper method to diagnose, repair and test automotive systems.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: automotive air conditioning electrical diagnosis, air conditioning service and recharging and air conditioning service and repair. This certificate is designed to meet national certification and training standards (NATEF) for automotive service excellence (ASE) testing and certification category (A7).

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AUTO 130	Introduction to Automotive Technology	3
AUTO 136	Automotive Electrical Systems	4
AUTO 237	Automotive Air Conditioning	4
=		
TOTAL		11

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Automotive Chassis Technology

Students completing this certificate will acquire knowledge and skills necessary to perform factory service and repair of automotive brake systems, tire and wheel balancing, chassis alignment and suspension repair. Upon completion students will have entry-level knowledge and skills necessary for the proper maintenance, replacement, and repair of automotive brake and suspension systems.

Program Outcomes

- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Describe components and apply necessary skills for their respective approach to select the proper method to diagnose, repair and test automotive systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate performance and determine needed repairs.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: automotive brake system diagnosis and repair, tire and wheel balancing, suspension system diagnosis and repair, and automotive chassis four-wheel alignment procedures.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AUTO 130	Introduction to Automotive Technology	3
AUTO 136	Automotive Electrical Systems	4
AUTO 234	Auto Suspension/Steering System	4
AUTO 235	Automotive Brake Systems	4
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Automotive Electrical Technology

Students completing this certificate will acquire skills and knowledge required to perform diagnosis, service and repair of automotive electrical and electronic systems. Upon program completion it is expected the student will develop employment entry level knowledge and skills necessary for the proper diagnosis and repair of automotive starting and charging systems, diagnosing and repair of automotive computer systems and diagnosis of automotive electrical accessories. Additionally, the capstone course prepares students for employment in the area of hybrid and electric vehicle technology.

Program Outcomes

- Use the proper automotive terminology to discuss systems operation, methods of diagnosis and needed repairs.
- Prepare a written estimate of needed system repairs and estimate the related costs.
- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Students will demonstrate abilities to describe components and apply necessary skills for their respective approach to select the proper method to diagnose, repair and test automotive systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate system performance and determine needed repairs.

Career Opportunities

Entry-level employment opportunities include, but are not limited to automotive electrical systems diagnosis and repair, servicing, diagnosing and replacing worn and defective electronic accessory components and the maintenance of automotive battery, starting and charging systems. This certificate is designed to meet national certification and training standards (ASEEF) for automotive service excellence (ASE) testing and certification category (A6) as well as advanced level certification (L3).

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AUTO 130	Introduction to Automotive Technology	3
AUTO 136	Automotive Electrical Systems	4
AUTO 273	Hybrid Electric Alternative Fuel Vehicles Technology L3	6
=		
TOTAL		13

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Automotive Emissions Technology

Students completing this certificate will acquire skills and knowledge required by the State of California, Bureau of Automotive Repair in preparation for the Automotive Technician's emission examination.

Program Outcomes

- Use the proper automotive terminology to discuss systems operation, methods of diagnosis and needed repairs.
- Prepare a written estimate of needed system repairs and estimate the related costs.
- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Demonstrate abilities to describe components and apply necessary skills for their respective approach to select the proper method to diagnose, repair and test automotive systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate system performance and determine needed repairs.

Career Opportunities

Entry-level employment opportunities include, but are not limited to, automotive emissions equipment testing, emissions equipment repairs, or emissions equipment testing and repairing. A separate state license is required for both.

Note

Prerequisites for this certificate are 7 semester units from AUTO 130 and AUTO 136 courses including engine electrical systems.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AUTO 243	Automotive Advanced Computer Controls	5
AUTO 263	Emissions and Diagnostics Level 1	4
AUTO 264	Emissions and Diagnostics Level 2	2
=		
TOTAL		11

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Automotive Engine Technology

Students completing this certificate will acquire knowledge and skills required to perform engine rebuilding services at a machine shop facility. Upon program completion, it is expected that the student will develop employment entry level skills to perform basic machine shop services.

Program Outcomes

- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Describe components and apply necessary skills for their respective approach to select the proper method to diagnose, test and repair automotive systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate system performance and determine needed repairs.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: automotive engine block diagnosis, disassemble and repair or parts replacement and reassemble. Machining services include cylinder block cleaning, boring and honing. Cylinder machining includes surfacing of the cylinder head/s and grinding of the valves. This certificate is designed to meet national certification and training standards (NATEF) for Automotive Service Excellence (ASE) testing and certification category (A1).

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AUTO 130	Introduction to Automotive Technology	3
AUTO 136	Automotive Electrical Systems	4
AUTO 231	Automotive Engine Systems	4
=		
TOTAL		11

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Automotive Power Train Systems Technology

Students completing this certificate will acquire skills and knowledge required to perform diagnosis, service and repair of automotive power and drive train systems. These systems include automatic transmissions, manual transmissions, clutch systems and differentials. Upon program completion, it is expected the student will develop employment entry level knowledge and skills necessary for proper diagnosis and repair of automotive automatic transmissions, manual transmissions, clutch systems and differentials.

Program Outcomes

- Practice safety in the repair and service associated with electrical, hydraulic and mechanical systems.
- Demonstrate abilities to describe components and apply necessary skills for their respective approach to select the proper method to diagnose, test and repair automotive systems.
- Demonstrate proficiency in the use of automotive diagnostic equipment to evaluate system performance and determine needed repairs.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following: automotive automatic and manual transmission disassembly, repair or rebuild an assembly, diagnosis, repair or replacement of clutch assemblies, and the repair and servicing of differentials. This program is designed to meet national certification and training standards (NATEF) for Automotive Service Excellence (ASE) testing and certification category (A2), Automatic Transmissions (A3), Manual Transmissions and Differentials.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AUTO 130	Introduction to Automotive Technology	3
AUTO 136	Automotive Electrical Systems	4
AUTO 232	Auto Automatic Transmissions	4
AUTO 233	Automotive Power Train Systems	4
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Biology



Biology is the science that studies the structure, functions, interactions, evolution and distribution of living organisms. Students completing this degree in biology will have a foundation in a wide variety of biological fields, including cell biology, genetics, microbiology, plant and animal systematics, physiology, ecology and evolution.

Common career opportunities with a Bachelor's degree in biology include: biochemist, cytologist, doctor, ecologist, food scientist, geneticist, teacher, professor, entomologist, environmental specialist, fisheries biologist, marina biologist, microbiologist, museum curator, museum technician, biotechnologist, forester, pathologist, pharmacologist, zoologist, science writer, biotechnology investment analyst. Note: Many of these careers require a Master's degree or higher to meet minimum job requirements.

Transfer requirements in Biology are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Science Division Chair

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Dean of Science, Mathematics, and Engineering

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Associate Degrees

- Associate of Science in Biology for Transfer (AS-T) (p. 202)

Associate of Science in Biology for Transfer (AS-T)

Students completing the Associate in Science in Biology for Transfer Degree will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in biology. Students completing the Biology (AS-T) degree will have an introductory foundation for the field of Biology through the study of Biomolecules, cells, heredity, evolution, and ecological principles. Students will acquire skills and abilities in the scientific method, experimental procedures, data analysis and critical thinking.

Program Outcomes

- Design, implement and analyze the results of experiments utilizing the scientific method as measured by the scientific method rubric.
- Infer the role of evolution at the molecular, cellular, population or ecological level of biology as measured by the evolution rubric.

Career Opportunities

This Associate in Science in Biology for Transfer (AS-T) Degree is intended to meet the lower division requirements for biology for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: Laboratory technician, teaching, and research scientist.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		31-33
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
Note: Due to the high unit requirement for this major the 31 unit IGETC for STEM Majors and the 33 unit CSU GE for STEM Majors GE patterns have been approved by the Chancellor's Office to allow compliance with the 60 unit AS-T program maximum. One less course (3 units) is required in AREA 3/C (Arts and Humanities) and one less course (3 units) is required in AREA 4/D (Social and Behavioral Sciences).		
+		
REQUIRED MAJOR COURSES		24
BIOL 001	Principles of Biology 1 *	5
BIOL 002	Principles of Biology 2	5
CHEM 001	General Chemistry 1 *	5
CHEM 002	General Chemistry 2	5
MATH 065	Calculus 1 *	4
+		
REQUIRED PHYSICS COURSE SEQUENCE		8-10
Complete one of the following physics course sequences:		
PHYS 020 & PHYS 021	General Physics 1 and General Physics 2 *	10
OR		
PHYS 055 & PHYS 056	Physics 1: Mechanics & Waves and Physics 2: E&M and Heat *	8
+		
ELECTIVES		2-7
Select additional transferable courses numbered 1-199 to achieve 60 units		
=		
TOTAL		60

* Course(s) meets General Education requirement and 9 units may be double counted above in 1A (CSUGE).

** 10 units in 1B may be double counted above in 1B (IGETC). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (<https://catalog.cos.edu/transfer-information-requirements/>) for additional details).

Business



The Business Department prepares students for entry-level employment and/or potential further study in the field of Business through the study of general business, communications, math, computers, ethics, and human relations. Students will acquire skills in computer applications, keyboarding and ten-key, office management and procedures, and oral and written communications.

Career Opportunities: Upon successful completion, students will be prepared for careers or employment in the following fields: administration, management, human resources, finance, secretarial, and various office positions.

Contact Information

Business Division Chair

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Kern: 711F | Visalia Campus

Dean of Business, Social Science, and Consumer Family Studies

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Associate Degrees

- Associate in Science in Business Administration for Transfer 2.0 (AS-T) (p. 205)
- Associate of Science in Business (AS) (p. 206)

Certificates

- Certificate of Achievement in Business (p. 208)
- Certificate of Achievement in Business Financial Recordkeeping (p. 209)

Associate in Science in Business Administration for Transfer 2.0 (AS-T)

Students completing the Associate in Science in Business Administration for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Business Administration. Students completing this degree will have an introductory foundation for the field of Business Administration through the study of accounting, computers, economics, law, and statistics or quantitative methods, and students will acquire specific analytical and problem-solving skills needed in the business environment. This degree is specifically intended to facilitate a seamless transfer into the CSU system, but it also provides the preparation necessary for immediate employment in the fields of entry-level analyst, office clerk/assistant, assistant bookkeeper, bank teller, data-entry clerk, and accounting clerk.

Program Outcomes

- Participate in the technical legal, accounting, and analytical aspects of a business operation.
- Functionally assist upper management with decisions affecting sales, product mix, legal issues, and office computer applications.

Transfer & Career Opportunities

This Associate in Science in Business Administration for Transfer (AS-T) Degree is intended to meet the lower division requirements for Business Administration for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Upon completion of this Associate in Science in Business Administration for Transfer (AS-T) Degree, students will be prepared for employment in business and industry as an entry-level analyst, office clerk/assistant, assistant bookkeeper, bank teller, data entry-clerk, and accounting clerk. Most common career opportunities with a baccalaureate degree include: administration in public and private organizations, marketing, manufacturing, accounting, and divisions within those organizations.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		27-28
ACCT 001	Financial Accounting	4
ACCT 002	Managerial Accounting	4
BUS 018	Business Law	4
BUS 082	Introduction to Business	3
BUS 119	Quantitative Methods	3
BUS 020	Business Statistics *	3
or MATH 021	Introduction to Statistics	
ECON 040	Principles of Microeconomics *	3
ECON 050	Principles of Macroeconomics *	3
+		
ELECTIVES #		2-5
Select additional courses to achieve 60 units. The Business Division recommends the following:		
COMP 005	Computer Concepts #	4
or COMP 130	Introduction to Personal Computers	
=		
TOTAL		60

* Course(s) meets General Education requirement and 9 units may be double counted above in 1A (CSUGE).

** 9 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C

CSU Fresno transfer students should complete COMP 005. All other transfer students should consult ASSIST.org or a counselor for optimal course selection advice.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Science in Business (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of Business through the study of general business, communications, math, computers, ethics, and human relations. Students will acquire skills in computer applications, keyboarding and ten-key, office management and procedures, and oral and written communications.

Program Outcomes

- Communicate effectively in a business environment.
- Actively participate in the day-to-day operations of a business office.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: administration, management, human resources, finance, secretarial, and various office positions.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		32
BUS 082	Introduction to Business	3
BUS 100	Career Strategies	3
BUS/COMM 112	Public Speaking for Business *	4
BUS 184	Business Communications	3
BUS 185	Ethics in Business and Industry	3
BUS 188	Human Relations in Business *	3
BUS 268	Electronic Calculating	2
BUS 270	College Keyboarding Level 1	3
or BUS 271	College Keyboarding Level 2	
BUS 293	Business English	4
COMP 005	Computer Concepts	4
or COMP 130	Introduction to Personal Computers	
+		
RESTRICTED ELECTIVES - LIST A		3
Select three units from the following courses:		
BUS 020	Business Statistics	3
BUS 119	Quantitative Methods	3
BUS 295	Business Mathematics	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select three units from the following courses:		
BUS 174	Marketing Principles	3
BUS 181	Intro to Entrepreneurship	3
WEXP 193I	Business & Industry Work Experience – First Semester	1-3
WEXP 194I	Bus & Ind Work Experience -Second Semester	1-4
WEXP 195 I	Bus & Ind Wrk Exp-3rd Sem	1-3
WEXP 196 I	Bus & Ind Wrk Exp-4th Sem	1-3
+		
ELECTIVES		3

Select additional degree applicable courses numbered 1-299 to achieve 60 units	
=	
TOTAL	60

* Courses meet General Education requirements and 6 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Business

This certificate prepares students for entry-level employment in the field of Business. Students completing this certificate will acquire preparation for entry-level employment through the study of general business, communications, math, computers, ethics, and human relations. Students will acquire skills in computer applications, keyboarding and ten-key, office management and procedures, and oral and written communications.

Program Outcomes

- Communicate effectively in a business environment.
- Actively participate in the day-to-day operations of a business office.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: administration, management, human resources, finance, secretarial, and various office positions.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		32
BUS 082	Introduction to Business	3
BUS 100	Career Strategies	3
BUS/COMM 112	Public Speaking for Business	4
BUS 184	Business Communications	3
BUS 185	Ethics in Business and Industry	3
BUS 188	Human Relations in Business	3
BUS 268	Electronic Calculating	2
BUS 270	College Keyboarding Level 1	3
or BUS 271	College Keyboarding Level 2	
BUS 293	Business English	4
COMP 005	Computer Concepts	4
or COMP 130	Introduction to Personal Computers	
+		
RESTRICTED ELECTIVES - LIST A		3
Select three units from the following courses:		
BUS 020	Business Statistics	3
BUS 119	Quantitative Methods	3
BUS 295	Business Mathematics	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select three units from the following courses:		
BUS 174	Marketing Principles	3
BUS 181	Intro to Entrepreneurship	3
WEXP 193I	Business & Industry Work Experience – First Semester	1-3
WEXP 194I	Bus & Ind Work Experience -Second Semester	1-4
WEXP 195 I	Bus & Ind Wrk Exp-3rd Sem	1-3
WEXP 196 I	Bus & Ind Wrk Exp-4th Sem	1-3
=		
TOTAL		38

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Business Division Chair.

Certificate of Achievement in Business Financial Recordkeeping

This certificate prepares students for entry-level employment in the field of Business Financial Recordkeeping. Students completing this certificate will acquire understanding of computerized accounting systems and how to record the financial transactions of business. They will be able to assist their supervisors in the preparation and analysis of a business's financial statements and work with the company's internal and external accounting staff and advisors.

Program Outcomes

- Knowledge of the operations of computerized accounting systems and how to record the financial transactions of business.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Business financial recordkeeping, bookkeeping, and clerical office assistant.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		15
ACCT 001	Financial Accounting	4
ACCT 210	Computer Accounting	3
BUS 268	Electronic Calculating	2
BUS 297	Personal Finance	3
COMP 238	Spreadsheet for Business	3
+		
RESTRICTED ELECTIVES		3
Select three units from the following courses:		
BUS 020	Business Statistics	3
BUS 119	Quantitative Methods	3
BUS 295	Business Mathematics	3
=		
TOTAL		18

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Business Division Chair.

Chemistry



Chemistry is the science that studies the nature, structure, properties and reactions of matter at both the atomic and molecular level. Since this matter composes all of life and physical universe, chemistry has nearly limitless applications. The department also offers several courses that are part of the General Education pattern. Students majoring in chemistry can complete the lower-division requirements for the major.

The most common career opportunities with a baccalaureate degree in chemistry include chemical lab technician, water purification technician, quality control coordinator, general laboratory work. Additionally, the major prepares students for transfer in any of several majors related to the chemical sciences such as food and drug inspector, industrial hygienist, materials scientist, chemist, geochemist, pharmaceutical sales. Many students also choose chemistry as excellent preparation for health-related fields such as medical doctor, pharmacist, physician's assistant, etc. Please note that many of these careers require a bachelor's degree or higher to meet minimum job requirements.

Transfer requirements in Chemistry are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Science Division Chair

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Associate Degree

- Associate of Science in Chemistry for Transfer (AS-T) (p. 212)

Associate in Science in Chemistry for Transfer (AS-T)

Students completing the Associate in Science in Chemistry for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Chemistry. Students completing this degree will have an introductory foundation for the field of Chemistry through the study of atomic structure, thermodynamics, orbital theory, inorganic and organic chemistry, reaction mechanisms, stoichiometry, instrumentation and laboratory protocol. Students will acquire skills and abilities in using standard laboratory equipment, evaluating data and critically assessing conclusions, learning and applying scientific concepts and developing critical thinking skills.

Program Outcomes

- Demonstrate critical thinking and logical reasoning skills by applying appropriate theories and techniques to solve quantitative problems.
- Demonstrate critical thinking and logical reasoning skills by applying appropriate theories and techniques to solve qualitative problems.
- Collect, record, organize, and analyze experimental data and recognize the limitations of measurements.

Transfer & Career Opportunities

This Associate in Science in Chemistry for Transfer (AS-T) Degree is intended to meet the lower division requirements for chemistry for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: chemical lab technician, water purification technician, quality control coordinator, and general laboratory work.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		31
Intersegmental General Education Transfer Curriculum (IGETC-CSU) *		
Note: This 31 unit IGETC for STEM Majors GE pattern is the only GE option available that allows compliance with the 60 unit AS-T program maximum. One less course (3 units) is required in AREA 3 (Arts and Humanities) and one less course (3 units) is required in AREA 4 (Social and Behavioral Sciences).		
+		
REQUIRED MAJOR COURSES		36
CHEM 001	General Chemistry 1 *	5
CHEM 002	General Chemistry 2	5
CHEM 012	Organic Chemistry 1	5
CHEM 013	Organic Chemistry 2	5
MATH 065	Calculus 1 *	4
MATH 066	Calculus 2	4
PHYS 055	Physics 1: Mechanics & Waves	4
PHYS 056	Physics 2: E&M and Heat	4
=		
TOTAL		60

* Course(s) meets General Education requirement and 7 units may be double counted above in 1A (IGETC). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate of Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Transfer Information and Requirements (p. 106) for additional details).

Child Development

Child Development is the study of the physical, cognitive and emotional development of children from conception through adolescence.

Occupational possibilities in the field of child development are endless. Options include working as an infant/toddler care provider, preschool teacher, program director, home daycare provider, TK/elementary/secondary teacher, counselor, special education assistant and social worker.

The department offers a variety of courses for students looking to transfer to a four-year university in child development or a related field, earn a certificate (meets California Licensing Requirements), an associate degree, or simply upgrade knowledge and skills.

Contact Information

Child Development Faculty Contact

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Consumer and Family Studies Division Chair

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Associate Degrees

- Associate in Arts in Child & Adolescent Development for Transfer (AA-T) (p. 214)
- Associate in Science in Early Childhood Education for Transfer (AS-T) (p. 216)
- Associate of Science in Child Development (AS) (p. 217)

Certificates

- Certificate of Achievement in Child Development - Teacher (p. 219)
- Certificate of Achievement in Special Education (<https://catalog.cos.edu/areas-study/child-development/certificate-achievement-special-education/>)
- Skill Certificate in Child Development - Assistant (p. 220)
- Skill Certificate in Child Development - Associate Teacher (p. 221)

Associate in Arts in Child & Adolescent Development for Transfer (AA-T)

Students completing the Associate in Arts in Child and Adolescent Development for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Child and Adolescent Development. Students completing this degree will have an introductory foundation for the field of Child and Adolescent Development through the study of the theories and principles of child and adolescent development, psychology, typical and atypical development, research methods, statistics, the role of family, community, society and culture on development. Students will acquire skills and abilities in their understanding of the major theories and principles of child and adolescent development and how to apply this knowledge to their personal and professional goals.

Program Outcomes

- Demonstrate comprehension of the major concepts, theoretical perspectives, empirical findings, historical and contemporary trends in child and adolescent development.
- Critically analyze how the theories and basic principles apply to their personal lives and contemporary social issues.

Transfer & Career Opportunities

This Associate in Arts in Child and Adolescent Development for Transfer (AA-T) Degree is intended to meet the lower division requirements for Child and Adolescent Development and related majors for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Course requirements vary between colleges and universities and students are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: elementary and secondary educator, social worker, counselor, child-care worker, parent educator, community service provider, child and youth advocate, after-school program staff, researcher, and program administrator.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		9-10
CHLD 039	Child Development-DS 1	3
PSY 001	General Psychology	3
SSCI 025	Statistics - Social Sciences	3-4
or MATH 021	Introduction to Statistics	
or BUS 020	Business Statistics	
+		
REQUIRED MAJOR COURSES - LIST A		3
CHLD 042	Child, Family & Society-DS2	3
+		
RESTRICTED ELECTIVES		6-7
Select two of the following courses:		
BIOL 020	Frontiers in Biology	4
CFS 080	Lifespan Development	3
EDUC 050	Introduction to Teaching	3
NUTR 018	Nutrition	3
+		
ELECTIVES		15-22
Select additional transferable courses numbered 1-199 to achieve 60 units. The division recommends the following electives: Understanding Child Abuse (CHLD 134), School-Age Child Care (CHLD 152), Human Sexuality (PSY 010), and Marriage and Family Life (SOC 026).		
+		
TOTAL		60

* Course(s) meets General Education requirement and 15 units may be double counted above in 1A (CSU GE).

** 12-16 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate in Science in Early Childhood Education for Transfer (AS-T)

Students completing the Associate in Science in Early Childhood Education for transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in similar majors. Students completing this degree will have an introductory foundation for the field of Early Childhood Education through the study of facts, principles and theories in early childhood education and foundations of best teaching practices for educators in child development. Students will acquire skills and abilities in child development theory, licensing regulations, health, safety, and nutrition; they will achieve skills needed for employment in the early childhood workforce. This degree is aligned with the California Child Development permit matrix.

Program Outcomes

- Identify the major theories and/or principles of Early Childhood Education.
- Plan and implement a teaching day in a licensed child development facility at an approved site.
- Demonstrate application of professional behaviors and ethical standards in a licensed child development facility at an approved site.

Transfer & Career Opportunities

This Associate in Science in Early Childhood Education for Transfer (AS-T) degree is intended to meet the lower division requirements for similar degrees for all CSU campuses. Most common career opportunities with a baccalaureate degree include: Educator or Administrator in early childhood programs (i.e., infant/toddler, preschool, school age), Special Education Teacher, paraprofessional in State Preschool and K-12 school districts, Program Manager of child development programs in single and/or multiple sites, Family Support Services Worker, parent educator, special education instructional assistant, behavior interventionist, case manager, etc.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		24
CHLD 039	Child Development-DS 1 *	3
CHLD 042	Child, Family & Society-DS2 *	3
CHLD 126	Observation and Assessment - DS3	3
CHLD 140	Principles of Early Childhood Education - DS3	3
CHLD 141	Practicum In ECE-DS3	3
CHLD 148	Child Health, Safety, Nutrition - DS7	3
CHLD 149	Creative Curriculum/Children-DS3	3
CHLD 158	Teaching in a Diverse Society	3
+		
ELECTIVES		3-5
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Science in Child Development (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of early childhood education programs. Students completing this degree will have a foundation in early childhood education through the study of child development theory and best practices in early care and education and will acquire skills and lab experience to orient them into the field of early childhood care and education workforce. It will also meet the education requirements to obtain a California Child Development Assistant, Associate Teacher or Teacher Permit.

Program Outcomes

- Students will demonstrate an understanding of influencing factors and strategies to utilize in effectively promoting partnerships between children, and their teachers, families, and/or communities.
- Based on knowledge of child development theories and principles, students will demonstrate the ability to apply developmentally appropriate practices in their work within early childhood.
- Understand and demonstrate knowledge of ethical standards and professional behaviors that will be supportive of their role in the early childhood profession.

Career Opportunities

Upon successful completion of this degree, students will be educationally prepared for potential careers or employment in the following roles: owner or assistant at a licensed family child care (home daycare), teacher at a licensed child care facility, early intervention assistant, child development family specialist, instructional assistant in a special education classroom, after school para-educator, family services worker in a Head Start program, etc. Students who meet the work experience requirement to obtain a California Child Development teacher permit will be eligible to supervise a child care Associate Teacher, Assistant, and an aide in a licensed child care setting.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		24
CHLD 039	Child Development-DS 1 *	3
CHLD 042	Child, Family & Society-DS2	3
CHLD 126	Observation and Assessment - DS3	3
CHLD 140	Principles of Early Childhood Education - DS3	3
CHLD 141	Practicum In ECE-DS3	3
CHLD 148	Child Health, Safety, Nutrition - DS7	3
CHLD 149	Creative Curriculum/Children-DS3	3
CHLD 158	Teaching in a Diverse Society	3
+		
ELECTIVES		14
Select additional degree applicable courses numbered 1-299 to achieve 60 units		
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and

4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Child Development-Teacher

This certificate prepares students for entry-level employment in the field of early childhood education programs. Students completing this certificate will acquire academic knowledge based on child development theory and best practices in early care and education. Students gain skills and lab experience that orient them into the field of early childhood care and education providing the opportunity to develop skills and abilities to be successful in the workforce. It will also provide the education required to obtain a California Child Development permit at a teacher level, if the general education component is met.

Program Outcomes

- Identify and analyze the major theories and/or principles of child development.
- Complete lab experience needed for employment in a licensed child care facility at an approved site.
- Explain the requirements for CA Title 22 Licensing Regulations regarding health, safety, nutrition and mandated reporting law.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for further education and/or employment in the following jobs: teacher, master teacher, site supervisor or program director in licensed child care or early childhood programs (i.e., infant/toddler, preschool, school age, full inclusion); early intervention assistant, instructional assistant for children with special needs, Child Development Specialist for Resource and Referral Program, Para Educator (Title I Schools), Family Support Services Worker (Home Base).

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
CHLD 039	Child Development-DS 1	3
CHLD 042	Child, Family & Society-DS2	3
CHLD 126	Observation and Assessment - DS3	3
CHLD 140	Principles of Early Childhood Education - DS3	3
CHLD 141	Practicum In ECE-DS3	3
CHLD 148	Child Health, Safety, Nutrition - DS7	3
CHLD 149	Creative Curriculum/Children-DS3	3
CHLD 158	Teaching in a Diverse Society	3
=		
TOTAL		24

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Skill Certificate in Child Development - Assistant

Students completing this certificate will acquire the basic skills and knowledge necessary to prepare them for employment in early childhood programs. It will also provide the education required to obtain a California Child Development Permit at an Assistant level.

Program Outcomes

- Identify the major theories and/or principles of child development.
- Analyze the influence of family, community and culture on the developing child.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: assistant teacher or teacher's aide in licensed child care or early childhood program (i.e., infant/toddler, preschool, school age), licensed family child care home, foster care provider, in-home care provider, etc.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		3
CHLD 039	Child Development-DS 1	3
+		
RESTRICTED ELECTIVES		3
Select one of the following courses:		
CHLD 042	Child, Family & Society-DS2	3
CHLD 134	Understanding Child Abuse	3
CHLD 147	Infant/Toddler Child Care - DS4	3
CHLD 152	School-Age Child Care-DS5	3
=		
TOTAL		6

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Skill Certificate in Child Development - Associate Teacher

Students completing this certificate will acquire basic skills and knowledge necessary for employment in early childhood programs. This certificate meets the core class requirements for the state of California child development associate teacher permit.

Program Outcomes

- Identify the major theories and/or principles of child development.
- Demonstrate understanding of the child development learning domains.
- Apply knowledge of academic discipline content and children's growth and development to plan and evaluate developmentally and linguistically appropriate, engaging, and supportive learning experiences.

Career Opportunities

Upon successful completion of this certificate, students will be prepared to provide service in the care, development and instruction of children in a variety of settings. The educational component of the California associate teacher permit will be met, and when obtained will allow them to act in the capacity of a co-teacher or substitute teacher as well as supervise an aide or assistant permit holder.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
CHLD 039	Child Development-DS 1	3
CHLD 042	Child, Family & Society-DS2	3
CHLD 140	Principles of Early Childhood Education - DS3	3
CHLD 149	Creative Curriculum/Children-DS3	3
=		
TOTAL		12

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Communication

The Communication department offers multiple programs that prepare students for entry-level employment and/or potential further study in the fields of Communication or Communication Studies. Students completing these degrees will have a basic foundation in communication skills that include planning, organization, speech writing and presentation, group and interpersonal relations, intercultural awareness, assuming responsibility, preparing reports, argumentation theories, carrying out instructions and delegating responsibilities. These important skills benefit the workplace regardless of the type of career the student chooses to pursue.

Career opportunities upon successful completion of this degree may include business, advertising, communication education, human resources, electronic media and print, journalism, speech writing, advocacy, public relations, government, media, and social and human services.

Contact Information

Language and Communication Studies Division Chair

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Associate Degree

- Associate in Arts in Communication Studies for Transfer (AA-T) (p. 223)

Certificate

- Skill Certificate in Communication (p. 224)
- Skill Certificate in Media Communication (p. 225)

Associate in Arts in Communication Studies for Transfer (AA-T)

Students completing the Associate in Arts in Communication Studies for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Communication Studies. Students completing this degree will have an introductory foundation for the field of Communication Studies through the study of Interpersonal, Public Speaking, Argumentation and Debate, Persuasion Group, Gender Communication, Health Communication, and Intercultural Communication. Students will acquire an introductory platform into the behavioral and practical applications of Communication Studies which will include an introduction into the concepts and theories in the areas of relational dynamics, principles of oration, group dynamics and studies of diversity. Studies will include an understanding of the aforementioned through varied topics with an emphasis upon multiple communication frameworks, practical application, quantitative and qualitative investigations and the application of critical thinking.

Program Outcomes

- Demonstrate effective interpersonal communication.
- Relate effective workplace communication strategies.
- Apply organizational, research, and delivery skills.
- Analyze a communicative event using appropriate theoretical frameworks.
- Analyze and synthesize basic communication theories through reconstruction oral and/or written communication.

Transfer & Career Opportunities

This Associate in Arts in Communication Studies for Transfer (AA-T) Degree is intended to meet the lower-division requirements for Communication Studies for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<https://assist.org/>) and a COS counselor for program planning and course selection. Example of common career opportunities with a baccalaureate degree include: Consulting & Marketing, Law, Ministry, Public Information Officer, Personal and Human Resources, Sales Executive, Media Specialist, Education (instructor, translator, and negotiator), Consumer Affairs, Recreations and Event Managers, Promoter, Public Service & Administration and Accounts Specialist.

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		18
COMM 001	Fundamentals of Public Speaking *	3
COMM 004	Interpersonal Communication	3
COMM 005	Argumentation and Debate *	3
COMM 007	Persuasion	3
COMM 008	Group Communication	3
COMM 009	Intercultural Communication *	3
+		
ELECTIVES		11-12
Select additional transferable courses numbered 1-199 to achieve 60 units. The Communication Studies Department recommends the additional units be met by completing the following lower division major preparation courses.		
COMM 002	Gender and Communication	3
COMM 103	Health Communication	3
=		
TOTAL		60

* Course(s) meets General Education requirement and 9 units may be double counted above in 1A (CSU GE).

** 6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Skill Certificate in Communication

Students completing this certificate will acquire skills and knowledge which include but are not limited to the following: management, planning, organization, speech writing and presentation, group and interpersonal relations, intercultural awareness, assuming responsibility, preparing reports, argumentation theories, carrying out instructions and delegating responsibilities. These important skills benefit the workplace regardless of the type of career the student chooses to pursue.

Program Outcomes

- Communicate effectively in group, interpersonal and intercultural settings, implementing personal responsibility, ethics and competent leadership skills

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: business, advertising, communication education, human resources, electronic media and print journalism, speech writing, advocacy, public relations government and media, and social and human services.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
Select four of the following courses:		
COMM 001	Fundamentals of Public Speaking	3
COMM 002	Gender and Communication	3
COMM 004	Interpersonal Communication	3
COMM 005	Argumentation and Debate	3
COMM 007	Persuasion	3
COMM 008	Group Communication	3
COMM 009	Intercultural Communication	3
COMM 103	Health Communication	3
COMM 112	Public Speaking for Business	4
=		
TOTAL		12-13

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Fine Arts Division Chair.

Skill Certificate in Media Communication

This certificate is for students who want to acquire specific and highly marketable journalism/communication/leadership skills for non-media employment and for students who want entry level employment and internships in mass media/journalism. Depending on a student's focus, students completing this certificate will acquire skills in basic reporting and writing, basic photography and videography including live streaming, podcasting, professional social media and marketing, basic InDesign, simple event planning, and introductory leadership. This certificate may be completed by students on their way to a four-year degree who want gainful employment in a media field during college. It also trains students in soft skills.

Program Outcomes

- Write an accurate and timely basic news story or press release
- Create and edit digital media, including publishable photos, video clips, and use of basic InDesign
- Identify good leadership qualities
- Understand effective social media for businesses and governmental agencies
- Plan a basic promotional event

Career Opportunities

Upon successful completion of this certificate, students will be prepared for jobs for which these add-on skills are highly desirable but do not comprise the primary job description. In addition, students will be prepared for employment in the following fields: entry level employment as a beginning reporter/photographer on a community or mid-sized newspaper, newsletter editor, beginning public relations writer, and social media editor for a business or government agency. Students will also be prepared for internships at area television and radio stations and other mid-sized media outlets. This certificate could be completed on the way to four-year degree.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
JOUR 001	Writing for New Media	3.5
JOUR 011	Introduction to Digital Photography	3
JOUR 114	Editorial Board: Beginning	2
JOUR 115	Editorial Board: Intermediate	2
JOUR 116	Editorial Board: Leadership 1	2
JOUR 117	Editorial Board: Leadership 2	2
=		
TOTAL		14.5

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required Certificate courses and Restricted Elective courses may be substituted with the approval of the Language Arts Division Chair.

Computer

The Computer department prepares students for entry-level employment and/or potential further study in the field of computer programming and information systems through the study of skills in computer programming, web development, databases, maintaining computer programs and databases, as well as general computer and office skills.

Career Opportunities: Upon successful completion of the program, students will be prepared for careers or employment in the following fields: computer programming, web design, computer technical support, database development/maintenance, and various office position involving computers.

Contact Information

Business Division Chair

Brian Bettencourt | (559) 730-3929 | betnqt@cos.edu

Kern: 711F | Visalia Campus

Dean of Business, Social Science, and Consumer Family Studies

Jesse Wilcoxson, Ed.D. | (559) 737-6281 | jessew@cos.edu

Kern: 716 | Visalia Campus

Related Areas of Study: Computer Science (p. 231) and Information Communications Technology (p. 347)

Associate Degree

- Associate of Science in Computer Programming & Information Systems (AS) (p. 227)

Certificates

- Certificate of Achievement in Computer Applications (p. 229)
- Certificate of Achievement in Computer Programming & Information Systems (p. 230)

Associate of Science in Computer Programming & Information Systems (AS)

This degree prepares students for entry-level employment in the field of Computer Programming & Information Systems through the study of skills in computer programming, web development, databases, maintaining computer programs and databases, as well as general computer and office skills. Students will acquire skills in computer programming, web development, scripting, computer technical support, database development/maintenance.

Program Outcomes

- Be able to design and code basic software for business use.
- Be able to code programs in high-level programming languages such as Visual Basic and Java.
- Be able to create and modify databases.
- Be able to code interactive webpage.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: computer programming, web design, computer technical support, database development/maintenance, and various office positions involving computers.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		26
COMP 005	Computer Concepts	4
or COMP 130	Introduction to Personal Computers	
COMP 006	Programming Fundamentals *	3
COMP 008	Programming Concepts (JAVA)	4
COMP 009	Advanced Application Software	3
COMP 200	Ethics in Computer Programming	3
COMP 230	Java Script/XML	3
COMP 232	Server-Side Scripting and SQL	3
COMP 250	Software Fabrication	3
+		
RESTRICTED ELECTIVES		3-4
Select three units from the following courses:		
BUS 271	College Keyboarding Level 2	3
COMP 229	Web Page Design and Development	3
COMP 233	Database Processing	3
ICT 201	PC Repair and Maintenance	4
ICT 210	Introduction to Microsoft Windows Server	4
+		
ELECTIVES		8-9
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Computer Applications

This certificate prepares students for entry-level employment in Computer Applications. Students completing this certificate will acquire skills in keyboarding, word processing, spreadsheets, databases, web development, and general business.

Program Outcomes

- Demonstrate competency in word processing, spreadsheets, database, and/or web development.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following: office assistant, accounting assistant, administrative assistant, and entry-level positions requiring computer application skills.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		25
COMP 005 or COMP 130	Computer Concepts Introduction to Personal Computers	4
BUS 184	Business Communications	3
BUS 268	Electronic Calculating	2
BUS 271	College Keyboarding Level 2	3
BUS 293	Business English	4
COMP 229	Web Page Design and Development	3
COMP 233	Database Processing	3
COMP 238	Spreadsheet for Business	3
+		
RESTRICTED ELECTIVES		6
Select six units from the following. A maximum of three units of Work Experience may count toward the total elective units:		
ACCT 210	Computer Accounting	3
BUS 112	Public Speaking for Business	4
BUS 270 or BUS 360	College Keyboarding Level 1 Elementary Keyboarding	3
WEXP 193I	Business & Industry Work Experience – First Semester	1-3
WEXP 194I	Bus & Ind Work Experience -Second Semester	1-3
WEXP 195I	Work Experience Business & Industry - Third Semester	1-4
=		
TOTAL		31

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Business Division Chair.

Certificate of Achievement in Computer Programming & Information Systems

This certificate prepares students for entry-level employment in the field of Computer Programming & Information Systems. Students completing this certificate will acquire skills in computer programming, web development, scripting, computer technical support, database development/maintenance.

Program Outcomes

- Be able to design and code basic software for business use.
- Be able to code programs in high-level programming languages such as Visual Basic and Java.
- Be able to create and modify databases.
- Be able to code interactive webpages.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: computer programming, web design, computer technical support, database development/maintenance, and various office positions involving computers.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		26
COMP 005 or COMP 130	Computer Concepts Introduction to Personal Computers	4
COMP 006	Programming Fundamentals	3
COMP 008	Programming Concepts (JAVA)	4
COMP 009	Advanced Application Software	3
COMP 200	Ethics in Computer Programming	3
COMP 230	Java Script/XML	3
COMP 232	Server-Side Scripting and SQL	3
COMP 250	Software Fabrication	3
+		
RESTRICTED ELECTIVES		3-4
Select three units from the following courses:		
BUS 271	College Keyboarding Level 2	3
COMP 229	Web Page Design and Development	3
COMP 233	Database Processing	3
ICT 201	PC Repair and Maintenance	4
ICT 210	Introduction to Microsoft Windows Server	4
=		
TOTAL		29-30

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Business Division Chair.

Computer Science

Computer Science is the study of the design and use of computer software and hardware. Computer Science students will be offered an introductory foundation for the field of Computer Science through the study of object-oriented programming, discrete math and the functionality, organization, and implementation of computer systems. The student will acquire the knowledge and skill sets necessary for success in a baccalaureate-level Computer Science program.

Contact Information

Mathematics and Engineering Division Chair

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Dean of Science, Mathematics, and Engineering

Francisco Banuelos | (559) 730-3942 | franciscob@cos.edu
John Muir: 133 | Visalia Campus

Related Areas of Study: Computer (p. 226) and Information Communications Technology (p. 347)

Associate Degrees

- Associate in Science in Computer Science for Transfer (AS-T) (p. 232)

Associate in Science in Computer Science for Transfer (AS-T)

Students completing the Associate in Science in Computer Science for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Computer Science. Students completing this degree will have an introductory foundation for the field of Computer Science through the study of object-oriented programming, discrete math and the functionality, organization, and implementation of computer systems. The student will acquire the knowledge and skill sets necessary for success in a baccalaureate-level Computer Science program.

Program Outcomes

- Demonstrate the skills to plan, create, test, and debug computer programs using procedural programming or Object-Oriented Programming techniques.
- Demonstrate the ability to identify and understand the basic terminology used in Computer Science and how computer hardware and software work together to produce desired results.
- Demonstrate the skills and training for employment and/or transfer to a four-year college or university.

Transfer & Career Opportunities

This Associate in Science in Computer Science for Transfer (AS-T) Degree is intended to meet the lower division requirements for Computer Science for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: technical and financial industries, academics and research, computer and statistical fields (many other career options require an advanced degree).

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		37
Select one of the following General Education patterns:		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		30
CSCI 001	Programming Concepts/Method 1	4
CSCI 002	Programming Concepts/Method 2	4
CSCI 005	Computer Architecture and Organization	3
CSCI 006	Discrete Structures	3
MATH 065	Calculus 1 **	4
MATH 066	Calculus 2	4
PHYS 055	Physics 1: Mechanics & Waves **	4
PHYS 056	Physics 2: E&M and Heat	4
=		
TOTAL		60

** 7 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (<http://catalog.cos.edu/transfer-information-requirements/>) for additional details).

Construction Technology



The Construction Technology department offers multiple programs that prepare students for entry-level employment and/or potential further study in the fields of construction, construction inspection, and carpentry/millwork. Students completing these degrees/certificates will have a basic foundation for construction technology and skills that include: basic construction management, knowledge of basic building codes and code authority enforcement, basic concepts of building systems, construction plan reading and development, knowledge of computer programs utilized in managing construction projects and managing quality in construction.

Career opportunities upon successful completion of these programs include construction manager assistant, materials estimator assistant, entry-level carpentry, entry-level finish installer, entry-level concrete installers, retail sales, outside sales for building materials or services, entry-level building inspector.

Contact Information

Construction Technology Faculty Contact

Brian Unruh | (559) 730-3994 | brianu@cos.edu

Industry and Technology Division Chair

Randy Emery | (559) 688-3180 | r(franks@cos.edu)andye@cos.edu (randye@cos.edu)
Tulare Center Building C: Room C | Tulare Campus

Dean of CTE and Workforce Development

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Associate Degrees

- Associate of Science in Construction Technology (AS) (p. 235)

Certificates

- Certificate of Achievement in Construction Technology (p. 238)
- Skill Certificate in Carpentry/Millwork (p. 239)
- Skill Certificate in Construction Inspection (p. 237)
- Skill Certificate in Construction Management (p. 240)

Associate of Science in Construction Technology (AS)

This degree prepares students for entry-level employment in the field of Construction Technology through the study of project management utilizing computer-driven estimating, plan reading, scheduling, and budget control processes. Students will acquire skills in basic construction management, knowledge of basic building codes and code authority enforcement, basic concepts of building systems, construction plan reading and development, knowledge of computer programs utilized in managing construction projects and managing quality in construction.

Program Outcomes

- Demonstrate abilities to describe construction components and apply necessary skills for their respective applications.
- Demonstrate safe and proper methods of operation of construction-related power tools.
- Identify the chronological steps of construction in residential applications for scheduling subcontractors ordering materials.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: assisting construction managers, materials take-off and assisting materials estimators, drafting plans, entry-level carpenters, entry-level finish installer, entry-level concrete installers, retail sales, outside sales for building materials or services, entry-level building inspector.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		28
CT 100	Construction Drawing and Design Analysis 1	4
CT 101	Construction Drawing and Design Analysis 2	4
CT 105	Computer Assisted Construction Theory	4
CT 220	Construction Practices I	3
CT 221	Construction Practices 2	3
CT 222	Construction practices 3	3
CT 223	Construction Practices 4	3
CT 250	Basic Carpentry and Construction Practices	4
+		
RESTRICTED ELECTIVES		6-7
Select two of the following courses:		
CT 132	Basic Building Systems & Codes	3
CT 205	Plumbing Installation and Design	3
CT 260	Interior Millwork	4
CT 270	Residential Wiring	3
+		
ELECTIVES		
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and

4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Skill Certificate in Construction Inspection

This certificate prepares students for entry-level employment in the field of Construction Inspection. Students completing this certificate will acquire basic knowledge in building codes and code authority, enforcement, and basic concepts of building systems.

Program Outcomes

- Identify the construction documents required for obtaining a building permit.
- List the content of each chapter (1-10) in the International Residential Code.
- List the sequence of inspections involved in a residential construction project.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment with city or county building inspection departments, permit technician, code enforcement, or home inspection.

Program Requirements

Code	Title	Units
CT 109	Residential Codes and Inspections	3
CT 271	Life Safety for Construction	3
CT 273	Electrical Codes	3
CT 275	Plumbing Inspection	3
CT 277	Structural Inspection	3
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Construction Technology

This certificate prepares students for entry-level employment in the field of Construction Technology. Students completing this certificate will acquire skills in basic construction management, knowledge of basic building codes and code authority enforcement, basic concepts of building systems, construction print reading and development, knowledge of computer programs utilized in managing construction projects and managing quality in construction.

Program Outcomes

- Identify each of the components of typical wood frame construction, and describe each component's respective purpose.
- Demonstrate safe and proper use of power tools used in the construction field.
- Properly assemble a wood framed wall including door and window components by following a construction drawing.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: assisting construction managers, materials take-off and assisting materials estimators, drafting plans, entry-level carpenters, entry-level finish carpentry, entry-level concrete installers, retail sales, outside sales for building materials or services.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		30
CT 100	Construction Drawing and Design Analysis 1	4
CT 101	Construction Drawing and Design Analysis 2	4
CT 105	Computer Assisted Construction Theory	4
CT 205	Plumbing Installation and Design	3
CT 220	Construction Practices I	3
CT 221	Construction Practices 2	3
CT 222	Construction practices 3	3
CT 223	Construction Practices 4	3
CT 270	Residential Wiring	3
+		
RESTRICTED ELECTIVES		7-8
Select two of the following courses:		
CT 132	Basic Building Systems & Codes	3
CT 250	Basic Carpentry and Construction Practices	4
CT 260	Interior Millwork	4
=		
TOTAL		37-38

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Carpentry/Millwork

Students completing this certificate will acquire skills in wood shop safety, measurements, layout, and lumber identification for cabinetry and millworking. Additionally students will gain efficiency in cabinet construction, lumber selection and utilizing tools of the carpentry trade.

Program Outcomes

- Students will have a working knowledge on how to mill and assemble basic cabinets, and efficiently use material with minimal waste.
- Students will be able to safely operate power equipment associated with cabinet construction.
- Upon completion of this program, students will have an active knowledge of measurements and be able to accurately identify each increment of an inch to the 16th of an inch.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: entry-level finish carpentry, entry-level millwork, retail sales of lumber, and related building materials.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
CT 250	Basic Carpentry and Construction Practices	4
CT 262	Cabinet and Furniture Construction	4
CT 260	Interior Millwork	4
TOTAL		12

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Construction Management

Students completing this certificate will acquire skills necessary to assist a construction manager, including blueprint reading, construction site essentials, building location requirements, foundation construction, framing, roofing, electrical, plumbing, and construction documentation.

Program Outcomes

- Students will be able to identify specific details on a plan set such as property markers, footing details, and fenestration sizes.
- Students will have a knowledge of individual trades associated with residential construction.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: assisting construction managers in the daily operation of construction projects with acquiring permits, supervising inspections, recording daily construction activities, tracking job schedule progression and directing subcontractors and other related construction activities, as well as controlling safety.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
CT 105	Computer Assisted Construction Theory	4
CT 132	Basic Building Systems & Codes	3
CT 205	Plumbing Installation and Design	3
CT 270	Residential Wiring	3
=		
TOTAL		13

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Consumer and Family Studies

The Consumer Family Studies Department offers a single course in human development that covers developmental topics from conception through death, including biological and environmental influences. Theories and research of physical, cognitive, personality and social development are examined, as well as attention to developmental problems.

Contact Information

Consumer Family Studies Faculty Contact

Rebecca Griffith | (559) 737-4899 | rebeccag@cos.edu
Tule: 502C | Visalia Campus

Consumer and Family Studies Division Chair

Vanessa Bailey | (559) 730-3858 | vanessaba@cos.edu
Tule: 504C | Visalia Campus

Dean of Business, Social Science, and Consumer Family Studies

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Cosmetology



The Cosmetology department prepares students for entry-level employment in the field of cosmetology. Students completing this series of courses will have a basic foundation in cosmetology and skills that include: shampooing, tinting, bleaching, cutting, styling hair, manicures, scalp and facial treatments, makeup analysis, and eyebrow shaping.

Career opportunities include Cosmetologist, Beautician, Beauty Shop Owner, Electrologist, and Manicurist. Passing the State Board of Barbering and Cosmetology Licensing Exam is required. The certificate requires 1600 hours to complete.

Contact Information

Cosmetology Program Contact

Susan Winey | (559) 733-3617 | susanwiney@aol.com

Dean of CTE and Workforce Development

Jonna Schengel, Ed.D, MA, PT | (559) 688-3027 | jonnas@cos.edu
Tulare College Center | Building A 107 | Tulare Campus

Certificate

- Certificate of Achievement in Cosmetology (p. 243)

Certificate of Achievement in Cosmetology

This certificate prepares students for entry-level employment in the field of Cosmetology. Students completing this certificate will acquire skills, knowledge, and abilities in shampooing, tinting, bleaching, cutting, styling hair, manicures, scalp and facial treatments, makeup analysis, and eyebrow shaping. In addition to practical experience students also learn anatomy, physiology, chemical composition of skin and nails, and disorders and diseases of the skin, scalp, and hair.

Program Outcomes

- Be prepared to take the licensing exam administered by the Department of Consumer Affairs Board of Barbering and Cosmetology.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Cosmetologist, Beautician, Beauty Shop Owner, Electrologist, and Manicurist. Passing the State Board of Barbering and Cosmetology Licensing Exam is required. The certificate requires 1000 hours to complete.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
COSM 261	Basic Cosmetology	10-13
COSM 262	Intermediate Cosmetology	10-13
+		
RESTRICTED ELECTIVES		
Select 0 - 10 units from the following courses to reach 1000 total hours:		
COSM 263	Cosmetology Theory and Practice	6-10
=		
TOTAL		20-36

Students must complete a minimum of 140 hours per semester in order to receive six (6) units of credit. Additional hours attended will result in additional units based on 52.5 equals one (1) unit. Students may attend a maximum of four (3) semesters which would include COSM 261, COSM 262, and COSM 263. The maximum number of hours a student may attend is 1,000 or three (3) semesters, whichever is less.

- Minimum 140 hours = Six (6) units of credit.
- Minimum 192.5 hours = Seven (7) units of credit
- Minimum 245 hours = Eight (8) units of credit
- Minimum 297.5 hours = Nine (9) units of credit
- Minimum 350 hours = Ten (10) units of credit
- Minimum 402.5 hours = Eleven (11) units of credit
- Minimum 455 hours = Twelve (12) units of credit
- Minimum 507.5 hours = Thirteen (13) units of credit

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Special Programs-Cosmetology Division Chair.

Counseling



Counseling is an academic discipline and service area concerned with the study of career exploration, student success strategies, and transfer readiness. The counseling department also serves a diverse student population with academic, career, transfer, vocational, and personal counseling needs. The counseling faculty and staff are committed to empower and educate students on how to achieve their academic goals by development of a student educational plan and referrals to campus and community resources.

The skills developed within this discipline's courses include personal responsibility, self-management, and decision making skills.

Transfer requirements vary among four year institutions. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

For detailed contact information visit the Counseling Department (<https://www.cos.edu/en-us/student-support/counseling/>) page.

Student Services Division Chair

Lisa Loewen | (559) 583-2521 | lialo@cos.edu
E52 | Hanford Campus

Dean of Student Services

Michele Brock | (559) 737-5441 | michelebr@cos.edu
Sequoia: 107 | Visalia Campus

Juan Vazquez | (559) 737-5440 | juanv@cos.edu
Sequoia: 101 | Visalia Campus

Associate Degree

- Associate of Arts in Liberal Arts – Pathway to Educational Occupations (AA) (p. 433)
- Associate of Arts in Liberal Arts - Pathway to Social Behavioral Science (AA) (p. 359)
- Associate of Science in Liberal Arts - Pathway to Health Science (AS) (<https://catalog.cos.edu/areas-study/liberal-studies/associate-arts-liberal-arts-pathway-health-science/>)
- Associate of Arts in University Studies - Pathway to Math and Science (AA) (p. 435)

Certificate

- Skill Certificate in Leadership (p. 246)

Skill Certificate in Leadership

Students completing this certificate will acquire principles of effective leadership, including leadership styles and Robert's Rules of Order, a high level of effective communication, conflict resolution, team-building and community service and networking skills.

Program Outcomes

- Demonstrate leadership skills and be able to function effectively as a leader.
- Function as an effective group member.
- Use critical thinking to inform strong decision-making skills.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: entry-level employment in customer service, in retail positions, in office positions and in political activism.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
IS 210	Leadership Development	2
IS 211	Student Governance	2
IS 212	Peer Mentoring and Leadership	2
IS 213	Student Senate Development	2
=		
TOTAL		8

The Skill Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Student Activities Director and Student Services Division Chair.

Culinary and Nutrition



The Culinary Department explores food preparation and presentation, as well as the responsibilities and skills necessary for introductory positions in restaurant, institutional, and other food service operations.

The skills developed in this discipline include food preparation and food related techniques, safety and sanitation, customer service, food inventory and ordering. Career options include positions in food preparation and presentation at many food service operations.

The Nutrition Department provides students with the opportunity to gain broad, introductory knowledge of nutritional science that may be applied to the job market or a more advanced degree.

Contact Information

Nutrition Faculty Contact

Milli Owens | (559) 730-3845 | millio@cos.edu
Tule: 502B | Visalia Campus

Culinary Faculty Contact

Kyran Wiley | (559)730-3846 | kyranw@cos.edu
Tule: 502D | Visalia Campus

Consumer and Family Studies Division Chair

Vanessa Bailey | (559) 730-3858 | vanessaba@cos.edu
Tule: 504C | Visalia Campus

Dean of Business, Social Science, and Consumer Family Studies

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Kern: 716 | Visalia Campus

Associate Degrees

- Associate of Science in Culinary Arts (p. 249)
- Associate of Science in Nutrition and Dietetics for Transfer (AS-T) (p. 250)

Certificates

- Certificate of Achievement in Beginning Culinary Skills (p. 252)
- Certificate of Achievement in Culinary Arts Fundamentals (p. 253)

Associate of Science in Culinary Arts (AS)

This culinary arts degree offers students advanced knowledge of food preparation and restaurant management skills. Upon completion students will have advanced culinary skills, management level food safety and sanitation knowledge, food costing and purchasing capability, employee management competency, and professionalism.

Program Outcomes

- Identify and practice food safety and sanitation to industry standards.
- Use proper food service equipment and apply proper cooking methods and technique in food preparation.
- Given a standard recipe, correctly increase the yield of the recipe, including adjustment amounts, cooking techniques, and cooking time, if necessary.
- Students will demonstrate professionalism and ability to perform in industry setting through work experience.

Career Opportunities

Upon successful completion of the Associate of Science Culinary degree, students will be prepared for employment in the following culinary fields: Line cook in institutional food service such as schools, hospitals, and cafeterias; prep cook or short order cook, entry-level baker and restaurant management opportunities.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS *		25
College of the Sequoias Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		30
CULN 221	Culinary Development 1	4
CULN 222	Culinary Development 2	4
CULN 223	Advanced Culinary	4
CULN 224	Baking and Desserts	3
CULN 225	Garde Manger	2
CULN 226	Industry Management	3
NUTR 020	Cultural Foods *	3
NUTR 107	Sanitation and Safety	2
WEXP 193DD	Culinary Internship - Work Experience - 1st Semester	1
WEXP 194DD	Culinary Internship - Work Experience 2nd Semester	1
WEXP 195DD	Culinary Internship - Work Experience - 3rd Semester	3
+		
ELECTIVES		8
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in 1 (COS-GE).

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education Requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions,
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (<https://catalog.cos.edu/associate-degree-requirements/>) for additional details).

Associate of Science in Nutrition and Dietetics for Transfer (AS-T)

Students completing the Associate of Science in Nutrition and Dietetics for Transfer (AS-T) will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Nutrition or Dietetics. Students completing this degree will have an introductory foundation for the field of nutrition through the study of nutrition, culinary, biology, chemistry, and other course work. Students will acquire skills and knowledge in nutrition, food safety, culinary, anatomy, physiology, chemistry, and other areas. This degree is specifically intended to facilitate a seamless transfer to the CSU system, but it also provides preparation that may assist with employment in hospital, school, skilled nursing facilities or other institutional food service or dietary departments.

Transfer & Career Opportunities

Associate of Science in Nutrition and Dietetics for Transfer (AS-T) degree is intended to meet the lower-division requirements for Nutrition or Dietetics for all CSU campuses that offer a similar degree. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Completion of the Associate of Science in Nutrition and Dietetics for Transfer (AS-T) may assist students with employment in a hospital, school, skilled nursing facilities or other institutional food service or dietary departments. Most common career opportunities with a baccalaureate degree are food technology and development, nutritionist, diet technician, diet counseling. A baccalaureate degree and completion of other requirements can lead to career opportunities as a Registered Dietitian Nutritionist.

Program Outcomes

- Physiological process such as digestions, absorption, transportation and metabolism of nutrients
- Common food safety issues including causes and potential preventative solutions
- Relationship between nutrition and lifestyle factors and chronic diseases such as cardiovascular disease and diabetes.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		15
BIOL 040	General Microbiology *	4
CHEM 001	General Chemistry 1 *	5
NUTR 018	Nutrition *	3
PSY 001	General Psychology *	3
+		
RESTRICTED ELECTIVES - LIST A		8
Select two courses from the following list:		
BIOL 030	Human Anatomy	4
BIOL 031	Human Physiology	4
+		
RESTRICTED ELECTIVES - LIST B		4
Select one course from the following list:		
MATH 021	Introduction to Statistics *	4
+		
ELECTIVES		9
Select additional degree applicable courses numbered 1-199 to achieve 60 units. Recommend NUTR 020 and NUTR 107 as electives.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 15 units may be double counted above in 1A (CSU GE).

** 13 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (<https://catalog.cos.edu/transfer-information-requirements/>) for additional details).

Certificate of Achievement in Beginning Culinary Skills

Students pursuing this certificate will acquire basic knowledge of food preparation. Upon completion students will have acquired time management and simple food preparation skills, and ability to follow proper food safety and sanitation procedures.

Program Outcomes

- Identify and practice proper food safety and sanitation procedures.
- Use proper food service equipment and apply proper cooking methods and techniques in food preparation.
- Given a standard recipe, correctly increase or decrease the yield of the recipe, including adjustment of ingredient amounts, cooking technique, and cooking time, if necessary.

Career Opportunities

Upon successful completion of the certificate, student will be prepared for entry-level employment in the following culinary fields: Line cook in institutional food service such as schools, hospitals, and cafeterias; prep-cook or short order cook in restaurants.

Program Requirements

Code	Title	Units
REQUIRED COURSES		6
CULN 221	Culinary Development 1	4
NUTR 107	Sanitation and Safety	2
+		
RESTRICTED ELECTIVES		10
Select ten units from the following courses:		
CULN 222	Culinary Development 2	4
CULN 223	Advanced Culinary	4
CULN 224	Baking and Desserts	3
CULN 225	Garde Manger	2
CULN 226	Industry Management	3
NUTR 020	Cultural Foods	3
WEXP 193DD	Culinary Internship - Work Experience - 1st Semester	1-4
WEXP 194DD	Culinary Internship - Work Experience 2nd Semester	1-4
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer and Family Studies Division Chair.

Certificate of Achievement in Culinary Arts Fundamentals

This culinary arts certificate offers students advanced knowledge of food preparation and restaurant management skills. Upon completion students will gain advanced culinary skills, management level food safety and sanitation knowledge, food costing and purchasing capability, employee management competency, and professionalism.

Program Outcomes

- Identify and practice food safety and sanitation to industry standards.
- Use proper food service equipment and apply proper cooking methods and techniques in food preparation.
- Given a standard recipe, correctly increase the yield of the recipe, including adjustment amounts, cooking techniques, and cooking time, if necessary.
- Students will demonstrate professionalism and ability to perform in industry setting through work experience.

Career Opportunities

Upon successful completion of the certificate, students will be prepared for employment in the following culinary fields; Line cook in institutional food services such as schools, hospitals, and cafeterias; prep cook or short-order cook, entry-level baker, and restaurant management opportunities.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
CULN 221	Culinary Development 1	4
CULN 222	Culinary Development 2	4
CULN 223	Advanced Culinary	4
CULN 224	Baking and Desserts	3
CULN 225	Garde Manger	2
CULN 226	Industry Management	3
NUTR 020	Cultural Foods	3
NUTR 107	Sanitation and Safety	2
WEXP 193DD	Culinary Internship - Work Experience - 1st Semester	1
WEXP 194DD	Culinary Internship - Work Experience 2nd Semester	1
WEXP 195DD	Culinary Internship - Work Experience - 3rd Semester	3
=		
TOTAL		30

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer and Family Studies Division Chair.

Dance



The Dance Department offers a degree in dance and physical expression. Students completing this degree will have a basic foundation in dance with skills that include: being able to teach dance, skill analysis, terminology, presentation, flexibility, strength, and endurance.

Career opportunities upon successful completion of this degree include preparation for employment in private dance studios, recreation programs, after-school programs, dance drill/auxiliary teams, fitness gyms, cheerleading, entertainment parks, or with semiprofessional or professional theater or dance companies.

Contact Information

Physical Education Division Chair

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Dean of Physical Education/Athletic Director

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Associate Degree

- Associate of Arts in Dance (AA) (p. 255)

Associate of Arts in Dance (AA)

This degree prepares students for entry-level employment and/or potential further study in the field of Dance through the study of ballet, modern, jazz, current dance trends, musical theatre, and choreography. Students will acquire skills in teaching, skill analysis, terminology, presentation, flexibility, strength and endurance.

Program Outcomes

- Choreograph dance combinations using specified lines, design, technique and/or vocabulary in solo, duet, and group work.
- Students will possess a mastery of the terminology, technical skill, and the performance artistry of the specific theatrical dance styles.
- Apply aesthetic principles and critical thinking skills in the creation, performance and analysis of dance.
- Evaluate theatrical forms of dance as an artistic medium of communication.
- Students will possess knowledge of technical skills and vocabulary that are germane to various dance styles.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: private dance studios, recreation programs, after school programs, dance drill/auxiliary teams, fitness gyms, cheerleading, entertainment parks, or with semiprofessional or professional theater or dance companies.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		15
ART 001	Art Appreciation *	3
DANC 050	Ballet 1	1
DANC 051	Ballet 2	1
DANC 055	Modern Dance 2	1
DANC 056	Contemporary Dance	1
DANC 058	Jazz Dance 1	1
DANC 059	Jazz Dance 2	1
DANC 080	Choreography	1
DANC 082	Contemporary Dance 2	1
DANC 085	Dance Production 1	1
MUS 010	Music Appreciation	3
+		
RESTRICTED ELECTIVES		6
Select six units from the following courses:		
DANC 041	Musical Theatre Performance - Dance	2
DANC 054	Modern Dance 1	1
DANC 061	Jazz Dance Styles 2	1
DANC 062	Tap Dancing 1	1
DANC 063	Tap Dancing 2	1
DANC 070	Hip Hop	1
DANC 071	Dance Crew	1
DANC 081	Studies in Choreography	1
DANC 160	Jazz Dance Styles	1
DRAM 017	Makeup	3
PEAC 060	Varsity Performance 1	2

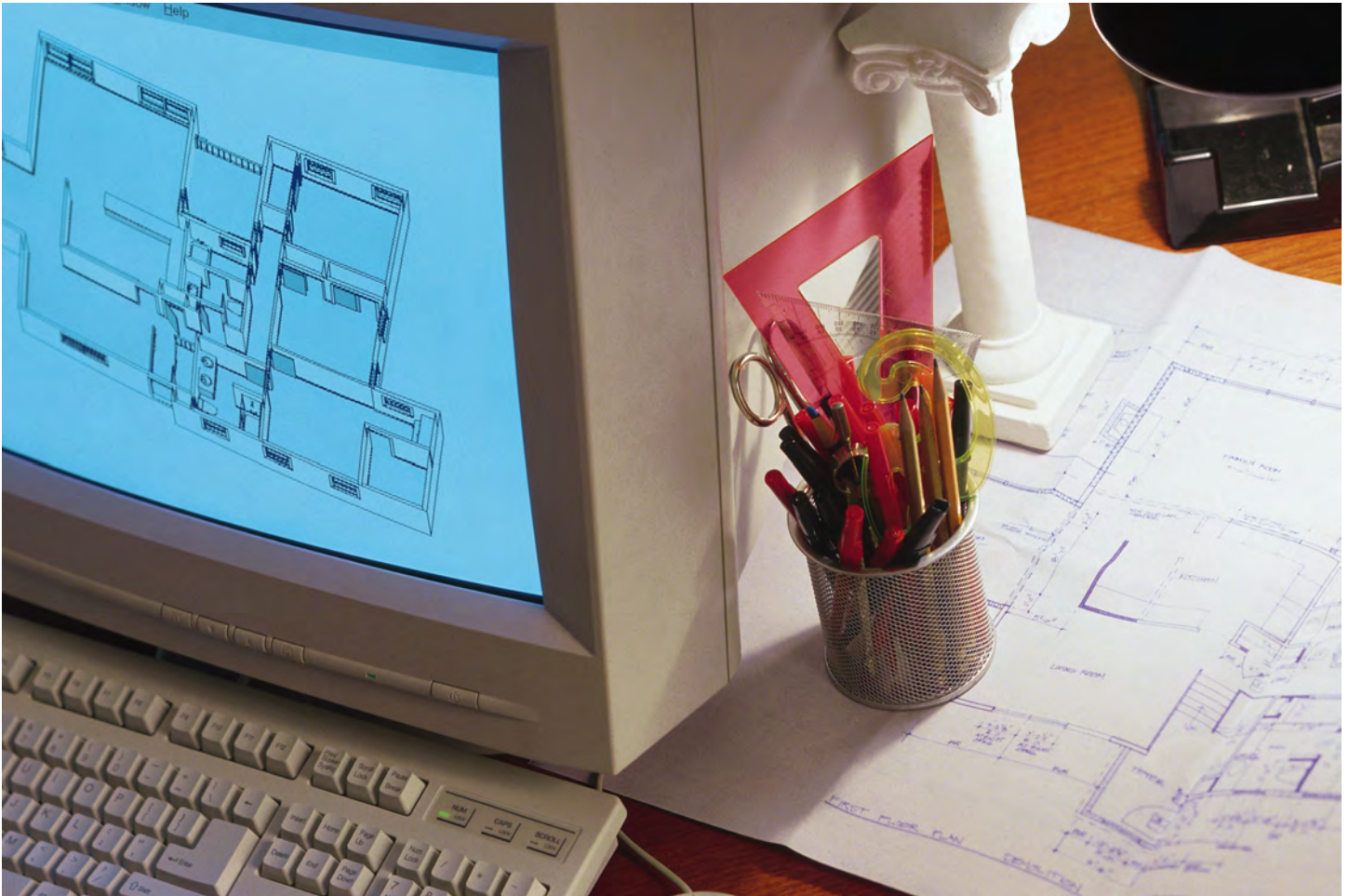
PEAC 061	Varsity Performance 2	2
+		
ELECTIVES		17
Select additional degree applicable courses numbered 1-299 to achieve 60 units		
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Drafting



Drafting Technology is an academic discipline concerned with the study of drafting technology, architecture, computers, and graphic design. This academic discipline prepares students for entry-level employment and/or potential further study in the field of drafting technology.

The skills developed in this discipline include computer assisted drafting & design, visual communication, computer concepts, graphic design, & construction technology

Transfer requirements in drafting technology are available in the Counseling Center. In all cases, students should consult with a counselor for specific transfer requirements.

Career options include positions in manufacturing or industrial mechanical drafting technology. A higher degree may be required to meet minimum job requirements depending on the position.

Contact Information

Drafting Faculty Contact

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Industry and Technology Division Chair

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Associate Degree

- Associate of Science in Drafting Technology (AS) (p. 259)

Certificates

- Certificate of Achievement in Autodesk AutoCAD for Drafting (p. 260)
- Certificate of Achievement in Dassault Systemes Solidworks (p. 261)
- Certificate of Achievement in Mechanical Drafting (p. 262)
- Skill Certificate in Autodesk AutoCAD for Architecture (p. 263)
- Skill Certificate in Tactile Mechanical Drafting (p. 264)

Associate of Science in Drafting Technology (AS)

This degree prepares students for entry-level employment in the field of Drafting Technology through the study of drafting technology, architecture, computers, & graphic design. Students will acquire skills in CAD, visual communication, computer concepts, graphic design, & construction technology.

Program Outcomes

- Create and analyze documents related to computer-assisted and tactile drafting/design.
- Create and distinguish tactile 2D and 3D visual communication drawings.
- Manage and explain computer operating systems and the World Wide Web.
- Create and distinguish graphic design projects, i.e. illustrations and web page design and development.
- Create and analyze documents related to construction technology, i.e., construction materials and methods, detailing, and construction documents.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: manufacturing or industrial mechanical draftsman/CAD technician.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		38
ARCH 020	Visual Communication 1 *	3
ARCH 120	Freehand Drawing	3
ARCH 160	Construction Materials/Methods	4
ARCH 161	Architectural Detailing	3
ARCH 163	Construction Documents	3
DRFT 016	CAD Applications	4
DRFT 112	Mechanical Drafting 1	3
DRFT 113	Mechanical Drafting 2	3
DRFT 114	Introduction to CAD	4
DRFT 115	Advanced CAD	4
GD 100	Introduction to Graphic Design	4
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Autodesk AutoCAD for Drafting

This certificate prepares students for entry-level employment in the field of Autodesk AutoCAD for Drafting. Students completing this certificate will acquire knowledge and skills related to creating and appraising manufacturing and industrial applications (2D and 3D), specifically AutoCAD drawings.

Program Outcomes

- Create and appraise manufacturing applications (2D and 3D) utilizing the Autodesk AutoCAD computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in manufacturing or industrial fields.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
DRFT 016	CAD Applications	4
DRFT 114	Introduction to CAD	4
DRFT 115	Advanced CAD	4
=		
TOTAL		12

Coursework in DRFT 114, DRFT 115, and DRFT 016 shall be completed utilizing the Autodesk AutoCAD computer software.

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Dassault Systemes SolidWorks

This certificate prepares students for entry-level employment in the field of Dassault Systemes SolidWorks. Students completing this certificate will acquire knowledge and skills related to creating and appraising manufacturing and industrial applications (2D and 3D), specifically AutoCAD and SolidWorks drawings.

Program Outcomes

- Create and appraise manufacturing applications (2D & 3D) utilizing the Dassault Systèmes SolidWorks computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in manufacturing or industrial fields.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
DRFT 114	Introduction to CAD	4
DRFT 115	Advanced CAD	4
DRFT 016	CAD Applications	4
=		
TOTAL		12

Coursework in DRFT 114 and DRFT 115 shall be completed utilizing the Autodesk AutoCAD computer software. Coursework in DRFT 016 will be completed utilizing Dassault Systemes SolidWorks.

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Mechanical Drafting

This certificate prepares students for entry-level employment in the field of Mechanical Drafting. Students completing this certificate will acquire knowledge and skills related to creating and appraising manufacturing and industrial applications (2D and 3D), specifically CAD and tactile (by hand) drawings.

Program Outcomes

- Create and analyze documents related to mechanical drafting, i.e., computer-assisted and tactile drafting/design.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: CAD Technician/Draftsperson in manufacturing or industrial fields.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
DRFT 016	CAD Applications	4
DRFT 112	Mechanical Drafting 1	3
DRFT 113	Mechanical Drafting 2	3
DRFT 114	Introduction to CAD	4
DRFT 115	Advanced CAD	4
=		
TOTAL		18

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Autodesk AutoCAD for Architecture

Students completing this certificate will acquire knowledge and skills related to creating and appraising architectural applications (2D and 3D) utilizing the Autodesk AutoCAD for Architecture computer software.

Program Outcomes

- Create and appraise architectural applications (2D and 3D) utilizing the Autodesk AutoCAD for Architecture computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Architectural CAD Technician/Draftsperson.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ARCH 161	Architectural Detailing	3
ARCH 163	Construction Documents	3
DRFT 114	Introduction to CAD	4
=		
TOTAL		10

Coursework in DRFT 114 shall be completed utilizing the Autodesk AutoCAD computer software. Coursework in ARCH 161 and ARCH 163 shall be completed using the Autodesk AutoCAD for Architecture computer software.

Other related certificates are offered through the Drafting Technology Department.

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Tactile Mechanical Drafting

Students completing this certificate will acquire tactile (by hand) mechanical drafting knowledge and skills, i.e. creating and analyzing documents related to manufacturing applications (2D and 3D).

Program Outcomes

- Be able to create and analyze documents related to tactile (by hand) mechanical drafting.

Career Opportunities

Entry-level manufacturing Tactile Draftsperson.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
DRFT 112	Mechanical Drafting 1	3
DRFT 113	Mechanical Drafting 2	3
=		
TOTAL		6

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Drama



The Drama Department prepares students for study in the Dramatic Arts, Acting and Technical Design.

Students completing these degrees will have a basic foundation in Drama and skills that include: application of modern acting theories, classical early realist, absurdist, modern and contemporary performing styles, text analysis and character development and maintenance of the body and voice.

Contact Information

Drama Faculty Contact

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Fine Arts Division Chair

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Associate Degrees

- Associate in Arts in Theatre Arts for Transfer (AA-T) (p. 267)
- Associate of Arts in Dramatic Arts - Acting (AA) (p. 271)
- Associate of Arts in Dramatic Arts - Technical (AA) (p. 269)

Associate in Arts in Theatre Arts for Transfer (AA-T)

Students completing the Associate in Arts in Theatre Arts for Transfer (AA-T) Degree will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Theatre Arts. Students completing this AA-T in Theatre Arts degree will have an introductory foundation for the field of Theatre Arts through the study of acting, set design/construction, costume design/ construction, make-up design/application, and lighting and will acquire skills in performance, design and technology.

Program Outcomes

- Critically analyze the acting component of a publicly-produced production.
- Apply historical context to a performance.
- Synthesize interpretation of ideas with the physical/psychological action in performance in front of an audience.

Career Opportunities

This Associate in Arts in Theatre Arts for Transfer (AA-T) Degree is intended to meet the lower division requirements for theatre arts for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: actor/director, designer, technician, educator and consultant.

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		9
DRAM 001	Introduction to the Theatre	3
DRAM 002	Fundamentals of Acting 1	4
DRAM 019	Rehearsal and Performance - Classical	2
or DRAM 020	Music Theatre Rehearsal and Performance - Classical	
or DRAM 021	Rehearsal and Performance - Contemporary	
+		
RESTRICTED ELECTIVES		9
Select nine units from the following courses:		
DRAM 012	Costuming	3
DRAM 013	Beginning Stagecraft	3
DRAM 015	Beginning Stage Lighting	3
DRAM 017	Makeup	3
+		
ELECTIVES		8-9
Select additional transferable courses numbered 1-199 to achieve 60 units. The Drama Department recommends the following courses to fulfill the elective requirement:		
DRAM 003	Fundamentals of Acting 2	3
DRAM 004	Intermediate Acting - Classical	3
DRAM 005	Intermediate Acting 2: Styles	3
DRAM 014	Intermediate Stagecraft	3
DRAM 016	Intermediate Stage Lighting	3
DRAM 019	Rehearsal and Performance - Classical (If not completed in required courses)	2
DRAM 020	Music Theatre Rehearsal and Performance - Classical (If not completed in required courses)	2
DRAM 021	Rehearsal and Performance - Contemporary (If not completed in required courses)	2
DRAM 022	One Act Play Production	2
=		
TOTAL		60

* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 3 units may be double counted above in 1B (IGETC). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Arts in Dramatic Arts - Technical (AA)

This degree prepares students for entry-level employment and/or potential further study in the field of Dramatic Arts - Technical through the study of stagecraft, costuming, makeup and lighting. Students will acquire skills in set construction, costume construction, lighting design/plot and makeup design and application.

Program Outcomes

- Apply historical context to a technical aspect of a production.
- Critically analyze the technical component(s) of a publicly produced production.
- Synthesize implementation of physical, visual, and/or aural elements within a production in front of an audience.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: stage run crew, light/sound board operator, stage electrician/carpenter/welder, scenic artist and wardrobe/makeup crew.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		26-27
DRAM 001	Introduction to the Theatre *	3
DRAM 002	Fundamentals of Acting 1	4
or DRAM 003	Fundamentals of Acting 2	
DRAM 012	Costuming	3
DRAM 013	Beginning Stagecraft	3
DRAM 015	Beginning Stage Lighting	3
DRAM 017	Makeup	3
DRAM 019	Rehearsal and Performance - Classical	2
DRAM 020	Music Theatre Rehearsal and Performance - Classical	2
DRAM 021	Rehearsal and Performance - Contemporary	2
DRAM 022	One Act Play Production	2
+		
RESTRICTED ELECTIVES		8
Select eight units from the following courses:		
DRAM 006	Shakespeare	3
DRAM 014	Intermediate Stagecraft	3
DRAM 016	Intermediate Stage Lighting	3
CINA 031	Film Appreciation-American	3
CINA 032	Film Appreciation-International	3
+		
ELECTIVES		3-4
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),

2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Associate of Arts in Dramatic Arts - Acting (AA)

This degree prepares students for entry-level employment and/or potential further study in the field of Dramatic Arts - Acting through the study of acting theories, dramatic literature and performance styles. Students will acquire skills in the application of modern acting theories, classical early realist, absurdist, modern and contemporary performing styles, text analysis and character development and maintenance of the body and voice.

Program Outcomes

- Critically analyze the acting component of a publicly produced production.
- Apply historical context to a performance.
- Synthesize interpretation of ideas with the physical/psychological action in performance in front of an audience.

Career Opportunities

Upon successful completion of this degree, students will be prepared for entry-level careers or employment in the following fields: actor, director, script coach, stunt person, playwright, and drama coach.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		19
DRAM 001	Introduction to the Theatre *	3
DRAM 002	Fundamentals of Acting 1	4
DRAM 003	Fundamentals of Acting 2	3
DRAM 004	Intermediate Acting - Classical	3
DRAM 005	Intermediate Acting 2: Styles	3
DRAM 006	Shakespeare	3
+		
RESTRICTED ELECTIVES - PRODUCTION		4
Select two of the following courses:		
DRAM 019	Rehearsal and Performance - Classical	2
DRAM 020	Music Theatre Rehearsal and Performance - Classical	2
DRAM 021	Rehearsal and Performance - Contemporary	2
DRAM 022	One Act Play Production	2
+		
RESTRICTED ELECTIVES		15
Select fifteen units from the following courses:		
DRAM 012	Costuming	3
DRAM 013	Beginning Stagecraft	3
DRAM 017	Makeup	3
DRAM 019	Rehearsal and Performance - Classical	2
DRAM 020	Music Theatre Rehearsal and Performance - Classical	2
DRAM 021	Rehearsal and Performance - Contemporary	2
DRAM 022	One Act Play Production	2
DRAM 030	Stage Movement/Stage Combat	2
CINA 031	Film Appreciation-American	3
CINA 032	Film Appreciation-International	3
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Economics

Economics is the science that studies the interactions of human behavior, sociology, finance and business at the micro and macro-scale. Students completing a degree in this field will have an introductory foundation for the field of Economics through the study of scarcity, comparative advantage, markets, cost theory, monetary system and economic growth. Students will acquire skills and abilities in numeracy, analysis, problem-solving, and both verbal and written communication.

Career opportunities with a baccalaureate degree may include jobs in business, law, medicine, government, non-profits, international relations, and education.

Transfer requirements in Economics are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

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Catherine Medrano | (559) 730-3950 | socialsciencechair@cos.edu

Dean of Business, Social Science, and Consumer Family Studies

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Associate Degree

- Associate in Arts in Economics for Transfer (AA-T) (p. 274)

Associate in Arts in Economics for Transfer (AA-T)

Students completing the Associate in Arts in Economics for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Economics. Students completing this degree will have an introductory foundation for the field of Economics through the study of scarcity, comparative advantage, markets, cost theory, monetary system and economic growth. Students will acquire skills and abilities in numeracy, analysis, problem solving, and both verbal and written communication.

Program Outcomes

- Critically analyze situations and solve problems.
- Apply quantitative reasoning skills.
- Apply qualitative reasoning skills.

Transfer & Career Opportunities

This Associate in Arts in Economics for Transfer (AA-T) degree is intended to meet the lower division requirements for Economics for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Career opportunities with a baccalaureate degree may include jobs in business, law, medicine, government, non-profits, international relations, and education.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		14
ECON 040	Principles of Microeconomics *	3
ECON 050	Principles of Macroeconomics *	3
MATH 065	Calculus 1	4
SSCI 025	Statistics - Social Sciences *	4
+		
RESTRICTED ELECTIVES		8
Select two of the following courses:		
ACCT 001	Financial Accounting	4
ACCT 002	Managerial Accounting	4
MATH 066	Calculus 2	4
+		
ELECTIVES		8-10
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 9 units may be double counted above in 1A (CSU GE).

** 9 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Education

The Education Department provides an introductory foundation for the field of primary and secondary teaching through the study of facts, principles and theories in the arts and humanities, social and behavioral sciences, biological and physical sciences, mathematics, English composition and literature and communication studies. Students can complete the lower division required observation course, which includes forty-five hours of structured fieldwork in a public school elementary classroom.

Contact Information

Education Faculty Contact

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Associate Degree

- Associate in Arts in Elementary Teacher Education for Transfer (AA-T) (p. 276)

Associate in Arts in Elementary Teacher Education for Transfer (AA-T)

Students completing the Associate in Arts in Elementary Teacher Education for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Liberal Arts and an Elementary Teacher Education Credential. Students completing this degree will have an introductory foundation for the field of Elementary Teacher Education through of the study of facts, principles and theories in the arts and humanities, social and behavioral sciences, biological and physical sciences, mathematics, English composition and literature and communication studies. Students will acquire skills and abilities in multiple disciplines, explore how knowledge across disciplines can be connected, analyze and evaluate ideas using the tools of critical thinking, and demonstrate effective communication skills in reading, writing, listening and speaking.

Program Outcomes

- Demonstrate professional interpersonal, verbal communication and written skills.
- Demonstrate an understanding of the current issues in elementary education.
- Articulate awareness, respect, sensitivity, and understanding needed for culturally responsible teaching in a diverse, local and global society.
- Demonstrate a basic grasp of the disciplines most commonly taught in elementary schools
- Clarify and articulate career goals of becoming a teacher.

Transfer & Career Opportunities

This Associate in Arts in Elementary Teacher Education for Transfer (AA-T) Degree is intended to meet the lower division requirements for Liberal Arts/Elementary Teacher Education for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: classroom aide, substitute teaching, museum education, not-for-profit, preparation for teaching credential program.

Code	Title	Units
GENERAL EDUCATION *		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) **		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) ***		
+		
REQUIRED MAJOR COURSES		44
BIOL 020	Frontiers in Biology	4
CHLD 039	Child Development-DS 1	3
COMM 001	Fundamentals of Public Speaking	3
EDUC 050	Introduction to Teaching	3
ENGL 001	College Reading and Composition	4
ENGL 004	Composition and Literature	3
ESCI 001	Introduction to Earth Science	4
GEOG 002	World Regional Geography	3
HIST 017	People of the US to 1877	3
HIST 025	World History to 1500	3
MATH 010	Structure and Concepts 1	4
NSCI 131	Chemistry and Physics for Educators	4
POLS 005	Federal, State and Local Government	3
+		
RESTRICTED ELECTIVES - LIST A		3
Select one of the following courses:		
ENGL 002	Logic and Composition	3
PHIL 025	Critical Thinking	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select one of the following courses:		
ART 001	Art Appreciation	3
DRAM 001	Introduction to the Theatre	3
MUS 010	Music Appreciation	3
+		

ELECTIVES	4-7
-----------	-----

Select additional transferable courses numbered 1-199 to achieve 60 units. It is recommended that students complete the CSU GE (instead of the IGETC) which allows for 7 units of electives. It is further recommended that students complete MATH 011 and EDUC 120 to fulfill the 7 unit elective requirement.

=	
TOTAL	60

- * Completion of the Required Courses and Restricted Electives also meets all transfer general education requirement except the following: CSU GE AREA B1 (Physical Science); and IGETC AREA 2 (Math) and AREA 5A (Physical Science).
- ** Course(s) meets General Education requirement and 33 units may be double counted above in 1A (CSU GE).
- *** 31-34 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) section for additional details).

Electrician Training

The Electrician Training Department offers preparation for entry-level employment and/or potential further study in the fields of NCCER Electrical Applications and Electrical Theory. Students completing these certificates will have a foundation for employment as an electrician.

Contact Information

Electrician Training Faculty Contact

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Industry and Technology Division Chair

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Dean of CTE and Workforce Development

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Associate Degrees

- Associate of Science in Electrical Technology (AS)

Certificates

- Certificate of Achievement in NCCER Electrical Applications (p. 279)
- Certificate of Achievement in NCCER Electrical Theory (p. 280)

Certificate of Achievement in NCCER Electrical Applications

This certificate prepares students for entry-level employment in the field of NCCER Electrical Applications. Students completing this certificate will acquire skills, knowledge, and abilities to prepare them for the California Electrician Certification Examination.

Program Outcomes

- At the end of this program, students will be prepared to take the “applications” portion of the California Electrician Certificate Examination.

Career Opportunities

Upon successful completion of this NCCER Electrical Applications certificate, the previous NCCER Electrical Theory certificate, and the passing of the California Electrician Certification Examination, students will be prepared for employment in the following fields: State of California Certified Electrician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ET 204	Electrician Training 4	4
ET 205	Electrician Training 5	4
ET 206	Electrician Training 6	4
ET 207	Electrician Training 7	4
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in NCCER Electrical Theory

This certificate prepares students for entry-level employment in the field of NCCER Electrical Theory. Students completing this certificate will acquire skills, knowledge, and abilities to prepare them for the California Electrician Certification Examination.

Program Outcomes

- At the end of this program, students will be prepared to take the “theory” portion of the California Electrician Certificate Examination.

Career Opportunities

Upon successful completion of this NCCER Electrical Theory certificate, the subsequent NCCER Electrical Applications certificate, and the passing of the California Electrician Certification Examination, students will be prepared for employment in the following fields: State of California Certified Electrician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
Note: Most courses have prerequisites and must be taken in the appropriate order as listed in the certificate		
ET 200	Introduction to Electrician Training	4
ET 201	Electrician Training 1	4
ET 202	Electrician Training 2	4
ET 203	Electrician Training 3	4
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Emergency Medical Technician



Students completing this certificate will acquire skills in recognition of symptoms of illness and/or injury and proper procedures for emergency care. Those who complete the EMT B course are eligible to sit for the National Registry of Emergency Medical Technicians and possible employment by government and private emergency health care services in the area.

Entry Level employment opportunities may include positions with ambulance companies and in hospital emergency departments.

Contact Information

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Nursing and Allied Health Division Chair

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Dean of CTE, Nursing, and Allied Health

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Certificate

- Skill Certificate in Emergency Medical Technician B (p. 282)

Skill Certificate in Emergency Medical Technician B

Students completing this certificate will acquire skills in recognition of symptoms of illness and/or injury and proper procedures for emergency care. Those who complete the EMT B courses are eligible to sit for the National Registry of Emergency Medical Technicians and employment by government and private emergency health care services in the area. State certification and national testing fees will apply. They are also eligible to enter Emergency Medical Technician Paramedic training, which provides opportunity for career advancement, higher pay, and greater responsibility in providing emergency health care. State certification and national testing fees will apply.

Program Outcomes

- Safely perform skills required by Title 22 for EMT B, to assist the client to maintain well-being.
- Satisfactorily perform the psychomotor skills necessary in the delivery of pre-hospital care to clients.
- Apply legal, ethical and professional practices while acting as client advocate in providing pre-hospital care.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: entry level positions with ambulance companies and in hospital emergency rooms. Opportunities for full or part time employment in emergency medical services are available to qualified applicants.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
EMT 251	Emergency Medical Technician (EMT)	6
TOTAL		6

The Skill Certificate requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Nursing and Allied Health Division Chair.

Note: A statement verifying CPR training equivalent to the current American Heart Association’s Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider level is a prerequisite for admission to an EMT basic course. (California Code of regulations Title 22)

Engineering

Engineering: Turning Ideas into Reality!

Engineers apply mathematics, science and experience to create new machines, devices, systems, structures, materials and processes that have never existed before. Engineering students learn to identify, formulate, and solve math, science, and engineering problems; to design and conduct experiments, and to analyze and interpret data.

A baccalaureate degree in engineering is the entry point into professional engineering practice. Engineers work for public or private entities in civil engineering, mechanical engineering, electrical engineering and computer engineering. Baccalaureate engineers also go on to earn advanced graduate degrees (Master's and PhD) in all engineering fields.

Contact Information

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Dean of Science, Mathematics, and Engineering

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Associate Degree

- Associate of Science in Engineering (AS) (p. 284)

Associate of Science in Engineering (AS)

This degree prepares students for transfer to a four-year university. Students completing this degree will have an introductory foundation for the field of Engineering through the study of calculus, differential equations, chemistry, physics, computer programming, engineering graphics, statics, materials, and circuits. Students will acquire the ability to identify, formulate, and solve engineering problems and to design and conduct experiments, as well as to analyze and interpret data.

Program Outcomes

- Develop the ability to identify, formulate, and solve engineering problems (e.g. circuits, statics, materials, graphics).
- Develop the ability to design and conduct experiments, as well as to analyze and interpret data.
- Develop the ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

Transfer & Career Opportunities

The college maintains articulation with most CSU and UC campuses and some private colleges and universities. Course requirements vary between colleges and universities and students are encouraged to consult ASSIST.org (<http://assist.org>), the Engineering Professor, and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: public or private practice in civil engineering, mechanical engineering, electrical engineering and computer engineering.

Code	Title	Units
GENERAL EDUCATION*		30
Engineering requires extensive lower-division major preparation and completion of the CSUGE or IGETC is not recommended. Engineering transfer students should complete the COS GE while completing the minimum admission requirements for the CSU or UC (consult with the Engineering Professor or a COS counselor to develop an educational study plan).		
+		
REQUIRED MAJOR COURSES		39
CHEM 001	General Chemistry 1 *	5
ENGR 004	Circuit Analysis	4
ENGR/CSCI 020	MATLAB Programming	3
ENGR 110	Introduction to Engineering	2
MATH 065	Calculus 1 *	4
MATH 066	Calculus 2	4
MATH 067	Calculus 3	4
MATH 081	Differential Equations	5
PHYS 055	Physics 1: Mechanics & Waves	4
PHYS 056	Physics 2: E&M and Heat	4
+		
Select one of the following Concentrations:		
CONCENTRATION A - MECHANICAL, CIVIL, AEROSPACE, MANUFACTURING		11
ENGR 001	Engineering Graphics	4
ENGR 002	Statics	3
ENGR 003	Materials Science and Engineering	4
OR		
CONCENTRATION B - ELECTRICAL		4
CSCI 001	Programming Concepts/Method 1	4
OR		
CONCENTRATION C - COMPUTER		11
CSCI 001	Programming Concepts/Method 1	4
CSCI 002	Programming Concepts/Method 2	4
CSCI 006	Discrete Structures	3
=		
TOTAL		67-74

* Courses meet General Education requirements and 6 units may double count above in COS-GE.

The Associate of Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Note: CSU Fresno and other universities require completion of PHYS 057 for select Engineering majors (please consult ASSIST.org (<http://assist.org>), your Engineering Professor and/or a COS counselor). For Computer Engineering majors, completion of CSCI 005 is recommended.

English



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Faculty in the English Department help students improve reading, writing and thinking abilities, all of which are necessary components in any major field of study. Most students at COS take composition courses to fulfill either transfer or graduation requirements or to enhance their writing skills. Such courses vary in entry skill level from basic writing, where students learn to develop and sharpen their writing, to the critical thinking courses, in which students tackle issues and elements of logic.

In addition to composition courses, the department offers a wealth of courses in literature from survey courses, such as Introduction to Literature, to ethnic courses, such as Chicano Literature or African-American Literature, to period literature, such as Shakespeare or American Literature. An English major prepares a student for a number of professional opportunities — law, teaching, publishing, broadcasting, journalism, and many more.

Contact Information

English Division Chair

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Dean of Arts and Letters

Richard Lubben | (559) 730-3735 | richardl@cos.edu
Tule: 550 | Visalia Campus

Associate Degree

- Associate in Arts in English for Transfer (AA-T) (p. 288)

Certificate

- Certificate of Achievement in Writing Consultancy (p. 290)

Associate in Arts in English for Transfer (AA-T)

This degree prepares students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of English through the study of rhetorical, stylistic and mechanically sound writing and close reading in multiple literary genres. Students will acquire facility in written argumentation and exposition, research, critical interpretation, and listening and speaking skills to enable logical and creative problem solving.

Program Outcomes

- Produce effective, meaningful writing for a variety of contexts, purposes, and audiences.
- Read literature and other texts closely and critically.
- Think critically and creatively about issues and ideas.

Transfer & Career Opportunities

This Associate in Arts in English for Transfer (AA-T) Degree is intended to meet the lower division requirements for English for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: work in education, including teaching, publishing and editing, journalism, humanities-based careers, pre-law, theater or the entertainment fields. Students completing this major will find their lives enriched as often motifs and themes of great literature undergird the philosophies of and provide insight into other disciplines. The facility with writing that this major demands will also hold a student in good stead no matter what field of study or career s/he ultimately pursues.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		6
ENGL 002	Logic and Composition *	3
ENGL 004	Composition and Literature *	3
+		
RESTRICTED ELECTIVES - LIST A		6
Select two of the following courses:		
ENGL 030	American Literature 1 *	3
ENGL 031	American Literature 2 *	3
ENGL 015	Survey of British Literature 1 *	3
ENGL 016	Survey of British Literature 2 *	3
ENGL 044	World Literature 1 *	3
ENGL 045	World Literature 2 *	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select one of the following courses OR any course from List A not used above:		
ENGL 010	Chicano Literature	3
ENGL 014	Creative Writing	3
ENGL 018	African American Literature	3
ENGL 046	Shakespeare	3
+		
RESTRICTED ELECTIVES - LIST C		3
Select one of the following courses OR any course from Lists A and B not used above:		
DRAM 001	Introduction to the Theatre	3
ENGL 019	Women in Literature	3
JOUR 001	Writing for New Media	3.5
LING 111	Introduction to Language	3
+		

ELECTIVES

11.5-18

Select additional transferable courses numbered 1-199 to achieve 60 units.	
=	
TOTAL	60

TOTAL

60

* Course(s) meets General Education requirement and 9-15 units may be double counted above in 1A (CSU GE).

** 9-12 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) section for additional details).

Certificate of Achievement in Writing Consultancy

This certificate prepares students for entry-level employment in the field of Writing Consultancy. Students completing this certificate will acquire the ability to communicate effective strategies, grounded in writing theory, as they tutor emerging writers; they will be able to communicate productively to a diverse population as they tutor; and they will exhibit proficient academic reading and writing skills themselves.

Program Outcomes

- Students will demonstrate proficiency in a variety of modalities of composition.
- Students will identify, prioritize, and address higher- and lower-order writing concerns.
- Students will guide writers toward next steps in drafting and revising in accordance with best practices in Writing Center and Composition pedagogy.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: teaching assistantships; tutoring in composition at the secondary, tertiary, and adult level; editing; publishing.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		11
ENGL 001	College Reading and Composition	4
ENGL 002	Logic and Composition	3
ENGL 123	Introduction to Writing Consultancy	2
ENGL 124	Writing Consultancy Theory and Practice	2
+		
RESTRICTED ELECTIVES		5
Select five units from the following courses:		
COMM 004	Interpersonal Communication	3
ENGL 004	Composition and Literature	3
ENGL 014	Creative Writing	3
ENGL 125	Writing Center Pedagogy	2
ENGL 126	Research Project in Writing Center Consulting	2
JOUR 001	Writing for New Media	3.5
LING 111	Introduction to Language	3
WEXP 193L	Education Work Experience – First Semester	1
WEXP 194L	Education Work Experience - Second Semester	1
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Language Arts Division Chair.

English as a Second Language

Bienvenidos
أهلاً و سهلاً
Hoş geldiniz

歡迎
Hoan nghênh
ยินดีต้อนรับ

Bienvenue
Willkommen
καλως ΗΡΘΑΤΕ

خوش آمدی
Bem-vindos
добро пожаловать

ຍິນດີຕ້ອນຮັບ
Hoş geldiniz

Selamat datang
ようこそ
환영합니다

Welcome to ESL at College of the Sequoias

At COS, you can learn useful language for communication, family needs, job requirements, and college studies. In our classes, you will join students of all ages, from around the world.

- English as a Second Language classes are **free**.
- All languages and abilities are welcome.
- New students can enroll at any time.

You can take classes from beginner to advanced levels in mornings or evenings in Visalia, Lindsay, Hanford, Corcoran, Dinuba, or Woodlake.

Classes are available for college credit or for an ESL Certificate recognized by the State of California.



"The environment is very comfortable and no one judges you."

"Gracias por hacerme creer una vez mas... que no importa mi edad y que cuento con personas capaces y dispuestas a brindarme siempre una mano."



College of the Sequoias, English as a Second Language Students have had GIANT success!



"QUIERO AGRADECER A TODO EL PERSONAL QUE TRABAJA EN EL ESL PORQUE GRACIAS A USTEDES, MI CONFIANZA INCREMENTO UN 90% Y ESO ME HIZO DARME CUENTA QUE AQUI TAMBIEN PUEDO ALCANZAR MIS SUENOS, QUE TENGO UN FUTURO QUE PUEDE IR MAS ALLA DE UN TRABAJO EN EL CAMPO O EN UNA FABRICA E INCLUSO QUE PUEDO CONTINUAR CON MI CARRERA UNIVERSITARIA QUE ESTUDIE EN MI PAIS DE ORIGEN."

Contact Information

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ESL Specialist

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ESL Program Coordinator

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Certificates

- Certificate of Competency in ESL Advanced Level (Noncredit) (p. 294)
- Certificate of Competency in ESL Intermediate Level (Noncredit) (p. 295)
- Certificate of Competency in ESL Beginning Level (Noncredit) (p. 296)

Certificate of Competency in ESL Advanced Level (Noncredit)

Students completing this certificate will acquire advanced-level reading strategies and comprehension skills suitable for more complex texts in English. Additionally, students will be able to write multi-paragraph essays and produce complex English words and phrases that will prepare them for transfer-level ESL coursework.

Program Outcomes

- Apply advanced reading strategies, comprehend more complex texts in English, and acquire vocabulary from context.
- Write multi-paragraph essays using standard English that communicates the main idea with support.
- Orally produce a complex variety of English words or phrases to engage in presentations and participate in conversations.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ESL 440	Advanced Writing/Grammar 5	
ESL 441	Advanced Reading/Vocabulary 5	
ESL 442	Advanced Listening/Speaking 5	
ESL 450	Advanced Writing/Grammar 6	
ESL 451	Advanced Reading/Vocabulary 6	
ESL 452	Advanced Listening/Speaking 6	
=		
TOTAL		350 Hours

Certificate of Competency in ESL Intermediate Level (Noncredit)

Students completing this certificate will acquire intermediate reading strategies and vocabulary building skills suitable for moderately complex texts in English. Additionally, students will acquire the ability to write short compositions and orally produce moderately complex English words and phrases that will prepare them for more advanced level ESL coursework and improve their ability to function in an English-speaking community.

Program Outcomes

- Read with intermediate reading strategies, comprehend moderately complex texts in English, and acquire new vocabulary from context.
- Write short compositions, from one paragraph to about one page in length, that identify and support a main idea.
- Orally produce a moderately complex variety of English words and phrases to engage in presentations and participate in conversations.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ESL 420	Intermediate Writing/Grammar 3	
ESL 421	Intermediate Reading/Vocabulary 3	
ESL 430	Intermediate Writing/Grammar 4	
ESL 431	Intermediate Reading/Vocabulary 4	
ESL 422	Intermediate Listening/Speaking 3	
or ESL 432	Intermediate Listening/Speaking 4	
=		
TOTAL		350 Hours

Certificate of Competency in ESL Beginning Level (Noncredit)

Students completing this certificate will acquire fundamental reading comprehension skills and new vocabulary, and will be able to produce simple sentences and pronounce a variety of English words and phrases that will prepare them to enter more advanced ESL classes as well as begin to function in an English-speaking community.

Program Outcomes

- Read with fundamental comprehension and acquire new vocabulary from context.
- Produce simple, accurate sentences that express a main idea.
- Pronounce a variety of English words and phrases at a rudimentary level.

This certificate will allow multilingual students to begin functioning in English in everyday situations in their social, business, educational, medical and financial lives in the community. This program differs from that offered in adult schools in its rigor and focus.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ESL 402	Beginning Writing/Grammar 1	
ESL 403	Beginning Reading/Vocabulary 1	
ESL 410	Beginning Writing/Grammar 2	
ESL 411	Beginning Reading/Vocabulary 2	
ESL 404	Beginning Listening/Speaking 1	
or ESL 412	Beginning Listening/Speaking 2	
=		
TOTAL		350 Hours

Environment Control Technology



The Environment Control Technology Department prepares students for entry-level employment in the field of Air Conditioning, Heating and Refrigeration Systems, and Environmental Control Technology (HVAC). Students completing these degrees/certificates will have a basic foundation in troubleshooting and repair of air conditioning, heating and refrigeration systems.

Career opportunities upon successful completion of this degree are HVAC/R technician, sales, service, and repair.

Contact Information

Environmental Control Technology Faculty Contact

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Industry and Technology Division Chair

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Associate Degree

- Associate of Science in Environmental Control Technology (HVAC) (AS) (p. 299)

Certificates

- Certificate of Achievement in Environmental Control Technology (HVAC) (p. 300)

Associate of Science in Environmental Control Technology (HVAC) (AS)

This degree prepares students for entry-level employment in the field of Environmental Control Technology through the study of air conditioning, heating and refrigeration. Students will acquire skills in air conditioning, heating and refrigeration troubleshooting and repair.

Program Outcomes

- Read and interpret an electrical schematic.
- Troubleshoot a basic heating and air conditioning system.
- Troubleshoot a basic heating system.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: HVAC/R technician, sales, service and repair.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
+ College of the Sequoias' Associate Degree General Education (COS-GE)		
REQUIRED MAJOR COURSES		32
ECT 242	Air Conditioning Sheet Metal	4
ECT 280	Electrical Theory and Applications of Controls for HVAC	4
ECT 281	Basic Air Conditioning	12
ECT 282	Advanced Air Conditioning/Refrigeration Commercial/Domestic	12
+ ELECTIVES		3
= Select additional degree applicable courses numbered 1-299 to achieve 60 units		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Environmental Control Technology (HVAC)

This certificate prepares students for entry-level employment in the field of Environmental Control Technology. Students completing this certificate will acquire skills in maintenance and troubleshooting, air conditioning, heating and refrigeration equipment.

Program Outcomes

- Demonstrate competency in the necessary knowledge and skills required of a HVAC/R technician in the industry.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: service technician HVAC/R, wholesale counter person, outside sales, maintenance technician, sheet metal fabricator and sheet metal installer.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ECT 242	Air Conditioning Sheet Metal	4
ECT 280	Electrical Theory and Applications of Controls for HVAC	4
ECT 281	Basic Air Conditioning	12
ECT 282	Advanced Air Conditioning/Refrigeration Commercial/Domestic	12
=		
TOTAL		32

ECT 242 may be substituted with other support classes listed in COS Catalog under ECT, with the approval of the Division Chair.

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Ethnic Studies

Ethnic studies uses interdisciplinary methods to understand culture and race in the United States. Studies may be undertaken from the perspective of anthropology, history, political science, sociology, literature, religion, economics, ecology, art and/or music. These courses help students understand people of various ethnic backgrounds, as well as, to better understand the United States. Students may also take these courses to better understand themselves.

Contact Information

Ethnic Studies Faculty Contact

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Social Sciences Division Chair

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Dean of Business, Social Science, and Consumer Family Studies

Jesse Wilcoxson, Ed.D. | (559) 737-6281 | jessew@cos.edu

Kern: 716 | Visalia Campus

Associate of Arts

- Associate in Arts in Social Justice Studies - Chicana/o Studies for Transfer (AA-T)

Associate in Arts in Social Justice Studies - Chicana/o Studies for Transfer (AA-T)

Students completing the Associate in Arts in Social Justice Studies-Chicana/o Studies for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Chicana/o Studies. Students completing this degree will have an introductory foundation for the field of Social Justice Studies - Chicana/o Studies through the study of race and ethnicity, and the role both played in the shaping of the experiences of Chicanas/o in the United States, as well as the changes in identity, language, social, and cultural practices of the Chicano diaspora. Students will acquire skills and abilities in thinking critically and communicating ideas, and become culturally competent citizens in increasingly diverse communities.

Program Outcomes

- Demonstrate knowledge and understanding of the history of the Chicana/a in the United States.
- Demonstrate an awareness of the major theories and concepts that help explain the life experiences of the Chicana/o.
- Evaluate the Chicana/o experience as part of the local and global community.

Transfer & Career Opportunities

This Associate in Arts in Social Justice Studies-Chicana/o Studies for Transfer (AA-T) Degree is intended to meet the lower division requirements for Chicana/a Studies for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: teaching, counseling, career in law, journalism, marketing, community and housing development, social work, among many others.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		16
ETHN 003	Chicana and Chicano Studies	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies	3
HIST 023	Mexican American	3
ENGL 010	Chicano Literature	3
SSCI 025	Statistics - Social Sciences	4
or MATH 021	Introduction to Statistics	
+		
ELECTIVES		20-25
Select additional transferable courses numbered 1-199 to achieve 60 units. The following courses are recommended by the Social Science Division:		
ANTH 010	Cultural Anthropology	3
ART 004	Art of Ancient America: Mesoamerica	3
ART 005	Art of Ancient America: South America	3
CHLD 158	Teaching in a Diverse Society	3
COMM 002	Gender and Communication	3
COMM 009	Intercultural Communication	3
ENGL 018	African American Literature	3
ENGL 019	Women in Literature	3
ETHN 001	Black American Studies	3
ETHN 002	American Indian Studies	3
ETHN 004	Asian American Studies	3
JOUR 020	Cultural Issues in Film/TV/Web	3
NUTR 020	Cultural Foods	3
PHIL 012	Comparative Religion	3

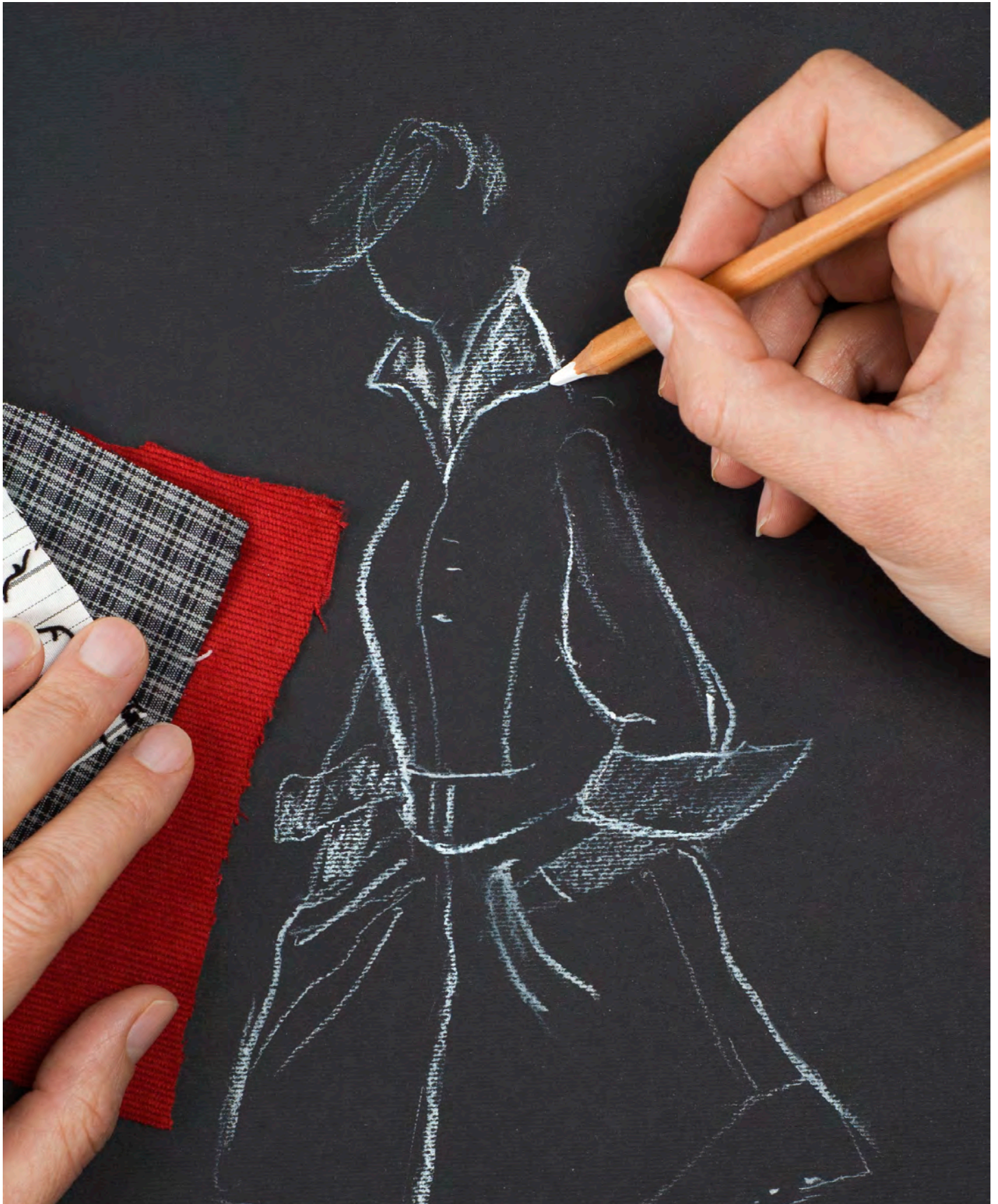
PSY 005	Social Psychology	3
PSY 010	Human Sexuality	3
SPAN 012	Hispanic Literature	3
=		
TOTAL		60

* Course(s) meets General Education requirement and 15 units may be double counted above in 1A (CSU GE).

** 15 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Fashion



The Fashion Merchandising and Design department provides students with an education in the diverse and dynamic world of fashion. Students will acquire specific industry skills through courses completed in Sewing, Designing, Visual Merchandising, Advertising and Marketing, Retail Management and Sales, Consumer Behavior and Aesthetics and Textiles.

Students can obtain a certificate which will promote skills in creative thinking, multicultural awareness, hands on learning, internships and networking. The fashion degree includes all these skills as well as providing a foundation that can be used to move on to further educational opportunities.

This well-established program prepares students for a professional career, a career advancement and/or the opportunity to further their study in the field of Fashion.

Transfer requirements in Fashion are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Videos

- Fashion Projects 1 (<https://vimeo.com/432299500/>)
- Fashion Projects 2 (<https://vimeo.com/431984307/>)

Contact Information

Fashion Faculty Contact

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Consumer and Family Studies Division Chair

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Tule: 504C | Visalia Campus

Dean of Business, Social Science, and Consumer Family Studies

Jesse Wilcoxson, Ed.D. | (559) 737-6281 | jessew@cos.edu
Kern: 716 | Visalia Campus

Associate Degree

- Associate of Science in Fashion Merchandising and Design (AS) (<https://catalog.cos.edu/areas-study/fashion/associate-science-fashion-merchandising-design-as/>)

Certificates

- Certificate of Achievement in Fashion Merchandising and Design (p. 306)
- Skill Certificate in Fashion Design (p. 307)
- (p. 307)Skill Certificate in Fashion Merchandising (p. 308)

Certificate of Achievement in Fashion Merchandising and Design

This certificate prepares students for entry-level employment in the fields of Fashion Merchandising and Design. Students completing this certificate will acquire entry-level employment skills in Visual Merchandising, Retail Buyer, Retail Management, Fashion Styling, Apparel Manufacturing, Advertising, Event Planning and many other fashion-related fields. Students will acquire skills in identifying clothing sizes, price ranges, and style classification for women, men and children.

Program Outcomes

- Apply elements and principles of design to the development, production, selection, and evaluation of apparel and other textile products.
- Evaluate different fabrics and fibers with respect to their application or end use.
- Identify and appraise a variety of career paths within the fashion world.
- Apply interpersonal and communication skills to solve problems or create solutions within the apparel industry.
- Evaluate multiple factors important to the apparel industry (i.e. Materials, design, quality standards, production methods, profitability, end use, and consumer expectations) to make manufacturing and marketing decisions.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: retail supervisor, buyer or sales representative, store manager, visual manager, retail fashion coordinator, fashion stylist, display specialist, sewing and designing.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		19
ART 006	Color and Design	3
FASH 076	Introduction to Textiles and Apparel	3
FASH 140	Intro to the Fashion Industry	3
FASH 141	Introduction to Fashion Culture, Dress, and Theory	3
FASH 143	Introduction to Fashion Careers	3
FASH 160	Beginning Sewing	3
WEXP 193Z	Fashion Work Experience – First Semester	1
+		
RESTRICTED ELECTIVES		12
Select twelve units from the following courses:		
FASH 139	Fashion Sales and Promotion	3
FASH 142	Fashion Visual Design	3
FASH 146	Introduction to Retail Management	3
FASH 161	Intermediate Sewing	3
FASH 162	Advanced Clothing Construction	3
FASH 165	Fashion Illustration and Business Creation	3
FASH 264	Fashion in Southern California	1
FASH 271	Fashion Show Production: Beginning	2
=		
TOTAL		31

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Skill Certificate in Fashion Design

Students completing the certificate will acquire entry-level employment in the field of fashion design. This skill certificate will prepare students discipline-specific skills and knowledge leading to employment in alterations and retail sales.

Program Outcomes

- Identify and appraise a variety of paths within the fashion industry.
- Identify and apply visual merchandising principles, tools and methods to create an effective visual store layout.

Career Opportunities

Upon successful completion of this certificate students will be prepared for employment in the following jobs; retail sales and alterations.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		3
FASH 160	Beginning Sewing	3
+		
RESTRICTED ELECTIVES		6
Select two of the following courses:		
FASH 161	Intermediate Sewing	3
FASH 165	Fashion Illustration and Business Creation	3
FASH 076	Introduction to Textiles and Apparel	3
=		
TOTAL		9

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Skill Certificate in Fashion Merchandising

Students completing this certificate will acquire entry-level employment in the field of fashion merchandising. This skill certificate will prepare students with industry-specific skills and knowledge leading to employment in visual merchandising, retail sales and other fashion-related fields.

Program Outcomes

- Identify and appraise a variety of career paths within the fashion industry.
- Identify and apply visual merchandising principles, tools and methods to create an effective visual store layout.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Retail Sales, Visual Merchandising, Customer Service, and Retail Stock Clerk.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		3
FASH 140	Intro to the Fashion Industry	3
+		
RESTRICTED ELECTIVES		6
Select two of the following courses:		
FASH 139	Fashion Sales and Promotion	3
FASH 141	Introduction to Fashion Culture, Dress, and Theory	3
FASH 142	Fashion Visual Design	3
FASH 143	Introduction to Fashion Careers	3
FASH 146	Introduction to Retail Management	3
=		
TOTAL		9

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Consumer Family Studies Division Chair.

Fire Technology



Associate Degree

- Associate of Science in Fire Technology (AS) (p. 310)

Certificates

- Certificate of Achievement in Fire Technology (p. 312)
- Skill Certificate in Fire Academy (p. 313)

Associate of Science in Fire Technology (AS)

This degree prepares students for entry-level employment and/or potential further study in the fields of fire protection and prevention. Students completing this degree will have a foundation for the fields of fire protection, prevention, or public education through the study of the organization and function of fire prevention and suppression techniques, fire behavior, combustible materials, extinguishing agents, hazardous and toxic material, fire command and fire management. The student will acquire knowledge in the design and operation of fire detection and alarm systems; fire protection features in building design and construction, wildland fire behavior and firefighting techniques; fire service organization, fire prevention, and theories of fire control. The Fire Technology program is based on the Uniform Fire Service Technology curriculum as approved by the State Board of Fire Services and the California Fire Chiefs Association and the National Fire Protection Association.

Program Outcomes

- Explain the history and basic principles of the fire service.
- Demonstrate effective communication and interpersonal skills with supervisors, peers, and the public.
- Demonstrate an understanding of the principles of fire development, cause, and prevention.
- Demonstrate in-depth knowledge of the principles of fire control through the utilization of personnel, equipment, extinguishing agents on the fire ground.
- Apply knowledge of building construction, fire protection systems, and fire prevention codes to affect safer occupancies and fire control.
- Apply the theory and principles for the use of water in fire suppression activities, including hydraulic principles.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: firefighter, firefighter-paramedic, fire investigation, fire prevention, hazardous materials, and public education. The fire service offers many career opportunities for graduates including positions in municipal fire departments, fire protection districts, and more than 250 California state fire protection agencies. There are also employment opportunities in forestry agencies, correctional institutions, military bases, and numerous federal agencies.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		18
FIRE 155	Fire Behavior and Combustion	3
FIRE 157	Fire Prevention Technology	3
FIRE 159	Introduction to Fire Protection Organizations	3
FIRE 160	Fire and Emergency Safety	3
FIRE 163	Fundamentals of Fire Protection Equipment and Systems	3
FIRE 182	Building Construction for Fire Safety	3
+		
RESTRICTED ELECTIVES - Select concentration A or B		
Note: Most students select Concentration A. Students who have completed the Basic Fire Fighter Academy requirements through Work Experience are exempt from taking FIRE 270 and should select Concentration B to complete degree.		
CONCENTRATION A		21
To receive an A.S. Degree AND to meet minimum qualifications for employment as a fire fighter the following courses are REQUIRED:		
EMT 251	Emergency Medical Technician (EMT)	6
FIRE 270	Basic Firefighter 1 Academy	15
OR		
CONCENTRATION B		14
For career opportunities in fields OTHER THAN fire fighter and students exempt from taking FIRE 270, select a minimum of 13 units from the following:		
EMT 251	Emergency Medical Technician (EMT)	6
FIRE 125	Fundamentals of Fire Apparatus and Equipment	3
FIRE 230	SFM Company Officer 2A	2

FIRE 231	SFM Company Officer 2B	1
FIRE 232	SFM Company Officer 2C	2
FIRE 233	SFM Company Officer 2D	2
FIRE 234	Company Officer 2E	2
FIRE 280	Fire Fighter 2 Academy	5
+		
ELECTIVES		2-3
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Fire Technology

This certificate prepares students for entry-level employment in the field of Fire Technology. Students completing this certificate will acquire skills necessary for employment or advancement as an entry-level firefighter or other positions in the field of fire protection and prevention.

Program Outcomes

- Demonstrate effective communication and interpersonal skills with supervisors, peers, and the public.
- Demonstrate an understanding of the principles of fire development, cause, and prevention.
- Demonstrate in-depth knowledge of the principles of fire control and wildland fire control through the utilization of personnel, equipment, extinguishing agents on the fire ground.
- Apply the theory and principles for the use of water in fire suppression activities, including hydraulic principles.
- Demonstrate knowledge of hazardous materials containment principles.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: firefighter, firefighter/paramedic, fire investigation, fire prevention and public education.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
EMT 251	Emergency Medical Technician (EMT)	6
FIRE 155	Fire Behavior and Combustion	3
FIRE 159	Introduction to Fire Protection Organizations	3
FIRE 163	Fundamentals of Fire Protection Equipment and Systems	3
FIRE 182	Building Construction for Fire Safety	3
FIRE 270	Basic Firefighter 1 Academy	15
=		
TOTAL		33

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Units for classes which are duplicated in the above sections may not be considered in more than one section.

Skill Certificate in Fire Academy

Students completing this certificate will acquire manipulative and technical training in basic concepts in fire service organization and theories of fire control, including laws and regulations affecting the fire service personnel, and functions; fire organizations; principles of fire behavior; and the basic consideration in fire strategy and tactics.

Program Outcomes

- Demonstrate knowledge in the theories of fire control and fire strategy.
- Demonstrate knowledge in theories of wildland fire control.
- Demonstrate knowledge in theories of hazardous materials containment and control.

Career Opportunities

Upon successful completion of this certificate and completion of certain requirements of the California State Fire Marshal, students will be prepared for employment as firefighters.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
FIRE 270	Basic Firefighter 1 Academy	15
=		
TOTAL		15

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Most fire agencies in California require completion of Fire Fighter 1 Academy and completion of EMT training as minimum qualifications to compete in fire department entrance examinations. Additional education, such as a Vocational Education Certificate or Associates degree is recommended.

Geology/Geography



Geology is the science that studies the structure, mechanics, interactions and evolution of the outer crust of the Earth. Students completing a degree in this discipline will have an introductory foundation for the field of Geology through the study of the scientific method, Earth materials, Earth processes, and Earth history. They will acquire skills, knowledge, and abilities that enable students to use a scientific approach incorporating basic chemistry and mathematics to the study of the Earth; identify common minerals, rocks, and geomorphic features of Earth; describe the materials and elucidate the processes that comprise the dynamic Earth system; describe the evidence for and occurrence of major events in Earth History.

Geography, Earth Science, and Meteorology courses are housed in the Geology department. Although no degrees are currently being offered in these subjects, these courses can be used to complete General Education or transfer requirements.

- Meteorology is the science that studies the atmosphere, its structure, interactions and anthropogenic modification.
- Earth Science studies the structure, mechanics, interactions and evolution of the earth's crust, atmosphere and oceans.
- Geography is the natural and social science that studies the distribution and relationships between physical, geological, political and cultural entities

The most common career opportunities with a baccalaureate degree include entry-level field technician/geologist, industrial employment (mining, oil, environmental consulting), and governmental agencies (Department of Natural Resources, Geological Surveys, and National Parks).

Transfer requirements in Geology are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Science Division Chair

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Dean of Science, Mathematics, and Engineering

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John Muir. 133 | Visalia Campus

Associate Degree

- Associate in Science in Geology for Transfer (AS-T) (p. 316)

Associate in Science in Geology for Transfer (AS-T)

Students completing the Associate in Science in Geology for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Geology. Students completing this degree will have an introductory foundation for the field of Geology through the study of the scientific method, Earth materials, Earth processes, and Earth history. They will acquire skills, knowledge, and abilities that enable students to use a scientific approach incorporating basic chemistry and mathematics to the study of the Earth; identify common minerals, rocks, and geomorphic features of Earth; describe the materials and elucidate the processes that comprise the dynamic Earth system; describe the evidence for and occurrence of major events in Earth History.

Program Outcomes

- Understand that geology involves the application of chemistry, physics, biology and mathematics to the study of geological phenomena.
- Employ the scientific method to understand and explain geologic phenomena.
- Know fundamental scientific explanations for major geological events in earth's past, present and future.

Transfer & Career Opportunities

This Associate in Science in Geology for Transfer (AS-T) Degree is intended to meet the lower division requirements for Geology for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: entry-level field technician/geologist in industry (mining, oil, environmental consulting) and governmental agencies (Department of Natural Resources, Geological Surveys, National Parks).

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		26
CHEM 001	General Chemistry 1	5
CHEM 002	General Chemistry 2	5
GEOL 001	Physical Geology *	4
GEOL 005	Earth History	4
MATH 065	Calculus 1 *	4
MATH 066	Calculus 2	4
+		
ELECTIVES		1-4
Select additional transferable courses numbered 1-199 to achieve 60 units. The Science Division recommends at least one of the following courses - which includes a field trip - to meet this elective requirement:		
GEOL 151	Geology of the Mojave Desert	1
GEOL 152	Geology of the Central Coast	1
GEOL 153	Granite, Glaciers, and Gold	1
GEOL 154	Volcanoes of Northern California	2
=		
TOTAL		60

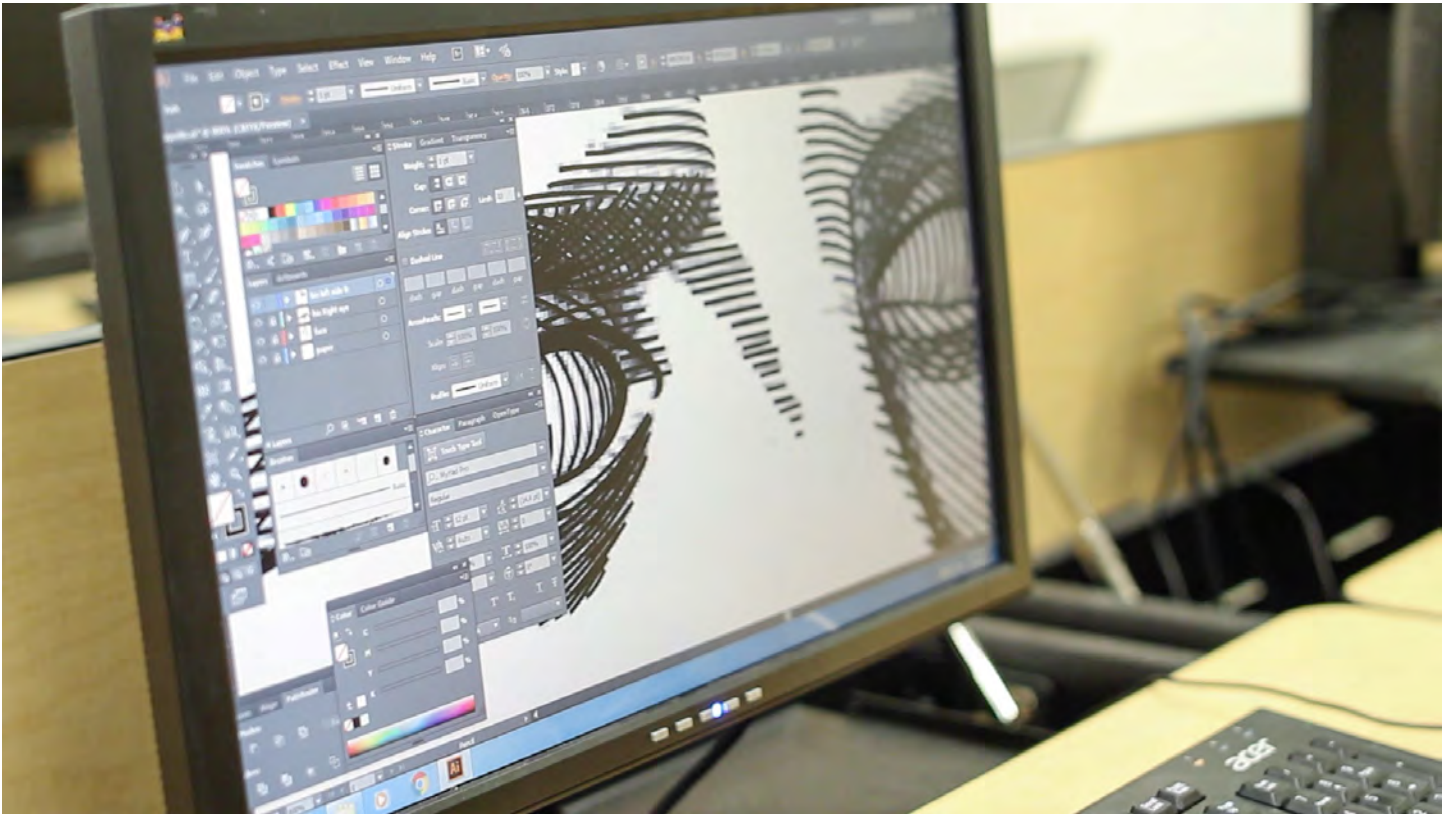
* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 7 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) section for additional details).

NOTE: Although not required for this Transfer Model Curriculum, Physics is universally required for CSU Geology Programs. Students should consider taking PHYS 020 + PHYS 021 or PHYS 055 + PHYS 056 + PHYS 057 as additional preparation.

Graphic Design



Graphic Design is an academic discipline concerned with the study of graphic design, graphic art, computers, and art. This academic discipline prepares students for entry-level employment and/or potential further study in the field of graphic design.

The skills developed in this discipline include graphic design, web page design, Adobe Illustrator, Adobe PhotoShop, and Adobe InDesign.

Transfer requirements in graphic design are available in the Counseling Center. In all cases, students should consult with a counselor for specific transfer requirements.

Career options include positions in graphic design & graphic art. A higher degree may be required to meet minimum job requirements depending on the position.

Contact Information

Graphic Design Faculty Contact

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Industry and Technology Division Chair

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Associate Degree

- Associate of Science in Graphic Design (AS) (p. 319)

Certificates

- Certificate of Achievement in Graphic Design (p. 320)
- Certificate of Achievement in Multimedia Design (<https://catalog.cos.edu/areas-study/drafting/certificate-achievement-multimedia-design/>)
- Skill Certificate in Adobe Illustrator (p. 321)
- Skill Certificate in Adobe InDesign (p. 322)
- Skill Certificate in Adobe Photoshop (p. 323)
- Skill Certificate in Autodesk Maya (p. 324)

Associate of Science in Graphic Design (AS)

This degree prepares students for entry-level employment in the field of Graphic Design through the study of graphic design, art, and computers. Students will acquire skills in creating and appraising graphic design and integrated graphics utilizing the computer software Adobe Illustrator, PhotoShop, and InDesign.

Program Outcomes

- Create and appraise graphic designs related to graphic design applications, integrated graphics, digital imaging for artists, and web page design and development utilizing various graphic design computer programs such as Adobe Illustrator, PhotoShop, and InDesign.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: Graphic Design and Graphic Arts.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		
College of the Sequoias' Associate Degree General Education (COS-GE) *		25
+		
REQUIRED COURSES		35
ART 006	Color and Design *	3
ART 008	Drawing Fundamentals	3
GD 100	Introduction to Graphic Design	4
GD 101	Graphic Design I	3
GD 102	Digital Imaging Design I	3
GD 203	Publication Design I	3
GD 204	Graphic Design II	3
GD 205	Digital Imaging Design II	3
GD 206	Publication Design II	3
GD 207	Typography & Label Design	3
GD 208	Commercial Illustration	3
GD 209	Graphic Design III - Integrated Graphics	4
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (<https://catalog.cos.edu/associate-degree-requirements/>) for additional details).

Certificate of Achievement in Graphic Design

This certificate prepares students for entry-level employment in the field of Graphic Design. Students completing this certificate will acquire knowledge and skills related to creating and appraising graphic design and integrated graphics utilizing the computer software Adobe Illustrator, PhotoShop, and InDesign.

Program Outcomes

- Create and appraise graphic designs related to graphic design applications and integrated graphics utilizing various graphic design computer programs such as Adobe Illustrator, PhotoShop, and InDesign.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Graphic Designer

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
GD 100	Introduction to Graphic Design	4
GD 101	Graphic Design I	3
GD 102	Digital Imaging Design I	3
GD 204	Graphic Design II	3
GD 209	Graphic Design III - Integrated Graphics	4
=		
TOTAL		17

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Adobe Illustrator

Students completing this certificate will acquire knowledge and skills related to creating and appraising graphic design applications and integrated graphics utilizing the computer software Adobe Illustrator.

Program Outcomes

- At the end of this program, students will be able to create and appraise graphic designs (2D and 3D) related to graphic design applications and integrated graphics utilizing the Adobe Illustrator computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Graphic Artist.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
GD 100	Introduction to Graphic Design	4
GD 101	Graphic Design I	3
GD 209	Graphic Design III - Integrated Graphics	4
=		
TOTAL		11

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Adobe InDesign

Students completing this certificate will acquire knowledge and skills related to creating and appraising integrated graphics and digital mechanicals utilizing the computer software Adobe InDesign.

Program Outcomes

- At the end of this program, students will create and appraise graphic designs (2D and 3D) related to integrated graphics and digital mechanicals utilizing the Adobe InDesign computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Graphic Artist or Production Artist.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
GD 209	Graphic Design III - Integrated Graphics	4
GD 203	Publication Design I	3
=		
TOTAL		7

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Adobe Photoshop

This certificate prepares students for entry-level employment in the field of Adobe PhotoShop. Students completing this certificate will acquire knowledge and skills related to creating and appraising graphic design applications and integrated graphics utilizing the computer software Adobe PhotoShop.

Program Outcomes

- At the end of this program, students will be able to create and appraise graphic designs (2D and 3D) related to graphic design applications and integrated graphics utilizing the Adobe PhotoShop computer program.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Graphic Artist or Digital Imager.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
GD 102	Digital Imaging Design I	3
GD 209	Graphic Design III - Integrated Graphics	4
=		
TOTAL		7

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Autodesk Maya

This certificate prepares students for entry-level employment in the field of digital animation or 3D art. Students completing this certificate will acquire knowledge and skills related to creating and appraising digital animation utilizing the computer software Autodesk Maya.

Program Outcomes

- Create and appraise digital art and 3D animations utilizing various graphic design computer programs, i.e., Autodesk Maya.
- Create and appraise graphic design and art drawings utilizing tactile (by hand) and computer (digital) techniques.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for entry-level employment in the following fields: Animator or 3D Artist.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
GD 164	Digital Animation 1	4
GD 165	Digital Animation 2	4
=		
TOTAL		8

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Health

Contact Information

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Certificate

- Certificate of Completion in Rehabilitation Aide (p. 326)

Certificate of Completion in Rehabilitation Aide

This certificate prepares students for entry-level employment in the field of rehabilitation aide. Students completing this certificate will acquire entry-level employment skills in the fields of physical therapy and occupational therapy, both as aides. Students will acquire the following skills: Being able to identify the ethical & legal issues concerning therapy aides, perform administration duties associated with aides, demonstrate effective communication strategies, review, learn and demonstrate medical terminology. Students will also learn patient care skill sets. Students will also develop career skills, such as appointment management and resume creation.

Program Outcomes

- Students will be able to successfully complete rehabilitation aide skills, including those from inpatient and outpatient settings as defined by their skills checklist.
- Students will be able to demonstrate proficiency in the day to day management of a clinic or inpatient setting, such as a hospital or skilled nursing facility.
- Students will be able to contribute to patient care under the direct supervision of a physical or occupational therapist.
- Students will meet job requirements to get hired as an aide, as defined by completed skill checks and completion of BLS/CPR.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: Physical Therapy Aide, Occupational Therapy Aide or Rehabilitation Aide.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
HLTH 405	Rehabilitation Aide	
HLTH 406	CPR for Health Care Providers	
=		
TOTAL		85 Hours

History



History is the discipline that studies and interprets past events in light of their eventual outcomes using every tool at its disposal, but focusing primarily on the written record. Students will acquire skills and abilities in the use of both primary and secondary history sources, engaging a diversity of viewpoints in history in a civil and constructive fashion, and evaluating historical sources for credibility and perspective.

The most common career opportunities with a baccalaureate degree include law, business, research, writing, archival work, politics, and teaching.

Transfer requirements in History are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

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Associate Degree

- Associate in Arts in History for Transfer (AA-T) (p. 329)

Associate in Arts in History for Transfer (AA-T)

Students completing the Associate in Arts in History for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in History. Students completing this degree will have an introductory foundation for the field of History through the study of American History, Western Civilization, World History, and diverse selection of electives. Students will acquire skills and abilities in the use of both primary and secondary history sources, engaging a diversity of viewpoints in history in a civil and constructive fashion, and evaluating historical sources for credibility and perspective.

Program Outcomes

- At the end of this program, students will have skills and abilities in the use of both primary and secondary history sources, engaging a diversity of viewpoints in history in a civil and construction fashion, and evaluating historical sources for credibility and perspective.

Transfer & Career Opportunities

This Associate in Arts in History for Transfer (AA-T) degree is intended to meet the lower division requirements for History for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include law, business, research, writing, archival work, politics, and teaching.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		18
HIST 004	History of Western Civilization to 1648 *	3
HIST 005	Western Civilization Since 1648 *	3
HIST 017	People of the US to 1877 *	3
HIST 018	People of the US from 1865	3
HIST 023	Mexican American	3
HIST 025	World History to 1500 *	3
+		
ELECTIVES		15-17
Select additional transferable courses numbered 1-199 to achieve 60 units. The Social Sciences Division recommends additional courses be selected from the following:		
ANTH 010	Cultural Anthropology	3
ART 002	Art History/Ancient-Gothic	3
ART 003	Art History/Gothic-Modern	3
ECON 025	Introduction to Economics	3
ECON 040	Principles of Microeconomics	3
ECON 050	Principles of Macroeconomics	3
ENGL 010	Chicano Literature	3
ETHN 001	Black American Studies	3
ETHN 002	American Indian Studies	3
ETHN 003	Chicana and Chicano Studies	3
ETHN 004	Asian American Studies	3
ETHN 005	Ethnic Origins of Whiteness	3
GEOG 002	World Regional Geography	3
MUS 014	History of Rock and Roll	3
POLS 006	Comparative Politics	3
POLS 008	International Relations	3

=	
TOTAL	60

- * Course(s) meets General Education requirement and 12 units may be double counted above in 1A (CSU GE).
- ** 12 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) section for additional details).

Human Services



Human Services is the study of applied social work, sociology and psychology. It includes the study of legal and ethical issues, theories of practice and human behavior, history of social welfare and current policies. Students will acquire skills in critical thinking, case planning, crisis intervention, theory-based assessment, working knowledge of community resources and experience in a human services agency.

The most common employment opportunities are entry level jobs in Health and Human Services and a variety of non-profit agencies in the community in the area of crisis management, substance abuse, and eligibility and case management.

Degrees and certificates are available in Human Services. Transfer requirements in Human Services are available in the Counseling Department.

Contact Information

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Associate Degree

- Associate of Science in Human Services (Social Work) (AS) (p. 333)

Certificate

- Certificate of Achievement in Human Services (Social Work) (p. 335)
- Certificate of Achievement in Issues in Family Violence (p. 337)

Associate of Science in Human Services (Social Work) (AS)

This degree prepares students for entry-level employment in the field of Human Services (Social Work) through the study of legal and ethical issues, theories of practice and human behavior, history of social welfare and current policies. Students will acquire skills in critical thinking, case planning, crisis intervention, theory-based assessment, working knowledge of community resources, and experience in a human services agency.

Program Outcomes

- **Assessment:** Using a case vignette in each course the student will analyze the case and identify problem areas.
- **Legal and ethical:** The student will use a case vignette in each course to identify any legal and ethical issues that might arise while providing services to the case.
- **Treatment planning:** The student will use a case vignette in each course to assess area in need of intervention and will discuss these interventions.
- **Community resources:** The student will identify community resources that could be used to assist a person or family in a case vignette in each course.
- **Self Care:** The student will identify areas of support and self care that are needed for themselves to professionally assist the clients in specific case vignettes, such as supervision, consultation, personal counseling.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: entry level jobs in Health and Human Services and a variety of non-profit agencies in the community in the area of crisis management, substance abuse, eligibility, and case management.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		25
COMP 005	Computer Concepts *	4
or COMP 130	Introduction to Personal Computers	
ECON 025	Introduction to Economics *	3
or ECON 040	Principles of Microeconomics	
or BUS 297	Personal Finance	
HSRV 101	Group Design and Leadership	4
HSRV 102	Drug and Alcohol Treatment	3
HSRV 120	Introduction to Social Welfare	3
HSRV 121	Interviewing	5
HSRV 122	Introduction of Human Services	3
+		
REQUIRED WORK EXPERIENCE		3
Select three units from the following courses:		
WEXP 193H	Human Services Work Experience – First Semester	1-4
WEXP 194H	Human Services Work Experience - Second Semester	1-4
WEXP 195H	Work Experience Human Services - Third Semester	1-4
+		
RESTRICTED ELECTIVES		6
Select six units from the following courses:		
ANTH 010	Cultural Anthropology *	3

ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies *	3
HSRV 104	Issues in Family Violence	3
PSY 001	General Psychology *	3
PSY 005	Social Psychology *	3
PSY 010	Human Sexuality *	3
PSY 034	Abnormal Psychology *	3
PSY 133	Personal and Social Growth *	3
SOC 026	Marriage and Family Life *	3
ELECTIVES		1-10
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 0-9 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Human Services (Social Work)

This certificate prepares students for entry-level employment in the field of Human Services (Social Work). Students completing this certificate will acquire skills in critical thinking, case planning, crisis intervention, theory-based assessment, working knowledge of community resources and hands-on work experience in a human services agency in the community.

Program Outcomes

- **Assessment:** Using a case vignette in each course the student will analyze the case and identify problem areas.
- **Legal and ethical:** The student will use a case vignette in each course to identify any legal and ethical issues that might arise while providing services to the case.
- **Treatment planning:** The student will use a case vignette in each course to assess the area in need of intervention and will discuss these interventions.
- **Community resources:** The student will identify community resources that could be used to assist a person or family in a case vignette in each course.
- **Self Care:** The student will identify areas of support and self-care that are needed for themselves to professionally assist the clients in specific case vignettes, such as supervision, consultation, personal counseling.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: entry-level jobs in Health and Human Services and a variety of non-profit service organizations working in eligibility, case management, crisis, residential care and substance abuse treatment.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		25
COMP 005 or COMP 130	Computer Concepts Introduction to Personal Computers	4
ECON 025 or ECON 040 or BUS 297	Introduction to Economics Principles of Microeconomics Personal Finance	3
HSRV 101	Group Design and Leadership	4
HSRV 102	Drug and Alcohol Treatment	3
HSRV 120	Introduction to Social Welfare	3
HSRV 121	Interviewing	5
HSRV 122	Introduction of Human Services	3
+		
REQUIRED WORK EXPERIENCE		3
Select three units of the following courses (no more than four units of any course):		
WEXP 193H	Human Services Work Experience – First Semester	1-4
WEXP 194H	Human Services Work Experience - Second Semester	1-4
WEXP 195H	Work Experience Human Services - Third Semester	1-4
+		
RESTRICTED ELECTIVES		6
Select six units from the following courses:		
ANTH 010	Cultural Anthropology	3
ETHN 001	Black American Studies	3
ETHN 002	American Indian Studies	3
ETHN 003	Chicana and Chicano Studies	3
ETHN 004	Asian American Studies	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies	3
HSRV 104	Issues in Family Violence	3
PSY 001	General Psychology	3
PSY 005	Social Psychology	3
PSY 010	Human Sexuality	3

PSY 034	Abnormal Psychology	3
PSY 133	Personal and Social Growth	3
SOC 026	Marriage and Family Life	3
=		
TOTAL		34

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Social Sciences Division Chair.

Certificate of Achievement in Issues in Family Violence

This certificate prepares students for entry-level employment in the field of domestic violence. Students completing this certificate will acquire skills in critical thinking, legal issues related to domestic violence, child abuse, elder abuse, sexual assault, case planning, crisis intervention, theory-based assessment, working knowledge of community resources and hands-on work experience in a human services agency in the community.

Program Outcomes

- Analyze a person or family in a case vignette and come up with the key issues that are impacting the case.
- Identify any legal and ethical issues in providing services to a case vignette.
- Discuss planned interventions to assist the person or family in a case vignette.
- Use knowledge of community resources to “treat” issues in a case vignette.
- Identify ways to manage the student’s own issues that result from providing services to a case vignette, such as supervision, consultation, and setting limits.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: family violence, domestic violence shelters, case management through Child Welfare Services, children’s programs, batterers intervention programs, and a variety of non-profit service organizations.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		12
HSRV 101	Group Design and Leadership	4
HSRV 104	Issues in Family Violence	3
HSRV 121	Interviewing	5
+		
REQUIRED WORK EXPERIENCE		6
Select six units of the following courses (no more than four units of any course):		
WEXP 193H	Human Services Work Experience – First Semester	1-4
WEXP 194H	Human Services Work Experience - Second Semester	1-4
WEXP 195 H	Human Services Wrk Exp-3rd Sem	1-4
WEXP 196 H	Human Services Wrk Exp-4th Sem	1-4
+		
TOTAL		18

The Certificate of Achievement requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Social Sciences Division Chair.

Industrial Technology



The Industrial Maintenance Program is an academic discipline concerned with the study of technologies used in the repair of modern automated machinery. Topics include basic electricity, mechanics, hydraulics and pneumatics, machining, motor control repair and design, programmable logic controllers, refrigeration, and welding. The skills developed within this discipline include troubleshooting of machine malfunctions, electrical troubleshooting, electrical circuit design, programming of motor drives, programming and program design of programmable logic controllers, MIG TIG and stick welding, and other required skills for employment as an Industrial Maintenance Technician.

Transfer requirements for the Industrial Maintenance Program are available in the Counseling Center. In all cases, students should consult with a counselor for specific transfer requirements. College of the Sequoias Counseling Office may be reached at (559) 730-3715.

Career options include positions in industrial maintenance, industrial electrician, and commercial maintenance technician. A higher degree may be required to meet minimum job requirements depending on the position.

Videos

- Industrial Technology (<https://vimeo.com/461521696/>)
- Industrial Automation 1 (<https://vimeo.com/508052612/>)
- Industrial Automation 2 (<https://vimeo.com/461521264/>)

Contact Information

Industrial Maintenance Faculty Contact

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Associate Degree

- Associate of Science in Industrial Automation (AS) (p. 340)
- Associate of Science in Industrial Maintenance Technology (AS) (p. 341)

Certificate

- Certificate of Achievement in Industrial Automation (p. 343)
- Certificate of Achievement in Industrial Maintenance Technology (p. 344)
- Skill Certificate in Programmable Logic Controllers (p. 345)
- Skill Certificate in Water and Wastewater Treatment (p. 346)

Associate of Science in Industrial Automation (AS)

This degree prepares students for advanced-level employment in the fields of industrial automation and industrial maintenance. Students are required to complete the industrial maintenance program or have equivalent experience before advancing to the industrial automation program. Students completing this program will acquire employment skills in the areas of instrumentation, process control, electrical wiring and troubleshooting, motor controls, variable frequency drives, programmable logic controllers, human-machine interfaces, industrial networks, and industrial robots.

Program Outcomes

- Safely demonstrate technical skills required for employment in automation and manufacturing industries.
- Develop and apply problem-solving skills to design and maintain automated systems.
- Function effectively in a technical capacity as an individual and as a team member, demonstrating a commitment to professionalism, quality, timeliness, and safety.

Career Opportunities

Upon successful completion of this degree, students will be prepared for employment in the following occupations: Industrial maintenance technician, industrial automation technician, instrumentation technician, electronics technician, field service technician, technical sales representative.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		32
ITEC 174	Programmable Logic Controllers for Industrial Automation	4
ITEC 176	Advanced Programmable Logic Controllers for Industrial Automation	4
ITEC 182	Methods of Automatic Control	4
ITEC 184	Instrumentation	4
ITEC 279	Industrial Robots (Proposed course: Industrial Robots)	4
ITEC 283	Variable Speed Drives	4
ITEC 285	Industrial Networks	4
ITEC 287	Industrial Automation Capstone Project	4
+		
ELECTIVES		3
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (<http://catalog.cos.edu/associate-degree-requirements/>) for additional details).

Associate of Science in Industrial Maintenance Technology (AS)

This degree prepares students for entry-level employment and/or potential further study in the fields of Industrial Technology/Industrial Maintenance. Students completing this degree will have a foundation for the field of Industrial Technology through the study of electricity, motor controls and programmable motor drives, programmable logic controllers, hydraulics/pneumatics, industrial mechanics, machining, refrigeration and boilers, and various welding methods. Students will acquire skills and abilities in design of electrical circuits, reading and interpreting schematics, encoding programmable devices, and design of facility changes for industrial applications.

Program Outcomes

- Identify, design, and troubleshoot an industrial electrical circuit with a multi-meter to include motor control and building power distribution.
- Read a print, repair and maintain the mechanical components of hydraulic and pneumatic circuits found in industrial machines to like new condition.
- Design, program, and troubleshoot both programmable logic controllers (PLC), and variable frequency drives (VFD). This is accomplished in single phase and three phase circuits.
- Weld in three modes: MIG, STICK, and TIG to industrial maintenance standards.
- Have additional entry level job skills in: boilers, refrigeration and power distribution.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: industrial maintenance technician, industrial machine operator, industrial electrician, corrections facilities maintenance, hospital engineer, and food service machine technician.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		30
ITEC 110	Electricity and Electronics	3
ITEC 111	Manufacturing Processes	3
ITEC 112	Welding Principles 1	4
ITEC 120	Programmable Logic Controllers	3
ITEC 213	Industrial Mechanics	5
ITEC 222	Automated Controls	5
ITEC 223	Welding Principles 2	4
ITEC 224	Hydraulics and Pneumatics	3
+		
ELECTIVES		5
Select additional degree applicable courses numbered 1-299 to achieve 60 units. The courses below are suggestions and are completely voluntary. See instructor for supervision before adding.		
WEXP 193M	Maintenance Technology Work Experience – First Semester	1-4
WEXP 194 M	Maint Tech Wrk Exp-2nd Sem	1-4
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and

4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Industrial Automation

This certificate prepares students for advanced level employment in the fields of industrial automation and industrial maintenance. Students are required to complete the industrial maintenance program or have equivalent experience before advancing to the industrial automation program. Students completing this program will acquire employment skills in the areas of instrumentation, process control, electrical wiring and troubleshooting, motor controls, variable frequency drives, programmable logic controllers, human machine interfaces, industrial networks, and industrial robots.

Program Outcomes

- Safely demonstrate technical skills required for employment in automation and manufacturing industries.
- Develop and apply problem solving skills to design and maintain automated systems.
- Function effectively in a technical capacity as an individual and as a team member, demonstrating a commitment to professionalism, quality, timeliness, and safety.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following occupations: Industrial maintenance technician, industrial automation technician, instrumentation technician, electronics technician, field service technician, technical sales representative.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		32
ITEC 174	Programmable Logic Controllers for Industrial Automation	4
ITEC 176	Advanced Programmable Logic Controllers for Industrial Automation	4
ITEC 182	Methods of Automatic Control	4
ITEC 184	Instrumentation	4
ITEC 279	Industrial Robots (Proposed course: Industrial Robots)	4
ITEC 283	Variable Speed Drives	4
ITEC 285	Industrial Networks	4
ITEC 287	Industrial Automation Capstone Project	4
=		
TOTAL		32

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Certificate of Achievement in Industrial Maintenance Technology

This certificate prepares students for entry-level employment in the fields of industrial maintenance, industrial machine operation, industrial electrician, corrections facilities maintenance, hospital engineer, and food service machine technicians. Students completing this certificate will acquire employment skills in the area of electricity, motor controls and programmable motor drives, programmable logic controllers, hydraulics/pneumatics, industrial mechanics, machining, refrigeration and boilers, and various welding methods.

Program Outcomes

- Identify, design, and troubleshoot an industrial electrical circuit with a multi-meter to industrial standards.
- Read a print, repair and maintain the mechanical components of hydraulic and pneumatic circuits found in industrial machines to like new condition.
- Design, program, and troubleshoot both programmable logic controllers (PLC), and variable frequency drives (VFD). This is accomplished in single phase and three phase circuits.
- Weld in three modes: MIG, STICK, and TIG to industrial maintenance standards.
- Have additional entry level job skills in: machining, boilers, refrigeration, mechanics, motor control, and fabrication.
- Possess entry-level job skills necessary to program controllers in the industry.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: industrial maintenance technician, industrial machine operator, industrial electrician, corrections facilities maintenance, hospital engineer, and food service machine technician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		30
ITEC 110	Electricity and Electronics	3
ITEC 111	Manufacturing Processes	3
ITEC 112	Welding Principles 1	4
ITEC 120	Programmable Logic Controllers	3
ITEC 213	Industrial Mechanics	5
ITEC 222	Automated Controls	5
ITEC 223	Welding Principles 2	4
ITEC 224	Hydraulics and Pneumatics	3
+		
ELECTIVES		0-16
The courses below are suggestions and are completely voluntary. See instructor for supervision before adding.		
WEXP 193M	Maintenance Technology Work Experience – First Semester	1-4
WEXP 194M	Maintenance Tech Work Experience - Second Semester	1-4
WEXP 195M	Work Experience Maintenance Technician - Third Semester	1-4
WEXP 196M	Work Experience Maintenance Technician - Fourth Semester	1-4
=		
TOTAL		30

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Programmable Logic Controllers

Students completing this certificate will acquire the programming, wiring, troubleshooting, and application of the Programmable Logic Controllers.

Program Outcomes

- Possess entry-level skills as a programmable logic controller technician to include program entry and troubleshooting skills.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: entry-level employment as a PLC technician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ITEC 270	Programmable Logic Controllers for Technicians	2
=		
TOTAL		2

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Skill Certificate in Water & Wastewater Treatment

Students completing this certificate will acquire knowledge and skills related to treating domestic drinking water and wastewater prior to disposal and/or reuse, related science and mathematics concepts, and preparing for the California Drinking Water operator Certification by the State Water Resources Control Board (Grade T1 and T2) and California State Water Resources Control Board Wastewater Operator Certification (Grade 1 and 2).

Program Outcomes

- Achieve the educational requirements necessary associated with prerequisites for water and wastewater industry examinations and/or certification
- Demonstrate a basic understanding of water and wastewater treatment principles, and associated operations and maintenance considerations
- Demonstrate a basic understanding of water and wastewater treatment related mathematics

Career Opportunities

Upon successful completion of this certificate, students will be prepared for educational and examination requirements prior to certification leading to employment in the following jobs: Water Treatment Plant Operator (T1 or T2), Water Distribution System Operator (D1 or D2), or Wastewater Treatment Plant Operator (OIT, Grade 1 or Grade 2).

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ITEC 220	Water Treatment Fundamentals	3
ITEC 221	Fundamentals of Wastewater Treatment	3
=		
TOTAL		6

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Information Communications Technology



ICT is an academic discipline concerned with the study of Computer network design, management, and security as it applies to various business operational needs. The skills developed within this discipline include the application of theory to real world problems, effective business communication both verbal and written form. Understanding how to share knowledge with both technical and non-technical audience.

Transfer requirements in Information Technology or Systems are available in the Counseling Center.

In all cases, students should consult with a counselor for specific transfer requirements.

Career options include positions entry level positions as Help Desk Support Technician, and Network Support Technician. With more experience and education options include Network Administrator, and Network Engineer. A higher degree may be required to meet minimum job requirements depending on the position (Network Administrator, and Network Engineer).

Contact Information

Information Communication Technology Faculty Contact

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Industry and Technology Division Chair

Randy Emery | (559) 688-3180 | r (frankt@cos.edu)andye@cos.edu (randye@cos.edu)
Tulare Center Building C: Room C | Tulare Campus

Dean of CTE and Workforce Development

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Tulare College Center | Building A 107 | Tulare Campus

Related Areas of Study: Computer (p. 226) and Computer Science (p. 231)

Associate Degree

- Associate of Science in Information Communication Technology (AS) (p. 349)

Certificates

- Certificate of Achievement in CISCO CCNA Academy (p. 350)
- Certificate of Achievement in Computer and Network Support (p. 351)

Associate of Science in Information Communication Technology (AS)

This degree prepares students for entry-level employment in the field of Information Communication Technology through the study of Network Hardware, Software, Design, Maintenance, and Security. Students will acquire skills in Supporting and Managing Network Systems in Microsoft and Cisco platforms.

Program Outcomes

- At the end of this program, students will be able to design, support, and manage network systems.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: Help Desk Technician, and Network Support role in business operations.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		37
BUS/COMM 112	Public Speaking for Business	4
BUS 184	Business Communications	3
COMP 006	Programming Fundamentals	3
COMP 233	Database Processing	3
ICT 201	PC Repair and Maintenance	4
ICT 221	CISCO Academy 1	4
ICT 222	CISCO Academy 2	4
or ICT 210	Introduction to Microsoft Windows Server	
ICT 223	CISCO Academy 3	4
or ICT 235	Introduction to Virtual Computing	
ICT 224	CISCO Academy 4	4
or ICT 240	Introduction to Cloud Computing	
ICT 230	Network Security Fundamentals	4
+		
ELECTIVES		1
Select additional courses numbered 1-299 to achieve 60 units		
=		
TOTAL		60

* Courses meet General Education requirements and 3 units may double count above in 1 (COS-GE).

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in CISCO CCNA Academy

Students completing this certificate will acquire the ability to design, support, and analyze LAN and WAN networks, program routers, switches, and troubleshoot and repair components.

Program Outcomes

- Identify, research, and report on the installation, use, and troubleshooting of CISCO networking components.
- Load, configure, and troubleshoot operating systems, server software, application software, device updates and upgrades, and network troubleshooting, maintenance, and configuration utilities.
- Safely build, maintain, repair, and upgrade CISCO networks.
- Work in a group to research solutions to problems in CISCO networks and be able to help others solve network problems through online information, helpdesk assistance, and personal intervention.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: Network Technician, Network Administrator, Consultant, and Network Engineer.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
The following courses must be taken in sequential order		
ICT 221	Cisco Academy 1	4
ICT 222	CISCO Academy 2	4
ICT 223	CISCO Academy 3	4
ICT 224	CISCO Academy 4	4
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Certificate of Achievement in Computer & Network Support

Students completing this certificate will acquire skills in troubleshooting of common personal computer components, applying basic computer hardware, software, and information technology concepts and techniques to a variety of business environments.

Program Outcomes

- Design, create, and troubleshoot complex network infrastructures including LANs, MANs, WANs, and PANs.
- Design and implement enterprise level network operating systems to solve business problems.
- Analyze and communicate technical solutions applied to business operational needs.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: computer help desk specialist, network technician, and computer repair technician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
ICT 201	PC Repair and Maintenance	4
ICT 210	Introduction to Microsoft Windows Server	4
ICT 235	Introduction to Virtual Computing	4
ICT 240	Introduction to Cloud Computing	4
=		
TOTAL		16

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry and Technology Division Chair.

Journalism



The COS Journalism Department offers a variety of undergraduate-level courses and experiences to prepare students for continued education or an entry-level career in mass communication and journalism. Course offerings provide students with the opportunity to learn about mass communication, newswriting and reporting, news production, digital photography, cultural issues in media, and more. Students can earn an Associate in Arts in Journalism for Transfer (AA-T) degree that meets lower division requirements for Journalism for all CSU campuses.

The Journalism Department is also responsible for the production of the student-run newspaper, *The Campus*. Students on staff gain real-world, hands-on experience, and create a portfolio of published work that can assist them in earning internships, employment, and scholarships. Staff members have access to professional-grade equipment and receive guidance on professional standards, newsroom etiquette, media ethics, news production, and more. In addition, students have the opportunity to develop skills in leadership, teamwork, critical thinking, time management, and general professionalism. Majors, along with non-majors, are encouraged to enroll and contribute their skills to the publication.

Contact Information

Language and Communication Studies Division Chair

Cynthia Johnson | (559) 730-3966 | cynthiaj@cos.edu
Kaweah: 251C | Visalia Campus

Dean of Language and Communication Studies/Educational Support Services

Angela Sanchez | (559) 737-5362 | [a\(christophersu@cos.edu\)ngelasa@cos.edu](mailto:a(christophersu@cos.edu)ngelasa@cos.edu) (angelasa@cos.edu)
Educational Support Services: 113 | Visalia Campus

Associate Degree

- Associate in Arts in Journalism for Transfer (AA-T) (p. 353)

Associate in Arts in Journalism for Transfer (AA-T)

Students completing the Associate in Arts in Journalism for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Journalism. Students completing this degree will have an introductory foundation for the field of Journalism through the study of mass communication; reporting, writing, and editing; multimedia journalism including podcasting and videography; and workplace skills and leadership. Students will acquire skills and abilities in a variety of communication media.

Program Outcomes

- Articulate the power and effect of mass media on culture and society.
- Create quality journalism that reflects professional standards.
- Understand and apply concepts of critical thinking, effective leadership, hierarchy, and basic media ethics and law.

Transfer & Career Opportunities

This Associate in Arts in Journalism for Transfer (AA-T) degree is intended to meet the lower division requirements for Journalism for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include media publishing, public relations firms, advertising firms, and non-profit agencies. It is also appropriate for those seeking jobs requiring photography or computer skills and for those interested in law, criminal justice, graphic arts and web page design. Language skills are heavily emphasized.

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		14.5
JOUR 001	Writing for New Media	3.5
JOUR 007	Mass Communication *	3
JOUR 130	Media Practicum I	4
JOUR 131	Media Practicum II	4
+		
RESTRICTED ELECTIVES		6-7
Select two of the following courses:		
COMM 005	Argumentation and Debate *	3
ECON 040	Principles of Microeconomics *	3
or ECON 050	Principles of Macroeconomics	
ENGL 002	Logic and Composition *	3
JOUR 011	Introduction to Digital Photography	3
MATH 021	Introduction to Statistics *	4
or SSCI 025	Statistics - Social Sciences	
PHIL 020	Introductory Logic *	3
PHIL 025	Critical Thinking *	3
POLS 005	Federal, State and Local Government *	3
POLS 006	Comparative Politics *	3
+		
ELECTIVES		4.5-10.5
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6-9 units may be double counted above in 1A (CSU GE).

** 3-9 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Liberal Arts

The Liberal Arts series of themed Associate of Arts degrees are not intended for transfer. Students completing these degrees are qualified for employment that requires some college preparation, but for which the Bachelor's degree is not necessary.

Students are advised to consult with a counselor to determine if one of these programs will meet your educational objectives.

Contact Information

Student Services Division Chair

Lisa Loewen | (559) 583-2521 | lisalo@cos.edu
E52 | Hanford Campus

Dean of Student Services

Michele Brock | (559) 737-5441 | michelebr@cos.edu
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Associate Degrees

- Associate of Arts in Liberal Arts - Pathway to Health and Physical Education (AA) (p. 356)
- Associate of Arts in Liberal Arts - Pathway to Educational Occupations (AA) (p. 433)
- Associate of Arts in Liberal Arts - Pathway to Social and Behavioral Science (AA) (p. 359)
- Associate of Science in Liberal Arts - Pathway to Health Science (AS) (<https://catalog.cos.edu/areas-study/liberal-studies/associate-arts-liberal-arts-pathway-health-science/>)

Associate of Arts in Liberal Arts - Pathway to Health and Physical Education (AA)

This program is designed for students seeking a broad knowledge base in the Liberal Arts, plus additional course work in an area of emphasis. This program would be an ideal selection for those students pursuing an introductory career in the Health and Physical Education Careers. Due to variations in admissions into programs, careers, and major requirements, selection of an emphasis should be done in collaboration with a COS counselor.

Program Outcomes

- Upon completion of this program, a student will be prepared for a pre-professional Health and Physical Education Fields

Career Opportunities

Access to programs, careers, and entry-level employment in Health and Physical Education Fields.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)*		
+		
REQUIRED MAJOR COURSES		18
Complete a minimum of 18 units with a "C" grade or better from the following courses. Courses used to fulfill the general education requirements listed above may be counted as part of this 18-unit minimum.		
Select nine units from the following health and wellness core courses. In addition, selection nine units from Option A or Option B:		
HW 001	Personal and Community Health *	3
HW 003	First Aid/CPR/AED	3
HW 007	Sports Health *	3
HW/SMED 060	Concepts in Health and Fitness	3
HW 104	Drugs and Society	3
HW/NUTR 119	Nutrition for Fitness	3
KINE 001	Introduction to Kinesiology	3
KINE 082	Introduction to the Theory of Coaching	2
KINE 084	Theory of Football	2
KINE 088	Sport and Exercise Psychology	3
KINE 093	Women's Health	3
NUTR 018	Nutrition *	3
SMED 040	Introduction to Sports Injuries	3
+		
OPTION A - PHYSICAL EDUCATION		
Select nine units from any of the Physical Education, Dance, and/or Intercollegiate Athletics courses:		
Physical Education		
PEAC 001	Aerobic Conditioning	1
PEAC 002	Non-Impact Aerobics	1
PEAC 003	Step Aerobics	1
PEAC 004	Circuit Training	1
PEAC 008	Beginning Swimming	1
PEAC 009	Intermediate Swimming	1
PEAC 010	Advanced Swimming	1
PEAC 011	Swimming for Fitness	1
PEAC 015	Fundamentals of Baseball	1
PEAC 016	Conditioning for Baseball	1
PEAC 017	Techniques of Baseball	1
PEAC 021	Beginning Basketball	1
PEAC 022	Intermediate Basketball	1

PEAC 025	Fundamentals of Football	1
PEAC 036	Stretch and Tone	1
PEAC 037	Pilates Mat Class	1
PEAC 038	Introduction to Yoga	1
PEAC 039	Hatha Yoga Fundamentals	1
PEAC 042	Soccer	1
PEAC 046	Women's Softball-Beginning	1
PEAC 048	Women's Softball - Advanced	1
PEAC 052	Beginning Tennis	1
PEAC 053	Intermediate Tennis	1
PEAC 056	Beginning Track and Field	1
PEAC 060	Varsity Performance 1	2
PEAC 061	Varsity Performance 2	2
PEAC 064	Beginning Volleyball	1
PEAC 065	Intermediate Volleyball	1
PEAC 068	Beginning Fitness Walking	1
PEAC 069	Intermediate Fitness Walking	1
PEAC 070	Walk/Jog for Aerobic Fitness	1
PEAC 071	Cross Interval Training	1
PEAC 074	Beginning Weight Training	1
PEAC 075	Intermediate Weight Training	1
PEAC 076	Advanced Strength and Body Building Principles	2
PEAC 177	Cheer and Stunt	1
PEAC 262	Cheer Fitness 1	1
PEAC 263	Cheer Fitness 2	1
Intercollegiate Athletics		
IA 001AD	Intercollegiate Varsity Baseball	3
IA 002AD	Intercollegiate Men's Basketball	1.5
IA 003AD	Intercollegiate Women's Basketball	1.5
IA 006AD	Intercollegiate Football	3
IA 008AD	Intercollegiate Women's Softball	3
IA 012AD	Intercollegiate Women's Tennis	3
IA 016AD	Intercollegiate Women's Volleyball	3
IA 023AD	Intercollegiate Track and Field	3
IA 024AD	Intercollegiate Cross Country	3
IA 029AD	Intercollegiate Swimming/Diving	3
IA 030AD	Intercollegiate Women's Soccer	3
IA 031AD	Intercol Women's Equestrian	1.5
IA 032AD	Intercollegiate Men's Soccer	3
IA 047AD	Strategies of Sport	1
IA 049AD	Performance of Sport	1
IA 051AD	Power Lifting for Athletes	2
Dance		
DANC 041	Musical Theatre Performance - Dance	2
DANC 050	Ballet 1	1
DANC 051	Ballet 2	1
DANC 054	Modern Dance 1	1
DANC 055	Modern Dance 2	1
DANC 056	Contemporary Dance	1
DANC 058	Jazz Dance 1	1
DANC 059	Jazz Dance 2	1
DANC 061	Jazz Dance Styles 2	1

DANC 062	Tap Dancing 1	1
DANC 063	Tap Dancing 2	1
DANC 070	Hip Hop	1
DANC 071	Dance Crew	1
DANC 080	Choreography	1
DANC 081	Studies in Choreography	1
DANC 082	Contemporary Dance 2	1
DANC 085	Dance Production 1	1
DANC 160	Jazz Dance Styles	1
OR		
OPTION B - SPORTS MEDICINE		
Select nine units from any introductory Sports Medicine Courses:		
SMED 151	Lower Extremities Assessment	2
SMED 152	Lower Extremities Rehabilitation	2
SMED 153	Upper Extremities Assessment	2
SMED 154	Upper Extremities Rehabilitation	2
SMED 181	Athletic Training Clinical 1	1
SMED 182	Athletic Training Clinical 2	1
SMED 183	Athletic Training Clinical 3	1
SMED 184	Athletic Training Clinical 4	1
WEXP 193Y	Sport Medicine Work Experience – First Semester	1-4
WEXP 194Y	Sports Medicine Work Experience - Second Semester	1-4
WEXP 195Y	Work Experience Sport Medicine - Third Semester	1-4
WEXP 196 Y	Sports Med Wrk Exp - 4th Sem	1-4
+		
ELECTIVES		25
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 6 units may double count above in COS-GE. Also, any of the PE or IA courses required for this major will meet the PE subject requirement for graduation and 2 units may double count above in COS-GE.

The Associate of Arts in Liberal Arts with an Area of Emphasis requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Associate of Arts in Liberal Arts - Pathway to Social Behavioral Science (AA)

This program is designed for students seeking a broad knowledge base in the Liberal Arts, plus additional course work in an area of emphasis. This program would be an ideal selection for students pursuing an introductory career in the field of social behavioral sciences. Due to variations in admissions into programs, careers, and major requirements, selection of an emphasis should be done in collaboration with a COS counselor.

Program Outcomes

- Upon completion of this program, a student will be prepared in the foundational knowledge of sociology, social and cultural anthropology, psychology and behavioral aspects of growth and development, economics, geography, law, and political science. This knowledge will prepare students for an entry-level position in mental health and social services.

Career Opportunities

Access to programs, careers, and entry-level employment in the Social and Behavioral Science fields.

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)*		
+		
REQUIRED MAJOR COURSES		18
Complete a minimum of 18 units with a "C" grade or better from the following courses. Courses used to fulfill the general education requirements listed above may be counted as part of this 18-unit minimum.		
AJ 011	Introduction to Criminal Justice *	3
ANTH 010	Cultural Anthropology *	3
CFS 080	Lifespan Development *	3
CHLD 039	Child Development-DS 1 *	3
CHLD 042	Child, Family & Society-DS2 *	3
ETHN 001	Black American Studies *	3
ETHN 002	American Indian Studies *	3
ETHN 003	Chicana and Chicano Studies *	3
ETHN 004	Asian American Studies *	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies	3
ECON 025	Introduction to Economics *	3
ECON 040	Principles of Microeconomics *	3
GEOG 002	World Regional Geography *	3
HIST 017	People of the US to 1877 *	3
HIST 018	People of the US from 1865 *	3
HSRV 120	Introduction to Social Welfare	3
HSRV 122	Introduction of Human Services	3
PSY 001	General Psychology *	3
PSY 005	Social Psychology	3
PSY 034	Abnormal Psychology	3
PSY 130	Introduction to Behavior Modification	3
PSY 133	Personal and Social Growth *	3
SOC 001	Introduction to Sociology *	3
SOC 002	Social Problems *	3
SOC 026	Marriage and Family Life *	3
POLS 005	Federal, State and Local Government *	3
POLS 010	California Government and Politics	1
POLS 012	Introduction to Political Science	3
+		
ELECTIVES		17-26
Select additional degree applicable courses numbered 1-299 to achieve 60 units		

=

TOTAL

60

* Courses meet General Education requirements and 0-9 units may double count above in COS-GE.

The Associate of Arts in Liberal Arts with an Area of Emphasis requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Library



The Library offers several support courses that introduce students to library resources that are needed to perform effective research. These courses will better prepare you in finding both written and electronic information that will improve your essays and research papers.

Contact Information

Director of Learning Resource Center

Dr. Mai Soua Lee | (559) 730-3826 | maisoual@cos.edu
Lodgepole: 213 | Visalia Campus

Dean of Language and Communication Studies/Educational Support Services

Angela Sanchez | (559) 737-5362 | [a\(christophersu@cos.edu\)ngelasa@cos.edu](mailto:a(christophersu@cos.edu)ngelasa@cos.edu) (angelasa@cos.edu)
Educational Support Services: 113 | Visalia Campus

Linguistics

Linguistics investigates the science of language. This includes, but is not limited to the study of syntax, phonetics and semantics. Linguistics prepares students for successful careers in language teaching and other education positions both in the US and abroad. Linguistics also prepares individuals for careers in the computer industry, law, publishing and the media, advertising and government.

Contact Information

Language and Communication Studies Division Chair

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Kaweah: 251C | Visalia Campus

Dean of Language and Communication Studies/Educational Support Services

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Educational Support Services: 113 | Visalia Campus

Associate in Science in Mathematics for Transfer (AS-T)

Students completing the Associate in Science in Mathematics for Transfer will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Mathematics. Students completing this degree will have an introductory foundation for the field of Mathematics through the study of single and multivariate calculus, linear algebra and differential equations, and will acquire the knowledge and skill sets necessary for success in a baccalaureate-level mathematics program.

Program Outcomes

- Take real situations and develop mathematical models to solve problems.
- Apply analytical techniques to solve problems.
- Create, interpret and analyze graphical representations of data and equations.

Transfer & Career Opportunities

This Associate in Science in Mathematics for Transfer (AS-T) Degree is intended to meet the lower division requirements for mathematics for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: technical and financial industries, academics and research, computer and statistical fields (many other career options require an advanced degree).

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		12
MATH 065	Calculus 1 *	4
MATH 066	Calculus 2	4
MATH 067	Calculus 3	4
+		
RESTRICTED ELECTIVES - LIST A		4-5
Select one of the following courses:		
MATH 080	Linear Algebra	4
MATH 081	Differential Equations	5
+		
RESTRICTED ELECTIVES - LIST B		4
Select one course from either List A or List B:		
CSCI 001	Programming Concepts/Method 1	4
MATH 021	Introduction to Statistics	4
PHYS 055	Physics 1: Mechanics & Waves *	4
+		
ELECTIVES		3-10
Select additional transferable courses numbered 1-199 to achieve 60 units		
=		
TOTAL		60

* Course(s) meets General Education requirement and 3-6 units may be double counted above in 1A (CSU GE).

** 3-7 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Music

The COS Music Department provides career preparation and/or personal enrichment. Students can pursue a music degree or commercial music certificate while enjoying excellent preparation towards college transfer or a music career. Students completing the degree will possess a foundation in music theory, applied music, and ensemble performance.

Participate in a variety of ensembles and performance courses such as Band, Choir, Orchestra, Jazz Band, Voice, and Piano. Enrich your music technology knowledge through Recording Arts, Computerized Audio Production, and Music Business courses. Explore music history/theory in Music Appreciation, History of Rock & Roll, Jazz Appreciation, World Music, and Music Fundamentals.

Contact Information

Vocal Music Faculty Contact

John Sorber | (559) 730-3871 | johnso@cos.edu

Instrumental Music Faculty Contact

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Keyboards Faculty Contact

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Music Theory Faculty Contact

Brian Johnson | (559) 730-3758 | brianjo@cos.edu

Fine Arts Division Chair

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Sawtooth: 320 O | Visalia Campus

Dean of Arts and Letters

Richard Lubben | (559) 730-3735 | richardl@cos.edu
Tule: 550 | Visalia Campus

Associate Degrees

- Associate of Arts in Music for Transfer (AA-T) (p. 365)
- Associate of Arts in Music (AA) (p. 366)

Certificate

- Certificate of Achievement in Commercial Music (p. 368)

Associate in Arts in Music for Transfer (AA-T)

Students completing the Associate in Arts in Music for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Music. Students completing this degree will have an introductory foundation for the field of Music through the study of music theory and musicianship; performance practices of different genres of music including public recitals and concerts. Students will acquire solo and ensemble performance skills from different time periods; hear, analyze and write music and distinguish historical musical styles. The program offers three areas of emphasis: instrumental, vocal, keyboard.

Program Outcomes

Discriminate historical differences in music styles and use this knowledge to assess musical performances.

Implement the concepts of musical theory and analyze examples from a musical score.

Interpret a musical score and perform with technical accuracy, expression and artistry.

Transfer & Career Opportunities

This Associate of Arts in Music for Transfer (AA-T) Degree is intended to meet the lower division requirements for Music for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: Studio Musician; Instrumental Teacher; Voice Teacher; Music Director/Conductor/Producer; Accompanist; Media Composer/Arranger; Music Score Preparer; Composer; Music Therapist; Music Journalist; Audio Technician; Recording Engineer; Audio Designer; Media Composer/Arranger.

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		24
All students must declare a concentration (Keyboarding, Instrumental, or Vocal) and complete the following:		
MUS 004	Theory and Musicianship 1 *	4
MUS 005	Theory and Musicianship 2 *	4
MUS 006	Theory and Musicianship 3	4
MUS 007	Theory and Musicianship 4	4
MUS 041AD	Applied Music Lessons (must be completed four times for a total of 4 units)	4
Select one of the following courses (must be completed four times):		
MUS 034AD	Concert Choir	1-2
MUS 054AD	Symphony Orchestra	1
MUS 074AD	Symphonic Band	1-2
+		
ELECTIVES		3-5
Select additional transferable courses numbered 1-199 to achieve 60 units		
The Music Department strongly recommends MUS 020AD to meet this additional unit requirement.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Arts in Music (AA)

This degree prepares students for transfer to a four-year university. Students completing this degree will have an introductory foundation for the field of Music through the study of music theory and musicianship; performance practices of different genres of music, including public recitals and concerts. Students will acquire solo and ensemble performance skills from different time periods; hear, analyze and write music and distinguish historical musical styles. The program offers four areas of emphasis: instrumental, vocal, keyboard and theory/composition.

Program Outcomes

Discriminate historical differences in music styles and use this knowledge to assess musical performances.

Implement the concepts of musical theory and analyze examples from a musical score.

Interpret a musical score and perform with technical accuracy, expression and artistry.

Transfer & Career Opportunities

The College maintains articulation with most CSU and UC campuses and some private colleges and universities. Course requirements vary between colleges and universities and students are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: Studio Musician, Instrumental Teacher, Voice Teacher, Music Director/Conductor/Producer, Accompanist, Media Composer/Arranger, Music Score Preparer, Composer, Music Therapist, Music Journalist, Audio Technician, Recording Engineer, Audio Designer, Media Composer/Arranger.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		26-36
All students must declare an area of emphasis (Keyboard, Instrumental, Vocal, or Composition) and concurrently enroll in MUS 041AD and one of the following major performance ensemble courses for four consecutive semesters: MUS 034AD, MUS 074AD, MUS 054AD		
MUS 004	Theory and Musicianship 1 *	4
MUS 005	Theory and Musicianship 2 *	4
MUS 006	Theory and Musicianship 3	4
MUS 007	Theory and Musicianship 4	4
MUS 041AD	Applied Music Lessons (must be completed four times for a total of 4 units)	1
One of the following large ensemble courses must be completed 4 times for a total of 4-8 units:		
MUS 034AD	Concert Choir	1-2
MUS 054AD	Symphony Orchestra	1
MUS 074AD	Symphonic Band	1-2
All Music majors are required to enroll in piano class until piano proficiency requirement is met.		
MUS 020AD	Piano	2-8
+		
RESTRICTED ELECTIVES		0-3
Select additional courses from the following to complete 60 units:		
MUS 010	Music Appreciation	3
MUS 011	Music Appreciation/Jazz	3
MUS 013	Music of the World	3
MUS 014	History of Rock and Roll	3
MUS 030	Beginning Voice	2
MUS 036	Chamber Singers Renaissance	2
MUS 037	Chamber Singers Classical	2
MUS 038	Chamber Singers Romantic	2
MUS 039	Chamber Singers 20th Century	2
MUS 072AD	Jazz Orchestra	2

MUS 180	The Music Business	2
=		
TOTAL		60-69

* Course(s) meets General Education requirement and 6 units may be double counted above in CSU GE.

** 6 units may be double counted above in IGETC-CSU.

The Associate of Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Transfer Information and Requirements (p. 106) for additional details).

Certificate of Achievement in Commercial Music

This certificate prepares students for entry-level employment in the field of Commercial Music. Students completing this certificate will acquire necessary skills to connect and operate a variety of digital and analog audio equipment specifically related to the recording studio.

Program Outcomes

- Work appropriately with music industry professionals.
- Record musicians in a professional manner.
- Manipulate Pro Tools and related software successfully.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: audio technicians in a variety of environments including, but not limited to: recording studios, churches, theaters, and convention spaces.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		14
MUS 001	Music Fundamentals	3
MUS 180	The Music Business	2
MUS 226	Computerized Audio 1: Pro Tools	2
MUS 227	Computerized Audio Production 2	2
MUS 281	Recording Arts 1	2
MUS 282	Recording Arts 2	3
+		
RESTRICTED ELECTIVES		3
Select three units from the following courses:		
MUS 010	Music Appreciation	3
MUS 014	History of Rock and Roll	3
MUS 020AD	Piano	2
MUS 030	Beginning Voice	2
MUS 034AD	Concert Choir	1-2
MUS 041AD	Applied Music Lessons	1
MUS 054AD	Symphony Orchestra	1
MUS 074AD	Symphonic Band	1-2
=		
TOTAL		17

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Fine Arts Division Chair.

Nursing

Registered Nursing is an academic discipline concerned with the study of: the biological, behavioral, and physical sciences and will acquire critical thinking, effective communication, physical assessment, and cultural competence skills and abilities.

Career options include positions for graduates which are prepared for the role of care provider across the health care continuum, as managers of care, and as an active member of the nursing profession. As a staff nurse, graduates may work in the following: acute care, home care, long-term care, physicians' offices, public and private facilities, and specialty units (Intensive Care, Geriatrics, Dialysis, Operating Room, etc.).

A higher degree may be required to meet minimum job requirements depending on the position.

Additional Information: regarding minimum admission requirements and the separate RN application process is located at:

<https://www.cos.edu/en-us/academics/nursing-allied-health> (<https://www.cos.edu/en-us/academics/nursing-allied-health/>).

Videos

- Nursing - Student Story (<https://vimeo.com/352133903/>)
- Nursing Assistant (<https://vimeo.com/492158161/>)

Contact Information

Director of Registered Nursing

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Nursing and Allied Health Division Chair

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Hospital Rock: 103 | Visalia Campus

Dean of CTE, Nursing, and Allied Health

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Tulare Center Building A | Tulare Campus

Associate Degree

- Associate of Science in Registered Nursing (AS) (p. 370)
- Advanced Placement LVN to RN (<https://www.cos.edu/en-us/academics/nursing-allied-health/lvn-rn-program/>)

Certificate

- Skill Certificate in Certified Nurse Assistant (p. 374)

Associate of Science in Registered Nursing (AS)

RN & LVN-RN Advanced Placement Program Admission Requirements (prior to application):

- Graduation from an accredited high school or GED equivalency
- Overall GPA of 2.5 or higher for all courses at or above collegiate levels
- Must pass Anatomy, Physiology, Microbiology, and English 1 with a minimum 'C' grade
- Accumulative GPA of 2.5 or higher on combined Biology prerequisite courses
- Must complete 4 semester units including a lab component in each Biology prerequisite course
- No more than one (1) repetition in each Biology prerequisite coursework is allowed, W's count as a repeat
- All Additional Graduation Requirements must be passed with a minimum 'C' grade and can be taken either before entry into the program or during completion of nursing courses
- ATI TEAS exam must be taken and passed with a score of 62% or higher
 - You must achieve this score in your first two attempts at the TEAS. If you cannot achieve a score of at least 62% in your first two attempts, you will not be considered for the COS Nursing Program. A minimum of 45 days between test taking is required.

Additional LVN-RN Advanced Placement Program Admission Requirements (prior to application):

- LVN Program Certificate
- LVN License

**Local area hospitals require background checks and urine drug screen prior to clinical placement*

Registered Nursing is an academic discipline concerned with the study of biological, behavioral, and physical sciences and will require critical thinking, effective communication, physical assessment, cultural competency skills, and abilities. A higher degree may be required to meet minimum job requirements depending on the position.

For additional information regarding minimum admission requirements and separate RN application process visit:

<https://www.cos.edu/en-us/academics/nursing-allied-health> (<https://www.cos.edu/en-us/academics/nursing-allied-health/>).

Program Outcomes

- Provide safe, quality, compassionate, evidence-based, patient-centered nursing care to diverse patients across the lifespan in a variety of healthcare settings.
- Engage in clinical judgment when making patient-centered care and other nursing decisions.
- Participate in quality improvement processes to improve patient care outcomes.
- Participate in teamwork and collaboration with all members of the healthcare team including the patient.
- Employ information management systems and patient care technology to communicate, manage knowledge, mitigate error, and support clinical judgment.
- Use leadership, management, legal, and ethical principles to guide practice as a Registered Nurse.

Transfer & Career Opportunities

Upon successful completion of this degree, students will be prepared for the role of care provider across the healthcare continuum, as managers of care and as an active member of the nursing profession. As a staff nurse, graduates may work in the following: acute care, home care, long-term care, physicians' offices, public and private facilities, and specialty units (Intensive Care, Geriatrics, Dialysis, Operating Room, etc.). Bachelor of Science in Nursing collaborative programs and transfer opportunities available. High school preparation for Nursing should include a good foundation in math, science, and English.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		22
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
RN PROGRAM PREREQUISITES		16
All courses and the TEAS Exam must be completed PRIOR to applying to the RN Program.		
BIOL 030	Human Anatomy *	4
BIOL 031	Human Physiology	4
BIOL 040	General Microbiology	4
ENGL 001	College Reading and Composition *	4
TEAS Exam score of 62% or higher		
+		
CO-REQUISITE COURSES		9
Recommended for completion prior to entering RN Program		
COMM 001	Fundamentals of Public Speaking *	3
or COMM 004	Interpersonal Communication	
or COMM 008	Group Communication	
PSY 001	General Psychology *	3
SOC 001	Introduction to Sociology *	3
or ANTH 010	Cultural Anthropology	
or NURS 106	Cultural Competency in Healthcare	
+		
TRADITIONAL STUDENTS - REQUIRED COURSES		40
Traditional students must complete the following 4 semesters of nursing courses after admission into the program:		
REQUIRED COURSES: 1ST SEMESTER		
NURS 121	Fundamentals for Nursing	6
NURS 123	Critical Thinking/Clinical Judgement in Nursing	2
NURS 124	Concepts of Adult Health Nursing 1	3
REQUIRED COURSES: 2ND SEMESTER		
NURS 133	Concepts of Mental Health and Psychiatric Nursing	3
NURS 134	Concepts of Adult Health Nursing 2	4
NURS 135	Concepts of Nursing Care of the Pregnant Family and the Neonate	3
REQUIRED COURSES: 3RD SEMESTER		
NURS 143	Concepts of Pediatric Nursing	3
NURS 144	Concepts of Adult Health Nursing 3	6
REQUIRED COURSES: 4TH SEMESTER		
NURS 174	Concepts of Adult Health 4	7
NURS 175	Transition to Registered Nursing Practice	3
=		
TOTAL (TRADITIONAL RN PROGRAM REQUIREMENTS)		71
OR		
ADVANCED PLACEMENT STUDENTS (LVN TO RN PROGRAM)** - REQUIRED COURSES		25
Advanced placements students must complete the following 3 semesters of nursing courses after admission into the program:		
REQUIRED COURSES - 1ST SEMESTER		
NURS 123	Critical Thinking/Clinical Judgement in Nursing	2
NURS 133	Concepts of Mental Health and Psychiatric Nursing	3
NURS 134	Concepts of Adult Health Nursing 2	4
REQUIRED COURSES - 2ND SEMESTER		
NURS 144	Concepts of Adult Health Nursing 3	6
REQUIRED COURSES - 3RD SEMESTER		
NURS 174	Concepts of Adult Health 4	7

NURS 175	Transition to Registered Nursing Practice	3
=		
TOTAL (LVN TO RN PROGRAM REQUIREMENTS)		56
* Courses meet General Education requirements and 13 units may double count above in COS-GE. Students earning a degree in Registered Nursing are exempt from the 2-unit PE subject requirement, and the 1-unit Information Competency requirement. Registered Nursing students are also exempt from the 3-unit Health & Wellness requirement; however, one of the following must be completed as an alternative: PSY 001, SOC 001, or NURS 106.		
** For more information on Advanced Placement visit the LVN to RN Program Requirements webpage (https://www.cos.edu/en-us/academics/nursing-allied-health/lvn-rn-program/).		

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including *PE, *Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Students who anticipate continuing their education for a BSN (Bachelor of Science in Nursing) are strongly encouraged to take CHEM 020 and MATH 021.

Students should be advised that this program requires 71 units or more for traditional student and 55 units or more for LVN to RN students. Applicants will be required to complete background checks and drug screenings.

Advanced Placement - LVN to RN Program

Admission Requirements

- LVN's requesting "30 unit option" must meet with the Nursing Director prior to application.
- Graduation from an accredited high school or GED equivalency.
- 2.5 or higher GPA on combined Biology prerequisite courses and an overall GPA of 2.5.
- A minimum grade of "C" in all prerequisite courses. Please be advised that "C" grades in all prerequisite courses do not meet the 2.5 minimum GPA requirement.
- No more than one repetition of any biology course. Ws count as a repeat.

Note: You must have the following upon admission into the COS RN Program:

- Current, valid California LVN License
- Current American Heart Association Health Care Provider CPR card
- Health Clearance (Immunizations, TB Skin Test and Physical Exam)
- Current California Driver's License Current California automobile insurance and use of an automobile
- Recommended: Completion of an LVN Transition course with a "C" or better-or-if no LVN Transition course completion of COS LVN Transition Study Module (required)
- Validation of skills competency before starting NURS 134

Local area hospitals will require background checks and urine drug screen prior to clinical placement.

Upon successful completion of the RN Program, the California Board of Registered Nursing requires students to complete application paperwork and fingerprint screening in order to take the State NCLEX-RN licensure exam. If you have ever been convicted of offenses, other than traffic violations, it is recommended that you contact the Director of the RN Program for advising or the BRN for further information (916) 322-3350 or www.rn.ca.gov (<https://www.rn.ca.gov/>)

Application Instructions

1. Complete and return the LVN to RN application before the deadline. There are TWO application deadlines. The deadline for applying for the Fall class is February 1st and the deadline for applying for the Spring class is July 15th. Admission to the RN program is on a seat available basis. Indicate the LVN to RN option you prefer (I, II, III).
2. Request two (2) official (sealed) transcripts from every college, university, or post-high school program you have attended, including College of the Sequoias. If you did not graduate from high school but took a GED exam, have (2) official (sealed) copies of your scores sent to the College AND request official (sealed) transcripts from every college, university, or post-high school program you have attended (including College of the Sequoias). All transcripts must be received by the deadline of February 1st for Fall class and July 15th for Spring class.
3. Complete TEAS exam with 62 percent or higher PRIOR to applying.
4. Submit one copy of TEAS Individual Performance Profile. Note: Submit one copy of TEAS Transfer Receipt from ATITESTING.com (<http://atitesting.com/>) if TEAS exam is taken somewhere other than COS.

Timeline Information for LVN to RN Applicants

Fall Admissions

- Application Deadline: February 1st
- Transcript Deadline: February 1st
- Date of Notification: April 1st
- Semester begins: August

Spring Admissions

- Application Deadline: July 15th
- Transcript Deadline: July 15th
- Date of Notification: October 1st
- Semester begins: January

Advanced Placement students who are not LVNs should begin the process by meeting with the Nursing Counselor.

Note: Nursing courses and requirements-taken with approval from the Nursing Director

Validation of Skills Competency before entering NURS 134

Skill Certificate in Certified Nurse Assistant

Students completing this certificate will acquire the knowledge and skills to care for patients experiencing physiological needs for safety and comfort, nutrition, regulatory mechanisms and mobility. Students will also utilize program-acquired knowledge and skills to care for patients' psychological needs for belongingness, communication, esteem and self-respect, and provide basic nursing care to selected patients under the supervision of a Registered Nurse or Licensed Vocational Nurse

Successful completion of the program qualifies the student to sit for the State Certifying Exam. Testing fees will apply.

Program Outcomes

- Demonstrate a caring approach that validates the worth and dignity of the client through the effective use of interpersonal processes.
- Utilize knowledge and skills to care for clients experiencing physiological needs, including safety, privacy and comfort, nutritional, regulatory mechanisms, infection control and mobility.
- Utilize knowledge and skills to care for clients experiencing psychological needs for belongingness, communication, self-esteem and self-respect.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: nursing care facilities, general medical and surgical hospitals, community care facility for the elderly, and employment services.

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
Students should be advised that an active American Heart Association CPR card is required in order to enroll in NURS 260. Criminal background checks will also be required as part of the requirements for enrollment.		
NURS 260	Nursing Assistant	6
=		
TOTAL		6

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Nursing and Allied Health Division Chair.

Ornamental Horticulture



The Ornamental Horticulture Department offers multiple programs that prepare students for entry-level employment and/or potential further study in the fields of **Ornamental Horticulture**, **Floral Technology**, **Landscape Design**, **Landscape Management**, and **Retail Nursery**. Students completing these degrees/certificates will have a basic foundation in Ornamental Horticulture and skills that include: plant propagation, pest management, plant identification and basic ornamental horticulture skills and practices.

Career opportunities include preparation for careers or employment in the following areas: nursery sales associate or production, garden center, landscape maintenance, or parks and recreation.

Videos

- Landscape Design (<https://vimeo.com/513073231/>)
- Landscape Management (<https://vimeo.com/513058325/>)

Contact Information

Ornamental Horticulture Faculty Contact

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Agriculture Division Chair

Shannan Cooper | (559) 688-3118 | shannanc@cos.edu
B106 | Tulare Campus

Provost - Tulare College Center, Dean of Agriculture

C. Louann Waldner, Ph.D. | (559) 688-3050 | louannw@cos.edu

Tulare Center Building A: 109 | Tulare Campus

Associate Degree

- Associate of Science in Landscape Management (AS) (p. 377)
- Associate of Science in Ornamental Horticulture (AS) (p. 378)

Certificates

- Certificate of Achievement in Landscape Design (p. 380)
- Certificate of Achievement in Landscape Management (p. 381)
- Certificate of Achievement in Ornamental Horticulture (p. 382)
- Skill Certificate in Floral Technology (p. 383)
- Skill Certificate in Ornamental Horticulture: Retail Nursery Skills Option (p. 384)

Associate of Science in Landscape Management (AS)

This degree prepares students for entry-level employment in the field of Landscape Management through the study of landscape maintenance, turfgrass management, landscape irrigation, and integrated pest management. Students will acquire skills in pruning, planting and fertilizing trees and shrubs, monitoring for pests and diseases, application of pesticides, sprinkler installation and repair, and maintaining turfgrass.

Program Outcomes

- Demonstrate appropriate installation and cultural management practices for an aesthetically pleasing landscape.
- Communicate with the public and colleagues utilizing a variety of communication methods.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following areas: landscape installation and maintenance, equipment and supplies sales, turf management, pesticide applicator, landscape water auditor, and parks maintenance personnel.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		30
AGMT 102	Ag Sales and Marketing	3
AGMT 108	Ag Business Computer Applications	3
OH 001	Introduction to Horticultural Science	3
OH 002	Plant Identification 1	3
OH 109	Landscape Maintenance	3
OH 210	Turfgrass Management	3
OH 217	Landscape Irrigation	3
OH 220	Diseases of Ornamentals	3
OH 222	Pests of Ornamentals	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
ELECTIVES		5
Select additional degree applicable courses numbered 1-299 to achieve 60 units		
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Associate of Science in Ornamental Horticulture (AS)

This degree prepares students for entry-level employment in the field of Ornamental Horticulture through the study of plant health, identification, sales, and marketing. Students will acquire skills in propagation, cultural management practices, and sales of ornamental plants in a nursery setting.

Program Outcomes

- Identify and classify common landscape plants utilized in the climate zones of the Central Valley, and describe their cultural requirements.
- Prepare appropriate growth media and utilize common horticultural techniques and practices to propagate and produce ornamental plants in containers.
- Demonstrate effective oral and written communication skills.
- Describe and demonstrate the safe and efficient use of tools, equipment and materials commonly used in ornamental horticulture and nursery management.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment as: plant propagators, greenhouse managers, nursery foremen, and pesticide applicators.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		33
AG 110	Ag Leadership	3
AGMT 102	Ag Sales and Marketing	3
AGMT 108	Ag Business Computer Applications	3
OH 001	Introduction to Horticultural Science	3
OH 002	Plant Identification 1	3
OH 003	Plant Identification 2	3
OH 105	Plant Propagation	3
OH 204	Nursery and Greenhouse Production	3
OH 220	Diseases of Ornamentals	3
OH 222	Pests of Ornamentals	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
RESTRICTED ELECTIVES		3
Select three units from the following courses:		
AG 004	Soil Science *	3
OH 007	Principles of Landscape Design	3
OH 109	Landscape Maintenance	3
OH 206	Landscape Drafting	3
OH 208	Landscape Construction	3
OH 210	Turfgrass Management	3
OH 217	Landscape Irrigation	3
OH 218	Xeriscape: Water Conservation	3
+		
ELECTIVES		0-2
Select additional degree-applicable courses numbered 001 - 299 to achieve 60 units.		

=	
TOTAL	60-61

* Course meets General Education requirements and 3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Landscape Design

This certificate prepares students for entry-level employment in the field of Landscape Design. Students completing this certificate will acquire skills in successfully planning and designing residential landscapes and gardens using current standards and plant material.

Program Outcomes

- Evaluate a landscape or residential site and develop a landscape plan and proposal for the property.
- Communicate with the public and colleagues using a variety of communication methods and digital media.

Career Opportunities

This certificate prepares students for entry-level employment in the field of landscape design. Students completing this certificate will have a foundation for the field of landscape design as well as selecting, grouping, and placing plant materials into various landscape styles, situations and themes. Students will acquire skills to successfully plan and design residential landscapes and gardens using current standards and plant material.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AGMT 108	Ag Business Computer Applications	3
OH 002	Plant Identification 1	3
OH 003	Plant Identification 2	3
OH 007	Principles of Landscape Design	3
OH 109	Landscape Maintenance	3
OH 206	Landscape Drafting	3
OH 208	Landscape Construction	3
OH 218	Xeriscape: Water Conservation	3
=		
TOTAL		24

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Certificate of Achievement in Landscape Management

This certificate prepares students for entry-level employment in the field of Landscape Management. Students completing this certificate will acquire landscape maintenance, turfgrass management, landscape irrigation, and integrated pest management skills.

Program Outcomes

- Demonstrate appropriate installation and cultural management practices for an aesthetically pleasing landscape.
- Communicate with the public and colleagues utilizing a variety of communication methods.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following areas: landscape installation and maintenance, equipment and supplies sales, turf management, pesticide applicator, landscape water auditor, and parks maintenance personnel.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		25
AGMT 108	Ag Business Computer Applications	3
OH 001	Introduction to Horticultural Science	3
OH 002	Plant Identification 1	3
OH 109	Landscape Maintenance	3
OH 210	Turfgrass Management	3
OH 217	Landscape Irrigation	3
OH 220	Diseases of Ornamentals	3
OH 222	Pests of Ornamentals	3
WEXP 193F	Agriculture Work Experience – First Semester	1
+		
RESTRICTED ELECTIVES		3
Select one of the following courses:		
AG 004	Soil Science	3
OH 007	Principles of Landscape Design	3
OH 204	Nursery and Greenhouse Production	3
OH 206	Landscape Drafting	3
OH 208	Landscape Construction	3
OH 218	Xeriscape: Water Conservation	3
=		
TOTAL		28

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Certificate of Achievement in Ornamental Horticulture

This certificate prepares students for entry-level employment in the field of Ornamental Horticulture. Students completing this certificate will acquire plant propagation, pest management, plant identification and basic ornamental horticulture skills and practices.

Program Outcomes

- Identify and classify common landscape plants utilized in the climate zones of the Central Valley and describe their cultural requirements.
- Describe and demonstrate the safe and efficient use of tools, equipment and materials commonly used in ornamental horticulture and nursery management.
- Prepare appropriate growth media and utilize common horticultural techniques and practices to propagate and produce ornamental plants in containers.
- Demonstrate effective oral and written communication skills.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following areas: nursery production, landscape maintenance, parks and recreation, garden centers.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		22
AGMT 108	Ag Business Computer Applications	3
OH 001	Introduction to Horticultural Science	3
OH 002	Plant Identification 1	3
OH 003	Plant Identification 2	3
OH 105	Plant Propagation	3
OH 204	Nursery and Greenhouse Production	3
OH 222	Pests of Ornamentals	3
WEXP 193F	Agriculture Work Experience – First Semester	1
+		
RESTRICTED ELECTIVES		6
Select two of the following courses:		
OH 007	Principles of Landscape Design	3
OH 109	Landscape Maintenance	3
OH 206	Landscape Drafting	3
OH 208	Landscape Construction	3
OH 210	Turfgrass Management	3
OH 217	Landscape Irrigation	3
OH 218	Xeriscape: Water Conservation	3
OH 220	Diseases of Ornamentals	3
=		
TOTAL		28

The Certificate of Achievement requirements include completion of the certificate courses with a “C” or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Skill Certificate in Floral Technology

Students completing this certificate will acquire the ability to identify and select appropriate plant material to create a floral design for the needs of a client.

Program Outcomes

- Calculate the cost and profit margin for a completed floral design or event based on current market value.
- Communicate effectively with potential clients.
- Design and create a variety of floral arrangements for various events, including weddings, events, and funerals.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: floral technician, floral delivery, floral consultant, floral design, floral sales and services.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
OH 111	Floral Design	3
OH 212	Sympathy Flowers	3
OH 213	Wedding Flowers	3
OH 223	Interior Floral Design	3
or WEXP 193F	Agriculture Work Experience – First Semester	
=		
TOTAL		12

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Skill Certificate in Ornamental Horticulture - Retail Nursery Skills Option

Students completing this certificate will acquire basic skills in plant identification, selection and usage, and cultural practices for working in a retail nursery.

Program Outcomes

- Identify and classify plant material, describe its usage, and cultural practices.
- Prepare appropriate growth media for propagation techniques and growing plant materials in containers.
- Communicate with the public and colleagues using a variety of methods and digital applications.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: nursery sales associate, garden center associate, landscape maintenance technician.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
OH 001	Introduction to Horticultural Science	3
OH 002	Plant Identification 1	3
OH 003	Plant Identification 2	3
OH 204	Nursery and Greenhouse Production	3
=		
TOTAL		12

The Skill Certificate requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Paralegal



This paralegal program prepares students for entry-level employment and/or potential further study in the field of Paralegal through the study of brief writing, legal research, drafting documents, record keeping, and preparing evidence. Students will acquire skills for legal writing and research along with business law knowledge.

Career Opportunities: Upon successful completion of the program, students will be prepared for careers or employment in the following fields: paralegal/legal secretary.

Note: A paralegal is not an attorney and, therefore, cannot give legal advice or represent another in court, except under very limited circumstance provided by law. Unauthorized Practice of Law (UPL) is a violation under California Business and Professions Code 6125 – 6129.

Contact Information

For Paralegal program information, contact:

Dr. Pura Cordero | Program Director | (559) 730-3927 | purac@cos.edu

Business Division Chair

Brian Bettencourt | (559) 730-3929 | betnqt@cos.edu
Kern: 711F | Visalia Campus

Dean of Business, Social Science, and Consumer Family Studies

Jesse Wilcoxson, Ed.D. | (559) 737-6281 | jessew@cos.edu
Kern: 716 | Visalia Campus

Associate Degree

- Associate of Science in Paralegal (AS) (p. 387)

Associate of Science in Paralegal (AS)

This degree prepares students for entry-level employment as a paralegal/legal assistant and for the furtherance of study in the field of law through course study in legal terminology, legal research and writing, document drafting, ethics, and case preparation along with specialty paralegal courses.

Program Outcomes

- Enter the legal profession as a paralegal/legal assistant
- Perform legal research and prepare legal documents
- Apply principles of legal ethics, and recognize legal limits pertaining to the duties a paralegal can and cannot perform

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: paralegal AKA legal assistant, legal secretary, and legal document preparer.

Notes

A paralegal is not an attorney and, therefore, cannot give legal advice or represent another in court, except under very limited circumstances provided by law. Unauthorized Practice of Law (UPL) is violation under California Business and Professions Code 6450-6456. This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		30
BUS 018	Business Law	4
BUS 184	Business Communications	3
BUS 271	College Keyboarding Level 2	3
BUS 293	Business English	4
PARA 101	Introduction to Paralegalism	3
PARA 102	Legal Terminology	2
PARA 203	Civil Procedures 1	4
PARA 205	Legal Research and Writing	4
PARA 210	Legal Ethics, Management, and Interviewing	3
+		
RESTRICTED ELECTIVES		7
Select seven units from the following courses. Limited to only one AJ course:		
AJ 014	Criminal Law 1	3
AJ 025	Constitutional Law *	3
AJ 112	Legal Aspects of Evidence	3
PARA 142	Real Estate Law	3
PARA 204	Civil Procedures 2	3
PARA 232	Wills, Trusts, & Estate Planning	2
PARA 237	Family Law	3
SSCI 050	Law and Democracy	3
WEXP 193 P	Paralegal Wrk Exp-1st Sem	1-2
WEXP 194 P	Paralegal Wrk Exp-2nd Sem	1-2
+		
ELECTIVES		0-1
Select additional degree applicable courses numbered 1-299 to achieve 60 units		
+		
ADDITIONAL REQUIREMENTS		

=

TOTAL

60-62

* Courses meet General Education requirements and 0-3 units may double count above in COS-GE.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Pharmacy Technician

Students completing this certificate will acquire skill in refilling prescriptions, maintaining proper storage and security conditions for drugs, assisting customers, cleaning and maintaining equipment and work areas, and entering inventory data into a computer system.

Entry Level employment opportunities may include health and personal care store worker, outpatient care, grocery store pharmacy worker, and employment in government sectors.

Contact Information

Nursing and Allied Health Division Chair

Tina Toth | (559) 737-6258 | tinat@cos.edu
Hospital Rock: 103 | Visalia Campus

Dean of CTE, Nursing, and Allied Health

Jonna Schengel, Ed.D, MA, PT | (559) 688-3027 | jonnas@cos.edu
Tulare Center Building A | Tulare Campus

Certificates

- Certificate of Achievement in Entry-Level Pharmacy Technician (p. 390)

Certificate of Achievement in Entry-Level Pharmacy Technician

This certificate prepares students for employment in the field of Entry-Level Pharmacy Technician. Students completing this certificate will acquire entry-level employment skills in the field of pharmacy technician. Students will gain an understanding of pharmacy technician entry-level practice.

The program consists of lecture, lab and an externship in a pharmacy. Instruction emphasizes the practical application of entry-level pharmacy mathematics, pharmaceutical terminology, drug packaging and labeling, dosage preparation, inventory systems and management, and customer service.

Program Outcomes

- Demonstrate professional demeanor and communications in a pharmacy environment
- Perform the duties and responsibilities of an entry-level pharmacy technician, within the standards, ethics and legal parameters of the profession
- Apply pharmaceutical/medical terms, abbreviations and symbols to the dispensing and recording of medications
- Perform computations required for the usual dosage determinations and medication preparation using weight and volume equivalents in metric and apothecary systems
- Perform essential functions relating to drug purchasing and inventory control
- Package and label drug products
- Maintain records associated with dispensing prescriptions

Program Requirements

Code	Title	Units
REQUIRED PROGRAM PREREQUISITES		2-8
ENGL 001 & MATH 044	College Reading and Composition and College Algebra (or a more advanced math course at COS with a minimum grade of C, or an equivalent course at a regionally accredited college with a minimum grade of C, or eligibility for Math 035 or higher at COS)	8
OR		
PT 200	Introduction to Pharmacy Technology	2
+		
REQUIRED CERTIFICATE COURSES		24
1st Semester		
PT 215	Pharmacy Outpatient Practice	3
PT 216	Pharmacology 1	3
PT 217	Pharmacy In-Patient Operations	3
PT 218	Pharmacy Calculations	3
PT 402	Pharmacy Technician Skills Lab 1	0
2nd Semester		
PT 225	Pharmacy Seminar	3
PT 226	Pharmacy Law and Professional Standards	2
PT 227	Pharmacology 2	3
PT 228	Pharmacy Technician Externship 1	2
PT 229	Self-Care and Wellness	2
PT 404	Pharmacy Technician Skills Lab 2	0
=		
TOTAL		24

The Certificate of Achievement requirements includes completion of all certificate courses with a "C" or better grade in each course.

Philosophy



Philosophy examines the big questions of life. Do we have free will? Does God exist? What makes something right or wrong? How could we ever know the truth about these questions? And what is truth anyway? Students will learn to use logic and critical thinking to identify assumptions, evaluate arguments, write clearly, and ask better questions.

The most common career opportunities with a baccalaureate degree include any position that requires analytic and abstract thinking such as law, education, journalism, civil service, public relations, non-profit work, ministry, business management and the arts.

Transfer requirements in Philosophy are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Philosophy Faculty Contact

Dr. Timothy Houk | timothyho@cos.edu

Timothy Linehan | timothylinehan@cos.edu

Social Sciences Division Chair

Timothy Houk | (559) 737-4852 | socialsciencechair@cos.edu

Catherine Medrano | (559) 730-3950 | socialsciencechair@cos.edu

Dean of Business, Social Science, and Consumer Family Studies

Jesse Wilcoxson, Ed.D. | (559) 737-6281 | jessew@cos.edu
Kern: 716 | Visalia Campus

Associate Degree

- Associate in Arts in Philosophy for Transfer (AA-T) (p. 393)

Associate in Arts in Philosophy for Transfer (AA-T)

Students completing the Associate in Arts in Philosophy for Transfer (AA-T) degree will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Philosophy. Students completing the Associate in Arts in Philosophy for Transfer (AA-T) degree will have an introductory foundation in the field of philosophy through the study of logic, ethics, metaphysics, and epistemology. Students will acquire skills in philosophical and critical thinking—including articulating complex ideas, interpreting primary texts, and analyzing arguments.

Program Outcomes

- Clearly articulate complex ideas, interpret primary texts, and recognize logical implications of philosophical claims.
- Analyze ordinary language claims to determine whether they are true and whether they are supported by valid deductive reasoning or strong inductive reasoning.

Transfer & Career Opportunities

This Associate in Arts in Philosophy for Transfer (AA-T) degree is intended to meet the lower division requirements for Philosophy for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: any position that requires critical and abstract thinking including law, education, journalism, civil service, public relations, non-profit work, ministry, business management and the arts.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37
Select one of the following General Education patterns:		
California State University General Education (CSU GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		15
HIST 004	History of Western Civilization to 1648	3
HIST 005	Western Civilization Since 1648	3
PHIL 001	Introductory Philosophy	3
PHIL 005	Introduction to Ethics	3
PHIL 020	Introductory Logic	3
+		
RESTRICTED ELECTIVES		3
Select three units from the following courses:		
ENGL 044	World Literature 1	3
HIST 017	People of the US to 1877	3
HIST 025	World History to 1500	3
PHIL 012	Comparative Religion	3
+		
ELECTIVES		17-21
Select additional courses to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 15-18 units may be double counted above in 1A (CSU GE).

** 12 units may be double counted above in 1B (IGETC-CSU). GETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Physical Education



The Physical Education department is dedicated to the study of human health and physical activity. In addition to Physical Education classes, Dance, Health and Wellness, Kinesiology, Intercollegiate Athletics and Sports Medicine classes are also housed in this division. Both general education students and athletes can benefit from the many courses offered by this department that improve physical activity and promote health.

Contact Information

Physical Education Division Chair

Jody Allen | (559) 737-6196 | j_rustys@cos.edu | ody@cos.edu | jody@cos.edu
Moro: 110 B | Visalia Campus

Dean of Physical Education/Athletic Director

Brent Davis | (559) 730-3912 | brentd@cos.edu
Moro: 110K | Visalia Campus

Associate Degree

- Associate in Arts in Kinesiology for Transfer (AA-T) (p. 395)
- Associate of Arts in Liberal Arts with an Area of Emphasis in Health and Physical Education (AA) (p. 356)

Associate in Arts in Kinesiology for Transfer (AA-T)

Students completing the Associate in Arts in Kinesiology for Transfer Degree will be able to seamlessly transfer in the CSU system to pursue a baccalaureate degree in Kinesiology.

Students completing Kinesiology for Transfer (AA-T) degree will have an introductory foundation for the field of Kinesiology through the study of biomechanics, exercise physiology, theory and analysis, prevention, care and rehabilitation of sport injury. Students will acquire skills in analysis and assessment of human movement and the internal environment of the human body through a variety of activities and development of a program related to a specific condition.

Program Outcomes

- Identify and relate anatomical, physiological, and biomechanical systems to physical activity and sport.
- Understand the philosophical aspects involved in the various aspects of Kinesiology and sport, and apply such knowledge to their daily lives and possible occupations.

Transfer & Career Opportunities

This Associate in Arts in Kinesiology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Kinesiology for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: athletic trainer, physical education teacher, exercise physiologist, pre-requisite for a doctoral program in physical therapy.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		11
BIOL 030	Human Anatomy *	4
BIOL 031	Human Physiology	4
KINE 001	Introduction to Kinesiology	3
+		
RESTRICTED MOVEMENT BASED COURSES		3
Select three courses from the following areas. Maximum one course per area:		
DANCE		
DANC 050	Ballet 1	1
DANC 054	Modern Dance 1	1
DANC 058	Jazz Dance 1	1
DANC 062	Tap Dancing 1	1
DANC 070	Hip Hop	1
AQUATICS		
PEAC 008	Beginning Swimming	1
PEAC 009	Intermediate Swimming	1
PEAC 011	Swimming for Fitness	1
FITNESS		
PEAC 001	Aerobic Conditioning	1
PEAC 002	Non-Impact Aerobics	1
PEAC 003	Step Aerobics	1
PEAC 004	Circuit Training	1
PEAC 036	Stretch and Tone	1
PEAC 037	Pilates Mat Class	1
PEAC 038	Introduction to Yoga	1
PEAC 039	Hatha Yoga Fundamentals	1

PEAC 070	Walk/Jog for Aerobic Fitness	1
PEAC 074	Beginning Weight Training	1
PEAC 075	Intermediate Weight Training	1
INDIVIDUAL SPORTS		
PEAC 052	Beginning Tennis	1
PEAC 053	Intermediate Tennis	1
TEAM SPORTS		
PEAC 015	Fundamentals of Baseball	1
PEAC 021	Beginning Basketball	1
PEAC 022	Intermediate Basketball	1
PEAC 025	Fundamentals of Football	1
PEAC 042	Soccer	1
PEAC 064	Beginning Volleyball	1
PEAC 065	Intermediate Volleyball	1
+		
RESTRICTED ELECTIVES		7-10
Select two of the following courses. Minimum seven units:		
CHEM 001	General Chemistry 1 *	5
HW 003	First Aid/CPR/AED	3
PHYS 020	General Physics 1 *	4-5
or PHYS 055	Physics 1: Mechanics & Waves	
SSCI 025	Statistics - Social Sciences *	4
or MATH 021	Introduction to Statistics	
+		
ELECTIVES		6-10
Select additional transferable courses numbered 1-199 to achieve 60 units. The department recommends students pursuing the Sports Medicine area of emphasis select 6-10 units from the following electives: SMED 040, SMED 181, SMED 182, SMED 183, SMED 184, WEXP 193Y, WEXP 194Y, WEXP 195Y, and WEXP 196Y.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6-7 units may be double counted above in 1A (CSUGE).

** 9-10 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and unrestricted electives courses (see Transfer Information and Requirements (p. 106) section for additional details).

Physical Therapist Assistant



Physical Therapist Assistant is an academic discipline concerned with the study of the implementation of physical therapy interventions provided under the direction of a physical therapist which include modalities, exercise (strengthening/range of motion), balance activities to improve functional movement patterns such as walking and transfers as well as optimize overall function and performance. The skills developed in within this discipline include critical thinking, hands on techniques, and professional skills.

In all cases, students should consult with a counselor for specific transfer requirements. College of the Sequoias Counseling Office may be reached at (559) 730-3715.

Career options include positions as Licensed Physical Therapist Assistant.

Contact Information

Administrative Assistant to the Associate Dean

Angela Iniguez | (559) 737-6135 | angelai@cos.edu
John Muir: 125 | Visalia Campus

Physical Therapist Assistant Director

Joseph Castillo | (559) 737-6265 | josephcas@cos.edu
John Muir: 125 | Visalia Campus

Dean of CTE, Nursing, and Allied Health

Jonna Schengel, Ed.D, MA, PT | (559) 688-3027 | jonnas@cos.edu
Tulare Center Building A | Tulare Campus

Associate Degree

- Associate of Science in Physical Therapist Assistant (AS) (p. 399)

Associate of Science in Physical Therapist Assistant (AS)

This degree prepares students for entry-level employment and/or potential further study in the field of Physical Therapist Assistant through the study of kinesiology, principles of patient management, modalities, pathophysiology, orthopedic management and clinical education. Students will acquire skills in the scope of a physical therapist assistant. This degree allows graduates to take the national PTA license examination.

Program Outcomes

- Pass the NPTE/PTA Licensing Examination.
- Demonstrate competent intellectual, hands-on and professional skills to provide physical therapy services under the direction of a physical therapist.
- Adhere to professional behaviors set by the APTA's Code of Ethics.
- Demonstrate patient safety at all times.
- Achieve a successful transition to employment as a PTA.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: acute care hospitals, skilled nursing facilities, outpatient rehabilitation clinics, inpatient rehabilitation centers, school based health care services.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer. This is not a Pre-Physical Therapy Degree.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		22
College of the Sequoias' Associate Degree General Education (COS-GE) *		
+		
PREREQUISITES COURSES		8
BIOL 030	Human Anatomy *	4
BIOL 031	Human Physiology	4
+		
REQUIRED MAJOR COURSES		43
PTA 121	Fundamentals for the PTA	2
PTA 125	Basic Principles of Patient Management	3
PTA 128	Kinesiology	3
PTA 130	Physical Agents and Modalities	3
PTA 131	Engineering and Physics for PTA	1
PTA 139	Pathophysiology	2
PTA 140	Administration	1
PTA 145	Neurorehabilitation for PTA	3
PTA 148	Orthopedic Management	3
PTA 150	Clinical Education 1	3
PTA 152	Cardiopulmonary Rehabilitation	3
PTA 155	Therapeutic Exercise	4
PTA 160	Clinical Education 2	5
PTA 161	Clinical Education 3	6
PTA 170	Seminar for PTA	1
=		
TOTAL		70

* Courses meet General Education requirements and 3 units may double count above in COS-GE. Students earning a degree in Physical Therapy Assistant are exempt from the 2-unit PE subject requirement and the 1-unit Information Competency requirement. Physical Therapist Assistant

students are also exempt from the 3-unit Health & Wellness requirement; however, one of the following must be completed as an alternative: PSY 1, SOC 1, or NURS 106.

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,
3. Subject requirements including American Institutions.
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Physical Therapist Assistant Program Admission Criteria

- Cumulative GPA of 2.5 or higher.
- 2.5 or higher GPA on combined biology prerequisites: BIOL 030 Human Anatomy - 4 semester units including a lab component; BIOL 031 Human Physiology - 4 semester units including a lab component.
- A minimum grade of "C" in all prerequisite courses is required. Please be advised that a "C" in all prerequisites courses does not meet the 2.5 minimum GPA requirements. Students are ranked for admission based on grades in Human Anatomy and Human Physiology.
- No more than one repetition of any biology course is allowed. "W" counts as a repeat.

Physics



Physics, Physical Science, and Astronomy are the sciences that study the universe and its components from the sub-atomic to the macro-scale. Topics range from cosmology to the interactions of atoms.

Physical Science and Astronomy courses are housed in the Physics department. Although no degrees are currently being offered in Astronomy, this course can be used to complete General Education or transfer requirements.

Students studying physics will have an introductory foundation in the field of physics through the study of mechanics, thermodynamics, electricity, magnetism, optics and modern physics. Students will acquire skills and abilities in identifying, formulating and solving physics problems by designing, conducting and analyzing experiments, and critical thinking.

The most common career opportunities with a baccalaureate degree include physics laboratory technician, computer scientist, scientific sales, and high school science teacher.

Transfer requirements in Physics and Astronomy are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Science Division Chair

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John Muir: 140 | Visalia Campus

Dean of Science, Mathematics, and Engineering

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Associate Degree

- Associate in Science in Physics for Transfer (AS-T) (p. 402)

Associate in Science in Physics for Transfer (AS-T)

Students completing the Associate in Science in Physics for Transfer will be able to seamlessly transfer to the CSU system to pursue a baccalaureate degree in Physics. The degree also meets many of the admission requirements for UC physics programs. Students completing this degree will have an introductory foundation in the field of Physics through the study of mechanics, thermodynamics, electricity, magnetism, optics and modern physics. Students will acquire skills and abilities in identifying, formulating and solving physics problems; designing, conducting and analyzing experiments; and critical thinking.

Program Outcomes

- Develop the ability to identify, formulate, and solve physics problems.
- Develop the ability to design and conduct experiments, as well as to analyze and interpret experimental data.
- Develop the ability to use critical thinking in problem solving.

Transfer & Career Opportunities

This Associate in Science in Physics for Transfer (AS-T) degree is intended to meet the lower division requirements for Physics for all CSU campuses.

Taking additional courses in mathematics and chemistry is encouraged to be fully prepared for upper division courses. Students planning to transfer to the CSU or UC systems are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include physics laboratory technician, computer scientist, scientific sales, and high school science teacher.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		25
MATH 065	Calculus 1 *	4
MATH 066	Calculus 2	4
MATH 067	Calculus 3	4
PHYS 055	Physics 1: Mechanics & Waves *	4
PHYS 056	Physics 2: E&M and Heat	4
PHYS 057	Physics 3: Modern Physics	5
+		
ELECTIVES		2-5
Select additional transferable courses numbered 1-199 to achieve 60 units.		
The Science Division recommends the additional units be met by completing one of the following lower division major preparation courses:		
CHEM 001	General Chemistry 1	5
CSCI 001	Programming Concepts/Method 1	4
MATH 080	Linear Algebra	4
MATH 081	Differential Equations	5
=		
TOTAL		60

* Course(s) meets General Education requirement and 6 units may be double counted above in 1A (CSU GE).

** 7 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Plant Science



Students completing this area of study will have a foundation for the field of Plant Science, through the study of soil, irrigation, weed control, plant diseases and pest, fertilizers, and cultivation of crops and will acquire skills in crop production to maximize yields as well as profits.

Students interested in a career as a **Pest Control Advisor (PCA)** can further their understanding of the industry through this department and take the courses necessary to sit for the PCA licensure exam.

Contact Information

Plant Science Faculty Contact

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Tulare Center Building B: 206 | Tulare Campus

Agriculture Division Chair

Shannan Cooper | (559) 688-3118 | shannanc@cos.edu
B106 | Tulare Campus

Provost - Tulare College Center, Dean of Agriculture

C. Louann Waldner, Ph.D. | (559) 688-3050 | louannw@cos.edu
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Associate Degree

- Associate of Science in Agriculture Plant Science for Transfer (AS-T) (p. 405)
- Associate of Science in Plant Science (AS) (p. 406)

Certificate

- Skill Certificate in Plant Science (p. 408)

Associate of Science in Agriculture Plant Science for Transfer (AS-T)

Students completing the Associate in Science in Agriculture Plant Science for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Agriculture Plant Science. Students completing this degree will have an introductory foundation for the field of Agriculture Plant Science through the study of soil science, agricultural economics, plant science and plant propagation. Students will acquire skills and abilities in soil sampling and testing, developing an operations budget, identifying common crops in the San Joaquin Valley, describing common propagation practices in production agriculture, demonstrating safe work practices and operating farm machinery.

Program Outcomes

- Identify food and fiber crops in the San Joaquin Valley and their economic importance to the local and state economy.
- Understand the relationships between plant, soil, and water, and their impact on plant health, nutrition and the environment.

Transfer & Career Opportunities

This Associate in Science in Agriculture Plant Science for Transfer (AS-T) Degree is intended to meet the lower division requirements for Agriculture Plant Science for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: farm manager, research assistant, farm sales and service, propagation manager, and pest control advisor.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		17
AG 004	Soil Science	3
AGMT 001	Agriculture Economics *	3
CHEM 020	Introduction to General Chemistry *	4
MATH 021	Introduction to Statistics *	4
PLSI 001	Intro to Plant Science *	3
+		
RESTRICTED ELECTIVES		3
Select one of the following courses:		
AGTC 103	Farm Power	3
OH 002	Plant Identification 1	3
OH 003	Plant Identification 2	3
OH 105	Plant Propagation	3
+		
ELECTIVES		13
Select additional degree applicable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 12 units may double counted above in 1A (CSU GE).

** 10 units may double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate of Science in Plant Science (AS)

This degree prepares students for entry-level employment in the field of Plant Science through the study of soils, irrigation, weed control, plant diseases and pests, fertilizers, and cultivation of crops. Students will acquire skills in crop production to maximize yields as well as profits.

Program Outcomes

- Develop an understanding for current crop production methods and implement those methods in the field.
- Identify common problems in crop production and provide recommendations to improve quality and yields.
- Explain the relationships between plant, soil, and water, and their impact on crop production and the environment.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: irrigation technician, crop production, equipment sales, farm manager assistant, pesticide and fertilizer sales.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias Associate Degree General Education (COS-GE) *		
+		
REQUIRED MAJOR COURSES		21
AG 003	Economic Entomology *	3
AG 004	Soil Science *	3
AGMT 001	Agriculture Economics *	3
PLSI 001	Intro to Plant Science	3
PLSI 106	Fertilizers and Soil Amendments	3
PLSI 108	Ag Water Management	3
WEXP 193F	Agriculture Work Experience – First Semester	3
+		
RESTRICTED ELECTIVES		12
Select a minimum of twelve units from the following courses:		
AG 002	Environmental Conservation	3
AG 125	Principles of Pesticide Use	3
AGMT 102	Ag Sales and Marketing	3
AGMT 104	Agriculture Accounting	3
PLSI 012	Fruit and Nut Production	3
PLSI 105	Weeds and Poisonous Plants	3
PLSI 110	Integrated Pest Management	3
PLSI 111	Citrus Production	3
PLSI 113	Grape Production	3
PLSI 118	Advanced Irrigation	3
+		
ELECTIVES		8
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirements and 6 units may double count above in 1 (COS-GE).

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education Requirements,
3. Subject requirements including PE, Health & Wellness, and American Institutions,
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Skill Certificate in Plant Science

Students completing this certificate will acquire knowledge of and skills in the uses and control of soils, irrigation, weed control, plant diseases and pests, fertilizers and cultivation of crops.

Program Outcomes

- Explain the relationships between plant, soil, and water, and their impact on plant health, nutrition and the environment.
- Describe current cultural practices which improve quality and maximize yields in leading crops in the San Joaquin Valley.
- Describe an integrated pest management program and explain how to implement one for a crop in the San Joaquin Valley.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following jobs: irrigation and crop production as well as related industries, such as equipment sales, fertilizer sales and application, plant protection, and crop consulting. Courses in this certificate may contribute to the prerequisite course requirements to apply to qualify for the Pest Control Advisers Examination through the California Department of Pesticide Regulations.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
AG 003	Economic Entomology	3
AG 004	Soil Science	3
PLSI 001	Intro to Plant Science	3
PLSI 108	Ag Water Management	3
PLSI 110	Integrated Pest Management	3
=		
TOTAL		15

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Agriculture Division Chair.

Police Science



Police Science is an academic discipline concerned with the study of practical law enforcement practices. The skills developed within this discipline include Programs that prepares individuals to perform the duties of police and related occupations, including patrol and investigative activities, traffic control, crowd control, and public relations, witness interviewing, evidence collection and management, basic crime prevention methods, weapon and equipment operation and maintenance, report preparation, and other routine law enforcement responsibilities. Career opportunities include, but are not limited to, police officer, deputy sheriff, and other law enforcement-related occupations.

Videos

- Video 1 (<https://vimeo.com/183574221/>)
- Video 2 (<https://vimeo.com/322823340/>)
- Video 3 (<https://vimeo.com/183696974/>)

Contact Information

COS Police Training

(559) 583-2600 | Hanford Center | Hanford Campus

Director of Police Science

Chief Thomas Wilson | (559) 583-2620 | thomasw@cos.edu

Provost - Hanford Educational Center

Vacant

Certificate

- Certificate of Achievement in POST Certified Basic Police Academy (p. 410)

Certificate of Achievement in POST Certified Basic Police Academy

This certificate prepares students for entry-level employment in the field of law enforcement. Students completing this certificate will acquire basic skills and training including but not limited to; firearms, vehicle operations, chemical agents, officer survival, arrest and control, community policing, patrol procedures, investigations, traffic enforcement, cultural awareness, and criminal law.

Program Outcomes

- Demonstrate an understanding of the material in each of 41 learning domains.
- Demonstrate competency in combat shooting principles and tactics using a handgun, and shotgun.
- Demonstrate the ability to handle simulated calls for police services.
- Demonstrate the ability to drive a law enforcement vehicle and demonstrate the ability to safely drive and control the vehicle while operating under emergency response (Code 3) conditions.
- Demonstrate competency in Arrest and Control Techniques, with Pass/Fail scores in the areas of Safety, Awareness, Balance, Control, Controlling Force, Proper Techniques and Verbal Commands Instructions.
- Demonstrate an understanding of lifetime fitness and nutrition principles as they relate to a successful career in law enforcement.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following fields: municipal, county and, state law enforcement agencies.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		
PS 200M3	Basic Police Academy, Module 3	6-7.5
PS 200M2	Basic Police Academy, Module 2	8.5-11.5
PS 200M1	Basic Police Academy, Module 1	13.5-17
=		
TOTAL		28-36

All Applicants Must

- Be in good physical health.
- Be certified by a doctor to participate in a strenuous physical activity program.
- Have a high school diploma or GED.
- Be over 18 years of age.
- Have no felony convictions.
- Pass the academy entrance exams or have equivalency.
- Have a California Department of Justice Fingerprint Clearance to possess a firearm.

Additional Information

Prerequisite

Passing score on the POST Entry-Level Reading and Writing Test or equivalency. This is a standardized examination administered at the College by the State of California Commission on Peace Officer's Standards and Training.

Fees

A **materials fee** and **EVOC fee** are charged in addition to normal college fees. Interested persons should contact the law enforcement training department (559) 583-2600, prior to registering for the course and for details of the application process.

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Special Programs Division Chair.

Political Science



Politics (as conflict or struggle over decisions of leadership and policy) happens between nations, within nations, and within the minds of people within nations. It affects almost every aspect of our lives, from the warming of our environment, to the cost of education and health care, to our attitudes toward each other. In the discipline of Political Science, we investigate the nature, causes and consequences of politics. Students will acquire skills to think critically, communicate political ideas, and become more active, informed citizens.

Contact Information

Political Science Faculty Contact

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Social Sciences Division Chair

Timothy Houk | (559) 737-4852 | socialsciencechair@cos.edu

Catherine Medrano | (559) 730-3950 | socialsciencechair@cos.edu

Dean of Business, Social Science, and Consumer Family Studies

Jesse Wilcoxson, Ed.D. | (559) 737-6281 | jessew@cos.edu

Kern: 716 | Visalia Campus

Associate Degree

- Associate in Arts in Law, Public Policy, and Society for Transfer (AA-T) (p. 413)
- Associate in Arts in Political Science for Transfer (AA-T) (p. 415)

Associate in Arts in Law, Public Policy, and Society for Transfer (AA-T)

Students completing the Associate in Arts in Law, Public Policy, and Society for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in similar majors. Students completing this degree will have an introductory foundation for the field of Law, Public Policy, and Society through the study of the interdisciplinary fields of law, political science, history, philosophy, sociology and communications. Students will acquire skills and abilities in communications and critical thinking, and an introduction to the legal field, as well as preparation for further study in a variety of majors.

Program Outcomes

- At the end of this program, students will be able to demonstrate knowledge and understanding essential to the development of personal, civic, and social responsibility within a career in the law.

Transfer & Career Opportunities

This Associate in Arts in Law, Public Policy, and Society for Transfer (AA-T) Degree is intended to meet the lower division requirements for similar majors for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: law school, legal aid worker, social worker, and community advocate.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		26
ENGL 001	College Reading and Composition	4
ENGL 002	Logic and Composition	3
COMM 005	Argumentation and Debate	3
HIST 017	People of the US to 1877	3
or HIST 018	People of the US from 1865	
MATH 021	Introduction to Statistics	4
or SSCI 025	Statistics - Social Sciences	
PHIL 005	Introduction to Ethics	3
POLS 005	Federal, State and Local Government	3
SSCI 050	Law and Democracy	3
+		
RESTRICTED ELECTIVES - LIST A		6-7
Select two of the following courses from different disciplines:		
AJ 011	Introduction to Criminal Justice	3
ANTH 010	Cultural Anthropology	3
BUS 018	Business Law	4
COMM 009	Intercultural Communication	3
ECON 040	Principles of Microeconomics	3
ECON 050	Principles of Macroeconomics	3
SOC 002	Social Problems	3
+		
ELECTIVES		11-15
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 24 units may be double counted above in 1A (CSU GE).

** 21-24 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Associate in Arts in Political Science for Transfer (AA-T)

This degree is designed to prepare students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of Political Science through the study of theories, groups and relationships, and a better understanding of how political and governmental institutions make and implement decisions and the effects those decisions have on individual, group, and societal behavior. Students will acquire skills to think critically, communicate ideas and become more informed citizens.

Programs Outcomes

- Demonstrate the ability to explain and evaluate the significant factors that influence the American and other political systems.
- Demonstrate the ability to apply the knowledge of politics by using the major analytical and theoretical framework in several subfields or political science.
- Be prepared for active citizenship and begin to develop an ongoing interest in national and global politics.

Transfer & Career Opportunities

This Associate in Arts in Political Science for Transfer (AA-T) Degree is intended to meet the lower division requirements for political science for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: civil service, education, law (including paralegal studies), journalist, and lobbyist, among many others.

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		16
POLS 005	Federal, State and Local Government *	3
POLS 006	Comparative Politics *	3
POLS 008	International Relations	3
POLS 011	Political Theory and Thought	3
SSCI 025	Statistics - Social Sciences *	4
RESTRICTED ELECTIVES #		3
Select one of the following courses:		
POLS 012	Introduction to Political Science	3
ECON 040	Principles of Microeconomics	3
ELECTIVES		14-16
Select additional transferable courses numbered 1-199 to achieve 60 units. The Communication Studies Department recommends the additional units be met by completing the following lower division major preparation courses.		
ANTH 010	Cultural Anthropology	3
SSCI 050	Law and Democracy	3
SOC 002	Social Problems	3
HIST 005	Western Civilization Since 1648	3
HIST 004	History of Western Civilization to 1648	3
GEOG 002	World Regional Geography	3
ETHN 001	Black American Studies	3
ETHN 002	American Indian Studies	3
ETHN 003	Chicana and Chicano Studies	3
ETHN 004	Asian American Studies	3
ETHN 005	Ethnic Origins of Whiteness	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies	3
=		
TOTAL		60

* Course(s) meets General Education requirement and 12 units may be double counted above in 1A (CSU GE).

** 12 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The department recommends CSU-bound students select POLS 012 and UC-bound students select ECON 040.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Portuguese

The Language and Communication division offers transfer courses in Portuguese. The Language and Communication division believes that it is in the interest of all students to become bilingual or fluent in many languages in order to compete in today's global community. Therefore, the instructors in the department provide a sequenced program of courses that support the goal of fluency in speaking, reading, writing and comprehension.

Contact Information

Language and Communication Studies Division Chair

Cynthia Johnson | (559) 730-3966 | cynthiaj@cos.edu
Kaweah: 251C | Visalia Campus

Dean of Language and Communication Studies/Educational Support Services

Angela Sanchez | (559) 737-5362 | [a\(christophersu@cos.edu\)ngelasa@cos.edu](mailto:a(christophersu@cos.edu)ngelasa@cos.edu) (angelasa@cos.edu)
Educational Support Services: 113 | Visalia Campus

Psychology

Psychology is the scientific study of the mind (covert functions such as emotion & thought), and observable behaviors (overt functions). There are seven modern perspectives in Psychology: Behavioral, Bio-Psychological, Cognitive, Evolutionary, Humanistic, Psychodynamic, and Social-Cultural.

Current use of these perspectives is eclectic, researching multiple influences on the individual and on societies. The ancient debate and current consideration of the influence of both nature and nurture on development and behavioral expression are translated for students of Psychology into a scientific approach, using empirical methods of systematic investigation and critical thinking.

Career opportunities for graduates with a Bachelor's Degree/Master's Degree in Psychology include the fields of: Social Work, Mental Health, Counseling, Case Managers, Corrections, Probation, Parole, Human Resources, Public Affairs, Research, and Teaching. COS offers an AA for Transfer Degree for students planning on transferring to a 4-year college or university to earn a Bachelor's Degree in Psychology.

In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Psychology Faculty Contact

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Social Sciences Division Chair

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Dean of Business, Social Science, and Consumer Family Studies

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Kern: 716 | Visalia Campus

Associate Degree

- Associate in Arts in Psychology for Transfer (AA-T) (p. 419)

Associate in Arts in Psychology for Transfer (AA-T)

Students completing the Associate in Arts in Psychology for Transfer will be able to seamlessly transfer into the CSU system to pursue a baccalaureate degree in Psychology. Students completing this degree will have an introductory foundation for the field of Psychology through the study of facts, principles and theories that pertain to the basic concepts and behaviors, thoughts, and emotions from human and animal research studies. Students will acquire skills and abilities in a scientific perspective, using systematic investigation and critical thinking methods.

Program Outcomes

- Articulate whether the psychology courses taken at COS have improved their understanding of others.
- Articulate whether the psychology courses taken at COS have improved their self-understanding.
- Identify careers in psychology.
- Recognize the fundamental assumptions and central ideas of the psychoanalytic, behavioral, humanistic, socio-cultural, cognitive, bio-psychological, and evolutionary approaches to psychology.

Transfer & Career Opportunities

This Associate in Arts in Psychology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Psychology for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: Correction Counselor Trainee, Public Affairs/Social Sciences, Personnel Analyst, Market Researcher, Mental Health Care Worker, Community Youth Programs Worker, Crisis Intervention Counselor, Community and Social Service Worker, Probation Officer and Parole Officer.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		15
SSCI 025	Statistics - Social Sciences *	4
or MATH 021	Introduction to Statistics	
PSY 001	General Psychology *	3
PSY 029	Research Methods	4
BIOL 020	Frontiers in Biology *	4
+		
RESTRICTED ELECTIVES - LIST A		3
Select one of the following courses:		
ANTH 010	Cultural Anthropology *	3
CFS 080	Lifespan Development *	3
PSY 005	Social Psychology *	3
SOC 001	Introduction to Sociology *	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select one of the following courses or any course not selected from List A:		
PSY 010	Human Sexuality	3
PSY 034	Abnormal Psychology	3
PSY 130	Introduction to Behavior Modification	3
PSY 133	Personal and Social Growth	3
+		
ELECTIVES		12-18
Select additional transferable courses numbered 1-199 to achieve 60 units. The Social Science Division recommends additional courses from 2E or 2F to meet this requirement.		

=

TOTAL

60

* Course(s) meets General Education requirement and 12-15 units may be double counted above in 1A (CSU GE).

** 13-16 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) section for additional details).

Sociology

Sociology is a social science dedicated to studying the micro, meso, and macro aspects of social life. As so, sociology studies a diverse set of topics. At the micro level, we examine human behaviors such as love, crime, prejudice, and coping. At the meso level, we explore communities, policing, organizations, and grassroots movements. At the macro level, we take an interest in culture, religion, institutions, wars, systems of oppression, and aspects of globalization. The goal of sociology is to understand how our everyday lives are interconnected with, shaped, and influenced by the society we live in.

Sociology students will acquire various abilities, such as: the ability to analyze and interpret qualitative and quantitative data; understand and apply sociological theories; and use sociological concepts to discuss social behavior, communicate social issues, and identify group/cultural influences.

The most common career opportunities with a baccalaureate degree include: law, public administration, social services, applied research, leadership, and management in non-profit organizations.

Transfer requirements in sociology are available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Please learn more about what we study: Sociologists on Sociology (<https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fvimeo.com%2F274930510&data=05%7C01%7Cdanielal%40cos.edu%7Ca7cdf25b66504e3df82608db192f8085%7Ca1ac1160f96f4e1abad8aa9c4be537ae%7C1%7C0%7C638131464031855597%7CUnknown%7CTWFpbGZsb3d8eyJWljoimC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikh1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=L34j5xqtF%2Bbcattq9svXrMzSclRb5PXNd39pNm%2FngO%2BQ%3D&reserved=0>)

Career options for Sociologists: Careers in Sociology (<https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsociology.ucsc.edu%2Fundergraduate%2Fcareersinsociology1.pdf&data=05%7C01%7Cdanielal%40cos.edu%7Ca7cdf25b66504e3df82608db192f8085%7Ca1ac1160f96f4e1abad8aa9c4be537ae%7C1%7C0%7C638131464031855597%7CUnknown%7CTWFpbGZsb3d8eyJWljoimC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikh1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=yphlK4ZoxDeg69JuwBEAZBcFUs4%2BnpYmq5Sw4PzwfU%3D&reserved=0>)

Contact Information

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Kern: 716 | Visalia Campus

Associate Degree

- Associate in Arts in Sociology for Transfer (AA-T) (p. 422)

Associate in Arts in Sociology for Transfer (AA-T)

This degree is designed to prepare students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of Sociology through the study of facts, principles, and theories that pertain to basic sociological issues. Students will acquire the ability to analyze and interpret qualitative and quantitative sociological data, communicate effectively about social issues, and identify group/cultural influences. Additionally they will acquire sociological topics from a scientific perspective, using systematic investigation and critical thinking methods.

Program Outcomes

- Describe the major sociological theories and apply them to a variety of social phenomena.
- Demonstrate how social structures, institutions, cultural practices, and social inequality have influenced their personal lives.

Transfer & Career Opportunities

This Associate in Arts in Sociology for Transfer (AA-T) Degree is intended to meet the lower division requirements for Sociology for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: law, public administration, social services, applied research, leadership and management in non-profit organizations.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		10
SOC 001	Introduction to Sociology *	3
SOC 002	Social Problems *	3
SSCI 025 or MATH 021	Statistics - Social Sciences * Introduction to Statistics	4
+		
RESTRICTED ELECTIVES - LIST A		6
Select two of the following courses:		
SOC 026	Marriage and Family Life *	3
SOC 010	Sociology of Gender *	3
PSY 005	Social Psychology *	3
+		
RESTRICTED ELECTIVES - LIST B		3
Select one of the following courses:		
ANTH 010	Cultural Anthropology *	3
PSY 010	Human Sexuality *	3
SOC 043	Sociology of Deviance *	3
+		
ELECTIVES		11-16
Select additional transferable courses numbered 1-199 to achieve 60 units		
=		
TOTAL		60

* Course(s) meets General Education requirement and 9-12 units may be double counted above in 1A (CSU GE).

** 9-12 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Spanish

The Foreign Language Department offers transfer courses in Spanish. The instructors in the department provide a sequenced program of courses that support the goal of fluency in speaking, reading, writing and comprehension. Besides offering Spanish 1-4, the department also features a vital Spanish for Spanish Speakers Program (Spanish 22-23) and a survey of literature (Spanish 12). The Spanish program and instructors are particularly active, sponsoring activities like the campus MEChA club and a Dia de los Muertos display. A particularly popular Certificate of Achievement offered by the Spanish department is the Interpreter (Spanish) Certificate that encompasses a group of courses designed to lead a student to the successful completion of the California state interpreters exam.

Contact Information

Language and Communication Studies Division Chair

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Dean of Language and Communication Studies/Educational Support Services

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Associate Degree

- Associate in Arts in Spanish for Transfer (AA-T) (p. 425)

Certificate

- Certificate of Achievement in Interpreter (Spanish) (p. 427)

Associate in Arts in Spanish for Transfer (AA-T)

This degree is designed to prepare students for a seamless transition to a California State University. Students completing this degree will have an introductory foundation for the field of Spanish through the study of language, culture and literature and will acquire the abilities to engage in conversation, understand the essential points of a narrative or explanation, read and comprehend literature, write summaries and engage in correspondence.

Program Outcomes

- Speak, read, write and understand spoken Spanish at a near-native level of fluency.

Transfer & Career Opportunities

This Associate in Arts in Spanish for Transfer (AA-T) Degree is intended to meet the lower division requirements for Spanish for all CSU campuses. Students planning to transfer to institutions other than the CSU are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: international business, finance, health care, social services, travel, and interpreting.

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		16
If students place out of any required course and are not awarded units for that course, they will have to take additional units to compensate for the course/units they placed out of. Approved substitutions include courses in the Restricted Electives and Approved Substitutions below. GE designations for double counting with the following required courses assume students will not place out of any required courses. Double counting will be modified to accommodate students who place out of any course.		
SPAN 001	Beginning Spanish *	4
SPAN 002	Elementary Spanish *	4
or SPAN 022	SPAN 2 for Spanish Speakers	
SPAN 003	Intermediate Spanish	4
or SPAN 023	Spanish 3 for Spanish Speakers	
SPAN 004	Advanced Spanish	4
+		
RESTRICTED ELECTIVES		3
Select one of the following courses:		
ENGL 010	Chicano Literature	3
HIST 023	Mexican American *	3
SPAN 012	Hispanic Literature	3
+		
APPROVED SUBSTITUTIONS		
As noted above, students who place out of required courses must take additional units to compensate for the course/units placed out of. Approved substitutions include courses in Restricted Electives and the courses listed below.		
ANTH 010	Cultural Anthropology *	3
ETHN 003	Chicana and Chicano Studies *	3
SOC 001	Introduction to Sociology *	3
SOC 010	Sociology of Gender *	3
+		
ELECTIVES		8-10
Select additional transferable courses numbered 1-199 to achieve 60 units		
The Language Arts Division recommends the additional courses be selected from Restricted Electives or Approved Substitutions above.		
=		
TOTAL		60

* Course(s) meets General Education requirement and 6-9 units may be double counted above in 1A (CSU GE).

** 6 units may be double counted above in 1B (IGETC-CSU). IGETC-CSU requires completion of IGETC AREA 1C.

The Associate in Arts Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average and a "C" or better grade in all required major and restricted electives courses (see Transfer Information and Requirements (p. 106) for additional details).

Certificate of Achievement in Interpreter (Spanish)

Students completing this certificate will be prepared for the three California Judicial Council/Administrative Office of the Courts Certified Interpreter Exams in English and Spanish.

Program Outcomes

- Communicate clearly and effectively in Spanish and English in both written and oral formats.
- Use the specific vocabulary of medical or legal professions.
- Use simultaneous and consecutive interpretation techniques and do sight and text translations to prepare them for the California state Spanish interpreter licensure exam.
- Demonstrate cultural sensitivity to persons and legal traditions involved in court proceedings.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in a variety of governmental and medical settings.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		12-13
ENGL 001	College Reading and Composition	4
ENGL 380	Vocabulary Building for Tests	1
SPAN 004 or SPAN 012	Advanced Spanish Hispanic Literature	3-4
SPAN 280	Interpreter Written Exam Prep	1
SPAN 281	Spanish Interpreting Skills	3
+		
RESTRICTED ELECTIVES		8-9
Select 8-9 units from the following courses:		
AJ 112	Legal Aspects of Evidence	3
AJ 115	Criminal Law 2	3
BUS 293	Business English	4
SPAN 282	Spanish Legal/Medical Terms	3
WEXP 193C	Spanish Interpreter Work Experience - 1st Semester	1 - 4
WEXP 194C	Spanish Interpreter Work Experience - 2nd Semester	1 - 4
WEXP 195C	Spanish Interpreter Work Experience - 3rd Semester	1 - 4
WEXP 196C	Spanish Interpreter Work Experience - 4th Semester	1 - 4
=		
TOTAL		20-22

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Language Arts Division Chair.

Sports Medicine



The Sports Medicine Department offers a degree that prepares students for entry-level employment and/or potential further study in the fields of Sports Medicine/Athletic Trainer. Students completing this degree will have a basic foundation in Sports Medicine and skills that include an understanding of the mechanism of injury and illness, assessment of injuries and illness, and appropriate care.

Career opportunities include athletic training, sports psychology, personal fitness trainer, coaching, sports physical therapy, sports nutrition and massage therapy.

Contact Information

Physical Education Division Chair

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Dean of Physical Education/Athletic Director

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Associate Degree

- Associate of Science in Sports Medicine/Athletic Trainer (AS) (p. 429)

Associate of Science in Sports Medicine/Athletic Trainer (AS)

The Associate of Science degree for Sports Medicine/Athletic Training/Exercise Science provides students with a foundation in the biological, physical, performance, prevention, care and rehabilitation sciences, which prepares the student to transfer to bachelor's degree programs involving wellness or related health discipline(s). Employment opportunities in the wellness fields include multiple allied health care professions, fitness specialists, personal fitness, coaching, recreation, as well as positions in athletics and recreation centers. Students should consult with an academic counselor for appropriate course requirements related to their education plan and admissions/transfer to the four-year university.

Program Outcomes

- Explain, interpret, and relate anatomical, physiological, and biomechanical systems to sport and physical activities.
- Plan, implement, and assess appropriate wellness care and management procedures.
- Evaluate and plan performance enhancement methods to improve physical function and condition.

Transfer & Career Opportunities

The College maintains articulation with most CSU and UC campuses and some private colleges and universities. Course requirements vary between colleges and universities and students are encouraged to consult ASSIST.org (<http://ASSIST.org>) and a COS counselor for program planning and course selection. Most common career opportunities with a baccalaureate degree include: athletic training, sports psychology, personal fitness trainer, coaching, sports physical therapy, sports nutrition, massage therapy, medicine, osteopathic medicine, sports chiropractic, nursing and recreation positions.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		37-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC-CSU) **		
+		
REQUIRED MAJOR COURSES		33
BIOL 020	Frontiers in Biology *	4
BIOL 030	Human Anatomy	4
BIOL 031	Human Physiology	4
CHEM 020	Introduction to General Chemistry *	4
HW 003	First Aid/CPR/AED	3
MATH 021	Introduction to Statistics *	4
NUTR 018	Nutrition *	3
PSY 001	General Psychology *	3
SMED 040	Introduction to Sports Injuries	3
SMED 181	Athletic Training Clinical 1	1
or SMED 182	Athletic Training Clinical 2	
or SMED 183	Athletic Training Clinical 3	
or SMED 184	Athletic Training Clinical 4	
+		
RESTRICTED ELECTIVES		4
Select a minimum of 4 units from the following courses:		
HW 001	Personal and Community Health	3
PHYS 020	General Physics 1	5
SMED/HW 060	Concepts in Health and Fitness	3
SMED 151	Lower Extremities Assessment	2
SMED 152	Lower Extremities Rehabilitation	2
SMED 153	Upper Extremities Assessment	2
SMED 154	Upper Extremities Rehabilitation	2
WEXP 193Y	Sport Medicine Work Experience – First Semester	1-4
WEXP 194Y	Sports Medicine Work Experience - Second Semester	1-4
WEXP 195Y	Work Experience Sport Medicine - Third Semester	1-4

WEXP 196 Y	Sports Med Wrk Exp - 4th Sem	1-4
=		
TOTAL		61-62

* Course(s) meets General Education requirement and 15 units may be double counted above in CSU GE.

** 13 units may double count above in IGETC.

The Associate of Science Degree for Transfer requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Transfer Information and Requirements (p. 106) for additional details).

University Studies



Associate of Arts (AA) degrees in University Studies are designed to offer students much flexibility in designing a study path that leads to a degree that can be used for transfer. Although these degrees are not aligned to a traditional major, they do offer the students a chance to broadly explore a discipline before deciding on a particular major. The two areas of focus are Elementary Education and Mathematics & Science.

Transfer information is available in the Counseling Department. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Student Services Division Chair

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Dean of Student Services

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Associate Degrees

- Associate of Arts in University Studies - Pathway to Math and Science (AA) (p. 435)

Associate of Arts in Liberal Arts – Pathway to Educational Occupations (AA)

This program is designed for students seeking a broad knowledge base in Liberal Arts, plus additional course work in an area of education. This program would be an ideal selection for those students pursuing an introductory career in the field of education. Due to the variations in admissions into programs, careers, and major requirements, selection of courses within the area of emphasis should be done in collaboration with a COS counselor.

Program Outcomes

- Upon completion of this program, a student will be able to obtain a certificate and/or degree in preparation for pre-professional education careers such as teacher's aid, pre-school associate teacher or assistant, and/or prepared for pre-teaching credential.

Career Opportunities

Access to programs and entry-level employment in pre-professional education careers such as teacher's aide, pre-school associate teacher or assistant, and/or prepared for pre-teaching credential.

Program Requirements

Code	Title	Units
GENERAL EDUCATION		
College of the Sequoias' Associate Degree General Education (COS-GE)		25
REQUIRED MAJOR COURSES		18
Complete a minimum of 18 units with a "C" grade or better from the following. Courses used to fulfill the General Education requirements listed above may be counted as part of this 18 unit minimum.		
ART 001	Art Appreciation	3
ART 008	Drawing Fundamentals	3
BIOL 020	Frontiers in Biology	4
BIOL 021	Plant Biology	3
BIOL 022	Animal Biology	3
BIOL 025	Human Ecology	3
CFS 080	Lifespan Development	3
CHEM 010	Introduction to Chemistry	4
CHEM 020	Introduction to General Chemistry	4
CHLD 039	Child Development-DS 1	3
CHLD 042	Child, Family & Society-DS2	3
CHLD 140	Principles of Early Childhood Education - DS3	3
CHLD 148	Child Health, Safety, Nutrition - DS7	3
COMM 001	Fundamentals of Public Speaking	3
COMM 004	Interpersonal Communication	3
COMM 005	Argumentation and Debate	3
COMM 008	Group Communication	3
COMP 005	Computer Concepts	4
COMP 130	Introduction to Personal Computers	4
DRAM 001	Introduction to the Theatre	3
EDUC 050	Introduction to Teaching	3
EDUC 120	Technology Skills for Educators	3
ENGL 001	College Reading and Composition	4
ENGL 002	Logic and Composition	3
ENGL 004	Composition and Literature	3
ESCI 001	Introduction to Earth Science	4
ETHN 001	Black American Studies	3
ETHN 002	American Indian Studies	3
ETHN 003	Chicana and Chicano Studies	3
ETHN 004	Asian American Studies	3
ETHN 010	Introduction to Ethnic Studies and Social Justice Studies	3

GEOG 001	Physical Geography	3
GEOG 001L	Physical Geography Lab	1
GEOG 002	World Regional Geography	3
GEOL 001	Physical Geology	4
HIST 017	People of the US to 1877	3
HIST 018	People of the US from 1865	3
HIST 025	World History to 1500	3
HW 001	Personal and Community Health	3
LING 111	Introduction to Language	3
MATH 005	Modern Mathematics	4
MATH 010	Structure and Concepts 1	4
MATH 011	Structures and Concepts 2	4
MATH 021	Introduction to Statistics	4
MATH 044	College Algebra	4
MUS 001	Music Fundamentals	3
MUS 010	Music Appreciation	3
NUTR 018	Nutrition	3
NSCI 131	Chemistry and Physics for Educators	4
PHIL 001	Introductory Philosophy	3
PHIL 020	Introductory Logic	3
PHIL 025	Critical Thinking	3
POLS 005	Federal, State and Local Government	3
POLS 010	California Government and Politics	1
+		
ELECTIVES		17
Select additional courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

The Associate of Arts in Liberal Arts requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average.

Associate of Arts in University Studies - Pathway to Math and Science (AA)

This degree prepares students for transfer to a four-year university. Students completing this degree will have an introductory foundation in mathematics and science. Students will gain an understanding of basic mathematical concepts, quantitative reasoning and their application, experimental methodology, hypotheses testing, and the power of systematic questioning. Students will also develop a comprehension of the basic concepts of physical and biological sciences, and a sophisticated understanding of science as a human endeavor, including the limitations, as well as the power of scientific inquiry.

Program Outcomes

- Demonstrate an understanding of science and mathematical concepts relevant to inquiry at the university level by being prepared for transfer into a STEM program.

Transfer & Career Opportunities

The College maintains articulation with most CSU and UC campuses and some private colleges and universities. Course requirements vary between colleges and universities and students are encouraged to consult ASSIST.org (<http://www.ASSIST.org>) and a COS counselor for program planning and course selection. This degree prepares students for baccalaureate majors including, but not limited to: Atmospheric Science, Biotechnology, Computer Science, Engineering, Enology, Food, and Nutritional Sciences, Genetics, Health Science, Hydrology, Kinesiology, Natural Science, Pre-Nursing (B.S.N.), Physics, and many pre-professional majors: Pre-Med, Pre-Dental, Pre-Pharmacy, Pre-Optometry, Pre-Veterinary Med, and Pre-Chiropractic.

Code	Title	Units
GENERAL EDUCATION		30-39
Select one of the following General Education patterns:		
California State University General Education (CSU-GE) *		
Intersegmental General Education Transfer Curriculum (IGETC) **		
College of the Sequoia's Associate Degree General Education (COS GE)		
Students completing the COS GE option must complete the minimum 30 unit GE admission requirement for the CSU or UC (consult with a COS Counselor to create student education plan.)		
+		
Exemptions for High Unit Majors: Students who have met the minimum admissions requirements to a UC or CSU campus in a major such as Science or Engineering, where completion of the CSU GE or IGETC is not recommended due to excessive units, can be granted an Associate degree with the completion of the COS Associate Degree General Education requirements. The PE (section 4A), and HW (section 4B) subject requirements, and the Information Competency (section 5C) requirement will be waived and the additional 3 units required per Title 5 will be met with numerous additional science and math courses required for these majors.		
CONCENTRATION - MATH AND SCIENCE		18
Complete a minimum of 18 units with a "C" grade or better, including at least one mathematics course and at least one science course from the lists below. Courses used to fulfill the general education requirements listed above may be counted as part of the 18 unit minimum.		
LIST A: MATHEMATICS		3-15
BUS 020	Business Statistics *	3
BUS 119	Quantitative Methods *	3
MATH 005	Modern Mathematics	4
MATH 010	Structure and Concepts 1 *	4
MATH 011	Structures and Concepts 2 *	4
MATH 021	Introduction to Statistics *	4
MATH 035	Precalculus A	4
MATH 044	College Algebra	4
MATH 070	Precalculus *	5
MATH 065	Calculus 1 *	4
MATH 066	Calculus 2 *	4
MATH 067	Calculus 3 *	4
MATH 080	Linear Algebra *	4
MATH 081	Differential Equations *	5
MATH 154	Precalculus B *	4
SSCI 025	Statistics - Social Sciences *	4
+		
LIST B: SCIENCE		3-15

AG 002	Environmental Conservation	3
AG 004	Soil Science	3
ANTH 011	Biological Anthropology	3
ASTR 010	Introduction to Astronomy *	3
BIOL 001	Principles of Biology 1 *	5
BIOL 002	Principles of Biology 2 *	5
BIOL 020	Frontiers in Biology *	4
BIOL 021	Plant Biology *	3
BIOL 022	Animal Biology *	3
BIOL 025	Human Ecology *	3
BIOL 030	Human Anatomy *	4
BIOL 031	Human Physiology *	4
BIOL 040	General Microbiology *	4
CHEM 001	General Chemistry 1 *	5
CHEM 002	General Chemistry 2 *	5
CHEM 010	Introduction to Chemistry	4
CHEM 020	Introduction to General Chemistry *	4
CHEM 021	Organic/Biological Chemistry *	4
GEOG 001 & 001L	Physical Geography and Physical Geography Lab *	4
GEOL 001	Physical Geology *	4
GEOL 005	Earth History *	4
GEOL 012	Environmental Geology *	3
MET 001	Elementary Meteorology *	3
NUTR 018	Nutrition	3
PHYS 020	General Physics 1 *	5
PHYS 021	General Physics 2 *	5
PHYS 055	Physics 1: Mechanics & Waves *	4
PHYS 056	Physics 2: E&M and Heat *	4
PHYS 057	Physics 3: Modern Physics *	5
PLSI 001	Intro to Plant Science	3
PSCI 020	Physical Science *	4
+		
ELECTIVES		5-27
Select additional transferable courses numbered 1-199 to achieve 60 units.		
=		
TOTAL		60

* Courses meet General Education requirement and 6-9 units may be double counted above in A1 (CSU GE).

** 0-10 units may be double counted above in 1B (IGETC).

The Associate of Arts in University Studies- Pathway to Math and Science requirements include completion of the 60 unit program defined above with at least 12 units taken in residence at College of the Sequoias with a "C" (2.0) average (see Transfer Information and Requirements (p. 106) for additional details).

Veterinary Assisting

The Veterinary Assisting program is housed in the Agriculture Division and courses are taught both under the prefix of VT (Vet Tech) and ASCI (Animal Science). It prepares students for entry-level employment as a veterinary assistant and provides a foundation of knowledge for further study in veterinary technology. Students will learn about the members of the veterinary team, client communication, animal handling and restraint, common laboratory procedures, surgical assisting and monitoring, anatomy and physiology, animal emergencies, and veterinary medical terminology. Careers will include working for a large animal or equine veterinary clinic or a small animal clinic as a Veterinary Assistant, Kennel Assistant, Lab Assistant, Veterinary Receptionist, or Surgical Assistant.

Contact Information

Agriculture Division Chair

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B106 | Tulare Campus

Provost - Tulare College Center, Dean of Agriculture

C. Louann Waldner, Ph.D. | (559) 688-3050 | louannw@cos.edu
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Certificate

- Certificate of Achievement in Veterinary Assisting (p. 165)

Welding



Welding is an academic discipline concerned with the study of metal fabrication, weld metal transfer and the use of different shielding gases. The skills developed in this discipline will include metallurgy, print reading, design and creation, multi-position welding, weld joint design, use of common welding applications and basic material science.

Career options include positions in construction, manufacturing, metal fabrication, welding related inspection, education, technical sales and artistic welding. A higher degree maybe required to meet minimum job requirements depending on the position.

Transfer requirements in welding are available in the Counseling Center. In all cases, students should consult with a counselor for specific transfer requirements.

Contact Information

Welding Instructor Faculty Contact

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Industry and Technology Division Chair

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Tulare Center Building C: Room C | Tulare Campus

Dean of CTE and Workforce Development

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Tulare College Center | Building A 107 | Tulare Campus

Associate Degree

- Associate of Science in Welding Technology (AS) (p. 440)

Certificate

- Certificate of Achievement in Welding (p. 442)

Associate of Science in Welding Technology (AS)

This degree prepares students for entry-level employment in the field of Welding through the study of fabrication, metal transfer and the use of different shielding gases. Students will acquire skills in metallurgy, blueprint design and creation, multi-position metal transfer, well-joint design and application, and basic material science.

Program Outcomes

- Adjust, operate and troubleshoot shielded metal arc welding, gas welding, gas tungsten arc welding, oxyfuel welding and cutting apparatuses to industry standards.
- Choose the correct joint prep process for the weld metal joints and complete that joint prep to industry standards.
- Perform groove, lap, fillet and seam welds using SMAW, GTAW and OFW apparatuses to industry standards.
- Produce simple effective orthographic drawings used for cutting, fit-up and welding of metal weldments. These drawings shall include the use of the American Welding Society welding symbols. All drawings shall be done to industry standards.
- Perform basic welding inspection and quality control tasks used in the manufacturing, construction and food processing industries.

Career Opportunities

Upon successful completion of this degree, students will be prepared for careers or employment in the following fields: Welding and metal fabrication careers in the manufacturing and construction industries. Welding related maintenance and repair positions in the food processing industries. Welding inspection and quality control in the manufacturing and construction industries.

Note

This degree is not designed for transfer; however, the courses included in this degree may be transferable and apply to other degrees designed for transfer.

Code	Title	Units
GENERAL EDUCATION AND SUBJECT REQUIREMENTS		25
College of the Sequoias' Associate Degree General Education (COS-GE)		
+		
REQUIRED MAJOR COURSES		22
WELD 161	Oxyacetylene Welding	4
WELD 162	Shielded Metal Arc Welding	4
WELD 171	Specialty Metals Welding	4
WELD 172	Gas Tungsten Arc Welding	4
WELD 181	Blueprint Reading/Metallurgy	3
WELD 276	Metal Fabrication	3
+		
RESTRICTED ELECTIVES		3-4
Select 3-4 units from the following courses:		
WELD 104	Metal Sculpture	3
WELD 105	Metalcraft Welding & Forging	3
WELD 107	Forging and Wrought Iron	2
WELD 273	Stainless Steel Weld / Repair	4
WELD 274	Aluminum Welding	4
WELD 275	Welding Codes/Certification	4
+		
ELECTIVES		9-10
Select additional degree applicable courses numbered 1-299 to achieve 60 units.		
=		
TOTAL		60

The Associate Degree requirements include completion of the:

1. Required major courses and restricted elective courses with a "C" or better grade in each course (required and restricted elective courses may be substituted with the approval of the Division Chair),
2. General Education requirements,

3. Subject requirements including PE, Health & Wellness, and American Institutions, and
4. A minimum of 60 units of degree applicable courses numbered 1-299, at least 12 of which must be taken in residence at College of the Sequoias, with a "C" (2.0) average (see Associate Degree Requirements (p. 97) for additional details).

Certificate of Achievement in Welding

This certificate prepares students for entry-level employment in the field(s) of welding and fabrication, both locally and internationally, and completion of this certificate can be enhanced for industry standards by students completing and passing American Welding society certifying tests. Students completing this certificate will acquire entry level skills in shielded metal arc, gas metal arc, gas tungsten metal arc, oxyfuel welding, oxyfuel cutting skills. Students will know basic metallurgy, blueprint design and reading, as well as the scientific principles of welding.

Program Outcomes

- Adjust, operate, and troubleshoot shielded metal arc welding, gas tungsten arcwelding, gas metal arc welding, oxyfuel welding, and oxyfuel cutting apparatuses to industry standards.
- Choose the correct joint prep process for the weld metal joints and complete that joint prep to industry standards.
- Perform groove, lap, fillet and seam welds using SMAW, GTAW, GMAW and OFW apparatuses to industry standards.
- Perform basic welding inspection tasks relating to manufacturing and construction applications.

Career Opportunities

Upon successful completion of this certificate, students will be prepared for employment in the following industries: Metal fabrication and repair in the manufacturing and construction industries. Maintenance welding and repair in the food processing industries. Welding-related quality control and inspection on welding-related applications.

Program Requirements

Code	Title	Units
REQUIRED CERTIFICATE COURSES		22
AGTC 210 or WELD 276	Agriculture Project Construction Metal Fabrication	3
WELD 161	Oxyacetylene Welding	4
WELD 162	Shielded Metal Arc Welding	4
WELD 171	Specialty Metals Welding	4
WELD 172	Gas Tungsten Arc Welding	4
WELD 181	Blueprint Reading/Metallurgy	3
+		
RESTRICTED ELECTIVES		3-4
Select 3-4 units from the following courses:		
WELD 104	Metal Sculpture	3
WELD 105	Metalcraft Welding & Forging	3
WELD 107	Forging and Wrought Iron	2
WELD 273	Stainless Steel Weld / Repair	4
WELD 274	Aluminum Welding	4
WELD 275	Welding Codes/Certification	4
=		
TOTAL		25-26

The Certificate of Achievement requirements include completion of the certificate courses with a "C" or better grade in each course. Required and support courses may be substituted with the approval of the Industry & Technology Division Chair.

Work Experience

Cooperative Work Experience Education/Internship program combines work site learning with academic instruction as an integral part of a community college curriculum. It offers the opportunity to develop skills and knowledge and improves self-understanding by integrating classroom study with supervised work site experiences.

Students have the opportunity to earn elective credit (1-4 units) related to work they are doing within the community. This program is open to all majors with acceptable employment (paid or unpaid).

Contact Information

To register for Work Experience courses, students are encouraged to contact the program coordinator or designee at (559) 730-3742. Contact the Division Chair or Dean for more information.

COURSES

Class Search

Ready to search for classes?

Use the Class Search (http://banweb.cos.edu/prod/hzsched.p_search/) to look for classes by:

- Subject
- Instructor
- Open classes
- Time
- Location

Courses Related in Content

Active participatory courses not approved as repeatable, that share a similar primary educational objective in physical education, visual arts, and performing arts are grouped together. Students are allowed four enrollments within each group of courses related in content (CRC), but each course in the group may be taken only once. This limitation applies even if a student receives a substandard grade or is approved to repeat a course due to extenuating circumstances.

In addition, all evaluative and non-evaluative grades count toward the four enrollment limitation and all grades and credits received count in computing the students GPA. The one and only exception is when a course is repeated pursuant to a significant lapse of time, the District may allow the previous grade and credit to be disregarded in computing the student's GPA.

Art Families of Courses

Code	Title	Units
Design Family (9 Units)		
ART 006	Color and Design	3
ART 007	Advanced Color and Design	3
ART 032	Beginning 3-D Design	3
Drawing Family (9 Units)		
ART 008	Drawing Fundamentals	3
ART 009	Drawing Composition	3
ART 049	Beginning Figure Drawing	3
Painting Family (6 Units)		
ART 043	Beginning Studio Painting	3
ART 044	Intermediate Studio Painting	3
Digital Family (9 Units)		
ART 023	Introduction to Digital Art	3
ART 025	Digital Painting and Imaging	3
ART 130	Digital Printmaking	3
Planographic/Offset Processes Family (12 Units)		
ART 176	Beginning Stone Lithography	3
ART 177	Intermediate Stone Lithography	3
ART 178	Beginning Plate Lithography	3
ART 179	Intermediate Plate Lithography	3
Printmaking Family (12 Units)		
ART 015	Beginning Printmaking	3
ART 016	Intermediate Printmaking	3
ART 121	Beginning Screen Printing	3

ART 122	Intermediate Screen Printing	3
Museum/Gallery Studies Family (6 Units)		
ART 111	Beginning Gallery Exhibition	3
ART 112	Intermediate Gallery Exhibition	3
Research Family (1-4 Units)		
ART 151	Independent Study for Art	1-4
Sculpture Family (9 Units)		
ART 066	Beginning Sculpture	3
ART 067	Intermediate Sculpture	3
ART 141	Beginning Studio Arts	3
Ceramics Family (12 Units)		
ART 061	Beginning Handbuilding Ceramics	3
ART 062	Intermediate Handbuilding Ceramics	3
ART 063	Beginning Wheel Thrown Ceramics	3
ART 064	Intermediate Wheel-Thrown Ceramics	3

Dance Families of Courses

Code	Title	Units
Ballet Family (2 Units)		
DANC 050	Ballet 1	1
DANC 051	Ballet 2	1
Modern Family (3 Units)		
DANC 054	Modern Dance 1	1
DANC 055	Modern Dance 2	1
DANC 056	Contemporary Dance	1
Jazz Family (3 Units)		
DANC 058	Jazz Dance 1	1
DANC 059	Jazz Dance 2	1
DANC 160	Jazz Dance Styles	1
Tap Family (2 Units)		
DANC 062	Tap Dancing 1	1
DANC 063	Tap Dancing 2	1
Current Trends Family (2 Units)		
DANC 070	Hip Hop	1
DANC 071	Dance Crew	1
Choreography Family (4 Units)		
DANC 080	Choreography	1
DANC 081	Studies in Choreography	1
DANC 082	Contemporary Dance 2	1
DANC 085	Dance Production 1	1
Musical Family (2 Units)		
DANC 041	Musical Theatre Performance - Dance	2

Music Families of Courses

Code	Title	Units
Music Theatre (4 Units)		
MUS 091	Music Theatre Orchestra	2
MUS 097	Music Theatre Voice	2
Classroom Voice Family (4 Units)		
MUS 030	Beginning Voice	2
MUS 031	Intermediate Voice	2
Chamber Ensemble Family (8 Units)		
MUS 036	Chamber Singers Renaissance	2

MUS 037	Chamber Singers Classical	2
MUS 038	Chamber Singers Romantic	2
MUS 039	Chamber Singers 20th Century	2
Commercial Music Family (4 Units)		
MUS 226	Computerized Audio 1: Pro Tools	2
MUS 227	Computerized Audio Production 2	2
Jazz Orchestra (2 Units)		
MUS 072AD	Jazz Orchestra	2
Recording Arts Family (5 Units)		
MUS 281	Recording Arts 1	2
MUS 282	Recording Arts 2	3

Physical Education Families of Courses

Code	Title	Units
Aerobics Family (4 Units)		
PEAC 001	Aerobic Conditioning	1
PEAC 002	Non-Impact Aerobics	1
PEAC 003	Step Aerobics	1
PEAC 004	Circuit Training	1
Aquatics Family (4 Units)		
PEAC 008	Beginning Swimming	1
PEAC 009	Intermediate Swimming	1
PEAC 010	Advanced Swimming	1
PEAC 011	Swimming for Fitness	1
Baseball Family (3 Units)		
PEAC 015	Fundamentals of Baseball	1
PEAC 016	Conditioning for Baseball	1
PEAC 017	Techniques of Baseball	1
Basketball Family (2 Units)		
PEAC 021	Beginning Basketball	1
PEAC 022	Intermediate Basketball	1
Football Family (1 Unit)		
PEAC 025	Fundamentals of Football	1
Mind/Body Wellness Family (4 Units)		
PEAC 036	Stretch and Tone	1
PEAC 037	Pilates Mat Class	1
PEAC 038	Introduction to Yoga	1
PEAC 039	Hatha Yoga Fundamentals	1
Soccer Family (1 Unit)		
PEAC 042	Soccer	1
Softball Family (2 Units)		
PEAC 046	Women's Softball-Beginning	1
PEAC 048	Women's Softball - Advanced	1
Tennis Family (2 Units)		
PEAC 052	Beginning Tennis	1
PEAC 053	Intermediate Tennis	1
Track and Field Family (1 Unit)		
PEAC 056	Beginning Track and Field	1
Volleyball Family (2 Units)		
PEAC 064	Beginning Volleyball	1
PEAC 065	Intermediate Volleyball	1
Walk/Jog Fitness Family (4 Units)		

PEAC 068	Beginning Fitness Walking	1
PEAC 069	Intermediate Fitness Walking	1
PEAC 070	Walk/Jog for Aerobic Fitness	1
PEAC 071	Cross Interval Training	1
Weight Training Family (4 Units)		
PEAC 074	Beginning Weight Training	1
PEAC 075	Intermediate Weight Training	1
PEAC 076	Advanced Strength and Body Building Principles	2
Cheer Family (6 Units)		
PEAC 060	Varsity Performance 1	2
PEAC 061	Varsity Performance 2	2
PEAC 262	Cheer Fitness 1	1
PEAC 263	Cheer Fitness 2	1

Theatre Families of Courses

Code	Title	Units
Acting Family (13 Units)		
DRAM 002	Fundamentals of Acting 1	4
DRAM 003	Fundamentals of Acting 2	3
DRAM 004	Intermediate Acting - Classical	3
DRAM 005	Intermediate Acting 2: Styles	3
Stagecraft Family (6 Units)		
DRAM 013	Beginning Stagecraft	3
DRAM 014	Intermediate Stagecraft	3
Stage Lighting Family (6 Units)		
DRAM 015	Beginning Stage Lighting	3
DRAM 016	Intermediate Stage Lighting	3
Makeup/Costuming Family (6 Units)		
DRAM 012	Costuming	3
DRAM 017	Makeup	3
Rehearsal and Performance Family (4 Units)		
DRAM 019	Rehearsal and Performance - Classical	2
DRAM 021	Rehearsal and Performance - Contemporary	2
Musical Theatre Family (2 Units)		
DRAM 020	Music Theatre Rehearsal and Performance - Classical	2
Student Production Family (2 Units)		
DRAM 022	One Act Play Production	2
Stage Movement Family (2 Units)		
DRAM 030	Stage Movement/Stage Combat	2

Course Numbering System at College of the Sequoias

The Course Number System provided below is to help students easily identify those courses needed as they plan their studies at College of the Sequoias.

All courses numbered 299 or lower are associate degree credit courses. They can be applied toward the 60-unit AA/AS graduation requirement and for vocational certificates.

Course Numbers Explanation

Course Numbers	Explanation
001-099	Courses accepted by the University of California System (See UC Transfer Course List for unit limitations). For specific course articulation (equivalency), consult www.assist.org (http://www.assist.org), the Counseling Office or the Transfer Center.
001-199	Courses accepted by the California State University system and most other four-year colleges and universities. For specific course-to-course articulation (equivalency), consult www.assist.org (http://www.assist.org), the Counseling Office or the Transfer Center.
200-299	Associate degree applicable. Although not intended for university transfer, these courses may be accepted by some colleges in certain majors, especially if provided for in an articulation agreement.
300-399	College credit, non-degree applicable and basic skill courses. Effective Summer Semester, 2008, students enrolled in the 300 series (course number) of classes will be graded on an "A," "B," "C," and "Pass/No Pass" basis.
400	Non-credit, general courses

Course Identification Numbering System (C-ID)

The California Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by individual California Community Colleges. Courses approved for the C-ID program are given a C-ID designation. College of the Sequoias courses with a C-ID designation will articulate with any other California Community College with the same C-ID designation. For example, ECON 040 has been approved for C-ID ECON 202 so ECON 040 is indirectly articulated with all other California Community College courses approved for C-ID ECON 202. In addition to the community college to community college articulation, a course with a C-ID course designation will articulate with California State Universities that have approved articulation with that C-ID designation. To access the CSU courses that have been identified by CSU campuses as comparable to C-ID descriptors visit the C-ID Web Site at www.c-id.net (<http://www.c-id.net>). You can search for courses by discipline or CSU campus.

Course requirements vary between colleges and universities and students are encouraged to consult the ASSIST database at www.assist.org (<http://www.assist.org>) and a COS counselor for program planning and course selection. Students may also consult the ASSIST database for specific information on C-ID course designations for all California Community Colleges. College of the Sequoias lists all C-ID course designations parenthetically after each course description in this catalog.

Accounting (ACCT)

<p>ACCT 001 Financial Accounting 4unit(s) Hours: 4 Lecture/Discussion This course introduces students to fundamental business organization, recording of business financial activities, accounting statements preparation, interrelationships, and the analysis of financial activities for business entities with an emphasis on accounting for corporations. (C-ID ACCT110)</p>
<p>ACCT 002 Managerial Accounting 4unit(s) Hours: 4 Lecture/Discussion This is a second semester transfer-level course, which studies managerial control, job and process costing, activity based costing, standard costs, planning cost accumulation and capital budgeting and planning techniques; and other measuring and reporting methods. (C-ID ACCT120) Prerequisites: ACCT 001 or equivalent college course with a minimum grade of C.</p>
<p>ACCT 210 Computer Accounting 3unit(s) Hours: 3 Lecture/Discussion This course introduces the computer-based accounting package, QuickBooks, to handle "General Ledger" accounting for a business. It is recommended for people engaged in accounting aspects for all types of business entities. Advisory on Recommended Preparation: ACCT 001 or ACCT 101 or equivalent college course with a minimum grade of C.</p>
<p>ACCT 282 Individual Income Tax 5unit(s) Hours: 5 Lecture/Discussion A study of the Federal and California income tax laws that apply to the individual taxpayer. The requirements for becoming a licensed tax preparer and the rules and regulations governing licensed tax preparers are also included. Supplemental learning assistance is available for students to strengthen skills and to reinforce mastery of concepts.</p>

Administration of Justice (AJ)

<p>AJ 011 Introduction to Criminal Justice 3unit(s) Hours: 3 Lecture/Discussion Introduction to Criminal Justice offers an overview of the criminal justice system, including law enforcement, courts and corrections. Students will examine the structure, function and decision making processes of the criminal justice system from the perspective of the accused, the police, courts, corrections and victims. (C-ID AJ110)</p>
<p>AJ 013 Community Relations 3unit(s) Hours: 3 Lecture/Discussion This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics include but are not limited to consenting and conflicting values in culture, religion, law and contemporary community policing models including community oriented policing and problem solving. Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C. (C-ID AJ160)</p>

<p>AJ 014 Criminal Law 1 3unit(s) Hours: 3 Lecture/Discussion This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crimes, the definitions of common and statutory law, and the nature of acceptable evidence. (C-ID AJ120)</p>	<p>AJ 114 Juvenile Delinquency 3unit(s) Hours: 3 Lecture/Discussion This is an introductory course designed to explore the concept of juvenile delinquency in America. Emphasis is on defining delinquency, identifying delinquents, examining theories of causation, identifying institutions for delinquents, and identifying community-based programs designated to treat and or prevent delinquency.</p>
<p>AJ 025 Constitutional Law 3unit(s) Hours: 3 Lecture/Discussion Students will apply logic and critical thinking to written and oral communication in the study of the fundamental rights of all citizens as protected by the United States Constitution. Case studies will be used as examples of the application of law. Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C.</p>	<p>AJ 115 Criminal Law 2 3unit(s) Hours: 3 Lecture/Discussion An in-depth study of criminal law and criminal procedures commonly associated with California state, county and municipal law enforcement agencies. The course provides a complex analysis of both state law, as created by the legislature, and case law as defined in state and federal appellate court decisions, while focusing on established criminal justice procedures. Prerequisites: AJ 011 or equivalent college course with a minimum grade of C.</p>
<p>AJ 045 Terrorism and Freedom 3unit(s) Hours: 3 Lecture/Discussion This course is a study of terrorism including types, tactics and trends. The course also covers the history of freedom, its meaning today and the balance of individual rights and public order. The Patriot Act and its effects on the safety and freedom of the American citizen today are also examined. Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>	<p>AJ 117 Correctional Counseling 3unit(s) Hours: 3 Lecture/Discussion An Administration of Justice course designed for students who are either employed in a corrections setting or intend to pursue a career in this field. This course includes areas of professional ethics, psycho-diagnostic procedures in counseling, critical thinking and communication skills. Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). Prerequisites: AJ 121 or equivalent college course with a minimum grade of C.</p>
<p>AJ 111 Criminal Justice Communication 3unit(s) Hours: 3 Lecture/Discussion This course covers techniques of communicating facts, information in corrections and probation law enforcement reports, letters, memoranda, and directives. Practical experience is offered in note taking, report writing and presentation of courtroom testimony. Introduction to technology used in criminal justice and corrections. Prerequisites: AJ 011 or equivalent college course with a minimum grade of C.</p>	<p>AJ 118 Criminal Investigation 3unit(s) Hours: 3 Lecture/Discussion This course examines the basic principles of criminal investigation. Topics include lawful crime scene investigation & crime scene management strategies, physical evidence identification, collection and preservation guidelines. Current investigative techniques (crime scene search patterns) and concepts related to the prevention and suppression of crime, are also essential components of this course. (C-ID AJ140)</p>
<p>AJ 112 Legal Aspects of Evidence 3unit(s) Hours: 3 Lecture/Discussion The origin, development, philosophy, constitutional and procedural basis of evidence; judicial decisions and statutory rules of evidence governing the admissibility of testimony, writings and material objects. Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C. (C-ID AJ124)</p>	<p>AJ 119 Criminal Identification 3unit(s) Hours: 3 Lecture/Discussion This course provides an introduction to the role of forensics in criminal investigations. It examines the methods used in the forensic analysis of crime scenes, pattern evidence, firearms, questioned documents and controlled substances. (C-ID AJ150)</p>
<p>AJ 113 Juvenile Laws & Procedures 3unit(s) Hours: 3 Lecture/Discussion This course examines the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focus on Juvenile Law, courts and processes, and the constitutional protections extended to juveniles administered in the American Justice System. This course is useful to students looking for a career in the juvenile justice system and those already employed in the system. Advisory on Recommended Preparation: AJ 011 or equivalent college course with a minimum grade of C. (C-ID AJ220)</p>	<p>AJ 121 Introduction to Corrections 3unit(s) Hours: 3 Lecture/Discussion This course provides a history of and critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the Criminal Justice System, corrections, a critical examination of the types of correctional institutions and the clients housed in each institution, and an examination of contemporary correctional issues. (C-ID AJ200) Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). Prerequisites: AJ 011 or equivalent college course with a minimum grade of C.</p>

AJ 123 Ethics in Criminal Justice**3unit(s)**

Hours: 3 Lecture/Discussion

This course allows students the opportunity to explore ethical issues in the field of criminal justice through analysis and critical thinking and apply these concepts to both their professional and personal lives.

AJ 130 Correctional Law**3unit(s)**

Hours: 3 Lecture/Discussion

This course provides the student with an awareness of the historical framework, concepts and precedents that guide correctional practice. Course material will broaden the individual's perspective of the corrections environment, the civil rights of prisoners and responsibilities and liabilities of corrections staff.

Advisory on Recommended Preparation: AJ 121 or equivalent college course with a minimum grade of C.

Prerequisites: AJ 011 or equivalent college course with a minimum grade of C.

AJ 219 Police Patrol Procedures**3unit(s)**

Hours: 3 Lecture/Discussion

This course is the study of basic patrol techniques including stopping, arresting and handcuffing criminal suspects; methods of police patrol and observations; handling disputes and crisis intervention, community policing, and crimes in progress.

Agricultural Management (AGMT)

AGMT 001 Agriculture Economics**3unit(s)**

Hours: 3 Lecture/Discussion

Introductory course focusing on microeconomic principles of resource allocation, production, cost and market price equilibrium with primary application to farms and agribusinesses. Examination of different market structures and their economic effect on agricultural products and resources. Methods of selecting optimal levels of agricultural production. (C-ID AG-AB124)

AGMT 005 Agriculture Managerial Accounting**3unit(s)**

Hours: 3 Lecture/Discussion Hours:

1 Lab

Equivalent Course: AGMT 105

Application and analysis of accounting information for farm and agribusiness management; integration of economic, and financial principles in preparing business plans; equipment cost control and crop enterprise accounting methods; capital investment and profit performance; introduction to computerized farm accounting systems.

Prerequisites: AGMT 104 or equivalent college course with a minimum grade of C.

AGMT 006 Agriculture Sector Analysis**3unit(s)**

Hours: 3 Lecture/Discussion

Equivalent Course: AGMT 101

Aggregate analysis of agricultural economics. Topics include domestic and international forces affecting all parts of the agricultural supply chain, fiscal and monetary policy, trade, agricultural credit, price support, food programs, debt accumulation, agribusiness asset values and income levels.

AGMT 102 Ag Sales and Marketing**3unit(s)**

Hours: 3 Lecture/Discussion

This course involves the study of principles and practices of the selling process including selling strategies, approaches, why and how people buy, prospecting, territory management, and customer service. Students will also learn self-management, communication, and interpersonal skills necessary in developing managerial abilities, leadership qualities, and facilitating teamwork within the agribusiness sector. (C-ID AG-AB112)

AGMT 103 Introduction to Agriculture Business**3unit(s)**

Hours: 3 Lecture/Discussion

This course provides a basic understanding of the business and economics of the agricultural industry. Students will get an introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system. Students will also learn management principles and the decision-making process utilized in the day to day operation of an agricultural enterprise. (C-ID AG-AB104)

AGMT 104 Agriculture Accounting**3unit(s)**

Hours: 3 Lecture/Discussion Hours:

1 Lab

The study of the principles of financial accounting for the agriculture industry. Introduction to recording financial business activities, financial statement preparation and analysis of financial information applied to agricultural business. Application of these concepts and methods through hands-on projects developing computer-based solutions for an agriculture business. (C-ID AG-AB128)

AGMT 108 Ag Business Computer Applications**3unit(s)**

Hours: 3 Lecture/Discussion Hours:

1 Lab

This course will cover computer use in the workplace with emphasis on agribusiness applications. Computer applications including word processing, spreadsheets, databases, and presentation managers will be covered. Students will also learn to access information through the Internet, telecommunications, an introduction to web page design and other software appropriate to agribusiness. Students will apply these concepts and methods through hands-on projects, developing computer-based solutions for agriculture business. (C-ID AG-AB108)

AGMT 201 Introduction to Food Safety Management**3unit(s)**

Hours: 3 Lecture/Discussion

Introduction to management principles of food safety, including the importance of Good Agricultural Practices and Good Manufacturing Practices. Identification of potential food safety hazards, sources of contamination, and the U.S. regulatory agencies that enforce the food safety standards. Introduction to the HACCP approach to food safety.

Agricultural Technology (AGTC)

AGTC 103 Farm Power**3unit(s)**

Hours: 3 Lecture/Discussion Hours:

1 Lab

This course involves the study of functions, physical capabilities, applications, economics and tractor improvements. Students will participate in operation, testing and analysis of tractors in laboratory and field conditions to maximize operation efficiencies. (C-ID AG-MA108L)

AGTC 106 Agriculture Welding

Hours: 3 Lecture/Discussion Hours:
1 Lab

A study of the fundamental principles theories and concepts of welding used in agriculture construction, fabrication and repair. All positions, joint types, hard surfacing, cutting, brazing, SMAW, GMAW, and OFW will be studied.

AGTC 201 Small Engines

Hours: 3 Lecture/Discussion Hours:
1 Lab

This beginning course is designed to introduce students to the theory and concepts of today's modern power equipment. Applications, basic operation, diagnosis and troubleshooting will be addressed in this course.

AGTC 202 Farm Equipment Construction

Hours: 3 Lecture/Discussion Hours:
1 Lab

This is a study of the basic principles for the construction of farm implements such as feeding equipment, tractor implements, farm trailers or other useful tools on the farm. The course content includes: safety, developing a working drawing, a bill of materials, constructing the project and finishing the project.

AGTC 210 Agriculture Project Construction

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course is designed to give students an understanding of the mechanics and technology of fabrication. This class will study the characteristics, types and costs of construction materials for their use in agriculture and industrial equipment fabrication.

AGTC 219 Irrigation System Design

Hours: 3 Lecture/Discussion Hours:
1 Lab

Irrigation system design fundamentals covering micro, sprinkler, surface, and sub-surface applications. Topics include on-farm systems, piping, and discharge as well as system efficiency and cost. AutoCAD and other common design software will be introduced and utilized.

AGTC 220 Irrigation Wells and Pumps

Hours: 3 Lecture/Discussion Hours:
1 Lab

Management and evaluation of irrigation wells, pumps and their drive systems. Emphasis is placed on system hydraulics, pump curves and selection, efficient operation, management, energy conservation, setup, maintenance and repair.

AGTC 222 Ag Irrigation Systems

Hours: 3 Lecture/Discussion Hours:
1 Lab

Fundamentals of irrigation systems and maintenance to include sprinkler, micro, surface and sub-surface applications. As irrigation systems have grown more complex so have their components. Topics include pumping and delivery systems, piping, flow control, filtration, automation, pressure regulation, equipment setup and testing. Emphasis will be placed on cost effective installation and maintenance requirements for efficient operation.

3unit(s)**AGTC 225 Compact Diesel Engines**

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course provides students with technical knowledge and hands-on experience in the operation and repair of compact diesel engines.

Advisory on Recommended Preparation: AGTC 201 or equivalent college course with a minimum grade of C (may be taken concurrently).

3unit(s)**Fall 2019 Version****AGTC 219 AG Design and Fabrication - 3 unit(s)**

Hours: 3 Lecture/Discussion
1 Lab

Materials Fees: 20

The skills of a fabricator involve design, cost, material choices, joining processes and cost analysis. This course will address the need and the skills for the fabrication of complex agriculture projects.

Agriculture (AG)

AG 001 AG, Society, & the Environment

Hours: 3 Lecture/Discussion

3unit(s)

The sociology of agriculture (Ag) is presented through examination of relationships between societies and their environments, economics and Ag. Emphasis is on analysis of agriculture's use of technology and the corresponding impact on the environment, economy, and society.

AG 002 Environmental Conservation

Hours: 3 Lecture/Discussion

3unit(s)

A study of the world's environment, including the study of food and fiber systems, ecology, populations, environmental pollution, bioterrorism, and conservation of natural resources. Students will participate in field tours to examine natural and altered habitats and threats to society and the environment.

AG 003 Economic Entomology

Hours: 3 Lecture/Discussion Hours:
1 Lab

3unit(s)

The study of the insects and mites of economic importance to agriculture, including morphology, taxonomy, identification, life cycles, hosts, habitat relationships, and control methods. Collection and labeling of specimens will be required. Laboratory required. Recommended for Pest Control Advisors' licensing. (C-ID AG-PS 144L)

AG 004 Soil Science

Hours: 3 Lecture/Discussion Hours:
1 Lab

3unit(s)

This is an agricultural science course that provides basic knowledge of the physical, chemical and biological properties of soil. It includes soil-forming factors, plant-soil-water relationships, soil pH and salinity, plant nutrition, fertilizers, and soil conservation.

Advisory on Recommended Preparation: PLSI 001 or equivalent college course with a minimum grade of C. (C-ID AG-PS128L)

AG 107 Agriculture Education Orientation

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course is an overview of Agriculture Education in California. Through class instruction and field experience, students will learn the principle components of teaching agriculture; develop academic and career plans; and observe a secondary agriculture classroom.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26); ENGL 001 may be taken concurrently.

AG 110 Ag Leadership

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course will build student leadership skills. Students will learn management and leadership skills, communication skills, critical thinking skills and project management skills. Students will have the opportunity to apply these skills through leadership activities of the COS Agriculture Ambassadors. These leadership opportunities will include, but are not limited to, leadership seminars, conferences, industry presentations, classroom presentations and agriculture ambassador programs at the local, regional and state level.

AG 125 Principles of Pesticide Use

Hours: 3 Lecture/Discussion
Covers federal and California pesticide laws, safety, application equipment and types of pesticides. Includes basic information for use in preparation for state pesticide certification.

American Sign Language (ASL)

ASL 001 American Sign Language 1

Hours: 4 Lecture/Discussion
This course is a study of fundamentals of American Sign Language. Students will learn the basics of visual/gestural communication and grammatical structures with emphasis on receptive and expressive skills, including intensive practice, finger spelling, individual evaluation, and basic information about Deaf culture.

ASL 002 American Sign Language 2

Hours: 3 Lecture/Discussion
ASL 002 is the second course in a four-course series. Emphasis will be on increasing vocabulary, developing everyday conversational skills, expressing considerably more complicated needs and ideas, and becoming more adept at functioning in the deaf community. Students will also begin translating written text into ASL.
Prerequisites: ASL 001 or equivalent college course with a minimum grade of C.

ASL 003 American Sign Language 3

Hours: 3 Lecture/Discussion
ASL 003 is the third course in a four-course series. Students learn to communicate at an intermediate level. Emphasis is on expanding conversation adeptly and comfortably in a wide variety of situations in the deaf community.
Prerequisites: ASL 002 or equivalent college course with a minimum grade of C.

3unit(s)**ASL 004 American Sign Language 4**

Hours: 3 Lecture/Discussion
ASL 004 is the final course in this four-course series. Emphasis is placed on fluency in functional conversational skills in cultural context. Morphology and grammar of American Sign Language will be explored in depth.
Prerequisites: ASL 003 or equivalent college course with a minimum grade of C.

3unit(s)**ASL 005 Deaf Culture**

Hours: 3 Lecture/Discussion
Equivalent Course: ASL 105
This course will provide an introduction of Deaf Culture where students learn a wide array of historical milestones that shaped the belief system, behavioral norms, and perspectives. Students will critically discuss, analyze, and demonstrate understanding about cultural values, traditions, rules of interaction, language, identity, and history of the American Deaf culture.

3unit(s)

Advisory on Recommended Preparation: ASL 001 or equivalent college course with a minimum grade of C.

ASL 006 Deaf Literature

Hours: 3 Lecture/Discussion
Equivalent Course: ASL 106
This course introduces American Sign Language (ASL) literature genres such as folklore and folktales, storytelling, visual vernacular sign language (ASL), personification, classifier story, poetry, ABC and number stories and non-fiction narrative. Topics include analyzing and applying ASL usage in ASL literature genres and media.
Advisory on Recommended Preparation: ASL 001 or equivalent college course with a minimum grade of C.

3unit(s)**ASL 110 Introduction to American Sign Language Interpreting**

Hours: 4 Lecture/Discussion
Introduction to the profession of sign language interpretation, emphasizing a professional code of ethics applied to real situations. Advanced techniques will include legal, medical, educational, mental health, religious, and deaf/blind interpreting.
Prerequisites: ASL 002 or equivalent college course with a minimum grade of C.

4unit(s)

Animal Science (ASCI)

ASCI 001 Introduction to Animal Science

Hours: 3 Lecture/Discussion Hours:
1 Lab

3unit(s)

A scientific approach to the livestock industry encompassing aspects of animal anatomy, physiology, nutrition, genetics and epidemiology. Emphasis on the origin, characteristics, adaptations and contributions of livestock to the modern agriculture industry.

ASCI 002 Livestock Selection/Evaluation

Hours: 3 Lecture/Discussion Hours:
1 Lab

3unit(s)

Detailed analysis of various visual and physical methods of appraising beef, sheep, and swine concerning functional and economic value. Written and oral summaries of evaluation will be learned. Specific reference will be made to performance data and factors determining carcass value.

<p>ASCI 022 Horse Husbandry 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>	<p>ASCI 113 Farm Animal Biology 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>
<p>Survey of the equine industry, encompassing the evolution and role of the equine species throughout history, breed selection and development, nutrition, disease, preventative health, reproductive management, basic horsemanship, and stabling alternatives. Laboratory required.</p>	<p>This course is an introduction to the scientific concepts of farm animal anatomy and physiology. The objective of the course is to familiarize students with major organ systems and species differences of farm animals. Laboratory exercise will include hands-on training of the anatomy and physiology of domesticated farm animals for those students seeking employment or advanced degrees in the animal sciences.</p>
<p>ASCI 103 Feeds and Feeding 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>	<p>Advisory on Recommended Preparation: ASCI 001 or equivalent college course with a minimum grade of C.</p>
<p>The science of animal nutrition; the fundamentals of digestion and absorption in both ruminants and non-ruminants are discussed. The nutritive value of feedstuffs as they relate to the formulation of livestock rations will be emphasized.</p>	<p>ASCI 118 Introduction to Dairy Science 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>
<p>ASCI 104 Livestock Disease and Sanitation 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>	<p>Equivalent Course: DSCI 101 Survey of the dairy industry; supply of milk and milk products and their uses; emphasis on the history, development and projections of the dairy industry in the US. Covers general information on the economics of dairying; dairy facts and trends; dairy animal selection, culling, fitting, showing, and judging; pedigree evaluation; basic dairy feeds and feeding; fundamentals of bovine reproduction; basic dairy management skills; requirements for and opportunities in dairy industry employment. (C-ID AG-AS 112L)</p>
<p>Study of common infectious and non-infectious livestock diseases, with emphasis on proper management, prevention, treatment, and sanitation procedures for cattle, swine, sheep, and horses.</p>	<p>ASCI 119 Breeding and Selection of Dairy Cattle 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>
<p>ASCI 110 Swine Science 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>	<p>Equivalent Course: DSCI 104 Principles of selection, reproduction, and management of reproduction and breeding in dairy cattle. This course covers both theory and practice of dairy cattle judging, semen evaluation and handling, and artificial insemination.</p>
<p>Study of the principles and practices of purebred and commercial pork production throughout California, the United States and the World. Emphasis is on the importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing, and record-keeping to ensure scientifically-based management decisions and consumer acceptance. Laboratory required.</p>	<p>Advisory on Recommended Preparation: DSCI 101 or equivalent college course with a minimum grade of C.</p>
<p>ASCI 111 Beef Cattle Science 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>	<p>ASCI 123 Horse Production 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>
<p>Study of the principles and practices of purebred and commercial beef cattle production; emphasis on the importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing and record keeping to ensure scientifically-based management decisions and consumer product acceptance as applied to beef cattle.</p>	<p>The course is designed to give students a broad basis of information for decision making in the management and operation of a horse herd from broodmare health to foaling. Herd health, stallion, mare and foal handling, cost of production, reproductive efficiency, artificial insemination and marketing will be evaluated. The use of equine software and technology will also be used in the class.</p>
<p>ASCI 112 Small Ruminant Science 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>	<p>ASCI 124 Equine Training 3unit(s) Hours: 3 Lecture/Discussion Hours: 1 Lab</p>
<p>Survey of sheep and goat industries, including management of commercial, purebred and small farm flocks. This course will cover selection, feeding, breeding, and basic care and husbandry of small ruminants plus marketing of sheep, goats and their products.</p>	<p>This course is designed to give students hands-on experience in training horses of different ages safely and under control. The course provides the theory and concepts for appropriate decision-making for equipment and equine conditions that affect learned and innate behaviors. Considerable time will be spent on ground work and proper methodologies of equine behaviors to create a solid foundation for equine performance.</p>

ASCI 126 Meat ScienceHours: 3 Lecture/Discussion Hours:
1 Lab

This course is an introduction to the meat industry with a special emphasis on meat products and value added meat processing techniques. It includes concepts of food safety and sanitation, grading and inspection along with preservation and marketing strategies to meet current consumer demands.

ASCI 130 Equine EvaluationHours: 3 Lecture/Discussion Hours:
1 Lab

Students will study methods of communication and use analytical thinking in the appraisal of equine breeds at halter and in performance classes. Appraisals will include information about horse classes, order of placement, and organization of reasoning. Students will justify appraisals in front of an official judge. The relationship of equine anatomy and physiology on competitive performance will be considered.

ASCI 140 Beginning EquitationHours: 3 Lecture/Discussion Hours:
1 Lab

Riding both bareback and under saddle, this class is designed to teach the beginning student introductory riding techniques. Students will learn the proper way to catch, groom, saddle, bridle, and mount the horse. Students will learn basic nomenclature for the tack used in equitation as well as the basic anatomy and physiology of the horse which will ensure safe use of the tack for both rider and the horse. Finally, students will learn proper use of natural-aids. In summary, this course will teach students and their horses to walk/jog safely and in a controlled manner.

ASCI 141 Intermediate EquitationHours: 3 Lecture/Discussion Hours:
1 Lab

The students will learn the proper way to catch, groom, saddle, bridle, mount, and ride the horse. The class will focus on proper natural-aids and balance in order to correctly maneuver the horse through different gaits, training methods and obstacles. This class will allow students to lope their horses, executing proper leads and lead changes. The students will learn how to ride in a group setting safely and in a controlled manner.

ASCI 202 Applied Food Safety ManagementHours: 3 Lecture/Discussion Hours:
1 Lab

Overview of the government entities regulating food safety for the US Federal Government. Basic understanding of pathogenic organisms and how to identify/test them from a farm perspective, plant perspective, and packing perspective. Understanding and implementing HACCP and PCQI in an applied agricultural setting from farm to fork.

ASCI 207 Veterinary Terminology

Hours: 3 Lecture/Discussion

Equivalent Course: ASCI 117

This course is designed to acquaint the student with veterinary medical terminology. Emphasis on anatomical, diagnostic, symptomatology, and operative terms relating to individual animal body systems.

3unit(s)

ASCI 224 Livestock MerchandisingHours: 1 Lecture/Discussion Hours:
3 Lab

This course is designed for students to develop skills in preparing and marketing beef cattle, sheep, swine, and goats for competition at intercollegiate livestock competitions. Students will also have the opportunity to help with other livestock and horse events as opportunities arise. Lessons exhibiting animals are given. This course may be repeated three times.

2unit(s)

Anthropology (ANTH)

ANTH 010 Cultural Anthropology

Hours: 3 Lecture/Discussion

This course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. (C-ID ANTH120)

3unit(s)

ANTH 011 Biological Anthropology

Hours: 3 Lecture/Discussion

Want to learn about your origins, primates, and forensic anthropology in one class? Students will encounter the concepts, methods of inquiry, and scientific explanations of the evolution of humans and non-human primates. Course topics include: genetics, evolutionary theory, human variation and adaptation, comparative anatomy and behavior of non-human primates, as well as fossil ancestry. The philosophy of science and the scientific method are the foundations of this course.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID ANTH110)

3unit(s)

ANTH 012 Archaeology

Hours: 3 Lecture/Discussion

Can you dig it? Students will explore the study of concepts, theories, and scientific method in archaeology, as well as a review of data and models that contribute to our knowledge of the human past. The course includes the history and interdisciplinary nature of archaeological research; dating techniques and methods of survey, excavation, and analysis; cultural resource management; and selected cultural sequences.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID ANTH150).

3unit(s)

ANTH 013 Magic, Witchcraft, and Religion

Hours: 3 Lecture/Discussion

Equivalent Course: ANTH 113

This course explores the cross-cultural context of religion and the relationships of individuals and societies to the supernatural. We examine religious practices around the world and throughout history using concepts from the discipline of anthropology.

3unit(s)

Architecture (ARCH)

ARCH 010 Architectural Design 1

Hours: 3 Lecture/Discussion Hours:

3 Lab

An introductory course that emphasizes design process, concept development, and creative problem solving as the means to create architectural form and space. Design projects are presented utilizing "tactile" (by hand) two and three-dimensional visual communication and scale modeling techniques. Verbal presentations in the form of critiques are also required for the purpose of communicating designs and intended concepts.

4unit(s)**ARCH 011 Architectural Design 2**

Hours: 3 Lecture/Discussion Hours:

3 Lab

An advanced course that continues to explore issues initiated in the introductory course. Additionally, the course emphasizes program development, site and context analysis, precedent study, and structure as the means to create architectural form and space. Design projects are presented utilizing "tactile" (by hand) two-and three-dimensional visual communication and scale modeling techniques. Verbal presentations in the form of critiques are also required for the purpose of communicating designs and intended concepts.

4unit(s)

Advisory on Recommended Preparation: ARCH 010 or equivalent college course with a minimum grade of C.

ARCH 013 Architectural Design 3

Hours: 3 Lecture/Discussion Hours:

3 Lab

An introductory digital design course that continues the knowledge introduced in the tactile design courses plus emphasizes professional Building Information Modeling (BIM) software and techniques used to facilitate the architectural design process.

4unit(s)

Advisory on Recommended Preparation: ARCH 010 and ARCH 011 or equivalent college course with a minimum grade of C or equivalent skills as determined by division assessment.

ARCH 014 Architectural Design 4

Hours: 3 Lecture/Discussion Hours:

3 Lab

An advanced digital design course that continues the knowledge introduced in the tactile and the introductory digital design courses plus emphasizes advanced professional Building Information Modeling (BIM) software and techniques utilized to facilitate the architectural design process. Advanced techniques include digital animation and a state team competition that involves both computer generated and physical construction of a structure.

4unit(s)

Advisory on Recommended Preparation: ARCH 010 and ARCH 011 and ARCH 013 or equivalent college course with a minimum grade of C.

ARCH 020 Visual Communication 1

Hours: 2 Lecture/Discussion Hours:

2 Lab

Hours:

1 Other

This is an introductory course of tactile (by hand) visual communication techniques applicable to the design and construction of the built environment. Drawing techniques include lettering, lines, dimensioning, diagramming, orthographic projection, axonometric projection, and perspective projection.

3unit(s)**ARCH 021 Visual Communication 2**

Hours: 2 Lecture/Discussion Hours:

3 Lab

This is an advanced course of "tactile" (by hand) visual communication techniques applicable to the design and construction of the built environment. Drawing techniques include graphic symbols, architectural presentation, architectural drawing conventions; orthographic and perspective projections, rendition of value and context, color theory, figure ground ambiguity, and drawing media and techniques.

3unit(s)

Advisory on Recommended Preparation: ARCH 020 or equivalent college course with a minimum grade of C.

ARCH 070 Architecture History 1

Hours: 3 Lecture/Discussion

History of architecture from Prehistoric to Gothic periods. Pre-Columbian Americas period is also covered. The relationship between architecture and art, science, historical events, religion, society, culture, philosophy, politics, economics, and physical conditions are studied.

3unit(s)**ARCH 071 Architecture History 2**

Hours: 3 Lecture/Discussion

History of architecture from Renaissance to 21st Century periods. The relationship between architecture and art, science, historical events, religion, society, culture, philosophy, politics, economics, and physical conditions are studied.

3unit(s)

Advisory on Recommended Preparation: ARCH 070 or equivalent college course with a minimum grade of C.

ARCH 120 Freehand Drawing

Hours: 2 Lecture/Discussion Hours:

3 Lab

An introductory course of freehand drawing techniques applicable to the design and construction of the built environment. Freehand drawing is an integral part of the architect's design process. It is instrumental in concept development, creative problem solving, documenting and perceiving space, visualization, and observation skills. Techniques include shading, shape definition, form definition, human scale, and entourage utilizing pencil, ink, color media, and combination media.

3unit(s)

ARCH 121 Perspective Alternatives

Hours: 2 Lecture/Discussion Hours:
2 Lab

Hours:
1 Other

A study of the fundamental concepts, principles, and evaluation of hand-illustrated line-drawings utilizing accelerated architectural perspective tools and techniques. Using paper-and-pencil perspective charts, computer-generated frameworks, and instruction in hand-drawn entourage elements, students will generate fully-illustrated pen-and-ink architectural renderings suitable for client presentations and marketing pieces. This course is an invaluable career asset for understanding how to enhance, embellish, and best portray building forms. For people involved in architecture, illustration, building trades, and interior design.
Advisory on Recommended Preparation: ARCH 020 or equivalent college course with a minimum grade of C.

ARCH 160 Construction Materials/Methods

Hours: 4 Lecture/Discussion

An introduction to the principles, materials, methods, and processes of construction. This course combines both theory and practical application. Site visits to view various stages of construction are an integral part of the course.

ARCH 161 Architectural Detailing

Hours: 2 Lecture/Discussion Hours:
3 Lab

A course in architectural detailing that explores the transition from architectural ideas into built reality. Students draw architectural details with corresponding summaries using a computer assisted drafting (CAD) program. Different function, constructability, and aesthetics details are explored and then applied to various construction types.

Advisory on Recommended Preparation: ARCH 160 and DRFT 114 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment.

ARCH 162 Conceptual Structural Analysis

Hours: 3 Lecture/Discussion

A nonmathematical investigation of structural systems and components with respect to their behavior; selection of the most appropriate structural system for various building typologies.

Advisory on Recommended Preparation: ARCH 010 and ARCH 160 or equivalent college course with a minimum grade of C.

ARCH 163 Construction Documents

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

This course provides a detailed introduction to the process of construction documentation. A full set of residential construction documents emphasizing light wood frame construction is created utilizing a computer assisted drafting (CAD) program. A residential light wood frame construction scale model is also created. Prior training in the form of advisory courses or office CAD experience is required.

Advisory on Recommended Preparation: DRFT 114 and ARCH 160 or equivalent college course with a minimum grade of C.

3unit(s)

Art (ART)**ART 001 Art Appreciation**

3unit(s)

Hours: 3 Lecture/Discussion

ART 001 provides a general introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, techniques, with an introduction to the visual arts across time and diverse cultures.

Advisory on Recommended Preparation: Completion of or concurrent enrollment in ENGL 001. (C-ID ARTH100)

ART 002 Art History/Ancient-Gothic

3unit(s)

Hours: 3 Lecture/Discussion

ART 002 provides an overview of western art and architecture from prehistory through the medieval period. Through illustrated lectures, the interrelationships between art and religion, politics, historical events, and philosophy are major foci of study.

Advisory on Recommended Preparation: Completion of or concurrent enrollment in ENGL 001. (C-ID ARTH 110)

ART 003 Art History/Gothic-Modern

3unit(s)

Hours: 3 Lecture/Discussion

ART 003 provides an overview of art and architecture from the Renaissance to the Contemporary period. Through illustrated lectures, the interrelationships between art and religion, politics, historical events and philosophy are major foci of study. ART 002 is NOT a prerequisite for ART 003.

Advisory on Recommended Preparation: Completion of or concurrent enrollment in ENGL 001. (C-ID ARTH120)

ART 004 Art of Ancient America: Mesoamerica

3unit(s)

Hours: 3 Lecture/Discussion

A survey of the major cultures of Mesoamerica from the Early Hunters period until the European conquest. The course uses art as a vehicle for understanding the historical context of the ancient civilizations of Mexico and Central America: included are the Olmec, Classic Veracruz, Teotihuacan, West Mexico, Zapotec, Mixtec, Toltec, Aztec and Maya.

Advisory on Recommended Preparation: Completion of or concurrent enrollment in ENGL 001 or equivalent college course with a minimum grade of C.

ART 005 Art of Ancient America: South America

3unit(s)

Hours: 3 Lecture/Discussion

A survey of the major cultures of Central and South America from the Pre-Ceramic Period up to European contact. The course uses art as a vehicle for understanding the historical context of the ancient civilizations of Central and South America: included are Chavin, Paracas, Nasca, Moche, Tiwanaku, Wari, Chimu, and Inca cultures.

Advisory on Recommended Preparation: Completion of or concurrent enrollment in ENGL 001 or equivalent college course with a minimum grade of C.

<p>ART 006 Color and Design 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>	<p>ART 016 Intermediate Printmaking 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>
<p>This is a basic course in art with a primary purpose of familiarizing the students with elements and principles of design and history. It includes the fundamental concepts of line, value, color, shape/form, space, texture, and color in two dimensions. Students will research works of art in all forms including, but not limited to, fine art, graphic art and popular media. Students will develop, through lectures and discussions, design and color projects and oral and written assignments. Students will learn design vocabulary to cultivate intellect, imagination, sensibility and sensitivity, and respond subjectively as well as objectively to aesthetic experiences. (C-ID ARTS100)</p>	<p>This is an intermediate course in intaglio and relief. Students are encouraged to further develop skills acquired in ART 015 or in previous printmaking experiences. This course introduces basic techniques in multiple-plate color printing. Prerequisites: ART 015 or equivalent college course with a minimum grade of C.</p>
<p>ART 007 Advanced Color and Design 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>	<p>ART 023 Introduction to Digital Art 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p> <p>Introduction to fundamental concepts, practices, and theories of digital art production. Topics include integration of traditional design, color, and compositional principles with contemporary digital tools.</p>
<p>ART 007 is an intermediate level course for two-dimensional art and design studio work. Students will study and learn to apply the principles of art and design intentionally within their own authentic and creative studio work. This course also examines design history and furthers students' knowledge and application of color theory. A variety of wet and dry art media and digital media will be used to further students' technical skill level. Prerequisites: ART 006 or equivalent college course with a minimum grade of C.</p>	<p>ART 025 Digital Painting and Imaging 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p> <p>Digital Painting and Imaging applies digital technology as a painting medium to visually communicate formal space and artistic ideas. Students will explore the intersection of traditional methods of painting and those used in digital art making. Using computer-based, industry standard design software programs, students will explore how to capture and translate physical space into two-dimensional, digital paintings and digital drawings. Investigations into the history of traditional painting, the dynamic capabilities of digital techniques, and contemporary trends in digital painting practices will be conducted.</p>
<p>ART 008 Drawing Fundamentals 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>	<p>ART 032 Beginning 3-D Design 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>
<p>Introduction to principles, elements, and practices of drawing, employing a wide range of subject matter and drawing media. Focus on perceptually based drawing, observational skills, technical abilities, and creative responses to materials and subject matter. Lecture and studio practice emphasize sight measuring, perspective, line drawing and tonal drawing through direct observation. (C-ID ARTS110)</p>	<p>Introduction to the concepts, applications and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. Development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for non-representational three-dimensional projects. (C-ID ARTS101)</p>
<p>ART 009 Drawing Composition 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>	<p>ART 043 Beginning Studio Painting 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>
<p>Exploration of artistic concepts, styles, and creative expression related to intermediate-level drawing, focusing on complex subject matter and concepts using a variety of drawing mediums, techniques, and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing. (C-ID ARTS205) Prerequisites: ART 008 or equivalent college course with a minimum grade of C.</p>	<p>Introduction to principles, elements, and practices of painting. Focus on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. Advisory on Recommended Preparation: ART 006 and 008 or equivalent college course with a minimum grade of C. (C-ID ARTS210)</p>
<p>ART 015 Beginning Printmaking 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab</p>	
<p>Introduction to the basic materials, equipment, and processes of printmaking, including relief (linocut and woodcut), intaglio (drypoint, etching, and collagraph), planography (lithography and monotype), and stencil (screenprint). Traditional and alternative materials and methods will be discussed and explored.</p>	

ART 044 Intermediate Studio Painting

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course involves further study of oil painting techniques where emphasis on focused inquiry of formal design elements will be addressed through individualized creative exploration of subject matter and content. Both representational and abstract painting approaches will be conducted. Recommended for art majors.

Prerequisites: ART 006 and ART 008 and ART 043 or equivalent college course with a minimum grade of C.

ART 049 Beginning Figure Drawing

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

Introduction to drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include an introduction to human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure. (C-ID ARTS200)

Prerequisites: ART 008 or equivalent college course with a minimum grade of C.

ART 061 Beginning Handbuilding Ceramics

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

Introduction to ceramic materials, concepts and processes including basic design principles, creative development, hand-building, glaze techniques, firing and ceramic terminology. The course covers aesthetics and creative development of clay objects examining historical, contemporary and personal modes of expression across cultures.

ART 062 Intermediate Handbuilding Ceramics

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

Students will receive instruction of intermediate complexity on the fundamentals of ceramics as well as more complex hand-built clay construction techniques, glazing, studio design, production techniques, and firing.

Prerequisites: ART 061 or equivalent college course with a minimum grade of C.

ART 063 Beginning Wheel Thrown Ceramics

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course is an overview study of materials, methods and design of ceramics with the primary emphasis on utilization of the potter's wheel. This course is designed to develop growth and stimulate individual creative expression within the ceramic medium.

Advisory on Recommended Preparation: ART 061 or equivalent college course with a minimum grade of C.

3unit(s)**ART 064 Intermediate Wheel-Thrown Ceramics**

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course presents an involved study of the materials, methods and finishing processes of ceramics forms with the emphasis on use of the potter's wheel. This course is designed to increase growth and further stimulate personal expression within the ceramic medium.

Prerequisites: ART 063 or equivalent college course with a minimum grade of C.

ART 066 Beginning Sculpture

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

Introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context.

ART 067 Intermediate Sculpture

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course is designed to develop knowledge and skills regarding both historical and contemporary sculptural design concepts by introducing new materials. The emphasis in this course is advanced design and fabrication techniques along with the development of personal expression and concept based forms.

Prerequisites: ART 066 or equivalent college course with a minimum grade of C.

ART 070 Color Theory

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

A study of the principles, theories, and applications of additive and subtractive color in two dimensions. Topics will include major historical and contemporary color systems, production of projects in applied color, and the elements of design as they apply to color.

Advisory on Recommended Preparation: ART 006 or equivalent college course with a minimum grade of C.

ART 080 Introduction to Digital Photography - Fine Art Emphasis

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

Equivalent Course: ART 180

Introduction to the processes, principles, and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, materials and equipment, and contemporary trends in photography. The course will focus on digital photography. A digital camera with the ability to manually set aperture, ISO, shutter speed, and white balance is required.

3unit(s)**3unit(s)****3unit(s)****3unit(s)****3unit(s)**

ART 111 Beginning Gallery Exhibition Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)	ART 141 Beginning Studio Arts Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)
<p>This course is an introduction to the theory and technique of the professional presentation of art works; which includes the examination and analysis of original art, exhibitions, materials, vocabulary and techniques used in major art galleries and museums. This course meets six hours per week, 105 hours over the course of a semester at a time that will be announced (TBA).</p>		<p>Introduction to traditional and contemporary concepts and processes in a variety of craft media with an emphasis on design principles in the development of aesthetic forms based on function. This course may be taken by art majors interested in exploring more traditional craft media, or by any non-art major interested in exploring the hands-on process of making craft as fine art forms. (C-ID ARTS280)</p>	
ART 112 Intermediate Gallery Exhibition Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)	ART 151 Independent Study for Art Hours: 3 - 12 Lab	1 - 4unit(s)
<p>This course is furthering development of skills in current gallery practices and standards in galleries and museums. The students will actively participate with installing and dismantling exhibitions, exhibition design and curatorial practices, and gaining further experience in being a docent. An overview of employment opportunities within galleries and museums will be addressed. This course meets six hours per week, 105 hours over the course of a semester at a time that will be announced (TBA).</p> <p>Prerequisites: ART 111 or equivalent college course with a minimum grade of C.</p>		<p>The purpose of Independent Study is to provide an opportunity for students, under the direction of an instructor, to participate in concentrated, individualized studies. Independent Study requires a minimum of 52.5 hours of academic work per unit. In addition, students must file an Independent Study form through the Admissions and Records Office. Students are allowed to register for Independent Study only after all beginning level courses in their area of emphasis have been taken with a grade of "C" or better.</p>	
ART 121 Beginning Screen Printing Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)	ART 176 Beginning Stone Lithography Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)
<p>Students will study the history and technique of screen-printing processes, including traditional serigraphic printmaking; reductive, handmade stencils; and digital/photographic methods on a variety of substrates, including paper, fabric and glass.</p>		<p>Students will study the techniques of lithographic art, including historical, traditional and contemporary methods resulting in fine art prints. This course is designed for students without prior knowledge or experience. Students will learn how to prepare, draw, and paint on lithographic limestone, to create multiple original prints.</p>	
ART 122 Intermediate Screen Printing Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)	ART 177 Intermediate Stone Lithography Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)
<p>This course is designed to present intermediate techniques, methods, and concepts of screen printing as a fine art form, with an emphasis on individual development/personal direction of imagery and content in screen printing. All techniques will emphasize an experimental approach toward screen printing production, while also further developing an awareness of the traditional aspects of the medium, such as the significance of layering, appropriation, the multiple in art, edition work, and collaborative printing.</p> <p>Prerequisites: ART 121 or equivalent college course with a minimum grade of C.</p>		<p>This course is designed for lithographers to learn the basics of color lithography. Students will learn how to prepare their images to create and draw for color lithographs. Using demonstrations and discussions, students will learn the various techniques and mediums needed to produce color prints. Students will be challenged with techniques appropriate to their skill level.</p> <p>Prerequisites: ART 176 or equivalent college course with a minimum grade of C.</p>	
ART 130 Digital Printmaking Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)	ART 178 Beginning Plate Lithography Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab	3unit(s)
<p>Digital Printmaking will teach art students how to integrate digital technology with traditional forms of printmaking. Students will choose to work with one of the major traditional printmaking processes. This course is designed for art students to ensure success when transferring to a UC, CSU, or private art schools.</p> <p>Advisory on Recommended Preparation: ART 023 or equivalent college course with a minimum grade of C.</p>		<p>Beginning Plate Lithography will introduce students to the medium of plate lithography as a method for fine art printmaking. Students will learn how to prepare plates, draw on plates and process plates to create imagery. Printed impressions using a traditional printing press will allow students to make multiple original fine art prints from a single lithography plate.</p>	

ART 179 Intermediate Plate Lithography

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

Intermediate Plate Lithography will introduce students to the medium of plate lithography by exploring traditional aluminum plate lithographic techniques. Students will learn how to prepare the plates and draw and process them to create their imagery. Students will be challenged with techniques appropriate to their skill level.

Prerequisites: ART 178 or equivalent college course with a minimum grade of C.

Astronomy (ASTR)

ASTR 010 Introduction to Astronomy

Hours: 3 Lecture/Discussion

A survey course covering the basic concepts, theories, history, and laws of astronomy. Emphasis will be given to motions of the moon, sun, and planets; use of astronomical instruments; study of stellar spectra; properties of the stars, and stellar evolution.

Automotive Technology (AUTO)

AUTO 130 Introduction to Automotive Technology

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

AUTO 130 is the first course in the automotive program and is a prerequisite for all automotive core courses. Topics include the development of shop skills, safe working practices, and the correct use of tools in an automotive shop environment.

AUTO 136 Automotive Electrical Systems

Hours: 3 Lecture/Discussion Hours:
3 Lab

This is a study course of the theory, design, and operation of the complete automotive electrical and electronic systems. Instruction and lab cover the inspection, testing, and repair of the total electrical system and component parts.

Prerequisites: AUTO 130 (may be taken concurrently) or equivalent college course with a minimum grade of C.

AUTO 231 Automotive Engine Systems

Hours: 3 Lecture/Discussion Hours:
4 Lab

Instruction in theory, construction and repair of today's automotive gasoline engine. Formerly AUTO 131.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

3unit(s)**AUTO 232 Auto Automatic Transmissions**

Hours: 3 Lecture/Discussion Hours:
3 Lab

Instruction in automatic transmission torque converter theory and operation, hydraulic system function, planetary gear theory and application, and the diagnosis and repair of these systems. Formerly AUTO 132.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

4unit(s)**AUTO 233 Automotive Power Train Systems**

Hours: 3 Lecture/Discussion Hours:
3 Lab

Instruction in manual transmission theory and power flow in today's automobile power train systems including clutch systems, drive shafts, differential and drive axle operations.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

4unit(s)**AUTO 234 Auto Suspension/Steering System**

Hours: 3 Lecture/Discussion Hours:
3 Lab

Instruction in theory and maintenance of automotive suspension and steering systems, including steering inspection and wheel alignment procedures.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

4unit(s)**AUTO 235 Automotive Brake Systems**

Hours: 3 Lecture/Discussion Hours:
3 Lab

This course will provide the student with the technical skills and knowledge to diagnose, test, service and repair automotive brake systems. Instruction in hydraulics, pneumatics, anti-lock braking systems, associated electronics and the safe and proper use of brake systems tools and equipment for service and repair procedures will be included.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

4unit(s)**AUTO 237 Automotive Air Conditioning**

Hours: 3 Lecture/Discussion Hours:
3 Lab

This is a course in the design, theory and operation of the automotive heating and air conditioning systems. Instruction and lab cover the systems components, servicing, testing, repair and retrofit. Formerly AUTO 137.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

4unit(s)

AUTO 238 Automotive Engine Performance

Hours: 3 Lecture/Discussion Hours:

3 Lab

This is an advanced study course of engine performance, drivability and diagnostics. Instruction will cover electrical and electronics systems, fuel delivery systems, computer onboard diagnostics, advanced ignition systems, emission control systems and other engine related topics.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

AUTO 243 Automotive Advanced Computer Controls

Hours: 4.5 Lecture/Discussion Hours:

2 Lab

This is an advanced study course of engine electrical and electronic computer control systems. The instruction will cover advanced theory, design and operation of computer control and on-board diagnostics systems, advanced fuel and ignition systems, and advanced test equipment.

Prerequisites: AUTO 130 (may be taken concurrently) and AUTO 136 (may be taken concurrently) or equivalent college course with a minimum grade of C.

AUTO 263 Emissions and Diagnostics Level 1

Hours: 3.5 Lecture/Discussion Hours:

1.5 Lab

This is a certification course designed to prepare students to take the Bureau of Automotive Repair's Smog Check Technician licensing examination. Any student may take this course, but may not be certified to take the State licensing examination.

Advisory on Recommended Preparation: AUTO 243 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment.

AUTO 264 Emissions and Diagnostics Level 2

Hours: 1.5 Lecture/Discussion Hours:

1.5 Lab

This is a certification course designed to prepare students to take the Bureau of Automotive Repair Smog Check Technician licensing examination. It will cover the BAR 97 Transition Training, Advanced Emissions Diagnostics Training and the Enhanced Area Inspection and Testing procedure training.

Advisory on Recommended Preparation: AUTO 243 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment.

4unit(s)

AUTO 273 Hybrid Electric Alternative Fuel Vehicles Technology L36

Hours: 4 Lecture/Discussion Hours:

6 Lab

This course covers the theory of operation and service of hybrid, electric, and alternative fuel powered vehicles and light duty trucks. Topics include high voltage battery inspection and service, regenerative braking systems, electric climate control systems, motor/generator and drivetrain, bladder style fuel tanks and fuel cell technologies. Emphasis is placed on safety precautions necessary when servicing hybrid/electric and alternative fuels vehicles. In response to industry demand for technicians, students trained in the design, development, maintenance, diagnosis, and repair of alternative fuels vehicles will be able to obtain employment in related fields.

Advisory on Recommended Preparation: AUTO 238 with a minimum grade of C; ASE certification in areas A6 and A8.

Prerequisites: AUTO 136 and AUTO 130 or equivalent college course with a minimum grade of C, or equivalent knowledge and/or skills as determined by departmental assessment.

Biology (BIOL)

BIOL 001 Principles of Biology 1

Hours: 3 Lecture/Discussion Hours:

6 Lab

5unit(s)

This first semester of a course sequence, intended for majors, covers: major biological principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, classical/Mendelian genetics, cell metabolism including photosynthesis and respiration, and cellular communication. It includes a survey of the biology and diversity of organisms and examines the basic principles governing evolution of organisms and interactions between organisms and the environment. The course sequence emphasizes classification, structure and function of organisms, ecological principles, and mechanisms of evolution. The philosophy of science, methods of scientific inquiry and experimental design are foundational. (C-ID BIOL 135S includes BIOL 1 and BIOL 2)

Advisory on Recommended Preparation: CHEM 001 or CHEM 020 or equivalent college course with a minimum grade of C.

Prerequisites: MATH 230 or equivalent college course with a minimum grade of C.

BIOL 002 Principles of Biology 2

Hours: 3 Lecture/Discussion Hours:

6 Lab

5unit(s)

This course is the second of a two-course, introductory sequence for biology majors. Topics include the taxonomy and systematics of organisms with an emphasis on prokaryotes, protists, fungi, algae and plants, the principles and governing dynamics of evolution, ecological principles, population genetics, and the structure, biochemistry and ecology of plants. Other topics include biotechnology, field ecology and microbiology. The philosophy of science, methods of scientific inquiry and experimental design are foundational. Field trip experiences are a component of this course. (C-ID BIOL 135S includes BIOL 1 and BIOL 2)

Advisory on Recommended Preparation: CHEM 001 and CHEM 020 or equivalent college course with a minimum grade of C.

Prerequisites: BIOL 001 or equivalent college course with a minimum grade of C.

BIOL 020 Frontiers in Biology**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

A general principles course for transfer students who are not life-science majors. The principles of homeostasis, genetics, energy flow, evolution, reproduction and ecology will be used to explore contemporary topics in biology. Note: Some four-year institutions will not award credit for this class if it is taken after BIOL 001 (biology majors).

BIOL 021 Plant Biology**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

This is a general principles course in plant biology for the non-biology major. The principle topics included are general characteristics of plants, plant survey, methods of classification and nomenclature, plant structure and function, growth and development, reproduction and genetics, and ecology. This course is not open to students who have received credit in BIOL 002.

BIOL 022 Animal Biology**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

This is a general principles course in animal biology designed to help meet a laboratory requirement for transfer students who are not life science majors. The principles of the scientific method, evolution and adaptation, bioenergetics, homeostasis, genetics, and ecology are emphasized in class and field activities. It is not open to students who have received credit for BIOL 001.

BIOL 025 Human Ecology**3unit(s)**

Hours: 3 Lecture/Discussion

A survey of ecological principles and the historic and modern impact of human societies as agents of ecosystem modification. Topics include ecosystem structure and function. Also covered are modern human societies and the short-range and projected long-range results of their activities in such areas as population, food, and agriculture, the survival of plant and animal species, the use of energy and mineral resources, and the pollution of air, water and land are emphasized in classroom and field activities. Field trips are a required part of this course.

BIOL 030 Human Anatomy**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

BIOL 30 covers the structural organization of the human body: gross and microscopic structures of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. This is a general survey course designed to acquaint the beginning student with the anatomical principles necessary to understand the basic structure and organization of the human body. This course is designed primarily for students entering the allied health fields. (C-ID BIOL110B)

BIOL 031 Human Physiology**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

Study of the physiological principles, functions, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. Laboratory experiments and exercises will reinforce theories and processes described in lecture and introduce students to basic physiological scientific investigation. This course is primarily intended for Nursing, Allied Health, and other health related majors. (C-ID BIOL120B)

Advisory on Recommended Preparation: CHEM 020 or equivalent college course with a minimum grade of C.

Prerequisites: BIOL 030 or equivalent college course with a minimum grade of C.

BIOL 040 General Microbiology**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This course is designed for students entering the health sciences, home economics, as well as the life sciences. This course covers microbial diversity, classification, identification, growth, control measures, disease interactions, genetics, and applied microbiology.

Advisory on Recommended Preparation: CHEM 020 and BIOL 020 or equivalent college course with a minimum grade of C.

BIOL 231 Science Primer for Pre-Healthcare Students**2unit(s)**

Hours: 2 Lecture/Discussion

This elective course covers the basics of scientific reasoning as well as fundamental concepts underlying all of the prerequisite science courses for pre-healthcare programs (human anatomy, human physiology, and microbiology) to include interpreting and creating scientific graphics, scientific notation, fundamentals of basic chemistry, biochemistry, cell structure, and select cellular functions. The intended audience is students wishing to be prepared better for the science prerequisites of allied health programs (e.g., nursing, physical therapy assistant, etc.).

Business (BUS)

BUS 018 Business Law**4unit(s)**

Hours: 4 Lecture/Discussion

Recommended for most business majors, this course includes an introduction to the U.S. legal system; the relation of ethics to law; administrative, criminal, tort, and labor law; and legal aspects of international trade. Emphasis is on the study of the law of contracts and agency, with case studies, discussion, and analysis. (C-ID BUS120)

<p>BUS 020 Business Statistics 3unit(s) Hours: 3 Lecture/Discussion BUS 020 is intended for business administration majors or anyone who wishes to gain an understanding of elementary data analysis, probability, and statistics. It introduces students to the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests, central tendency and dispersion measures; index numbers (CPI, deflators); time series analysis (trends, seasonal variations); probability theory; probability and sampling distributions (normal, exponential, binomial, Poisson); central limit theorem; and application of technology for statistical analysis, including the interpretation of the relevance of the statistical findings. Approved for Distance Learning format. (C-ID MATH110) Prerequisites: MATH 230 or BUS 119 or equivalent college course with a minimum grade of C or eligibility as determined by COS placement procedures.</p>	<p>BUS 174 Marketing Principles 3unit(s) Hours: 3 Lecture/Discussion This course introduces students to the fundamentals of marketing by exposing them to planning, producing, storing, promoting, selling, and distributing commodities. In addition, the student will focus on the importance of market research, market segmentation, consumer behavior, marketing plans, and advancements in e-business and the internet. Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>
<p>BUS 082 Introduction to Business 3unit(s) Hours: 3 Lecture/Discussion BUS 082 provides a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. This course demonstrates how these influences impact the primary areas of business including organizational structure and design, leadership, human resource management, organized labor practices; marketing; organizational communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities market; and therefore affect a business' ability to achieve its organizational goals. (C-ID BUS110)</p>	<p>BUS 181 Intro to Entrepreneurship 3unit(s) Hours: 3 Lecture/Discussion Business 181 develops an understanding of complex tasks faced by individuals engaged in entrepreneurial activities. It identifies the methods for developing a business idea, the process of starting a business, how to acquire resources, and the key parts of a business plan.</p>
<p>BUS 100 Career Strategies 3unit(s) Hours: 3 Lecture/Discussion This course is designed to increase a student's understanding of researching jobs and organizations, resume creation, employment interviewing, and professional development, including communication skills. Networking with the business community is an integral component of this course.</p>	<p>BUS 184 Business Communications 3unit(s) Hours: 3 Lecture/Discussion This course introduces students to the foundations of communication in a business setting. Students are exposed to various topics related to etiquette, interpersonal and group communication within the context of an office or virtual office setting. Students will develop skills using a 3 x 3 writing process applicable to all forms of written communication, including memos, emails, business letters, micro-messages and reports. Techniques for oral presentations with visual aids, communication ethics and cross-cultural communications are also explored. Upon completing the course, students will be able to analyze and adapt their message to the audience, be able to research, organize and draft a business message and be able to edit and proofread for clarity, conciseness and purpose. Advisory on Recommended Preparation: BUS 293 and ENGL 001 or equivalent college course with a minimum grade of C.</p>
<p>BUS 112 Public Speaking for Business 4unit(s) Hours: 4 Lecture/Discussion This is an introductory course in public speaking and presentation software. This course covers a variety of formal public speaking styles and formats. Students will also learn how to create a computerized slide show, as well as speaker outlines/notes and audience handouts to assist in their presentations. Advisory on Recommended Preparation: BUS 270 or equivalent college course with a minimum grade of C.</p>	<p>BUS 185 Ethics in Business and Industry 3unit(s) Hours: 3 Lecture/Discussion The focus of this class will be on the application of ethics to contemporary issues occurring in today's business and industry. Students will also be exposed to the theoretical approaches to ethics.</p>
<p>BUS 119 Quantitative Methods 3unit(s) Hours: 3 Lecture/Discussion This is an introductory course for Business Administration majors designed to develop an appreciation of the value of quantitative methods in decision making by formulation and solution of common business problems. Topics include linear models, matrix algebra, linear programming, finance, and an introduction to probability. Approved for Distance Learning format. (C-ID MATH130) Prerequisites: MATH 230 or BUS 020 or equivalent college course with a minimum grade of C or eligibility as determined by COS placement procedures.</p>	<p>BUS 188 Human Relations in Business 3unit(s) Hours: 3 Lecture/Discussion Students will become acquainted with acceptable patterns of behavior and performance standards that will enhance their skills in the workplace and in life. The student will be exposed to management techniques applicable to business, domestic, personal, and social lives. Exploration of issues include soft skills, diversity, leadership, teamwork, motivation, employee development, stress management, physical and emotional health, wellness, ethics, decision making, and problem solving toward the goal of improving interpersonal effectiveness on the job. This course is a general education course that will be of value to both the business and non-business student.</p>
	<p>BUS 268 Electronic Calculating 2unit(s) Hours: 2 Lecture/Discussion This course introduces the students to the ten-key pad. Students will develop speed and accuracy using the touch method, review the principles of arithmetic, and transfer the skills to the solution of business problems. Advisory on Recommended Preparation: BUS 295 or equivalent college course with a minimum grade of C.</p>

BUS 270 College Keyboarding Level 1 Hours: 2.5 Lecture/Discussion Hours: 2 Lab	3unit(s)	BUS 319 Support for Quantitative Methods Hours: 2 Lecture/Discussion Co-requisite support for BUS 119 Quantitative Methods. This 2-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in BUS 119. Emphasis will be placed on prerequisite skills needed for Quantitative Methods as well as study skills, appropriate use of technology, and just in time review and remediation. Corequisites: Concurrent enrollment in BUS 119.	2unit(s)
BUS 270 is an introductory keyboarding course designed to help students develop strong keyboarding skills to key alphabetic, numeric, and symbol keys correctly by touch; learn basic computer application skills of file management and word processing; and format basic business documents.			
BUS 271 College Keyboarding Level 2 Hours: 2.5 Lecture/Discussion Hours: 2 Lab	3unit(s)	BUS 320 Support for Business Statistics Hours: 2 Lecture/Discussion Co-requisite support for BUS 020 Business Statistics. This 2-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in BUS 020. Emphasis will be placed on prerequisite skills needed for statistics as well as study skills, appropriate use of technology, and just in time review and remediation. Corequisites: Concurrent enrollment in BUS 020.	2unit(s)
BUS 271 is an intermediate keyboarding course with emphasis on improving speed and accuracy by touch and learning advanced features of word processing to create, format, and edit advanced business documents. Formatting applications include business correspondence (fax, letters, memos mail merge), forms, tables, reports, itineraries, agendas, minutes, news releases, outlines, flyers, and job search documents.			
Advisory on Recommended Preparation: BUS 270 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment; Students need to be able to keyboard quickly and accurately by touch at approximately 25-30 correct words per minute on a five-minute timer.			
BUS 293 Business English Hours: 4 Lecture/Discussion This course is designed to help students become more proficient in and more comfortable with the use of the English language. It provides a complete review of and practice in using the fundamentals of English grammar: parts of speech, spelling, sentence structure, punctuation, capitalization, plurals, possessives, number usage, and vocabulary building.	4unit(s)	Fall 2019 Version BUS 020 Business Statistics - 3 unit(s) Hours: 3 Lecture/Discussion BUS 020 (https://catalog.cos.edu/search/?P=BUS%20020) is intended for business administration majors or anyone who wishes to gain an understanding of elementary data analysis, probability, and statistics. It introduces students to the use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests, central tendency and dispersion measures; index numbers (CPI, deflators); time series analysis (trends, seasonal variations); probability theory; probability and sampling distributions (normal, exponential, binomial, Poisson); central limit theorem; and application of technology for statistical analysis, including the interpretation of the relevance of the statistical findings. Approved for Distance Learning format. (C-ID MATH110) Prerequisites: MATH 230 (https://catalog.cos.edu/search/?P=MATH%20230) or equivalent college course with "C" or better BUS 119 Quantitative Methods - 3 unit(s) Hours: 3 Lecture/Discussion This is an introductory course for Business Administration majors designed to develop an appreciation of the value of quantitative methods in decision making by formulation and solution of common business problems. Topics include linear models, matrix algebra, linear programming, finance, and an introduction to probability. Approved for Distance Learning format. (C-ID MATH130) Prerequisites: MATH 230 (https://catalog.cos.edu/search/?P=MATH%20230) or equivalent college course with "C" or better	1unit(s)
BUS 295 Business Mathematics Hours: 3 Lecture/Discussion A broad course designed to expose students to a wide variety of business computations and applications, including percentages, discounts, markups and markdowns, simple interest, payroll, taxes, commissions, banking, business statistics, and the applied use of algebra in solving business problems.	3unit(s)		
BUS 297 Personal Finance Hours: 3 Lecture/Discussion This course is for both business and non-business majors and provides an overview of the elements necessary for effective personal financial planning. Topics include the components of a financial plan; personal financial statements; time value of money; managing money; managing liquidity; managing credit; personal loans; tax concepts and planning; investments including stocks, bonds, and mutual funds; purchasing and financing a home; life, health, auto, disability and other types of insurance; retirement planning; and estate planning.	3unit(s)		

Chemistry (CHEM)

CHEM 001 General Chemistry 1

5unit(s)

Hours: 3 Lecture/Discussion Hours:
6 Lab

A course for majors and pre-professionals involving the fundamental theories and laws of chemistry. Topics include stoichiometry, atomic structure, bonding theories, ionic reactions and properties of gases. Chemistry prerequisite may be waived with one year of high school chemistry with a minimum grade of C. (C-ID CHEM110; C-ID CHEM120S includes CHEM 001 and 002)

Prerequisites: CHEM 020 or equivalent college course with a minimum grade of C and Intermediate algebra or higher or eligibility for transfer-level mathematics per COS placement procedures.

CHEM 002 General Chemistry 2

5unit(s)

Hours: 3 Lecture/Discussion Hours:
6 Lab

A course for majors and pre-professionals involving the fundamental theories and laws of chemistry. Topics include liquids, solids, solutions, kinetics, acid/base theories, acid/base equilibrium, solubility and complex equilibrium, thermodynamics, electrochemistry, coordination compounds and nuclear chemistry. (C-ID CHEM120S - includes CHEM 001 and 002)

Prerequisites: CHEM 001 or equivalent college course with a minimum grade of C.

CHEM 010 Introduction to Chemistry

4unit(s)

Hours: 3 Lecture/Discussion Hours:
3 Lab

Equivalent Course: CHEM 110

This is a one-semester elementary class for students who have never taken high school chemistry or for students who feel they need a refresher course. This course is also for students who need a physical lab science to satisfy their general education requirement or for students who want to become better prepared for more advanced chemistry. The course will give students a basic background in matter, energy, chemical reactions, measurements, formula writing, nomenclature and chemical calculations.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

CHEM 012 Organic Chemistry 1

5unit(s)

Hours: 3 Lecture/Discussion Hours:
6 Lab

This is the first semester of a comprehensive study of organic chemistry. This course is primarily for chemistry or biochemistry and biology majors, premedical, pre-dental students, pre-pharmacy and medical technicians. Emphasis is on structural and functional group chemistry studied from a synthetic and mechanistic point of view. Topics include: nomenclature, stereochemistry, free radical processes, structure, bonding, hybridization of carbon compounds, basic elimination and substitution reactions, introductory infrared and nuclear magnetic resonance spectroscopy. The course includes a laboratory use of micro/macro methods and techniques, synthesis and instrumentation. Formerly CHEM 12 and 12L. (C-ID CHEM150; C-ID CHEM160S includes CHEM 012 AND 013)

Prerequisites: CHEM 002 or equivalent college course with a minimum grade of C.

CHEM 013 Organic Chemistry 2

5unit(s)

Hours: 3 Lecture/Discussion Hours:
6 Lab

This is a continuation of CHEM 12, a comprehensive study of organic chemistry. The course is primarily for chemistry, biochemistry and biology majors, premedical, pre-dental, prepharmacy students and medical technicians. Emphasis is on structural and functional group chemistry studied from a synthetic and mechanistic point of view. Topics include: reactions of aromatic compounds, condensations, natural products chemistry, introductory bio-chemistry, mass spectrometry and ultraviolet/visible spectroscopy. The course includes a laboratory use of micro/macro methods and techniques, synthesis and instrumentation. (C-ID CHEM160S - includes CHEM 012 AND 013)

Prerequisites: CHEM 012 or equivalent college course with a minimum grade of C.

CHEM 020 Introduction to General Chemistry

4unit(s)

Hours: 3 Lecture/Discussion Hours:
3 Lab

CHEM 020 is a one semester transferable college chemistry course designed to meet the needs of allied-health and non-science majors. The course is a study of the fundamental theories and laws of chemistry. The laboratory portion of the course involves experimentation and drawing conclusions from data. (C-ID CHEM101)

Advisory on Recommended Preparation: CHEM 253 or equivalent college course with a minimum grade of C.

Prerequisites: MATH 200 or equivalent college course with a minimum grade of C.

CHEM 021 Organic/Biological Chemistry

4unit(s)

Hours: 3 Lecture/Discussion Hours:
3 Lab

CHEM 021 is the second semester of a full year college chemistry course which meets the needs of the science-related major. Content focuses on structural configurations, properties and reactions of organic and biochemical compounds. Both qualitative and quantitative aspects of these are part of lecture and laboratory. (C-ID CHEM102)

Prerequisites: CHEM 020 or equivalent college course with a minimum grade of C.

Child Development (CHLD)

CHLD 039 Child Development-DS 1

3unit(s)

Hours: 3 Lecture/Discussion

This course is a study of the principles of both typical and atypical human development from conception through adolescence. The course content focuses on physical, cognitive, social, and emotional domains of development. There will be an emphasis on the interactions between nature and nurture. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. This course qualifies for an AS Degree, COS Vocational Certificate, the California Development Permit and is transferable. This course is required to work in Title 22 child care facilities. (C-ID CDEV100)

<p>CHLD 042 Child, Family & Society-DS2 3unit(s) Hours: 3 Lecture/Discussion The study of the social development of children with an emphasis on the interactions among and between children, families, and community systems. The processes of socialization and identity development will be highlighted. This course qualifies for an AS degree, COS Vocational Certificate, the California Child Development Permit and is transferable. This course is mandatory to work in Title 22 child care facilities. (C-ID CDEV110)</p>	<p>CHLD 141 Practicum In ECE-DS3 3unit(s) Hours: 2 Lecture/Discussion Hours: 4 Lab</p>
<p>CHLD 126 Observation and Assessment - DS3 3unit(s) Hours: 3 Lecture/Discussion This course focuses on the appropriate use of assessment and observation strategies to document developmental skills, behavior, growth, play and learning in promoting children's success. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. Child observations are conducted and analyzed during completion of 6 lab hours at an approved site. This core class qualifies for the COS Vocational Certificates, COS AS Degree, the California Child Development Permit and is transferable. (C-ID ECE200)</p>	<p>In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals, by completing 54 hours of lab experience. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote development and learning for all young children. This course qualifies for the COS Vocational Certificate, Child Development Permit, AS Degree, and the CSU transfer degree. (C-ID ECE210) Advisory on Recommended Preparation: Verification of measles and pertussis vaccinations, freedom of tuberculosis, and verification of flu vaccination or flu vaccination waiver are required for placement in a lab site. Prerequisites: CHLD 039, CHLD 042, CHLD 140, and CHLD 149 or equivalent college course with a minimum grade of C.</p>
<p>CHLD 134 Understanding Child Abuse 3unit(s) Hours: 3 Lecture/Discussion This study of child abuse and neglect includes a historical overview, causes, detection, prevention, treatment, and effects. Profiles of victims and their perpetrators will be examined. Content includes responsibilities of a Mandated Reporter and other legal issues. Emphasis is on effects of abuse and behavioral impact of Child Abuse and Neglect within families, classrooms, child care facilities, and the community. Societal implications include community resources for prevention, detection, and treatment as well as the building of healthy family dynamics. This course meets 3 of the 6 units needed for the COS Child Development-Assistant Certificate.</p>	<p>CHLD 143 Administration I: Programs in ECE-DS 6 3unit(s) Hours: 3 Lecture/Discussion This course focuses on administering programs for children with emphasis on management of early childhood education programs, including program planning, organization, budgeting, personnel policies, record keeping, legal requirements and regulatory agencies. May be used to fulfill Title 22 Child Care Center Director requirements. CHLD 143 and CHLD 144 can also be used to fulfill Title 5 requirements (specialization units) for a California Site Supervisor Permit. Prerequisites: CHLD 141 or equivalent college courses with a minimum grade of C.</p>
<p>CHLD 139 Curriculum and Education for Infants and Toddlers 3unit(s) Hours: 3 Lecture/Discussion This course applies current theory and research to the care and education of infants and toddlers in group settings. Examines policies, principles, and practices that lead to quality care, including culturally appropriate frameworks. Teaches planning and implementation of developmentally appropriate curriculum for children birth to 36 months. This class also meets the requirement as an elective for specialization units required for Master Teacher Level on the Child Development Permit Matrix. Prerequisites: CHLD 147 or equivalent college course with a minimum grade of C.</p>	<p>CHLD 144 Administration II: Personnel and Leadership - DS6 3unit(s) Hours: 3 Lecture/Discussion Students will learn effective strategies for personnel management and leadership in early care and education settings. This will include legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for diverse and inclusive early care and education programs. May be used to fulfill Title 22 Child Care Center Director requirements. CHLD 143 and CHLD 144 fulfill specialization unit requirements for a California Site Supervisory Permit. Prerequisites: CHLD 143 or equivalent college course with a minimum grade of C.</p>
<p>CHLD 140 Principles of Early Childhood Education - DS3 3unit(s) Hours: 3 Lecture/Discussion An examination of the underlying theoretical principles of developmentally appropriate practice in early care and education. Emphasis on the role of the early childhood educator, the importance of teacher-child relationships, and effective teaching strategies and environmental design for supporting development in young children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. This core class meets an educational requirement for employment in a Title 22 Licensed Child Development Facility, California Child Development Permits, COS Vocational Certificates, COS AS Degree and is transferable. (C-ID ECE120)</p>	

CHLD 146 Curriculum and Strategies for Children with Special Needs 3unit(s)

Hours: 3 Lecture/Discussion

Covers curriculum and intervention strategies for working with children with special needs in partnership with their families. Focuses on the use of observation and assessment in meeting the individualized needs of children in inclusive and natural environments. Includes the role of the teacher as a professional working with families, collaboration with interdisciplinary teams, and cultural competence. It is required for the COS Special Education Certificate and it also fulfills part of the 6-units of specialization needed for a California Child Development Permit.

Advisory on Recommended Preparation: CHLD 039 or equivalent college course with a minimum grade of C.

Prerequisites: CHLD 154 or equivalent college course with a minimum grade of C.

CHLD 147 Infant/Toddler Child Care - DS4 3unit(s)

Hours: 3 Lecture/Discussion

This course covers the study of the development and care of infants and toddlers, implementing PITC (Program for Infants, Toddlers and Caregivers) and philosophy of Western Education. Additionally, it examines the relationships between primary care giving, bonding and attachments with the development and socialization process. This class also meets the requirement as an elective for specialization units required for Master Teacher Level on the Child Development Permit Matrix.

CHLD 148 Child Health, Safety, Nutrition - DS7 3unit(s)

Hours: 3 Lecture/Discussion

Introduction to the laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in care and education settings for children birth through middle childhood. Includes the teacher's role in accident and illness prevention strategies, nutrition and meal planning, integrating health safety and nutrition experiences into daily routines, and overall risk management. The importance of collaboration with families and integration of culturally responsive practices into the classroom will also be emphasized throughout the course. (C-ID ECE220)

CHLD 149 Creative Curriculum/Children-DS3 3unit(s)Hours: 2 Lecture/Discussion Hours:
3 Lab

Developmentally appropriate curriculum and environments for children birth through age eight. Students will use knowledge of children's development, theories of learning and development, and examples from various models of developmentally appropriate practice to plan environments and curriculum in all content areas to support children's development and learning integrated throughout indoor and outdoor settings. This course qualifies for an AS Degree, COS Vocational Certificate, the California Child Development Permit and is transferable. (C-ID ECE130)

Prerequisites: CHLD 039 and CHLD 140 or equivalent college course with a minimum grade of C.

CHLD 152 School-Age Child Care-DS5 3unit(s)

Hours: 3 Lecture/Discussion

This course examines the major physical, cognitive, and psychosocial developmental milestones of school-age children, including social and cultural dimensions. Emphasis on school-age child care programs and the developmental needs of children ages 6-12. Topics include: age appropriate environments, planning, curriculum, and guidance techniques.

CHLD 154 Introduction to Children with Special Needs 3unit(s)

Hours: 3 Lecture/Discussion

This course includes a study of various types of disabilities and the characteristics of children who have special needs. The course will also cover family issues and current trends involving children with special needs, with an emphasis on interventions, inclusion, support services, and pertinent legislation. Introduces variations in the development of children with special needs, ages birth through eight, and the resulting impact on families. It is required for the COS special education certificate and it also fulfills part of the 6 units of specialization needed for a California Child Development Permit.

CHLD 158 Teaching in a Diverse Society 3unit(s)

Hours: 3 Lecture/Discussion

This course will examine the development of social identities in diverse societies including theoretical and practical implications affecting young children, families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. Course involves self-reflection of one's own understanding of educational principles in integrating anti-goals in order to better inform teaching practices and/or program development. This core class qualifies for employment in a Title 22 Licensed Child Development Facility, California Child Development Permits, COS vocational certificates, COS AS degree and is transferable. (C-ID ECE230)

Cinema Arts (CINA)**CINA 031 Film Appreciation-American** 3unit(s)

Hours: 3 Lecture/Discussion

This course provides an introduction to the study of film with an emphasis on aesthetics, theory, and methods of critical analysis. Students will analyze motion pictures as a communication medium and art form via screenings and lectures. The content of this course covers the period from early motion pictures to contemporary film with an emphasis on American cinema.

CINA 032 Film Appreciation-International 3unit(s)

Hours: 3 Lecture/Discussion

This course provides an introduction to the critical study of the representations and construction of films with an emphasis on aesthetics, theory, and methods of critical analysis; Students will analyze motion pictures as a communication medium and art form via screenings and lectures. The content of this course covers early motion pictures to contemporary films with an emphasis on International Cinema.

Communication (COMM)

COMM 001 Fundamentals of Public Speaking

3unit(s)

Hours: 3 Lecture/Discussion

COMM 001 is an introductory course in Public Speaking. This course covers a variety of formal public address styles and formats. This course offers students an opportunity to learn and practice specific skills needed for effective public speaking. (C-ID COMM110)

COMM 002 Gender and Communication

3unit(s)

Hours: 3 Lecture/Discussion

Equivalent Course: COMM 102

This course will examine the impacts of socialization and gender roles in relation to communication. Further, the course will examine the roles of men and women in same-sex or gender and mixed sex or gender contexts. The course will introduce students to current theories of gender communication, and examine the function/s of communication in gender role development. This course will further provide an analysis of key concepts in identifying gender variations by examining culture, perception, social and mass media, historical contexts, language and the impact of power.

COMM 004 Interpersonal Communication

3unit(s)

Hours: 3 Lecture/Discussion

A theoretical exploration of interpersonal communication dynamics influenced by the field of behavioral communications and psychology. Focus will be upon how individuals relate, perceive, communicate, and apply emotions within interpersonal and professional settings.

Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C. (C-ID COMM130)

COMM 005 Argumentation and Debate

3unit(s)

Hours: 3 Lecture/Discussion

An introductory course in argumentation and debate, this course covers research into, and critical analysis of, major public issues. The course will provide practice in persuasive speaking and formal debate, with emphasis on research, organization, logical proof, and effective presentation. Students will also learn how to understand and avoid fallacies in their persuasive presentations. (C-ID COMM120)

COMM 007 Persuasion

3unit(s)

Hours: 3 Lecture/Discussion

This course examines the constant persuasive messages that permeate modern life. While grounded deeply in persuasive theory, this course also asks students to apply their learning to personal and professional endeavors.

COMM 008 Group Communication

3unit(s)

Hours: 3 Lecture/Discussion

Principles of communication in a variety of group contexts. Theory, application, and evaluation of group communication processes, including problem solving, conflict management, decision making, and leadership. The student will learn group dynamics, structures, the importance of maintaining structured agendas to complete task-oriented group discussions, and how to use substantive conflict to meet both the needs of the group and the individual group members. COMM 008 is an introductory course in Group Communication. (C-ID COMM140)

COMM 009 Intercultural Communication

3unit(s)

Hours: 3 Lecture/Discussion

This course will provide the student with an understanding of the different cultures in our country by providing an insight into the communicative behaviors each culture possesses. A variety of cultures will be studied, with specific emphasis placed on the different skills in verbal and nonverbal communication, communication climates and language interpretation of those cultures. (C-ID COMM150)

COMM 103 Health Communication

3unit(s)

Hours: 3 Lecture/Discussion

This course will examine the impacts of socialization, culture, and gender, in relation to health and Communication. Students will be introduced to current theories of health communication, and examine the function/s of communication in health care settings. This course will further provide an analysis of key concepts in identifying health care variations by examining perception, social and mass media, historical contexts, language and the impact of power.

COMM 112 Public Speaking for Business

4unit(s)

Hours: 4 Lecture/Discussion

Equivalent Course: BUS 112

An introductory course in public speaking and presentation software. This course covers a variety of formal public speaking styles and formats. Students will also learn how to create a computerized slide show, as well as speaker outlines/notes and audience handouts to assist in their presentations.

Advisory on Recommended Preparation: BUS 270 or equivalent college course with a minimum grade of C.

Computer (COMP)

COMP 005 Computer Concepts

4unit(s)

Hours: 4 Lecture/Discussion

Introduction to computers and their use. Topics include hardware and software, the Internet, the impact of computers on society, ethical issues, and applications of computer technology in business. Students will work with Windows, the Internet, word processing, electronic spreadsheets, database programs, and presentation software.

Advisory on Recommended Preparation: BUS 270 or BUS 360 or a minimum keyboarding speed of 20 WPM. (C-ID ITIS120)

COMP 006 Programming Fundamentals

3unit(s)

Hours: 2.5 Lecture/Discussion Hours:

1.5 Lab

This course introduces students to problem analysis and programming techniques for preparing computerized solutions using Visual Basic.

Advisory on Recommended Preparation: COMP 005 or COMP 130 and BUS 270 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment. (C-ID COMP112)

COMP 008 Programming Concepts (JAVA)

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:

1.5 Lab

This is an advanced computer class designed to teach students how to plan and program typical business problems utilizing JAVA, a high-level, object-oriented language.

Advisory on Recommended Preparation: COMP 006 and BUS 270 or equivalent college course with a minimum grade of C.

<p>COMP 009 Advanced Application Software 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab</p>	<p>COMP 233 Database Processing 3unit(s) Hours: 3 Lecture/Discussion Equivalent Course: COMP 133</p>
<p>This course advances the Visual Basic .NET techniques learned in COMP 6 with the inclusion of file handling techniques, interconnectivity to an RDB (such as MS Access), and advanced software development using the management of visual objects on microcomputers. Emphasis of the course is on structure and style, using visual environments (windows and graphs), program planning, and logic structures. Advisory on Recommended Preparation: COMP 006 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment.</p>	<p>Database processing for microcomputers emphasizes relational database theory, design, and implementation. Practical applications will include using the database software to create tables, queries, forms, and reports. Advisory on Recommended Preparation: BUS 270 or BUS 360 or a minimum keyboarding speed of 20 wpm and completion of COMP 130 or COMP 005 or equivalent college courses with a minimum grade of C.</p>
<p>COMP 130 Introduction to Personal Computers 4unit(s) Hours: 4 Lecture/Discussion This course is designed to teach students how to use a computer. Topics include an introduction to computer concepts/ Windows, word processing, spreadsheet, and database applications. Transfer students should check with their counselors to see whether COMP 130 or COMP 5 would be more appropriate for their major. Advisory on Recommended Preparation: BUS 270 or BUS 360 or equivalent college courses with a minimum grade of C or equivalent skills as determined by departmental assessment.</p>	<p>COMP 238 Spreadsheet for Business 3unit(s) Hours: 3 Lecture/Discussion Equivalent Course: COMP 138 This course emphasizes the design, creation, and use of spreadsheets for business applications. Students will learn beginning to advanced features of microcomputer spreadsheets, including proper use of formulas, customizing charts, and using pivot tables. Advisory on Recommended Preparation: BUS 270 or BUS 360 or minimum keyboarding speed of 20 wpm.</p>
<p>COMP 200 Ethics in Computer Programming 3unit(s) Hours: 3 Lecture/Discussion This course covers examples of ethical situations computer programmers may face. Students will first study the Association for Computing Machinery's (ACM) Code of Ethics and Professional Conduct. Using this, both current and historical examples of ethical situations as relates to computer programming and system development will be discussed.</p>	<p>COMP 250 Software Fabrication 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab This course will give an introduction to the study of software fabrication. Students will study topics including the software development life cycle, estimation, motivation, teamwork, feature-set control, task scheduling and productivity tools. Prerequisites: COMP 006 or COMP 008 or equivalent college course with a minimum grade of C.</p>
<p>COMP 229 Web Page Design and Development 3unit(s) Hours: 3 Lecture/Discussion This course emphasizes the design and creation of web pages. Students will learn how to use a web publishing software program, such as Macromedia Dreamweaver, to create professional-looking web sites. Advisory on Recommended Preparation: COMP 005 and LIBR 102 or equivalent college course with a minimum grade of C.</p>	<p>Computer Science (CSCI)</p> <p>CSCI 001 Programming Concepts/Method 1 4unit(s) Hours: 3 Lecture/Discussion Hours: 3 Lab Introduction to object-oriented programming and problem solving using C++. Algorithm development and object-oriented program design implemented through coding, debugging and documentation of this high level programming language. (C-ID COMP122) Advisory on Recommended Preparation: COMP 006 or equivalent college course with a minimum grade of C. Prerequisites: MATH 070 or [MATH 035 and MATH 154] or equivalent college course with a minimum grade of C or eligibility for MATH 065 as determined by COS Placement Procedures (p. 26).</p>
<p>COMP 230 Java Script/XML 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab This course teaches students to use JavaScript and advanced HTML techniques to add functionality to web pages, including scrolling messages, animations and dynamic images, data input forms, pop-up forms, pop-up windows, and interactive forms. Advisory on Recommended Preparation: COMP 229 or equivalent college course with a minimum grade of C.</p>	<p>CSCI 002 Programming Concepts/Method 2 4unit(s) Hours: 3 Lecture/Discussion Hours: 3 Lab Data structures and object-oriented programming using C++. Application of software engineering techniques to the design and development of large programs; data abstraction, structures and associated algorithms. Approved for Distance Learning format. (C-ID COMP132) Prerequisites: CSCI 001 or equivalent college course with a minimum grade of C.</p>
<p>COMP 232 Server-Side Scripting and SQL 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab This course will teach students how to write server-side scripts for the web in a language such as PHP that interact with a database using SQL. Prerequisites: COMP 005 and COMP 230 or equivalent college course with a minimum grade of C.</p>	

CSCI 005 Computer Architecture and Organization

Hours: 3 Lecture/Discussion

Equivalent Course: CSCI 105

The organization and behavior of real computer systems at the assembly-language level. The mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined, noting the various data representation errors and potential procedural errors.

CSCI 006 Discrete Structures

Hours: 3 Lecture/Discussion

Equivalent Course: CSCI 106

This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: Functions, Relations and Sets, Basic Logic, Proof Techniques, Basics of Counting, Graphs and Trees, and Discrete Probability.

Prerequisites: CSCI 001 or equivalent college course with a minimum grade of C.

CSCI 020 MATLAB Programming

Hours: 2 Lecture/Discussion Hours:

3 Lab

Equivalent Course: ENGR 020

This course utilizes the MATLAB environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. (C-ID ENGR 220)

Prerequisites: MATH 065 or equivalent college course with a minimum grade of C.

Construction Technology (CT)

CT 100 Construction Drawing and Design Analysis 1

Hours: 3 Lecture/Discussion Hours:

3 Lab

CT 100 is a basic drafting course which incorporates architectural drafting techniques and standards progressing from fundamentals to completion of light construction drawings, basic floor plans, elevations, details and respective building code analysis. The course utilizes computer automated drafting.

CT 101 Construction Drawing and Design Analysis 2

Hours: 3 Lecture/Discussion Hours:

3 Lab

Computer aided construction drafting including construction plan development, details for wood, concrete and structural steel and applicable codes.

Advisory on Recommended Preparation: CT 100 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment.

3unit(s)

CT 105 Computer Assisted Construction Theory

Hours: 3 Lecture/Discussion Hours:

3 Lab

A study of basic construction practices and theory including computer estimating, scheduling, and budgeting.

CT 109 Residential Codes and Inspections

Hours: 3 Lecture/Discussion

Study of residential building codes, residential inspections and construction management practices for residential construction. Course includes construction managers' responsibilities, key inspection points for total quality management, and construction managers' relationships with local officials, general contractor, and prospective occupants.

CT 132 Basic Building Systems & Codes

Hours: 3 Lecture/Discussion

Basic building systems theory, including foundations, walls, roofs, mechanical, electrical, corresponding building codes and inspections. Integration of building related to the environment and human aspects of building.

CT 205 Plumbing Installation and Design

Hours: 3 Lecture/Discussion

This course offers basic plumbing theory and a study of the materials and installation procedures used in residential plumbing. Students will study the theory as well as receive hands on skill development intended for both professional plumber and non-professional plumbing students.

CT 220 Construction Practices I

Hours: 2 Lecture/Discussion Hours:

4 Lab

Hands-on construction practices on a construction site to construct specific building projects to plans and specifications and to develop or enhance building skills.

CT 221 Construction Practices 2

Hours: 2 Lecture/Discussion Hours:

4 Lab

Hands-on construction practices on a construction site to construct specific building projects to plans and specifications and develop or enhance building skills with emphasis on quality management.

CT 222 Construction practices 3

Hours: 2 Lecture/Discussion Hours:

4 Lab

Advanced hands-on construction practices on a construction site to construct specific building projects to plans and specifications and develop or enhance building skills with emphasis on controlling construction budgets.

CT 223 Construction Practices 4

Hours: 2 Lecture/Discussion Hours:

4 Lab

CT 223 is the final course in a four course series that offers hands-on construction practices on a construction site to construct specific building projects. This course is designed to incorporate energy efficient building practices which introduce students to alternate methods of construction that promote Green Building Practices.

4unit(s)

3unit(s)

3unit(s)

3unit(s)

3unit(s)

3unit(s)

3unit(s)

3unit(s)

CT 250 Basic Carpentry and Construction Practices 4unit(s)
Hours: 3 Lecture/Discussion Hours:
3 Lab

Introduction to construction tools, materials, measuring, millwork, and basic construction practices.

CT 260 Interior Millwork 4unit(s)
Hours: 3 Lecture/Discussion Hours:
3 Lab

Students will learn safe practices while using power equipment and hand tools, proper measurements, wood identification and various aspects of interior trim. This class is intended for students with little or no prior wood shop experience, but will also challenge those with previous wood knowledge.

CT 262 Cabinet and Furniture Construction 4unit(s)
Hours: 3 Lecture/Discussion Hours:
3 Lab

This course offers concepts of cabinet design, furniture design, layout, construction, safety and millworking for building individual projects. Students will learn basic cabinet construction, and assembly of a variety of cabinet and furniture projects. In addition to cabinet construction, this course also offers a study of wood characteristics and wood joint connections. CT 262 is beneficial to students who have experience in woodworking as well as the beginner who is eager to learn more about wood working.

CT 270 Residential Wiring 3unit(s)
Hours: 3 Lecture/Discussion
Students will learn practical applications of residential electrical systems, including branch circuits, distribution, transformers, system components, power calculations for voltage, current, wattage, and NEC application.

CT 271 Life Safety for Construction 3unit(s)
Hours: 3 Lecture/Discussion
Study of building codes, construction practices for building occupants, and other related building officials' safety. This course offers a study of topics in the International Residential Code which are paramount to the safety of those who dwell within. Additionally, CT 271 will also cover design criteria that involves life safety items as they pertain to residential construction.

CT 273 Electrical Codes 3unit(s)
Hours: 3 Lecture/Discussion
Electrical code theory, plan review, math and field inspection for construction management and inspection professions.

CT 275 Plumbing Inspection 3unit(s)
Hours: 3 Lecture/Discussion
This course offers instruction on various plumbing systems and the code requirements for each one based on the International Plumbing Code. CT 275 is intended for those who are interested in a career in Construction Inspection or those who are already involved in the field but eager to expand their current knowledge.

CT 277 Structural Inspection 3unit(s)
Hours: 3 Lecture/Discussion

CT 277 Structural inspection displays principles of concrete, wood, and metal used for both residential and commercial construction. In this course, students will study the International Residential Code and develop knowledge of braced wall panels, steel frame construction, and wood frame construction. Students will also learn procedures of special inspections for steel, concrete, and other structural applications.

Consumer/Family Studies (CFS)

CFS 080 Lifespan Development 3unit(s)
Hours: 3 Lecture/Discussion

This course provides an overview, from a psychological perspective, of human development from conception through death, including biological and environmental influences. Theories and research of physical, cognitive, personality and social development are examined, as well as attention to developmental problems.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID PSY180)

Cosmetology (COSM)

COSM 261 Basic Cosmetology 10 - 13unit(s)
Hours: 5 Lecture/Discussion Hours:
15 - 24 Lab

COSM 261 includes a study of basic scientific theories and techniques as they apply to cosmetology. The course covers disorders, diseases, analysis, and treatment of the skin, hair, scalp, and nails; bacteriology, sterilization, and sanitation; principles of hair styling, chemicals and applications, fundamentals of massage, facials, and manicuring; ethics in cosmetology and salon management principles.

Limitation on Enrollment: Students must meet with an Estes Cosmetology Representative and be granted admission to the Estes Cosmetology Program.

COSM 262 Intermediate Cosmetology 10 - 13unit(s)
Hours: 5 Lecture/Discussion Hours:
15 - 24 Lab

COSM 262 includes a study of basic scientific theories and techniques as they apply to cosmetology. The course covers disorders, diseases, analysis, and treatment of the skin, hair, scalp, and nails; bacteriology, sterilizations, and sanitation; principles of hair styling, chemicals and applications, fundamentals of massage, facials, and manicuring; ethics in cosmetology and salon management principles. Prerequisite may be waived with 500 hours of cosmetology training.

Prerequisites: COSM 261 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Admission into the Cosmetology Program

COSM 263 Cosmetology Theory and Practice

Hours: 5 Lecture/Discussion Hours:
3 - 15 Lab

This course emphasizes the theory and practice of cosmetology. It explores hair sculpting and coloring, cosmetology anatomy, cosmetology chemistry, the psychology of selling, salon management principles, and resume writing.

Prerequisites: COSM 261 or COSM 262 or equivalent college course with a minimum grade of C.

Counseling (COUN)

COUN 010 Career and Life Planning

Hours: 3 Lecture/Discussion

An introduction to career and life planning, including the survey of interests, skills, values, personality traits, past experiences, and life stages. Students will develop a comprehensive educational and career plan using gathered self-information, career research and planning, and decision-making strategies with an awareness of the impact of psychological, sociological and physiological factors related to career and lifelong satisfaction and development over a lifetime.

COUN 025 College and Life Success

Hours: 3 Lecture/Discussion

Equivalent Course: COUN 125

This course covers the exploration of physiological, psychological and sociological factors that impact college and lifelong learning, personal growth and development, well-being, and overall success. Topics include self-awareness, academic awareness and resources, learning processes and styles, health and wellness, effective communication in a diverse setting, and financial literacy.

Culinary (CULN)

CULN 221 Culinary Development 1

Hours: 3 Lecture/Discussion Hours:
3 Lab

Introduction to the professional world of culinary art. Students will gain a beginning understanding of culinary skills, such as, kitchen safety, knife skills, quality food preparation, and cooking techniques.

CULN 222 Culinary Development 2

Hours: 3 Lecture/Discussion Hours:
3 Lab

Hands on course encompasses the basic fundamental principles for a career in Culinary Arts. This class will emphasize the importance of such terms and procedures as "mise en place", knife skills, proper use of tools and several other basic principles that are important to the culinary industry. This course will also emphasize the appropriate standard of behavior and uniform that is set by culinary professionals. At the end of this course, students will have a core knowledge and insight into the essential aspects of Culinary Arts.

Prerequisites: CULN 221 and NUTR 107 (may be taken concurrently) or equivalent college course with a minimum grade of C.

6 - 10unit(s)

CULN 223 Advanced Culinary

Hours: 3 Lecture/Discussion Hours:
3 Lab

This Advanced Culinary course prepares students for contemporary employment opportunities in the culinary workforce with an emphasis on advanced knife skills, hot hor d'Oeuvres, cooking principles, plate presentation, and buffet presenting and maintenance. Students will be held to culinary professionalism vital to success in the field of culinary arts.

Prerequisites: CULN 221 and CULN 222 and NUTR 107 or equivalent college course with a minimum grade of C.

CULN 224 Baking and Desserts

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course provides a fundamental foundation on baking and pastry skills. Production of yeast breads, quick breads, cakes, cookies, pies, tarts, icings, custards, creams, and desserts are explored. Students with an interest in baking will gain furthering knowledge into this area of culinary arts.

Prerequisites: CULN 221 or equivalent college course with a minimum grade of C.

CULN 225 Garde Manger

Hours: 1 Lecture/Discussion Hours:
3 Lab

Essential to culinary knowledge, Garde Manger, or "keeper of the cold kitchen" emphasizes techniques used to make sausage, cured meats and cheeses, tea sandwiches, and cold hor d'oeuvres. This hands-on course provides students with the ability to produce and present such items.

Prerequisites: NUTR 107 and CULN 221 or equivalent college course with a minimum grade of C.

4unit(s)

CULN 226 Industry Management

Hours: 3 Lecture/Discussion

Introduction to management of hospitality and the restaurant workplace.

This course focuses on leadership, planning, communication, and other qualities to be successful in the culinary industry. At the end of this course, students will have the option of taking the ManageFirst exam, a National Restaurant Association recognized certificate of completion.

4unit(s)

Dance (DANC)

DANC 041 Musical Theatre Performance - Dance

Hours: 7 Activity

Experience dance, music, drama and theatre through active participation in a musical production. Includes training and experience in all facets of the theatre.

Limitation on Enrollment: Audition by Department.

DANC 050 Ballet 1

Hours: 0.5 Lecture/Discussion Hours:
1.5 Other

This course provides an introduction to the study of ballet, including its history, tradition, styles and forms. Beginning vocabulary, positions and terminology are emphasized.

4unit(s)

3unit(s)

2unit(s)

3unit(s)

2unit(s)

1unit(s)

<p>DANC 051 Ballet 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 062 Tap Dancing 1 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Continuation into the intermediate fundamentals of ballet technique and training. The course includes: ballet barre, center adagio, allegro work, and across-the-floor combinations. Prerequisites: DANC 050 or equivalent college course with a minimum grade of C.</p>	<p>This beginning level of tap introduces the dance student to single, and double sounds made with the feet. Creating Rhythm sounds with foot work, that feature specific body coordination and weight change skills are taught.</p>
<p>DANC 054 Modern Dance 1 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 063 Tap Dancing 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>This course is an introduction to the fundamentals of Modern Dance technique. Emphasis on the importance of breath, body alignment, rhythmic movement, and the exploration of movement through time, space and energy.</p>	<p>A second level course for students who have mastered basic tap dance skills, this course focuses on developing the speed at which students master tap routines, adding triple or quadruple sounds as well. Students are advised to take Tap 1 or have past tap experience to be successful in this class.</p>
<p>DANC 055 Modern Dance 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 070 Hip Hop 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Equivalent Course: DANC 155 This course builds onto the concepts of modern dance through control of breath, body alignment, rhythmic movement, and the exploration of movement through time, space and energy. Students can expect to increase the range of movement and flexibility in legs.</p>	<p>This class will be focusing on the various aspects of the historical and current Hip Hop dance genre. Students can expect to be challenged and gain ability in strength, flexibility, coordination, rhythm, and choreographed movement.</p>
<p>DANC 056 Contemporary Dance 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 071 Dance Crew 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Contemporary Dance is a free flowing blend of emotional expression. Building on the Ballet/Modern skills, the course explores extensive floor and acrobatic elements. This course moves at an accelerated rate. It requires fast footwork, flexibility, strong arms and hands for floor work, as well as strong leg and core skills that enable the student to jump and fall quickly to the floor.</p>	<p>A continuation of DANC 070 into the intermediate fundamentals of Hip Hop (Dance Crew) technique and training. Includes the intermediate vocabulary and practice of isolations and across the floor exercises.</p>
<p>DANC 058 Jazz Dance 1 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 080 Choreography 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>An introduction to the basic movement skills employed in jazz dance techniques. Compositional forms and rhythms are practiced, leading to an understanding and appreciation of jazz as an artistic dance form.</p>	<p>This course emphasizes combining movements and developing ideas in relation to dynamics, design and motivation. Students will discuss forms and learn how to articulate the art of dance.</p>
<p>DANC 059 Jazz Dance 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 081 Studies in Choreography 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>This is the second level of jazz dance. The course covers basic skills, with an emphasis on conditioning and flexibility. Emphasis on techniques presented, as well as information on historical and stylistic perspectives of this dance form.</p>	<p>Choreography with emphasis on combining movements and developing ideas in relation to movement phrases and developing complex ideas in relation to motivation, styles and artistic form. Discussion and critique skills will be developed to articulate the art of dance in group choreography.</p>
<p>DANC 061 Jazz Dance Styles 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>DANC 082 Contemporary Dance 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>This course offers Jazz dance instruction for dancers at the high intermediate level. It includes thorough warm up exercises, technique, vocabulary skills and concepts to prepare the body as an instrument of expression in various styles of Jazz Dance.</p>	<p>Using multiple forms of dance and techniques, the experienced dancer emphasizes the accelerated use and implementation of breath, body alignment, rhythm, movement, and the exploration of movement through time, space and energy.</p>

DANC 085 Dance Production 1

Hours: 0.5 Lecture/Discussion Hours:
2 Other

This class provides instruction in creative dance expression, emphasizing intermediate techniques and choreography. Students will have opportunities for live performance.

DANC 160 Jazz Dance Styles

Hours: 0.5 Lecture/Discussion Hours:
1.5 Other

Students will learn higher level skills of jazz dance with emphasis on body alignment, strength and coordination. The class includes more advanced work in turns, isolations, and combinations and work with more complex rhythmic elements.

Advisory on Recommended Preparation: DANC 058 and DANC 059 or equivalent college course with a minimum grade of C.

Drafting (DRFT)

DRFT 016 CAD Applications

Hours: 3 Lecture/Discussion Hours:
3 Lab

This is an advanced computer assisted drafting course that explores parametric solid modeling. Techniques include modeling tools, assembly modeling, and working with drawing views.

Advisory on Recommended Preparation: DRFT 114 and DRFT 115 or equivalent college courses with a minimum grade of C; Prior work experience using AutoCAD and/or SolidWorks.

DRFT 112 Mechanical Drafting 1

Hours: 2 Lecture/Discussion Hours:
3 Lab

This is an introductory course in the fundamentals of mechanical drawing and modern drafting practice. It is a "tactile" (by hand) drafting course. This course is a basis for all drafting-related majors and is recommended for students who have had no high school drafting, but plan to enter any one of various design professions.

DRFT 113 Mechanical Drafting 2

Hours: 2 Lecture/Discussion Hours:
3 Lab

This is an intermediate course in the fundamentals of technical drafting and practical applications. Emphasis will be placed on lettering, orthographic projection, auxiliary views, dimensioning, and the interrelationship of each manufacturing design. Formerly DRFT 100.

Advisory on Recommended Preparation: DRFT 112 or equivalent college course with a minimum grade of C or equivalent skills as determined by departmental assessment.

DRFT 114 Introduction to CAD

Hours: 3 Lecture/Discussion Hours:
3 Lab

This is an introductory course that explores the basic concepts and applications of computer assisted drafting. Students will use the computer to solve a series of drafting problems related to various design professions.

1unit(s)**DRFT 115 Advanced CAD**

Hours: 3 Lecture/Discussion Hours:
3 Lab

This is an advanced computer assisted drafting course that explores parametric solid modeling. Techniques include sketching, editing, modifying, adding relations and dimensions, base feature options, creating geometries, modeling tools, and editing features.

Advisory on Recommended Preparation: DRFT 114 or equivalent college course with a minimum grade of C.

4unit(s)

Drama (DRAM)

DRAM 001 Introduction to the Theatre

Hours: 3 Lecture/Discussion

This course is intended as an introduction to the critical analysis of theatre from an audience perspective. Elements of play production - from the dramatic structure, style, and historical perspective of the script to the final presentation before an audience - will be explored. (C-ID THTR111)

3unit(s)**DRAM 002 Fundamentals of Acting 1**

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This course prepares a student to apply basic acting theory to performance and develops the skills of interpretation of drama through acting. The student will be introduced to the process of analyzing and developing a character from Modern and Contemporary Theatre through the rehearsal and presentation of scenes and monologues with attention to: memorization, stage movement, vocal production, and interpretation of text. (C-ID THTR 151)

4unit(s)**DRAM 003 Fundamentals of Acting 2**

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

This course continues the exploration of theories and techniques used in preparation for the interpretation of drama through acting. Emphasis is placed on deepening the understanding of the acting process through: character analysis, monologues, scene work, the appraisal and analysis of stage techniques, acting theories, and practices in performance from experimental dramas and the theater of the absurd. This course is designed to exercise the separate parts of the composite art of acting which includes thought, emotion, and specific movement and vocal techniques. (C-ID THTR152)

Prerequisites: DRAM 002 or equivalent college course with a minimum grade of C.

3unit(s)**DRAM 004 Intermediate Acting - Classical**

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

This course is designed as an advanced level of study of acting proficiency and technique begun in DRAM 002 and DRAM 003. Class lecture, discussion, and scene work focus on text and character analysis, clarity of characterization, vocal and physical expressiveness and emotional release. Acting scene material is taken from the plays of the classical Greek Theatre, William Shakespeare and the Restoration comedies of the 18th century.

Advisory on Recommended Preparation: DRAM 002 or DRAM 003 or equivalent college course with a minimum grade of C.

3unit(s)

<p>DRAM 005 Intermediate Acting 2: Styles 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab</p>	<p>DRAM 014 Intermediate Stagecraft 3unit(s) Hours: 0.5 Lecture/Discussion Hours: 3.5 Lab</p>
<p>Continuation of acting sequence in which play texts are studied and presented with concentration on in-depth analysis of subject material, intensity of action, freedom of emotional release, and clarity of expression. Acting scenes are chosen from European and American plays from the Eighteenth and Nineteenth Centuries through the social dramas of the 1930s. Students may enroll in this course without having taken DRAM 4. Advisory on Recommended Preparation: DRAM 002 or DRAM 003 or DRAM 004 or equivalent college course with a minimum grade of C.</p>	<p>Hours: 4 Other</p> <p>This course is designed as an intermediate class for the student who has completed DRAM 013. Student will explore management responsibilities through leadership roles in technical direction, construction, scenic artistry, and backstage organization. Four additional hours required for crew work on college productions, totaling seventy hours for the semester. Advisory on Recommended Preparation: DRAM 013 or equivalent college course with a minimum grade of C.</p>
<p>DRAM 006 Shakespeare 3unit(s) Hours: 3 Lecture/Discussion DRAM 006 is an introductory course that stresses student involvement with the literary and dramatic aspects of Shakespeare's works through the use of lecture, reading from the text, text analysis, acting scenes, and video. Each student will participate in the reading and interpretation of selected plays. It will also treat the playwright's life, times, sources, and influences on his work.</p>	<p>DRAM 015 Beginning Stage Lighting 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab</p> <p>This course introduces the student to the basic concepts of theatre lighting. Study includes the operation of stage lighting. (C-ID THTR173)</p>
<p>DRAM 012 Costuming 3unit(s) Hours: 0.5 Lecture/Discussion Hours: 3.5 Lab</p> <p>Hours: 4 Other</p> <p>This course is designed as an introduction to the function and aesthetic effect of costumes. Design, research, organization, pattern and construction techniques, sewing equipment use and function of costume personnel in production work are explored. Additional hours required working on crews for college productions. These additional hours amount to 4 per week/70 hours total. (C-ID THTR174)</p>	<p>DRAM 016 Intermediate Stage Lighting 3unit(s) Hours: 2.5 Lecture/Discussion Hours: 1.5 Lab</p> <p>The student will continue the study of stage lighting by being assigned the added responsibilities of lighting crew and production staff leadership. Individual design, rigging, and organization problems, as well as lighting instrument and control system maintenance and operation techniques, will be assigned. Advisory on Recommended Preparation: DRAM 015 or equivalent college course with a minimum grade of C.</p>
<p>DRAM 013 Beginning Stagecraft 3unit(s) Hours: 0.5 Lecture/Discussion Hours: 3.5 Lab</p> <p>Hours: 4 Other</p>	<p>DRAM 017 Makeup 3unit(s) Hours: 0.5 Lecture/Discussion Hours: 3.5 Lab</p> <p>Hours: 4 Other</p>
<p>This course is designed to introduce students to stagecraft, all technical phases of scene production including construction, painting, rigging, placement, and manipulation of stage scenery and properties. Four additional hours required for crew work on college productions totaling seventy hours for the semester. (C-ID THTR171)</p>	<p>This course is designed to introduce the student to the basic techniques and materials of theatrical makeup. Topics include facial shape, hair arrangement, skin care, and makeup for various ethnicities, characters, and skin types. Additional hours are required to work on crews for college Drama Arts productions. The student will complete 4 hours a week or a total of 70 hours for the semester. (C-ID THTR175)</p>
<p>DRAM 019 Rehearsal and Performance - Classical 2unit(s) Hours: 7 Activity</p>	<p>Participating as actors in a fully supported theatre production of the Classical Period, students focus on individual and ensemble performance techniques that are essential for a classical play production. Participation in rehearsals and public performance is required. Limitation on Enrollment: Audition by Department (C-ID THTR191)</p>
<p>DRAM 020 Music Theatre Rehearsal and Performance - Classical 2unit(s) Hours: 7 Activity</p>	<p>Experience in drama and theatre through active participation in major musical productions. Includes training and experience in all facets of the theatre. Limitation on Enrollment: Audition by Department (C-ID THTR191)</p>

DRAM 021 Rehearsal and Performance - Contemporary 2unit(s)

Hours: 7 Activity

Experience in modern and contemporary theatre through active participation in a full-length play for public performance.

Limitation on Enrollment: Audition by Department (C-ID THTR191)**DRAM 022 One Act Play Production** 2unit(s)

Hours: 1 Lecture/Discussion Hours:

3 Lab

Hours:

1 Other

This course is designed to introduce the student to the background, function and techniques of stage direction and play production, leading to the staging of a one act play before an audience.

DRAM 030 Stage Movement/Stage Combat 2unit(s)

Hours: 1 Lecture/Discussion Hours:

3 Lab

This course is designed as an introduction to the function and application of stage movement and combat as it applies to the actor and theatrical productions.

Earth Science (ESCI)**ESCI 001 Introduction to Earth Science** 4unit(s)

Hours: 3 Lecture/Discussion Hours:

3 Lab

This course provides students with the scientific background to teach earth science at kindergarten through 8th grade levels. It emphasizes the application of the scientific method to the study of Earth systems. Topics include: geology (minerals, rocks, earthquakes, volcanoes, rivers, glaciers, the fossil record), oceanography (ocean composition, currents, tides, coastlines), meteorology (atmospheric composition, weather, storms), and astronomy (phases of the moon, eclipses, the solar system).

Advisory on Recommended Preparation: MATH 200 or equivalent college course with a minimum grade of C or eligibility for MATH 230 as determined by COS Placement Procedures (p. 26).

ESCI 055 Introduction to Geographic Information Systems 3unit(s)

Hours: 2 Lecture/Discussion Hours:

3 Lab

This course provides an introduction to the fundamentals of Geographic Information Systems (GIS), including the history of automated mapping. The course includes a brief introduction to basic cartographic principles, including map scales, coordinate systems and map projections. GIS hardware and software are explored, as are various applications of GIS technology used in environmental science, business and government.

Economics (ECON)**ECON 025 Introduction to Economics** 3unit(s)

Hours: 3 Lecture/Discussion

A broad survey of the development of economic ideas and theories in the context of economic history (including major economic thinkers). Both microeconomic and macroeconomic topics are covered including supply and demand, market structures, inflation, unemployment, fiscal policy, monetary policy, and international trade.

Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C.

ECON 040 Principles of Microeconomics 3unit(s)

Hours: 3 Lecture/Discussion

This is an introductory course focusing on choices of individual economic decision-makers. Topics include: scarcity, comparative advantage, market equilibrium, elasticity, cost theory, market structures, factor markets and market failure. (C-ID ECON201)

Prerequisites: MATH 230 and ENGL 261 or equivalent college courses with a minimum grade of C or eligibility based on COS placement procedures.

ECON 050 Principles of Macroeconomics 3unit(s)

Hours: 3 Lecture/Discussion

An introductory course focusing on aggregate economic analysis. Topics include: market systems, aggregate measures of economic activity, macroeconomic equilibrium, money and financial institutions, monetary and fiscal policy, international economics, and economic growth. (C-ID ECON202)

Prerequisites: (ECON 040 or AGMT 001) and MATH 230 and ENGL 261 or equivalent college courses with a minimum grade of C or eligibility based on COS placement procedures.

Education (EDUC)**EDUC 050 Introduction to Teaching** 3unit(s)

Hours: 2 Lecture/Discussion Hours:

3 Lab

This course introduces a student to the concepts and issues related to teaching diverse learners in today's contemporary schools, kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured field work in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. (C-ID EDUC200)

EDUC 120 Technology Skills for Educators 3unit(s)

Hours: 3 Lecture/Discussion

Information and hands-on explorations allow students to develop basic skills for using computer technology for productivity and instruction in educational settings. Major topics include basic computer terminology and functions, common computer applications (word processing, databases, spreadsheets, and presentation software), educational technology trends, and issues relating to the uses of computers in educational settings.

Electrician Training (ET)

ET 200 Introduction to Electrician Training

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is the first course in a series of state-approved Electrician Training classes. Topics include basic safety, math, tools, blueprints, and rigging. NCCER Modules 1-16.

ET 201 Electrician Training 1

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include electrical theory, introduction to NEC codes, electrical blue prints, hand bending, fasteners, anchors, test equipment, raceways, boxes, fittings, and residential wiring. NCCER Modules 17-25.

Prerequisites: ET 200 or equivalent college course with a minimum grade of C (may be taken concurrently).

ET 202 Electrician Training 2

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include commercial and industrial wiring, AC motor theory and application, grounding, conduit bending, boxes and fittings, and conductor installations. It includes NCCER Modules 26-32.

Prerequisites: ET 200 or equivalent college course with a minimum grade of C.

ET 203 Electrician Training 3

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include voice and data systems, fiber optics, cable tray, conductor terminations and splices, electric services, breakers, contactors and relays, and lighting circuits. This course includes NCCER Modules 27-33.

Prerequisites: ET 200 or equivalent college course with a minimum grade of C.

ET 204 Electrician Training 4

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include calculations, overcurrent protection, raceway, box, and fitting fill, wiring devices, and distribution equipment. NCCER Modules 34-40 are covered in this course.

Prerequisites: ET 203 or equivalent college course with a minimum grade of C (may be taken concurrently).

ET 205 Electrician Training 5

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include distribution system transformers, lighting, motor calculations, maintenance, and hazardous locations. This course covers NCCER Modules 41-47.

Prerequisites: ET 203 or equivalent college course with a minimum grade of C.

ET 206 Electrician Training 6

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include load calculations, lighting, standby/emergency systems, electronic theory, fire alarm systems, and specialty transformers. This course covers NCCER Modules 48-53.

Prerequisites: ET 203 or equivalent college course with a minimum grade of C.

ET 207 Electrician Training 7

4unit(s)

Hours: 3.5 Lecture/Discussion Hours:
1.5 Lab

This is an electrical course in a series of state-approved Electrician Training classes. Topics include motor controls, HVAC controls, motor maintenance, high-voltage terminations/splices, foremanship, and NEC code review. This course covers NCCER Modules 54-60.

Prerequisites: ET 203 or equivalent college course with a minimum grade of C.

ET 225 Electrician Journeymen Exam

2unit(s)

Hours: 2 Lecture/Discussion

This course is designed to supplement both ET certificates and prepare the student to take the Journeymen's exam. It is recommended to only those students who have completed or nearly completed these certificates.

Prerequisites: ET 207 or equivalent college course with a minimum grade of C.

ET 300 Electrician Training Support Lab 1

0.5unit(s)

Hours: 2 Lab

This course directly supports students currently enrolled in ET 200 by providing additional lab access and practical application of Electrician Training concepts. Students should only enroll in this course if also taking ET 200 at specified coordinating locations.

Corequisites: ET 200 must be taken concurrently.

ET 301 Training Support Lab 1

0.5unit(s)

Hours: 2 Lab

This course directly supports students currently enrolled in ET 201 by providing additional lab access and practical application of Electrician Training concepts. Students should only enroll in this course if also taking ET 201 at specified coordinating locations.

Corequisites: ET 201 must be taken concurrently.

Electronics (ELEC)

ELEC 160 Basic Electronics

Hours: 3 Lecture/Discussion Hours:
1 Lab

3unit(s)

Basic knowledge of electricity and electronics is essential for many majors spanning medical, computer, agricultural, navigation, manufacturing, and telecommunications fields in both the public and private sectors. This course covers all the basic concepts in electricity and electronics, including electricity and magnetism, transformers, alternating and direct currents, magnetic fields, and semiconductor devices. A schema of scientific reasoning, methods of inquiry and experimental design are foundational. The scientific method is combined with hands-on laboratory experiments, allowing students to apply quantitative and qualitative reasoning skills, and to solve problems and test hypotheses using data, analysis, and predictive techniques. Applying the scientific method to real-life situations encourages students to develop critical thinking skills.

Emergency Medical Technician (EMT)

EMT 251 Emergency Medical Technician (EMT)

Hours: 4 Lecture/Discussion Hours:
6 Lab

6unit(s)

The student who completes this course will develop skills in recognition of symptoms of illness and/or injury and proper procedures for emergency care. Those who complete the EMT B courses are eligible to sit for the National Registry of Emergency Medical Technicians and employment by government and private emergency health care services in the area (state certification and national testing fees apply). Successful completion of the course also allows eligibility for Emergency Medical Technician Paramedic training, which provides opportunity for career advancement, higher pay, and greater responsibility in providing emergency health care. Some EMTs enter nursing and other advanced health care fields.

Limitation on Enrollment: CPR training equivalent to the current American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the health care provider level must be completed prior to enrollment in the course.

EMT 401 EMT Open Skills Lab

Hours: 3 Lab

0unit(s)

This course provides the student an opportunity for additional directed learning and supervised laboratory time to practice, develop and refine skills necessary to the safe practice of the Emergency Medical Technician.

Corequisites: EMT 251 must be taken concurrently.

Engineering (ENGR)

ENGR 001 Engineering Graphics

Hours: 3 Lecture/Discussion Hours:
3 Lab

4unit(s)

This course covers the principles of engineering drawings in visually communicating engineering designs and includes an introduction to computer-aided design (CAD). Topics include the development of visualization skills; orthographic projections; mechanical dimensioning and tolerancing practices; and the engineering design process. Assignments develop sketching and 2-D and 3-D CAD skills. The use of CAD software is an integral part of the course. (C-ID ENGR 150)
Prerequisites: MATH 154 or equivalent college course with a minimum grade of C.

ENGR 002 Statics

Hours: 3 Lecture/Discussion

3unit(s)

The study of two- and three-dimensional force systems acting on particles and rigid bodies in static equilibrium. Included are analysis of distributed forces, trusses, beams, frames and machines, shear and bending moment diagrams, center of mass, centroids, friction and moments of inertia. Additional topics may include fluid statics, forces in cables, Mohr's circle and virtual work. (C-ID ENGR 130)
Prerequisites: PHYS 055 and MATH 067 (may be taken concurrently) or equivalent college courses with a minimum grade of C.

ENGR 003 Materials Science and Engineering

Hours: 3 Lecture/Discussion Hours:
3 Lab

4unit(s)

This course presents the internal structures and resulting behaviors of materials used in engineering applications, including metals, ceramics, polymers, composites, and semiconductors. The emphasis is upon developing the ability both to select appropriate materials to meet engineering design criteria and to understand the effects of heat, stress, imperfections, and chemical environments upon material properties and performance. Laboratories provide opportunities to directly observe the structures and behaviors discussed in the course, to operate testing equipment, to analyze experimental data, and to prepare reports. (C-ID ENGR140B)

Prerequisites: CHEM 001 and PHYS 055 or equivalent college course with a minimum grade of C.

ENGR 004 Circuit Analysis

Hours: 3 Lecture/Discussion Hours:

3 Lab

An introduction to the analysis of electrical circuits using analytical techniques based on the application of circuit laws and network theorems. Topics include the analysis of DC and AC circuits containing resistors, capacitors, inductors, dependent sources, operational amplifiers, and/or switches; natural and forced responses of first and second order RLC circuits; the use of phasors in AC analysis; AC power calculations; power transfer; and energy concepts. The laboratory portion of the course provides an introduction to the construction and measurement of electrical circuits including: the basic use of electrical test and measurement instruments such as multimeters, oscilloscopes, power supplies, and function generators; the use of circuit simulation software; interpretation of measured and simulated data based on principles of circuit analysis for DC, transient, and sinusoidal steady-state (AC) conditions; elementary circuit design; practical considerations such as component value tolerance and non-ideal aspects of laboratory instruments; and construction and measurement of basic operational amplifier circuits. (C-ID: ENGR260 and ENGR260L)

Prerequisites: MATH 081 (may be taken concurrently) and PHYS 056 (may be taken concurrently) or equivalent college course with a minimum grade of C.

ENGR 020 MATLAB Programming

Hours: 2 Lecture/Discussion Hours:

3 Lab

Equivalent Course: CSCI 020

This course utilizes the MATLAB environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. (C-ID ENGR 220)

Prerequisites: MATH 065 or equivalent college course with a minimum grade of C.

ENGR 110 Introduction to Engineering

Hours: 2 Lecture/Discussion

This course explores the branches of engineering, the functions of an engineer, and the industries in which engineers work. Explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. Presents an introduction to the methods and tools of engineering problem solving and design including the interface of the engineer with society and engineering ethics. Develops communication skills pertinent to the engineering profession. (C-ID ENGR110)

4unit(s)

English (ENGL)**ENGL 001 College Reading and Composition**

4unit(s)

Hours: 4 Lecture/Discussion

English 001: College Reading and Composition is a first-year course created to support your development as a college-educated reader and writer. This course offers you an opportunity to explore texts from a variety of diverse voices and enter into conversations with creative thinkers. We will empower you to make choices in your writing that strengthen your voice as a scholar and persuade your audience. You will reflect on your writing practices to figure out what writing strategies work best for you. In this course, you will develop research strategies, learn how to find credible information, and incorporate those sources into your writing to support your arguments. Ultimately, English 001 is your invitation to imagine big ideas and learn how to share those ideas effectively with others. Students in English 001 have many opportunities for extra support, including supplemental learning assistance provided by visiting The Writing Center (aka ENGL 400, an open entry/open exit non-credit course). (C-ID ENGL100)

Prerequisites: ENGL 261 or ENGL 301 (may be taken concurrently) or ESL 090 or ESL 490 or equivalent college course with a minimum grade of C/P or eligibility as determined by COS Placement Procedures (p. 26).

ENGL 002 Logic and Composition

3unit(s)

Hours: 3 Lecture/Discussion

This course gives students the opportunity to study and apply logic and cogent thinking to written and oral communication, as well as develop advanced writing skills. Students learn to recognize logical fallacies, analyze others' arguments, and produce their own arguments and solutions to problems, using primary and secondary research. This course requires substantial writing of a minimum of 6,000 words. Students enrolled in ENGL 2 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL105)

Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.

ENGL 004 Composition and Literature

3unit(s)

Hours: 3 Lecture/Discussion

English 004 is an introduction to literature—including the short story, the novel, poetry, and drama—through close reading and analysis of literature and literary theory, discussion, research, and writing. Supplemental learning assistance is available for students to strengthen skills and to reinforce mastery of concepts. Students enrolled in ENGL 004 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL120)

Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.

ENGL 010 Chicano Literature

3unit(s)

Hours: 3 Lecture/Discussion

This course examines Chicano literature through poetry, short stories, essays, drama, and novels, which are used as a means of providing a panoramic view of the Chicano experience. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 010 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course.

Prerequisites: Eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

<p>ENGL 014 Creative Writing 3unit(s) Hours: 3 Lecture/Discussion An introduction to the writing of fiction, poetry, and creative nonfiction. Using the peer workshop method, students will practice writing in multiple genres. Students enrolled in ENGL 014 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Advisory on Recommended Preparation: Successful completion of college-level composition (ENGL 001) and/or introduction to literature (ENGL 004). (C-ID ENGL200)</p>	<p>ENGL 031 American Literature 2 3unit(s) Hours: 3 Lecture/Discussion This course examines major works of American literature from the end of the Civil War to the present. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 031 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL135) Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.</p>
<p>ENGL 015 Survey of British Literature 1 3unit(s) Hours: 3 Lecture/Discussion This course examines major works of early British literature from Beowulf through the eighteenth century. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 015 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL160) Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.</p>	<p>ENGL 044 World Literature 1 3unit(s) Hours: 3 Lecture/Discussion This course examines major works of ancient world literature from antiquity through the mid-seventeenth century. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 044 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL140) Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.</p>
<p>ENGL 016 Survey of British Literature 2 3unit(s) Hours: 3 Lecture/Discussion This course examines major works of British literature from the Romantic period to the present. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 016 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL165) Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.</p>	<p>ENGL 045 World Literature 2 3unit(s) Hours: 3 Lecture/Discussion This course examines major works of modern world literature from the mid-seventeenth century to the present. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 045 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL145) Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.</p>
<p>ENGL 018 African American Literature 3unit(s) Hours: 3 Lecture/Discussion ENGL 018 is a study of African American literature including novels, short stories, poetry and plays, from the Colonial period to the present. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 018 may access the supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Prerequisites: Eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>	<p>ENGL 046 Shakespeare 3unit(s) Hours: 3 Lecture/Discussion This course examines the works of William Shakespeare. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 046 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Prerequisites: Eligibility for ENGL 001 or equivalent college course as determined by COS Placement Procedures (p. 26).</p>
<p>ENGL 019 Women in Literature 3unit(s) Hours: 3 Lecture/Discussion This course examines literature about or by women including myths, short stories, essays, novels, and poetry. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 019 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. Prerequisites: Eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>	<p>ENGL 123 Introduction to Writing Consultancy 2unit(s) Hours: 2 Lecture/Discussion Hours: 1 Lab ENGL 123 introduces students to the theory and practice of writing consultancy. Students will receive instruction both in effective techniques for responding to student writing and in the theoretical framework influencing student consultations. This course is designed for students working as consultants in the Writing Center, and all students in the course will receive practical experience in the form of one hour per week of supervised consulting in the Writing Center (TBA). Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C.</p>
<p>ENGL 030 American Literature 1 3unit(s) Hours: 3 Lecture/Discussion This course examines major works of early American literature from the Colonial period through the Civil War. Students will be expected to write a minimum of 4,000 words. Students enrolled in ENGL 030 may access supplemental learning assistance by enrolling in ENGL 400, an open entry/open exit non-credit course. (C-ID ENGL130) Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.</p>	

ENGL 124 Writing Consultancy Theory and Practice**2unit(s)**

Hours: 2 Lecture/Discussion Hours:

1 Lab

ENGL 124 offers students the chance to develop expertise in the theoretical and practical considerations involved in writing consultancy. Students will receive instruction in identifying, describing, and supporting student writers as they work with increasingly challenging problems in their writing. Students in ENGL 124 will expand their practices for working with higher-order concerns in student writing, and will be introduced to strategies and techniques for working lower-order concerns in student writing. This course is designed for students working as consultants in the Writing Center, and all students in the course will receive practical experience in the form of one hour per week of supervised consulting in the Writing Center (TBA).

Prerequisites: ENGL 123 or equivalent college course with a minimum grade of P.

ENGL 125 Writing Center Pedagogy**2unit(s)**

Hours: 2 Lecture/Discussion Hours:

1 Lab

ENGL 125 is an intensive study in Rhetoric and Composition pedagogy designed to introduce students to the pedagogical frameworks supporting the Writing Center and its practices. Students will learn about the history of writing instruction at the college level, becoming familiar with major pedagogical schools and theories, interacting with different models of the writing process and argumentation to develop an understanding of how these discourses influence learning. Students will use the knowledge from this intensive study to refine and theorize their consulting sessions in the Writing Center. This course is designed for students working as consultants in the Writing Center, and all students in the course will receive practical experience in the form of one hour per week of supervised consulting in the Writing Center (TBA).

Prerequisites: ENGL 124 or equivalent college course with a minimum grade of P.

ENGL 126 Research Project in Writing Center Consulting**2unit(s)**

Hours: 2 Lecture/Discussion Hours:

1 Lab

ENGL 126 is an intensive, individualized course of study intended for experienced Writing Center consultants interested in developing an area of expertise within the realm of tutoring. Having chosen their focus, students will investigate current research and scholarly work on the issue, analyzing their own practices and the practice of the Writing Center in light of the ongoing scholarly conversation. They will use their research to revise their practices, to develop new strategies and techniques, and to foster discussion among their peers at the Writing Center. This course is designed for students working as consultants in the Writing Center, and all students in the course will receive practical experience in the form of one hour per week of supervised consulting in the Writing Center (TBA).

Prerequisites: ENGL 124 or equivalent college course with a minimum grade of P.

ENGL 301 Academic Literacy and Composition Support**2unit(s)**

Hours: 2 Lecture/Discussion

ENGL 301 provides intensive instruction and practice in fundamental academic reading, writing, and research skills. This course is designed for students concurrently enrolled in ENGL 001 who, through placement, have demonstrated additional need for support. Students will explore their academic and literacy identities, develop help seeking behaviors, practice formulating arguments, exercise critical thinking, build and strengthen reading strategies, and engage in effective elementary research practices.

Corequisites: ENGL 001 must be taken concurrently.

ENGL 380 Vocabulary Building for Tests**1unit(s)**

Hours: 1 Lecture/Discussion

This vocabulary building course assists students preparing for the State of California Court Interpreter examination and other standardized tests, such as the SAT, ACT, GRE, and LSAT. Strategies for discerning the meaning of words through roots, suffixes, and prefixes are covered, as well as other test taking tips.

ENGL 400 English Supplemental Learning Assistance**0unit(s)**

Hours: 0.5 - 1.14 Lab

English Supplemental Learning Assistance is supervised tutoring intended to strengthen students' reading and writing skills and reinforce their mastery of concepts. This open entry/open exit class is linked with ENGL 001, ENGL 002, ENGL 004, ENGL 261, and ENGL 301.

English As A Second Language (ESL)

ESL 090 Advanced Academic ESL Reading/Writing/Grammar**5unit(s)**

Hours: 5 Lecture/Discussion Hours:

1 Lab

ESL 090 is designed to prepare emergent bilinguals and multilingual students for English 001 by focusing on culturally distinct rhetorical modes inherent in American patterns of reasoning. Aspects of American culture and society are stressed throughout the class, as the course integrates academic reading, writing, and critical thinking with an emphasis on analytical summary/response, text-based compositions and argumentative compositions of 900-1,200 words with an introduction to writing a research paper. One additional outside Language Center hour is required for this course. Students enrolled in ESL 090 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 350 and ESL 351 or equivalent college courses with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment.

ESL 320 Intermediate Writing and Grammar 3

Hours: 3 Lecture/Discussion Hours:

3 Lab

4unit(s)

This ESL course is designed for emergent bilinguals multilingual students and suitable for the lower-intermediate student who has a basic foundation in English grammar and writing. Students focus on writing coherent paragraphs and begin writing essays using the process approach. The course reinforces and builds upon grammar and writing skills, enabling the student to function in intermediate English academic and vocational situations. Students are introduced to basic computer and word processing skills. Students enrolled in ESL 320 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 410 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 321 (or appropriate ESL Reading/Vocabulary course) AND ESL 422 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 321 Intermediate Reading/Vocabulary 3

Hours: 3 Lecture/Discussion

3unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the low-intermediate level with some foundation in English reading and vocabulary skills. This course is designed to develop reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English. Students enrolled in ESL 421 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 311 or equivalent college course with minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 320 (or appropriate ESL Writing/Grammar course) and ESL 322 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 322 Intermediate Listening/Speaking 3

Hours: 2 Lecture/Discussion

2unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the low-intermediate level who have a basic foundation in English pronunciation and speaking skills. This course is designed to improve speaking skills so that the student can comprehend and respond to spoken English in academic and vocational situations. Students enrolled in ESL 322 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 312 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 320 (or appropriate ESL Writing/Grammar course) and ESL 321 (or appropriate Reading/Vocabulary course) is strongly recommended.

ESL 330 Intermediate Writing and Grammar 4

Hours: 3 Lecture/Discussion Hours:

3 Lab

4unit(s)

This ESL course is suitable for emergent bilinguals and multilingual students at the high-intermediate level with a good foundation in English grammar and writing. The writing process is used to develop essays. The course is designed to reinforce and build upon grammar and writing skills enabling the students to function in intermediate to low-advanced English in academic and vocational situations. Students are introduced to basic computer and word processing skills necessary for academic work. Students enrolled in ESL 330 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 320 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 331 (or appropriate ESL Reading/Vocabulary course) AND ESL 332 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 331 Intermediate Reading/Vocabulary 4

Hours: 3 Lecture/Discussion

3unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the high-intermediate level with a foundation in English reading and vocabulary skills. This course is designed to expand reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English in intermediate to advanced academic and vocational situations. Students enrolled in ESL 331 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 321 or equivalent college course with a minimum grade of C or better or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 330 (or appropriate ESL Writing/Grammar course) and ESL 332 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 332 Intermediate Listening/Speaking 4

Hours: 2 Lecture/Discussion

2unit(s)

This ESL course is suitable for emergent bilinguals and multilingual students at the high-intermediate level with a good foundation in English pronunciation and speaking skills. This course is designed to improve speaking skills so that the student can comprehend and respond to spoken English in academic and vocational situations. Students enrolled in ESL 332 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 322 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 330 (or appropriate ESL Writing/Grammar course) and ESL 331 (or appropriate Reading/Vocabulary course) is strongly recommended.

ESL 340 Advanced Writing and Grammar 5

Hours: 3 Lecture/Discussion Hours:

3 Lab

4unit(s)

This ESL course is designed for emergent bilinguals and multilingual students and suitable for the low-advanced student with a strong foundation in English grammar and writing. Using the process writing approach, students write essays in response to a variety of prompts. This course is designed to review and build upon grammar and writing skills, enabling the student to function in advanced English academic and vocational courses. Students will use basic computer and word processing skills necessary for academic work. Students enrolled in ESL 340 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 330 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 341 (or appropriate ESL Reading/Vocabulary course) and ESL 342 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 341 Advanced Reading/Vocabulary 2

Hours: 3 Lecture/Discussion

3unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the low-advanced level with a strong foundation in English reading and vocabulary skills. The course is designed to expand reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English in advanced academic and vocational situations. Students enrolled in ESL 441 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: ESL 331 or equivalent college course with a minimum grade of C, or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 340 (or appropriate ESL Writing/Grammar course) and ESL 342 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 342 Advanced Listening/Speaking 5

Hours: 2 Lecture/Discussion

2unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the low-advanced levels who have a strong foundation in English listening and speaking skills. This advanced ESL course is designed for the student to improve listening and speaking skills and to comprehend and respond to spoken English in advanced academic and vocational situations. Students enrolled in ESL 342 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 332 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 340 (or appropriate ESL Writing/Grammar course) and ESL 341 (or appropriate Reading/Vocabulary course) is strongly recommended.

ESL 350 Advanced Writing/Grammar 6

Hours: 3 Lecture/Discussion Hours:

1 Lab

3unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the high-advanced level with demonstrated knowledge and experience in English grammar and writing. The course is designed to review and refine grammar for application in pre-collegiate assignments, enabling the student to successfully transition into transfer level courses. Students will use basic computer and word processing skills necessary for academic work. Students enrolled in ESL 350 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit, noncredit course.

Advisory on Recommended Preparation: ESL 340 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 351 (or appropriate ESL Reading/Vocabulary course) and ESL 352 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 351 Advanced Reading and Vocabulary 6

Hours: 3 Lecture/Discussion

3unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the high-advanced level with demonstrated ability to comprehend written English for academic purposes. The course is intended to expand reading techniques, vocabulary, and study skills so that the student can successfully transition into mainstream course work. Students enrolled in ESL 351 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 341 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 350 (or appropriate ESL Writing/Grammar course) and ESL 352 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 352 Advanced Listening/Speaking 6

Hours: 2 Lecture/Discussion

2unit(s)

This ESL course is designed for emergent bilinguals and multilingual students at the high-advanced level who demonstrate the ability to comprehend and respond to spoken English in advanced academic and vocational situations. Students enrolled in ESL 352 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 342 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 350 (or appropriate ESL Writing/Grammar course) and ESL 351 (or appropriate Reading/Vocabulary course) is strongly recommended.

ESL 400 ESL Supplemental Learning Assistance

Hours: 0.5 - 2 Lab

ESL Supplemental Learning Assistance is designed for emergent bilinguals and multilingual students and intended to strengthen students' reading, speaking and writing skills, enabling them to participate and succeed in academic and vocational courses. This open entry/open exit class is linked with ESL 090, ESL 310, ESL 311, ESL 312, ESL 320, ESL 321, ESL 322, ESL 330, ESL 331, ESL 332, ESL 340, ESL 341, ESL 342, ESL 350, ESL 351, ESL 352, ESL 402, ESL 403, ESL 404, ESL 410, ESL 411, ESL 412, ESL 420, ESL 421, ESL 422, ESL 430, ESL 431, ESL 432, ESL 440, ESL 441, ESL 442, ESL 450, ESL 451, ESL 452, and ESL 490.

Ounit(s)**ESL 402 Beginning Writing/Grammar 1**

Hours: 3 Lecture/Discussion Hours:

3 Lab

This ESL course is designed for emergent bilinguals and multilingual students who are true beginners with little or no knowledge of English grammar and writing conventions. Students focus on writing at the sentence level. The course is designed to provide an introduction to English grammar and writing skills enabling students to function minimally in basic English academic and vocational situations. Students are introduced to basic computer and word processing skills. Students enrolled in ESL 402 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: Concurrent enrollment in ESL 403 (or appropriate ESL reading/vocabulary course) and ESL 404 (or appropriate ESL listening/speaking course) is strongly recommended.

Ounit(s)**ESL 403 Beginning Reading/Vocabulary 1**

Hours: 3 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students who are true beginners with little or no knowledge of English reading or vocabulary skills. The course is an introduction to basic reading techniques, vocabulary and study skills, and basic writing and spoken English in academic and vocational situations. Students enrolled in ESL 403 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: Concurrent enrollment in ESL 402 (or appropriate ESL writing/grammar course) and ESL 404 (or appropriate ESL listening/speaking course) is strongly recommended.

Ounit(s)**ESL 404 Beginning Listening/Speaking 1**

Hours: 2 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the low beginning level, the true beginner, and intended to introduce students to basic listening and speaking skills and develop their ability to comprehend and respond to basic spoken English. Students enrolled in ESL 404 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: Concurrent enrollment in ESL 402 (or appropriate writing/grammar course) and ESL 403 (or appropriate ESL reading/vocabulary course) is strongly recommended.

Ounit(s)**ESL 410 Beginning Writing/Grammar 2**

Hours: 3 Lecture/Discussion Hours:

3 Lab

This ESL course is designed for emergent bilinguals and multilingual students who are high-level beginners with minimal knowledge of English grammar and writing conventions. Students focus on writing accurate sentences and developing paragraph skills. The course is designed to reinforce and build upon basic grammar and writing skills, enabling the students to function in basic English academic and vocational situations. Students are introduced to basic computer and word processing skills necessary to academic work. Students enrolled in ESL 410 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: Concurrent enrollment in ESL 411 (or appropriate ESL reading/vocabulary course) and ESL 412 (or appropriate ESL listening/speaking course) is strongly recommended.

Ounit(s)**ESL 411 Beginning Reading/Vocabulary 2**

Hours: 3 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students and suitable for the high-level beginning student with basic knowledge of English reading and vocabulary skills. This course is intended to help students develop and expand reading techniques, vocabulary and study skills, and to comprehend and respond to written and spoken English in basic academic and vocational situations. Students enrolled in ESL 411 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: Concurrent registration in ESL 410 (or appropriate ESL Writing/Grammar course) and ESL 412 (or appropriate ESL Listening/Speaking course) is strongly recommended.

Ounit(s)**ESL 412 Beginning Listening/Speaking 2**

Hours: 2 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students and intended to help beginning students develop basic speaking skills and to comprehend and respond to basic spoken English. Students enrolled in ESL 412 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: Concurrent registration in ESL 410 (or appropriate Writing/Grammar course) and ESL 411 (or appropriate ESL Reading/Vocabulary course) is strongly recommended.

Ounit(s)

ESL 420 Intermediate Writing/Grammar 3

Hours: 3 Lecture/Discussion Hours:
3 Lab

This ESL course is designed for emergent bilinguals and multilingual students and suitable for the low-intermediate student who has a basic foundation in English grammar and writing. Students focus on writing coherent paragraphs and begin writing essays using the process approach. The course reinforces and builds upon grammar and writing skills, enabling the student to function in intermediate English in academic and vocational situations. Students are introduced to basic computer and word processing skills. Students enrolled in ESL 420 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 410 or equivalent college course with a minimum grade of C, or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 421 (or appropriate ESL Reading/Vocabulary course) AND ESL 422 (or appropriate ESL Pronunciation/Speaking course) is strongly recommended.

ESL 421 Intermediate Reading/Vocabulary 3

Hours: 3 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students with some foundation in English reading and vocabulary skills. This course is designed to develop reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English. Students enrolled in ESL 421 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 411 or equivalent college course with a minimum grade of C, or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 420 (or appropriate ESL Writing/Grammar course) AND ESL 422 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 422 Intermediate Listening/Speaking 3

Hours: 2 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the low-intermediate level who have a basic foundation in English pronunciation and speaking skills. This course is designed to improve speaking skills so that the student can comprehend and respond to spoken English in academic and vocational situations. Students enrolled in ESL 422 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 412 or equivalent college course with a minimum grade of P, or eligibility as determined by COS Placement Procedures (p. 26) or skill competencies as determined by department assessment; Concurrent registration in ESL 420 and ESL 421 or an equivalent college course is strongly recommended.

Ounit(s)**ESL 430 Intermediate Writing/Grammar 4**

Hours: 3 Lecture/Discussion Hours:
3 Lab

This ESL course is suitable for emergent bilinguals multilingual students at the high-intermediate level with a good foundation in English grammar and writing. The writing process is used to develop essays. The course is designed to reinforce and build upon grammar and writing skills enabling the students to function in intermediate to low-advanced English in academic and vocational situations. Students are introduced to basic computer and word processing skills necessary for academic work. Students enrolled in ESL 430 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: ESL 420 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 431 (or appropriate ESL Reading/Vocabulary course) AND ESL 432 (or appropriate ESL Listening/Speaking course) is strongly recommended.

Ounit(s)**Ounit(s)****ESL 431 Intermediate Reading/Vocabulary 4**

Hours: 3 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the high-intermediate level with a foundation in English reading and vocabulary skills. This course is designed to expand reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English in intermediate to advanced academic and vocational situations. Students enrolled in ESL 431 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: ESL 421 or equivalent college course with a minimum grade of P or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 430 (or appropriate ESL Writing/Grammar course) AND ESL 432 (or appropriate ESL Listening/Speaking course) is strongly recommended.

Ounit(s)**Ounit(s)****ESL 432 Intermediate Listening/Speaking 4**

Hours: 2 Lecture/Discussion

This ESL course is suitable for emergent bilinguals and multilingual students at the high-intermediate level with a good foundation in English pronunciation and speaking skills. This course is designed to improve speaking skills so that the student can comprehend and respond to spoken English in academic and vocational situations. Students enrolled in ESL 432 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 422 or equivalent college course with a minimum grade of C, or eligibility based on COS Placement Procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 430 and ESL 431 or equivalent college course is strongly recommended.

Ounit(s)

ESL 440 Advanced Writing/Grammar 5

Hours: 3 Lecture/Discussion Hours:
3 Lab

This ESL course is designed for emergent bilinguals and multilingual students and suitable for the low-advanced student with a strong foundation in English grammar and writing. Using the process writing approach, students write essays in response to a variety of prompts. This course is designed to review and build upon grammar and writing skills, enabling the student to function with appropriate English writing skills in academic and vocational courses. Students will use basic computer and word processing skills necessary for academic work. Students enrolled in ESL 440 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 430 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 441 (or appropriate ESL Reading/Vocabulary course) and ESL 442 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 441 Advanced Reading/Vocabulary 5

Hours: 3 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the low-advanced level with a strong foundation in English reading and vocabulary skills. The course is designed to expand reading techniques, vocabulary, and study skills so that the student can comprehend and respond to written and spoken English in advanced academic and vocational situations. Students enrolled in ESL 441 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: ESL 431 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 440 (or appropriate ESL Writing/Grammar course) and ESL 442 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 442 Advanced Listening/Speaking 5

Hours: 2 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the low-advanced level who have a strong foundation in English listening and speaking skills. This advanced ESL course is designed for the student to improve listening and speaking skills and to comprehend and respond to spoken English in advanced academic and vocational situations. Students enrolled in ESL 442 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 432 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 440 (or appropriate ESL Writing/Grammar course) and ESL 441 (or appropriate Reading/Vocabulary course) is strongly recommended.

Ounit(s)**ESL 450 Advanced Writing/Grammar 6**

Hours: 3 Lecture/Discussion Hours:
1 Lab

This ESL course is designed for emergent bilinguals and multilingual students at the high-advanced level with demonstrated knowledge and experience in English grammar and writing. The course is designed to review and refine grammar for application in pre-collegiate assignments, enabling the student to successfully transition into transfer level courses. Students will use basic computer and word processing skills necessary for academic work. Students enrolled in ESL 450 may access the supplemental learning assistance by enrolling in ESL 400, an open entry/open exit, non-credit course.

Advisory on Recommended Preparation: ESL 440 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 451 (or appropriate ESL Reading/Vocabulary course) and ESL 452 (or appropriate ESL Listening/Speaking course) is strongly recommended.

ESL 451 Advanced Reading/Vocabulary 6

Hours: 3 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the high-advanced level with demonstrated ability to comprehend written English for academic purposes. The course is intended to expand reading techniques, vocabulary, and study skills so that the student can successfully transition into mainstream course work. Students enrolled in ESL 451 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit non-credit course.

Advisory on Recommended Preparation: ESL 441 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 450 (or appropriate ESL Writing/Grammar course) AND ESL 452 (or appropriate ESL Listening/Speaking course) is strongly recommended

ESL 452 Advanced Listening/Speaking 6

Hours: 2 Lecture/Discussion

This ESL course is designed for emergent bilinguals and multilingual students at the high-advanced level who demonstrate the ability to comprehend and respond to spoken English in advanced academic and vocational situations. Students enrolled in ESL 452 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 442 or equivalent college course with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment; Concurrent registration in ESL 450 (or appropriate ESL Writing/Grammar course) and ESL 451 (or appropriate Reading/Vocabulary course) is strongly recommended.

Ounit(s)**Ounit(s)****Ounit(s)****Ounit(s)**

ESL 490 Advanced Academic ESL Reading/Writing/Grammar 0unit(s)

Hours: 5 Lecture/Discussion Hours:

1 Lab

ESL 490 is designed to prepare emergent bilinguals and multilingual students for English 001 by focusing on culturally distinct rhetorical modes inherent in American patterns of reasoning. Aspects of American culture and society are stressed throughout the class, as the course integrates academic reading, writing, and critical thinking with an emphasis on analytical summary/response, text-based compositions and argumentative compositions of 900-1,200 words with an introduction to writing a research paper. One additional outside Language Center hour is required for this course. Students enrolled in ESL 490 may access supplemental learning assistance by enrolling in ESL 400, an open entry/open exit noncredit course.

Advisory on Recommended Preparation: ESL 450 and ESL 451 or equivalent college courses with a minimum grade of C or eligibility based on COS placement procedures or skill competencies as determined by department assessment.

Environment Control Technology (ECT)

ECT 242 Air Conditioning Sheet Metal 4unit(s)

Hours: 3 Lecture/Discussion Hours:

3 Lab

This course provides an introduction to basic air conditioning sheet metal theory, design, drafting, bending, shaping, soldering, tools and equipment used to fabricate fittings.

ECT 280 Electrical Theory and Applications of Controls for HVAC 4unit(s)

Hours: 3 Lecture/Discussion Hours:

3 Lab

This basic course in electrical theory and applications of controls for the heating, ventilating, air conditioning/refrigeration controls class explores the theories and concepts of Ohms and Kirchoff's laws, in addition to the theories and concepts of refrigeration.

Corequisites: ECT 281 must be taken concurrently.

ECT 281 Basic Air Conditioning 12unit(s)

Hours: 11 Lecture/Discussion Hours:

3 Lab

ECT 281 is an introductory lecture and demonstration course in residential air conditioning, refrigeration and heating that covers applied refrigeration theory, including how to evacuate and charge systems, diagnose refrigeration problems and how to properly install an entire duct system in the project house. In addition, proper brazing techniques, tools and safety practices are taught as applied to various other trades.

Corequisites: ECT 280 must be taken concurrently.

ECT 282 Advanced Air Conditioning/Refrigeration Commercial/Domestic 12unit(s)

Hours: 9 Lecture/Discussion Hours:

9 Lab

An advanced course offered in Environmental Control Technology that covers commercial and domestic air conditioning and refrigeration theory. Topics include the fundamentals of wiring circuits and the concept of electrical problem solving as it relates to both commercial and residential applications. Topics also include using methods to calculate heat loads values necessary to sizing equipment in the industry.

Advisory on Recommended Preparation: ECT 281 or equivalent college course with a minimum grade of C.

Ethnic Studies (ETHN)

ETHN 001 Black American Studies 3unit(s)

Hours: 3 Lecture/Discussion

This course uses an interdisciplinary approach to Black Studies covering periods of social, cultural and historical development. Topics include African civilization, slavery, the Diaspora, abolition, reconstruction, segregation, Harlem Renaissance, and the Civil Rights Movement. Field trips may be a part of this course.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

ETHN 002 American Indian Studies 3unit(s)

Hours: 3 Lecture/Discussion

Using an interdisciplinary approach, this course will focus on the historical, social, religious, ecological, economic, and artistic characteristics of various Indian Nations, as well as U.S. Government policy toward Indians. Special attention will be given to San Joaquin Valley Indians. Field trips may be part of this course.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

ETHN 003 Chicana and Chicano Studies 3unit(s)

Hours: 3 Lecture/Discussion

The course studies the Chicana and Chicano community and culture in American society from Pre-Colombian roots. The Chicana and Chicano contributions and conflicts in American society are studied using an interdisciplinary approach (anthropology, history, sociology, literature, art and music).

Advisory on Recommended Preparation: ENGL 251 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

ETHN 004 Asian American Studies 3unit(s)

Hours: 3 Lecture/Discussion

This course explores Asian American, immigrant, and refugee experiences in the United States (Southeast Asian, Chinese, Japanese, Korean, and Filipino). Using an interdisciplinary approach (social, historical, cultural, religious, geographic, economic, linguistic, and artistic), special attention will be given to major Asian communities in the San Joaquin Valley (Lao, Hmong, Mien, Lahu, Cambodian, Vietnamese, and Filipino).

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

ETHN 010 Introduction to Ethnic Studies and Social Justice Studies 3unit(s)

Hours: 3 Lecture/Discussion

Equivalent Course: ETHN 110

Inter-disciplinary study to race, and ethnicity, in the United States. Examines fundamental ethnic studies concepts and social justice movements in relation to ethnic and racial groups in the United States to provide a basis for a better understanding of the socio-economic, cultural and political conditions among key social groups.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 determined by COS Placement Procedures (p. 26). (C-ID SJS 110)

Fashion (FASH)**FASH 076 Introduction to Textiles and Apparel** 3unit(s)

Hours: 3 Lecture/Discussion

Introduction to basic textiles; the study of fibers, yarns and fabric identifications, with emphasis on various processes of textile manufacturing, fabric finishes, sustainability/environmental concerns and appropriates for end use.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

FASH 139 Fashion Sales and Promotion 3unit(s)

Hours: 3 Lecture/Discussion

Fashion sales and promotion is an overview of marketing, sales and business practices that support retail sales. The course will focus on sales techniques including personal selling, relationship selling, visual merchandising and special events.

FASH 140 Intro to the Fashion Industry 3unit(s)

Hours: 3 Lecture/Discussion

Overview of the fashion industry including the organization, structure and interrelationship of industries and services in apparel and fashion businesses. Includes terminology, designers, trade organizations and publications, as well as career and professional opportunities.

FASH 141 Introduction to Fashion Culture, Dress, and Theory 3unit(s)

Hours: 3 Lecture/Discussion

Study of clothing and appearance as important contributors to human interactions; consideration of the importance of clothing in individual and collective behavior. Basic concepts and theories from social psychology will be used to study how dress reflects self identity, impression management, body image, personality, social status, and roles.

FASH 142 Fashion Visual Design 3unit(s)

Hours: 3 Lecture/Discussion

Introduction to visual merchandising and retail sales. Focusing on layouts and fixtures, apparel wall setups, signage, lighting, mannequins, and core design strategies for the sales floor.

FASH 143 Introduction to Fashion Careers 3unit(s)

Hours: 3 Lecture/Discussion

Fashion industry career development will provide a broad perspective of career opportunities throughout the fashion industry. Students will explore career development, areas of interest, and career path opportunities as they relate to the fashion industry. This course will also identify workplace professionalism, appropriate dress codes, job search engines, resume building techniques, and mock cover letters related to a specific area of interest.

FASH 146 Introduction to Retail Management 3unit(s)

Hours: 3 Lecture/Discussion

This course provides an introduction to management in the fashion industry. Areas of emphasis include apparel buying, multi-channel retail and consumer behavior. The course will also review occupation opportunities within retail management.

FASH 160 Beginning Sewing 3unit(s)Hours: 2 Lecture/Discussion Hours:
3 Lab

Basic sewing and clothing construction techniques. Students will learn the difference between woven and knit fabrics, how to read a basic, manufactured pattern, and complete a sewing workbook. The sewing workbook includes a variety of sewing sample techniques produced by the student.

FASH 161 Intermediate Sewing 3unit(s)Hours: 2 Lecture/Discussion Hours:
3 Lab

The second semester study of the principles of clothing construction for women and men. Topics covered include construction techniques for garments utilizing darts, buttons, sleeves, pockets and more.

Prerequisites: FASH 160 or equivalent college course with a minimum grade of C.

FASH 162 Advanced Clothing Construction 3unit(s)Hours: 2 Lecture/Discussion Hours:
3 Lab

Advanced clothing construction using commercial patterns while applying advanced sewing techniques. Students will learn how to make alterations, hem and embellish constructed projects. Students will complete advanced sewing projects.

Prerequisites: FASH 161 or equivalent college course with a minimum grade of C.

FASH 165 Fashion Illustration and Business Creation 3unit(s)

Hours: 3 Lecture/Discussion

Use of computer software to develop skills in drawing and designing for the fashion industry. Instruction includes the use of Adobe Illustrator, Adobe Photoshop, Canva, Clipart, and other industry-standard software. Create story/mood boards with color and fabric swatches. Learn how to develop and create an inspired portfolio that promotes a candidate's skills, strengths, and experience for employment in the fashion industry. Students will be designing an original collection of technical flats to include in their professional portfolios. Technical flats will be used for career opportunities. Learn how to start, run, and grow your own online business and become an entrepreneur.

FASH 264 Fashion in Southern California 1unit(s)

Hours: 1 Lecture/Discussion

Students will discover the details and business practices of Fashion Marts in the United States and in California. Students will travel to Southern California for a day trip to experience the fashion industry, explore different career opportunities within different vendors and participate in a course discussion board.

<p>FASH 268 Dynamics of the Fashion Industry 1unit(s) Hours: 1 Lecture/Discussion Students will discover the details and aspects of the fashion industry in California on a one-day field trip. Students will visit a fashion retailer or manufacturer to experience a real-life example of fashion development, production, and merchandising with a successful business. This trip will allow students to explore fashion career path options and learn about current fashion trends within the industry.</p>	<p>FIRE 155 Fire Behavior and Combustion 3unit(s) Hours: 3 Lecture/Discussion Theory and fundamentals of how and why fires start, spread, and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques. This is one of the first courses a student should take in the sequence of fire technology classes. It covers the basic physical laws of fire combustion and extinguishing processes. It is part of the series of courses recommended by the Chancellor's Office for students in California Community Colleges.</p>
<p>FASH 271 Fashion Show Production: Beginning 2unit(s) Hours: 2 Lecture/Discussion Students will explore the processes and procedures of producing a fashion event. This course will accommodate both fashion merchandising and design students. Topics in this course include: basic production skills in choosing a theme, preparing a budget, styling, coordinating colors and fabrics, marketing and promoting, model selection, and final show framework. Students will participate in the production of the fashion event by working under more experienced students in the course as they will be at a beginning level in this first level course of Fashion Show Production.</p>	<p>FIRE 157 Fire Prevention Technology 3unit(s) Hours: 3 Lecture/Discussion Provides information regarding the philosophy of fire prevention, organization and operation of a fire prevention bureau, application of fire codes, identification and correction of fire hazards, and the relationship of fire prevention with fire safety education and detection and suppression systems.</p>
<p>FASH 272 Fashion Show Production 2 2unit(s) Hours: 2 Lecture/Discussion This course is designed for second-level fashion merchandising and design students who are interested in participating in The COS Fashion Show for a second semester. Students will be working on leadership skills. They will also be mentoring beginning students in their first semester of Fashion Show Production. The second level students will apply what they have learned from the first semester and be able to lead and organize many of the tasks to produce the fashion show in the second semester. Prerequisites: FASH 271 or equivalent college course with a minimum grade of C.</p>	<p>FIRE 159 Introduction to Fire Protection Organizations 3unit(s) Hours: 3 Lecture/Discussion This course provides an overview to fire protection, career opportunities in fire protection and related fields, philosophy and history of fire protection/service, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of local government, laws and regulations affecting the fire service, fire service nomenclature, specific fire protection functions, basic fire chemistry and physics, introduction to fire protection systems, introduction to fire strategy and tactics.</p>
<p>FASH 273 Fashion Show Production: 3 2unit(s) Hours: 2 Lecture/Discussion This course is designed for third-level fashion merchandising and design students who are interested in participating in The COS Fashion Show for a third semester. Students will be working on leadership and management skills in this advanced course. The third level students will be placed as a coordinator in one step of the production and will create a team of first and second level students to mentor. They will develop, plan, manage, and execute a specific step of the production. Prerequisites: FASH 271 and FASH 272 or equivalent college course with a minimum grade of C.</p>	<p>FIRE 160 Fire and Emergency Safety 3unit(s) Hours: 3 Lecture/Discussion This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services.</p>
	<p>FIRE 163 Fundamentals of Fire Protection Equipment and Systems 3unit(s) Hours: 3 Lecture/Discussion This is one of six core classes for students pursuing a degree/certificate in Fire Technology. Topics include the design, installation, and operation of fire detection systems, alarm systems and extinguishing systems.</p>
	<p>FIRE 182 Building Construction for Fire Safety 3unit(s) Hours: 3 Lecture/Discussion The study of the components of building construction relating to fire safety. Elements of construction and design of building. Development and evolution of building in relationship to past fires.</p>

Fire Technology (FIRE)

<p>FIRE 125 Fundamentals of Fire Apparatus and Equipment 3unit(s) Hours: 3 Lecture/Discussion This class is designed to provide students with information regarding design features, construction materials, performance factors, and maintenance requirements for motorized fire apparatus. Topics include laws, standards and regulations, design, construction, and maintenance requirements for fire apparatus. Operational considerations including tactics and strategy, safety and driving characteristics of pumping apparatus, aerial ladders, aerial platforms and specialized equipment are also presented.</p>	<p>FIRE 230 SFM Company Officer 2A 2unit(s) Hours: 2 Lecture/Discussion This course provides information on the use of human resources to accomplish assignments, evaluating member performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene. The course is one of the required courses for California State Fire Marshal Company Officer certification. This course will be delivered in a one-week, 40 hour format, which includes lecture, activities, and a final exam.</p>
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FIRE 231 SFM Company Officer 2B**1unit(s)**

Hours: 1.2 Lecture/Discussion

This course provides information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public.

FIRE 232 SFM Company Officer 2C**2unit(s)**

Hours: 2 Lecture/Discussion

Fire Inspections and Investigation for Company Officers. This is the third course in the new California State Fire Training Company Officer Certification.

FIRE 233 SFM Company Officer 2D**2unit(s)**

Hours: 2 Lecture/Discussion

All-Risk Command Operations for Company Officers. This course is one of the six required by the Office of the State Fire Marshal for certification as a fire department Company Officer. This course will be taught in a forty-hour, five-day format, which includes lecture and computerized fire simulation activities.

FIRE 234 Company Officer 2E**2unit(s)**

Hours: 2 Lecture/Discussion

Wildland Incident Operations for Company Officers. This is one of the courses required by the Office of the State Fire Marshal for certification as a fire department Company Officer. This course will be delivered in a one-week, 40 hour format, which includes lecture, activities, and a final exam.

FIRE 235 Fire Instructor I: Instructional Methodology**1.5unit(s)**Hours: 1 Lecture/Discussion Hours:
2 Lab

This course covers fundamental principles and techniques of instruction with an emphasis on applied instruction in the fire service. Topics include course outline and lesson plan development, instructional aids, classroom environment management, legal and ethical issues, and instructor accountability and liability. This California State Fire Training course is intended for active duty firefighters seeking advancement to the company officer level.

FIRE 270 Basic Firefighter 1 Academy**15unit(s)**Hours: 12 Lecture/Discussion Hours:
9 Lab

This class includes manipulative and technical training in basic concepts in fire service organization and theories of fire control including: fire department organization, identification, use and maintenance of fire equipment, hazardous materials, structural and wild land fire control, auto extrication, and fire fighter safety.

Prerequisites: FIRE 159 and EMT 251 or equivalent college course with a minimum grade of C.

FIRE 280 Fire Fighter 2 Academy**5unit(s)**Hours: 4 Lecture/Discussion Hours:
3 Lab

Fire Fighter 2 Academy is the second of two courses in the State Fire Marshal's Fire Fighter series. This course expands on areas which were introduced in the Fire Fighter 1 curriculum. The course concentrates on the subjects of Fire Department Communications, Fireground Operations, Rescue Operations, and Fire Prevention, Preparation, and Maintenance. Students must have access to NFPA approved protective clothing for structural fire fighters.

Prerequisites: FIRE 270 or equivalent college course with a minimum grade of C.

Geography (GEOG)

GEOG 001 Physical Geography**3unit(s)**

Hours: 3 Lecture/Discussion

An investigation of weather, climate, landforms, and maps. An emphasis is placed on using the methodologies of scientific inquiry to explain the distribution of physical phenomena on the surface of the earth and on examining the relationship between man and the natural environment.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID GEOG110)

GEOG 001L Physical Geography Lab**1unit(s)**

Hours: 3 Lab

Observations, computer projects, experiments, and a field trip are designed to familiarize students with techniques used in physical geography.

Corequisites: GEOG 001 must be taken concurrently. (C-ID GEOG111)

GEOG 002 World Regional Geography**3unit(s)**

Hours: 3 Lecture/Discussion

Aspects of physical and cultural geography such as landforms, climate, vegetation, natural resources, demography, cultural diversity, and political and economic organization are applied to various world regions. An emphasis is placed on examining man-land relationships, multicultural issues, and understanding world problems from a geographic perspective. (C-ID GEOG125)

Geology (GEOL)

GEOL 001 Physical Geology**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

An introductory exploration of the structure, composition and dynamic processes that comprise the Earth system, with emphasis on plate tectonics and its consequences and the external processes that sculpt Earth's surface. Laboratory exercises include the identification of mineral and rock specimens and the examination of topographic and geologic maps. (C-ID GEOL101)

GEOL 005 Earth History**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This course examines the geologic evidence for the major events in Earth's history, including: the formation of the crust, atmosphere, and oceans; the tectonic history of the continents; and mass extinctions and the record of life on Earth. Course topics are reinforced by the analysis of rock specimens, fossils, and geologic maps during laboratory sessions. (C-ID GEOL111)

GEOL 012 Environmental Geology**3unit(s)**

Hours: 3 Lecture/Discussion

Geologic hazards, natural resources, and pollution constitute the core themes of this study of man's interactions with earth systems. The consequences of human modification of natural systems and the geological underpinnings of modern society are emphasized. Topics include flooding, earthquakes, volcanic eruptions, plate tectonics, energy resources, water resources, mineral resources, climate change, the greenhouse effect, waste disposal, water pollution, and the carbon, nitrogen, and water cycles. Scientific and sociopolitical approaches to environmental issues are explored. (C-ID GEOL 130)

GEOL 151 Geology of the Mojave Desert**1unit(s)**Hours: 1 Lecture/Discussion Hours:
0.5 Lab

This field trip course introduces the geology and natural resources of the Mojave Desert. Major themes include tectonics and structure, mineral resources and mining, and energy resources. Some geologic features will be discussed en route, while extended stops, that include some hiking, allow closer examination of phenomena such as faults, volcanoes, mines, and solar power plants.

GEOL 152 Geology of the Central Coast**1unit(s)**Hours: 1 Lecture/Discussion Hours:
0.5 Lab

This field trip course introduces the geology of the Central Coast. Major themes include tectonics, geologic hazards, energy and water resources, pollution, and coastline and surficial processes. Some features will be discussed en route. Extended stops that include some hiking allow closer examination of phenomena (e.g., the San Andreas Fault and Morro Rock).

GEOL 153 Granite, Glaciers, and Gold**1unit(s)**Hours: 1 Lecture/Discussion Hours:
0.5 Lab

This field trip course explores the geology of the central Sierra Nevada. Primary topics include: the formation and evolution of Yosemite Valley, the Mother Lode gold deposits, and the central Sierra foothills (the Western Metamorphic Belt).

GEOL 154 Volcanoes of Northern California**2unit(s)**Hours: 1.5 Lecture/Discussion Hours:
1.5 Lab

This extended field trip explores northern California's sleeping volcanoes: Mt Shasta, Medicine Lake Volcano and Mt Lassen. Volcanic features, landforms, processes, and hazards constitute the major themes of this class.

Graphic Design (GD)**GD 100 Introduction to Graphic Design****4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This course covers a brief history of graphic design and printing as well as an introduction to multi-media communication. Students will also study the prevalence and purpose of graphic design and the applied arts in general. Students will carry out hands-on projects learning to apply aesthetic, typographic, and cultural elements to enhance visual communication. This course will introduce students to the three major, industry-standard design programs, Adobe Creative Suite: Illustrator, Photoshop and InDesign.

Advisory on Recommended Preparation: ART 006 and ART 008 or equivalent college courses with a minimum grade of C.

GD 101 Graphic Design I**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

This class will cover the basics of creating various graphic design projects. Students will learn fundamentals and theory of visual communication. Students will receive an overview of design terminology as well as technical terms relating to the software. Basic typography, color theory and composition will be explored in each project. Projects will include basic layout design and grid systems, logo design, corporate identity systems and poster/ad layout as well as basic technical illustration assignments. Software used will be primarily Adobe Illustrator.

Advisory on Recommended Preparation: ART 006, ART 008, and GD 100 or equivalent college course with a minimum grade of C.

GD 102 Digital Imaging Design I**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

In this course, students will learn about the many resources, tools, filters and techniques that are used in the graphics and advertising industry for the creation and manipulation of digital painting and photo editing. Students will complete projects that will cover the processes of illustrating, designing, retouching and manipulating photographs. Primary software for this course is Adobe Photoshop.

Advisory on Recommended Preparation: ART 006 and ART 008 or equivalent college course with a minimum grade of C.

GD 106 Time-Based Tools**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

An introductory course in digital time-based tools, covering foundational timeline-based software and hardware tools. Covers skills and theories used in video, audio, motion graphics, interactive, live, and other time-based (4D) productions.

GD 107 Web Design**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

Introduction to web design for graphic designers, focusing on current web standards. Emphasis on page structure, typography and user experience design principles.

GD 164 Digital Animation 1**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This is a graphic design course in beginning digital animation utilizing Autodesk Maya computer program. Course content includes an understanding of the tools and navigation necessary to create 3-D animations that can be applied to a wide variety of industries including multimedia, interactive, gaming and web graphics, as well as production CG.

GD 165 Digital Animation 2**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This is an intermediate graphic design course in digital animation using the Maya computer program that builds upon the basic skills learned in GD 164. Course content will provide students with intermediate and advanced level understanding of Maya tools and techniques necessary to create 3-D models, renderings, and animations that can be applied to a wide variety of industries including multimedia, interactive, gaming and web graphics, as well as production CG.

Advisory on Recommended Preparation: GD 164 or equivalent college course with a minimum grade of C.

GD 203 Publication Design I**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

This course introduces students to the process of designing and creating business forms, calendars and various multiple-page/multiple-panel documents. Projects will educate students in the usage of tab and table construction, placing and sizing graphics and creating text wrap effects around photos, images and objects, as well as importing text and graphic files from various sources.

Advisory on Recommended Preparation: ART 008, GD 100, GD 101, and GD 102 or equivalent college courses with a minimum grade of C.

GD 204 Graphic Design II**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

Students will further develop creative thinking and problem solving strategies. The course familiarizes students with advanced design principles, essential software, and techniques that serve design needs while assisting the preparation of artwork for print, web and other media outcomes. Students will also develop methods of analysis for critiques and portfolio assembly. Primary software in this course: Adobe Illustrator, Adobe Photoshop and Adobe InDesign.

Advisory on Recommended Preparation: ART 006, ART 008, GD 100, GD 101, or equivalent college courses with a minimum grade of C.

GD 205 Digital Imaging Design II**3unit(s)**Hours: 2 Lecture/Discussion Hours:
3 Lab

Students in this course will learn advanced applications of Adobe Photoshop. They will learn advanced concepts of digital imaging, including editing, optimizing, and a variety of image file formats. Students will learn to prepare images for press, web-based applications, television/video, and mobile devices. Topics will include: color adjustments, color formats, color space, various special effects and compositing.

Advisory on Recommended Preparation: ART 025, GD 100, and GD 102 or equivalent college courses with a minimum grade of C.

GD 209 Graphic Design III - Integrated Graphics**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

The entire graphic design course of study culminates in what we have previously described as "Integrated Graphics". In this capstone class for graphic design majors, students will build their final portfolios. Projects will be assigned which will give students the experience of working in Adobe InDesign, Adobe Illustrator and Adobe Photoshop, simultaneously. The projects will all be advanced in nature and will compel students to complete assignments with a high degree of skill, knowledge and professionalism.

Advisory on Recommended Preparation: ART 008, ART 025, GD 100, GD 101, GD 102, GD 104, GD 106, GD 107, and GD 108 or equivalent college courses with a minimum grade of C.

Health (HLTH)

HLTH 405 Rehabilitation Aide**0unit(s)**

Hours: 4.4 Lab

This certification course will introduce and discuss the profession of physical and occupational therapy. It will begin with the origins of therapy, continue through the different roles required for therapy, then review the material that is required for the student to perform as a rehabilitation/physical therapy aide.

HLTH 406 CPR for Health Care Providers**0unit(s)**

Hours: 0.5 Lab

The course will lead to CPR certification by the American Heart Association which is required for employment in health care settings.

Health and Wellness (HW)

HW 001 Personal and Community Health**3unit(s)**

Hours: 3 Lecture/Discussion

This course focuses on the exploration of major health issues and behaviors in the various dimensions of health. Emphasis is placed on individual responsibility for personal health and the promotion of informed, positive health behaviors. Topics include nutrition, exercise, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare, and environmental hazards and safety. This course is approved for distance education.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

HW 003 First Aid/CPR/AED

Hours: 3 Lecture/Discussion

This course covers the American Red Cross Comprehensive First Aid course, including cardiopulmonary resuscitation (CPR) for adults, children and infants; AED; safety factors in daily living; emergency treatment for various types of injuries and illnesses, and emergency childbirth.

Students who successfully pass all American Red Cross requirements can receive an American Red Cross Responding to Emergency certificate (fee required for certificate). (C-ID KIN101)

3unit(s)**HW 007 Sports Health**

Hours: 3 Lecture/Discussion

This course covers different aspects of physical and mental health as it relates to the athlete. The effects of pain and stress on performance are studied. Diet, weight control, fitness and exercise, genetics, and their influence on training are examined. The consequences of using alcohol, tobacco and anabolic steroids and other drugs are explained in terms of their effects on human performance.

3unit(s)**HW 060 Concepts in Health and Fitness**

Hours: 3 Lecture/Discussion

Equivalent Course: SMED 060

This course is open to all students interested in learning about the different components of physical fitness, cardiovascular endurance, muscular strength, muscular endurance, flexibility, and body composition as related to healthy living. Students will develop individual plans using decision-making strategies, analysis, and an awareness of the conditions related to nutrition, physiological factors and physical fitness.

3unit(s)**HW 104 Drugs and Society**

Hours: 3 Lecture/Discussion

This course covers the broad spectrum of drug use in society, including the physical and psychological effects. The material is constantly updated to reflect the current interests of students and new information made available by the scientific community.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 determined by COS Placement Procedures (p. 26).

3unit(s)**HW 119 Nutrition for Fitness**

Hours: 3 Lecture/Discussion

Equivalent Course: NUTR 119

This course is designed to acquaint students with the nutritional needs of athletes and the relationship between nutrition and fitness. Students are required to use the computer, Internet and basic math skills to calculate nutritional needs. Topics include human energy, nutrient groups, body composition, and supplement use.

3unit(s)

History (HIST)

HIST 004 History of Western Civilization to 1648

Hours: 3 Lecture/Discussion

Survey of the development of western culture and civilization to the Reformation. (C-ID HIST170)

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

3unit(s)**HIST 005 Western Civilization Since 1648**

Hours: 3 Lecture/Discussion

Survey of the development of western culture and civilization from absolutism to the present. This course covers events from approximately 1648 CE to contemporary times. Students will define the characteristics of modern Western civilization and trace how its institutions, ideas and developments from the middle of the seventeenth century to the recent past have shaped the current Western and wider world. (C-ID HIST180)

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

3unit(s)**HIST 017 People of the US to 1877**

Hours: 3 Lecture/Discussion

Historical survey of the European colonization of North America and of the United States through Reconstruction, emphasizing the interaction of political, military, diplomatic, economic, geographic, and social factors in the evolution of American culture. (C-ID HIST130)

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

3unit(s)**HIST 018 People of the US from 1865**

Hours: 3 Lecture/Discussion

Historical survey of the United States from the end of the Civil War to the present. (C-ID HIST140)

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

3unit(s)**HIST 023 Mexican American**

Hours: 3 Lecture/Discussion

A study of the culture and heritage of the Mexican American people from the Native American period to the present time with an emphasis on the social, political, and economic factors shaping their destiny in American society.

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

3unit(s)**HIST 025 World History to 1500**

Hours: 3 Lecture/Discussion

A survey of the economic, political and social developments in world history from the emergence of human communities to the Modern Period (1500). (C-ID HIST150)

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

3unit(s)

Human Development (HDEV)

HDEV 221 Student Success

Hours: 3 Lecture/Discussion

This course will provide the student with an opportunity to learn and adopt techniques, tools, and methods that will enhance his/her success in college. In addition, this course will highlight key strategies for improving a student's understanding of personal responsibility and self-management.

3unit(s)

Human Services (HSRV)

HSRV 012 Introduction to Social Work

3unit(s)

Hours: 3 Lecture/Discussion

Equivalent Course: HSRV 112

An introductory overview of social welfare and the societal institutions in the U.S. that structure the provision of social services. The course presents a historical perspective on the development of U.S. social work and human services. Special attention is given to current service delivery systems, their policies and procedures, and the tasks of culturally responsive social workers and human service workers within those settings.

HSRV 101 Group Design and Leadership

4unit(s)

Hours: 4 Lecture/Discussion

This class focuses on research-based design, leadership and evaluation for a variety of support, treatment and therapeutic groups.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

Prerequisites: HSRV 121 or equivalent college course with a minimum grade of C.

HSRV 102 Drug and Alcohol Treatment

3unit(s)

Hours: 3 Lecture/Discussion

This course is designed to develop the basic skills and knowledge needed to work in the field of alcohol and other drug treatment programs.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 determined by COS Placement Procedures (p. 26).

HSRV 104 Issues in Family Violence

3unit(s)

Hours: 3 Lecture/Discussion

This is an introduction class to family violence that examines the causes, interventions, and prevention of various types of family violence. This includes child abuse, domestic violence, elder abuse, and dependent adult abuse. The course also covers the application of the bio-psycho-social model to understanding and interventions with the family system.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

HSRV 120 Introduction to Social Welfare

3unit(s)

Hours: 3 Lecture/Discussion

This course is a survey of the social, economic, political, historical and philosophical development of social welfare systems in the United States. The course reviews and evaluates major assistance programs in the United States and California, as well as the political ideologies that impact policy development.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C.

HSRV 121 Interviewing

5unit(s)

Hours: 5 Lecture/Discussion

Methods and techniques of interviewing for social workers. Students will learn how to obtain appropriate client and social information by being sensitive and objective with respect to needs. Students will identify and describe problems in interviewing children, the disabled and the aged.

Advisory on Recommended Preparation: ENGL 251 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

HSRV 122 Introduction of Human Services

3unit(s)

Hours: 3 Lecture/Discussion

This course is a review of the various social issues that impact the welfare of individuals and society as a whole, as well as the social work strategies to provide remedial services. The course covers basic theories and practical interventions pertaining to the society, the family and the individual, as they are used in the field of social work.

Industry and Technology (ITEC)

ITEC 110 Electricity and Electronics

3unit(s)

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course is an entry-level course in the Industrial Maintenance Program. Topics will include alternating and direct currents, including circuit basics, construction, and testing of industrial electrical circuits and applications for relays, transformers, and relay ladder logic. Fundamentals of industrial electronics and solid state devices will be studied, in addition to magnetism, dc and ac motors, and their applications. Other topics will be digital electronics, standards and codes.

ITEC 111 Manufacturing Processes

3unit(s)

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course is an entry level course in the Industrial Maintenance Program. Topics to be studied will be industrial machining to include the lathe and milling machines. Other topics will be GMAW, SMAW, and GTAW welding (mig, stick, and tig). Industrial safety and preventative maintenance are studied.

ITEC 112 Welding Principles 1

4unit(s)

Hours: 3 Lecture/Discussion Hours:
4 Lab

Topics will be GMAW, STAW, and GTAW welding (mig, stick, and tig). Industrial safety and preventative maintenance are studied. Practical applications will be in creating projects in steel and stainless steel using all three modes of welding. Students will become competent in all three modes.

ITEC 120 Programmable Logic Controllers

3unit(s)

Hours: 2 Lecture/Discussion Hours:
3 Lab

This is a course in industrial computers and Programmable Logic Controllers. The student will be able to use a personal computer to identify parts of a PLC, program and troubleshoot the PLC upon completion of this course.

Prerequisites: ITEC 110 or equivalent college course with a minimum grade of C.

<p>ITEC 174 Programmable Logic Controllers for Industrial Automation 4unit(s) Hours: 3 Lecture/Discussion Hours: 3 Lab</p>	<p>ITEC 184 Instrumentation 4unit(s) Hours: 3 Lecture/Discussion Hours: 3 Lab</p>
<p>Equivalent Course: ITEC 274 The function and application of programmable logic controllers. Topics covered include bit-level instructions, timers, counters, compare instructions, PID control, data manipulation, sequencers, I/O configuration, electrical wiring of PLC hardware, memory organization, documentation, and troubleshooting. Lab exercises will provide hands-on activities with hardware and software used in the industry. Prerequisites: ITEC 110 or equivalent college course with a minimum grade of C. Corequisites: ITEC 182, ITEC 184, and ITEC 283 must be taken concurrently.</p>	<p>Equivalent Course: ITEC 284 The theory and application of instrumentation in the manufacturing industry. Interpreting process documentation such as P&IDs and loop diagrams. Measurement and transmission of process variables such as temperature, pressure, level, and flow. Analog signal transmission, engineering units, scaling, programmable logic controllers, instrument calibration, diagnostic strategies, control valves, and process safety. Prerequisites: ITEC 110 or ITEC 100 or equivalent college course with a minimum grade of C or with faculty approval. Corequisites: ITEC 174, ITEC 182, and ITEC 283 must be taken concurrently.</p>
<p>ITEC 176 Advanced Programmable Logic Controllers for Industrial Automation 4unit(s) Hours: 3 Lecture/Discussion Hours: 3 Lab</p>	<p>ITEC 213 Industrial Mechanics 5unit(s) Hours: 4 Lecture/Discussion Hours: 4 Lab</p>
<p>Equivalent Course: ITEC 276 Advanced course in the function and application of programmable logic controllers. Topics covered include arrays, analog and digital I/O configuration, memory organization, data manipulation, sequencer functions, math instructions, array instructions, subroutines, programs, tasks, produce/consume tags, load cells and weigh scales, remote I/O, and networked applications. Prerequisites: ITEC 174, ITEC 182, ITEC 184 and ITEC 283 or equivalent college courses with a minimum grade of C. Corequisites: ITEC 285, ITEC 286, and ITEC 287 must be taken concurrently.</p>	<p>This course is designed to instruct the student in the design, repair, and specification of the industrial mechanical equipment. Topics to be studied will be mechanical power transmission equipment, gear reducers, chains and belts, pumps, compressors, and motors. The student will learn to repair equipment according to new equipment manufacturers standards.</p>
<p>ITEC 182 Methods of Automatic Control 4unit(s) Hours: 3 Lecture/Discussion Hours: 3 Lab</p>	<p>ITEC 220 Water Treatment Fundamentals 3unit(s) Hours: 3 Lecture/Discussion The course provides an introduction to the basic methods used to treat water supplies for domestic drinking water purposes. The course introduces and works with the supporting water treatment principles, operations and maintenance considerations and water-related mathematics. The course fulfills the specialized education/training requirement that is necessary for water treatment plant or distribution system operator certification by State Water Resources Control Board. The course prepares students for the Grade T1 and T2 water treatment plant operator certification exams.</p>
<p>Equivalent Course: ITEC 282 Methods of automatic measurement and control used in industrial applications. Study of open and closed loop control systems. Loop controllers and programmable logic controllers. Closed loop control block diagrams. Sensing elements, transmitters, transducers, controllers, and final control elements. PID control theory, system response curves, and basic tuning principles. Wiring, programming, operating, and troubleshooting closed loop control systems and the devices they consist of. Prerequisites: ITEC 110 or ITEC 100 or equivalent college course with a minimum grade of C or faculty approval. Corequisites: ITEC 174, ITEC 184, ITEC 283 must be taken concurrently.</p>	<p>ITEC 221 Fundamentals of Wastewater Treatment 3unit(s) Hours: 3 Lecture/Discussion The course provides an introduction to the basic methods used to treat domestic and industrial wastewater prior to disposal and/or reuse. The course introduces and works with the supporting wastewater treatment principles, operations and maintenance considerations and wastewater related mathematics. The course fulfills the educational point requirement that is necessary prior to State Water Resources Control Board operator certification. The course prepares students for the Grade 1 and 2 operator certification exams.</p>
	<p>ITEC 222 Automated Controls 5unit(s) Hours: 4 Lecture/Discussion Hours: 4 Lab This course offers theory and application of solid state devices used to control industrial machinery. The devices include power supplies, smart relays, variable frequency drive motor controllers, DC motor controllers, sensors, and discrete and analog input and output modules. Programming of the common proprietary languages will be covered as well as troubleshooting and repair of the devices. Prerequisites: ITEC 112 or equivalent college course with a minimum grade of C.</p>

ITEC 223 Welding Principles 2

Hours: 3 Lecture/Discussion Hours:
4 Lab

This course offers instruction in the practice and theory of SMAW (stick) welding. This course also offers practice and theory in gas and plasma arc cutting. The student will be able to make welds in mild steel and stainless steel.

Prerequisites: ITEC 213 or equivalent college course with a minimum grade of C.

ITEC 224 Hydraulics and Pneumatics

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course offers instruction in fluid power as used in an industrial environment. The course covers theory of fluid power, system design, troubleshooting, and repair of both hydraulic and pneumatic systems. A hands-on lab provides job-ready experience and skills for students.

Prerequisites: ITEC 111 or equivalent college course with a minimum grade of C.

ITEC 270 Programmable Logic Controllers for Technicians

Hours: 1 Lecture/Discussion Hours:
3 Lab

This course in PLC is for technicians and will involve wiring, installation, and programming at an intermediate level.

ITEC 279 Industrial Robots

Hours: 3 Lecture/Discussion Hours:
3 Lab

Operation and programming of industrial robots used in manufacturing processes. Study of automated robot work cells, servo motors, servo drives, closed-loop control, PLC control of servo systems, and safety devices.

Prerequisites: ITEC 174, ITEC 282, ITEC 283, and ITEC 284.

Corequisites: ITEC 176, ITEC 285, and ITEC 287.

ITEC 283 Variable Speed Drives

Hours: 3 Lecture/Discussion Hours:
3 Lab

This course covers methods of electric motor control using variable speed drives. Students will install, wire, program, and troubleshoot variable speed drive applications. Lab activities will be provided with equipment and software used in the industry.

Prerequisites: ITEC 110 or ITEC 100 or equivalent college course with a minimum grade of C.

Corequisites: ITEC 174, ITEC 182, and ITEC 184 must be taken concurrently.

ITEC 285 Industrial Networks

Hours: 3 Lecture/Discussion Hours:
3 Lab

The theory and implementation of industrial automation networks, including digital data, industrial control networks, instrumentation and process control bus and network standards.

Prerequisites: ITEC 174, ITEC 182, ITEC 184 and ITEC 283 or equivalent college courses with a minimum grade of C.

Corequisites: ITEC 176, ITEC 279, and ITEC 287 must be taken concurrently.

4unit(s)**ITEC 286 Human-Machine Interfacing**

Hours: 3 Lecture/Discussion Hours:
3 Lab

Programming of operator interface touch screen displays using hardware and software used in industry. The student will program, operate, and troubleshoot a touch screen display as used in industrial applications.

Prerequisites: ITEC 174, ITEC 182, ITEC 184 and ITEC 283 or equivalent college courses with a minimum grade of C.

Corequisites: ITEC 176, ITEC 285, and ITEC 287 must be taken concurrently.

4unit(s)**ITEC 287 Industrial Automation Capstone Project**

Hours: 3 Lecture/Discussion Hours:
3 Lab

This is a capstone course which utilizes the knowledge and skills gained from all of the courses of the Industrial Automation program. The student will design and implement an automated process that incorporates the program curriculum to produce a functional industrial automation system using hardware and software used in industry.

Prerequisites: ITEC 174, ITEC 182, ITEC 184, and ITEC 283 or equivalent college courses with a minimum grade of C.

Corequisites: ITEC 176, ITEC 285, and ITEC 279 must be taken concurrently.

4unit(s)

Info/Communication Technology (ICT)

ICT 201 PC Repair and Maintenance

Hours: 3 Lecture/Discussion Hours:
3 Lab

This course prepares the student for CompTIA A+ certification, which includes the latest foundation-level knowledge and skills needed by today's computer support professionals. It is the starting point for a career in the Information Technology industry. This international, vendor-neutral certification is accredited by the International Organization for Standards (ISO) and the American National Standards Institute (ANSI). CompTIA A+ certification proves competence in a technician's ability to perform essential IT tasks such as installation, configuration, diagnosing, preventative maintenance, basic networking and security. It also confirms a technician's understanding of customer service and communication skills needed to work with clients.

4unit(s)**ICT 210 Introduction to Microsoft Windows Server**

Hours: 3 Lecture/Discussion Hours:
3 Lab

This course provides the student with networking, security, and system administration information needed to implement a Windows Server infrastructure. It covers the basics of installation and configuration, storage, network infrastructure, network components, network protocols, server roles, Active Directory Domain Services (AD DS), Group Policy, IT security, server security, network security, security software, monitoring server performance, and maintaining a Windows Server. This course includes the foundational level knowledge to prepare students to start a career or cross train in Microsoft Windows Server technologies.

4unit(s)

ICT 211 Microsoft Windows Server Part 2 Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)	ICT 223 CISCO Academy 3 Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)
<p>This course is designed to help make network and server infrastructure easier to manage, more resilient, more efficient, and more secure. The curriculum will discuss consolidation of server environments, a move to a hosted/cloud-based model, challenges of information and communication technology storage, virtualization workloads, virtual machine density, mobility, and availability, virtualization of applications, and network and server performance.</p> <p>Advisory on Recommended Preparation: ICT 210 may be taken concurrently.</p>		<p>This is the third course in the Information Technology CISCO Academy Certificate program. Instruction includes switching technologies; routing terminology and protocols; interface standards; programming and configuration of routers; VLANs; IP addressing and network standards.</p> <p>Prerequisites: ICT 222 or equivalent college course with a minimum grade of C.</p>	
ICT 212 Advanced Windows Server Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)	ICT 224 CISCO Academy 4 Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)
<p>This course provides in-depth coverage of the 70-412 certification exam objectives and focuses on the skills necessary to administer Windows Server 2012/R2. Upon completion of this course, students will have an in-depth knowledge of Windows Server 2012/R2, including Enterprise Active Directory, advanced DNS and DHCP, DAC, IPAM, server high availability, disaster recovery, certificate services, AD FS, and AD RMS. Both the original release of Windows Server 2012 and the R2 release are covered.</p> <p>Advisory on Recommended Preparation: ICT 210 and ICT 211.</p>		<p>This is the fourth course in the Information Technology CISCO Academy Certificate Program. Instruction includes the following: LAN switching; WAN encapsulation methods; ISDN routing; programming and configuration of routers; network security; and UNIX intercompatibility.</p> <p>Prerequisites: ICT 223 or equivalent college course with a minimum grade of C.</p>	
ICT 220 Networking Fundamentals Hours: 2 Lecture/Discussion Hours: 3 Lab	3unit(s)	ICT 230 Network Security Fundamentals Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)
<p>Equivalent Course: IT 220</p> <p>This course is an introduction to computer networking concepts. Students will be introduced to the technical foundations of networks, topologies, adapters, bindings, protocols and network administration. Students will also be introduced to diagnostic software, troubleshooting, and repair of networks and network hardware, components and peripherals.</p>		<p>This course offers a comprehensive guide for anyone wishing to take the CompTIA Security+ SY0-401 Certification Exam. It provides an introduction to the fundamentals of network security, including compliance and operational security; threats and vulnerabilities; application, data, and host security; access control and identity management; and cryptography. The course covers new topics in network security as well, including psychological approaches to social engineering attacks, Web application attacks, penetration testing, data loss prevention, cloud computing security, and application programming development security.</p> <p>Advisory on Recommended Preparation: ICT 201 and ICT 220 or equivalent college course with a minimum grade of C.</p>	
ICT 221 Cisco Academy 1 Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)	ICT 235 Introduction to Virtual Computing Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)
<p>This is the first of four classes in the Information and Communication Technology CISCO Academy Certificate Program. Instruction includes: safety, networking, protocols, standards, LANs, WANs, OSI models, cabling, cabling tools, routers, Ethernet, IP addressing, and network standards.</p>		<p>This course will provide a working knowledge of the leading virtualization products. In addition to learning how to install and use the products, you learn how to apply virtualization technology to create virtual data centers. Utilize management software to administer multiple host systems, and implement a virtual desktop environment. Leveraging cloud computing technologies to build or extend the data center and provide disaster recovery services will be introduced.</p> <p>Advisory on Recommended Preparation: ICT 221 and ICT 210 or equivalent college course with a minimum grade of C.</p>	
ICT 222 CISCO Academy 2 Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)	ICT 240 Introduction to Cloud Computing Hours: 3 Lecture/Discussion Hours: 3 Lab	4unit(s)
<p>This is the second of four courses in the Information Technology CISCO Academy Certificate program. Instruction includes, but is not limited to: interfacing routers, networking terminology and protocols, network testing, programming and configuring routers, IP addressing and sub-netting, and internetworking router protocols.</p> <p>Prerequisites: ICT 221 or equivalent college course with a minimum grade of C.</p>		<p>ICT-240 Introduction to Cloud computing will provide the skill and knowledge necessary for students to understand, evaluate, roll out, and maintain various cloud service models. Cloud platforms covered include AWS, Google Cloud Platform, and Microsoft Azure.</p>	

Intercollegiate Athletics (IA)

IA 001AD Intercollegiate Varsity Baseball

3unit(s)

Hours: 10 Lab

Intercollegiate Varsity Baseball is designed for the student who excels in athletic ability and wishes to compete at a high level of baseball against other California community colleges.

IA 002AD Intercollegiate Men's Basketball

1.5unit(s)

Hours: 5 Lab

Intercollegiate Men's Basketball is an advanced skill course for male students who want to participate in an intercollegiate basketball program. Prior experience in competitive basketball is recommended to meet the rigors of Community College competition.

IA 003AD Intercollegiate Women's Basketball

1.5unit(s)

Hours: 5 Lab

Intercollegiate Women's Basketball is an advanced skills course for female students who want to participate in an intercollegiate basketball program. Prior competitive basketball experience is recommended to meet the rigors of playing at the Community College level. This course is offered each semester and may be repeated 3 times.

IA 006AD Intercollegiate Football

3unit(s)

Hours: 10 Lab

This course is designed for the student/athlete who wishes to compete in intercollegiate football at the community college level.

IA 008AD Intercollegiate Women's Softball

3unit(s)

Hours: 10 Lab

This course is designed for student/athletes interested in competing in an intercollegiate softball program. The course involves daily practices and a 40 game regular season, with the possibility of up to three weekends of post season competition for qualifying teams.

IA 012AD Intercollegiate Women's Tennis

3unit(s)

Hours: 10 Lab

This course is designed for the female student who wishes to play competitive tennis on an intercollegiate tennis team competing against teammates and other community college students. This course can be repeated three times.

IA 016AD Intercollegiate Women's Volleyball

3unit(s)

Hours: 10 Lab

This course is designed for the student/athlete who wants to compete in Intercollegiate Volleyball at the college level. Prior competitive volleyball experience is recommended to meet the rigors of community college competition. This course may be repeated 3 times.

IA 023AD Intercollegiate Track and Field

3unit(s)

Hours: 10 Lab

This class is designed for the athlete who is interested in competing in intercollegiate track and field. The course involves daily practices as well as participation in track and field meets. Each meet consists of 12 running events and eight field events; therefore all workouts are geared towards these individual events, as well as general physical fitness. Intercollegiate track and field not only allows the student to better herself/ himself as an individual athlete, but contributes to a team effort as well. This class may be repeated 3 times.

IA 024AD Intercollegiate Cross Country

3unit(s)

Hours: 10 Lab

This class is designed for the student/athlete who is interested in competing in Intercollegiate Cross Country. The course involves daily practices as well as participation in cross country meets. Each meet consists of a 4 mile race for men; 5K race for women. All workouts are geared towards running this distance. Intercollegiate Cross Country not only allows the student/athlete to better herself/himself as an individual athlete, but also contributes to a team effort. This class may be repeated 3 times.

IA 029AD Intercollegiate Swimming/Diving

3unit(s)

Hours: 10 Lab

Intercollegiate Swimming/Diving is designed for the student/athlete who is interested in competing for the Swim/Dive Team at the community college. The course consists of daily practices and competition in scheduled meets. This class may be repeated 3 times.

IA 030AD Intercollegiate Women's Soccer

3unit(s)

Hours: 10 Lab

Intercollegiate Women's Soccer is designed for women student/athletes interested in competing in intercollegiate soccer. The course involves daily practice, as well as competition at the collegiate level, through league games and tournament play. This class may be repeated 3 times.

IA 031AD Intercol Women's Equestrian

1.5unit(s)

Hours: 5 Lab

This is a course for female students who want to participate in an Intercollegiate Equestrian program. Advanced techniques in equestrian, both western and English skills of riding used in intercollegiate competition, will be stressed. Out-of-area travel is required. This class may be repeated three times. Class is offered both Fall and Spring semesters.

IA 032AD Intercollegiate Men's Soccer

3unit(s)

Hours: 10 Lab

Intercollegiate Men's Soccer is designed for male student/athletes interested in competing in intercollegiate soccer. The course involves daily practices as well as competition at the collegiate level through league games and tournament play. This course may be repeated 3 times.

IA 047AD Strategies of Sport

1unit(s)

Hours: 0.5 Lecture/Discussion Hours:
1.5 Other

This class is designed for the student who wants to learn the necessary skills required to play various sports such as softball, baseball, basketball, swimming, diving, and football. Elementary skills of throwing, fielding, batting, pitching, blocking, dribbling, passing, freestyle, backstroke, and diving will be taught and practiced.

IA 049AD Performance of Sport

1unit(s)

Hours: 0.5 Lecture/Discussion Hours:
1.5 Other

This course is designed to provide student/athletes interested in competing the opportunity to acquire optimal fitness and conditioning for skill development, injury prevention and general physical-developmental improvement.

IA 051AD Power Lifting for Athletes

Hours: 1 Lecture/Discussion Hours:
3 Other

This course is designed for training using Olympic lifting, power lifting, core development and conditioning. Students will develop individualized programs emphasizing the development of muscular strength, agility, power and explosiveness specific to their sport of competition.

2unit(s)

Interdisciplinary Studies (IS)

IS 210 Leadership Development

Hours: 2 Lecture/Discussion

Theory and practice of leadership. Prepares students for productive involvement in community service, college activities, and civic governance. Designed especially, but not exclusively, for students participating in student government and club activities.

2unit(s)**IS 211 Student Governance**

Hours: 2 Lecture/Discussion

This course is designed to familiarize students with the Student Senate Constitution and governance process within the community college system. Students will learn methods and techniques to conduct effective meetings and skills to serve as student representatives within the participatory governance structure. Students will develop an understanding of the community college culture, learn methods to lead with integrity and moral purpose, develop critical thinking skills, and strategies for active citizenship.

2unit(s)**IS 212 Peer Mentoring and Leadership**

Hours: 2 Lecture/Discussion

This course is designed to give students leadership, peer mentoring, and peer advising skills. Helping skills such as methods of problem-solving essential for the college student, communication, time management, knowledge of resources are emphasized, as well as leadership training. This course will prepare students to act as peer-mentors for the college student population.

2unit(s)**IS 213 Student Senate Development**

Hours: 2 Lecture/Discussion

A class devoted to the practical application of the governmental process through participation in student government.

2unit(s)**IS 308 Instructional Support**

Hours: 3 Lab

This course provides instruction in applied study skills. Students will learn techniques to assist them with their current course of study or to prepare them for the ensuing semester.

1unit(s)

Journalism (JOUR)

JOUR 001 Writing for New Media

Hours: 3 Lecture/Discussion Hours:
2 Lab

An introduction to gathering, synthesizing/organizing and writing news in journalistic style across multiple platforms. Includes role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings and other events, writing under deadline and use of AP Style. While student work may be eligible for use in student and/or professional publications, this is not a publications class. (C-ID JOUR110)

3.5unit(s)**JOUR 007 Mass Communication**

Hours: 3 Lecture/Discussion

A media survey course covering newspapers, radio, television, magazines, books, films, the web, public relations/advertising industries, and the recording industry. Students will study strengths and weaknesses of each, as well as the major challenges to a democratic society including censorship, sensationalism, pornography, propaganda, and monopoly. (C-ID JOUR100)

3unit(s)**JOUR 011 Introduction to Digital Photography**

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course is designed for students who want knowledge of digital camera practices, ranging from basic to advanced levels, basic Photoshop and computer skills. The course will give students practical publication experience and an opportunity to publish their photographs in The Campus student newspaper, in print and online.

3unit(s)**JOUR 020 Cultural Issues in Film/TV/Web**

Hours: 3 Lecture/Discussion

An in-depth study of social and cultural issues such as ethnicity, gender and politics through the prism of film, television and the Internet.

3unit(s)**JOUR 114 Editorial Board: Beginning**

Hours: 1 Lecture/Discussion Hours:
3 Lab

This course is for student editors and other students interested in participating in The Campus student newspaper. Course content includes basic leadership skills, how to work under deadline, newsroom management, beginning opinion writing and editing, general editorial development, beginning multimedia, and professional social media management. Two lab hours required each week by arrangement.

2unit(s)**JOUR 115 Editorial Board: Intermediate**

Hours: 1 Lecture/Discussion Hours:
3 Lab

JOUR 115 is a course for student editors and other students interested in participating in The Campus student newspaper. Course content includes leadership skills, including peer mentoring, newsroom management, opinion writing, editing, new and emerging media including visual journalism and open journalism, social media, multimedia, and marketing a news operation. Two required lab hours to be arranged per week. **Prerequisites:** JOUR 114 or equivalent college course with a minimum grade of C.

2unit(s)**JOUR 116 Editorial Board: Leadership 1**

Hours: 1 Lecture/Discussion Hours:
3 Lab

Journalism 116 is a course for student editors and other students interested in serving as leaders of The Campus student newspaper. Course content includes intermediate leadership skills, including peer mentoring, managing a staff, organizing a news operation, and being in charge of a section of the paper. **Prerequisites:** JOUR 115 or equivalent college course with a minimum grade of C.

2unit(s)

JOUR 117 Editorial Board: Leadership 2Hours: 1 Lecture/Discussion Hours:
3 Lab

Journalism 117 is a course for experienced student editors of The Campus. Course content includes advanced leadership skills, managing a newsroom, dealing with personnel issues, and complaints against the paper, edit flow, story assignments and financial aspects of the paper.

Prerequisites: JOUR 116 or equivalent college course with a minimum grade of C.

2unit(s)**JOUR 130 Media Practicum 1**Hours: 2 Lecture/Discussion Hours:
6 Lab

This course provides entry level practical experience in all aspects of producing a newspaper through work on The Campus. Course content includes writing, editing, multimedia, and general editorial development. This class meets an additional six hours per week by arrangement with the instructor. (C-ID JOUR130)

4unit(s)**JOUR 131 Media Practicum II**Hours: 2 Lecture/Discussion Hours:
6 Lab

This course requires higher skill level and/or leadership/management involvement than JOUR 130. Intermediate student media practicum regularly produces The Campus, a First Amendment student newspaper, both print and online, which is distributed to the college audience and the community. Course content includes weekly news assignments across multiple platforms, including print, broadcast, and online. This class includes practical experience in design/layout, visual, online, multimedia journalism, emerging technologies and leadership/management. The Campus is student produced with student leadership. This class meets an additional six hours per week by arrangement with the instructor. (C-ID JOUR131)

Prerequisites: JOUR 130 or equivalent college course with a minimum grade of C.

4unit(s)

Kinesiology (KINE)

KINE 001 Introduction to Kinesiology

Hours: 3 Lecture/Discussion

This course introduces students to an interdisciplinary approach to the study of human movement. An overview of the importance of the sub-disciplines in kinesiology will be discussed, along with career opportunities in the areas of teaching, coaching, allied health, and fitness professions. This course includes history, philosophy, concepts, programs, as well as addressing the future of the discipline. (C-ID KIN100)

3unit(s)**KINE 082 Introduction to the Theory of Coaching**

Hours: 2 Lecture/Discussion

Designed for the student wishing to gain knowledge of coaching individual and team sports. An array of challenges will be discussed along with common problems that one faces in the coaching profession.

2unit(s)**KINE 084 Theory of Football**

Hours: 2 Lecture/Discussion

This course is designed for the student with an interest in coaching football. Philosophy fundamentals, strategies and rules will be emphasized.

2unit(s)**KINE 088 Sport and Exercise Psychology**

Hours: 3 Lecture/Discussion

This course is a scientific study of the psychological, physiological, and behavioral factors associated with participation and performance in both team and individual sport activities. Students will acquire the ability to utilize principles in human anatomy, physiology, and behavioral process in a variety of exercise and sport applications. Emphasis will be placed on how psychological principles affect physiology thus performance in current research.

3unit(s)**KINE 093 Women's Health**

Hours: 3 Lecture/Discussion

This course focuses on physiological, psychological, social, cultural and political influences on women's health. Emphasis is on diversity of women's health experiences and factors involved with both population level health outcomes and individual decision making. Focus on empowerment for primary prevention.

3unit(s)

Learning Skills (LS)

LS 308 Instructional Support

Hours: 3 - 6 Lab

Students will learn strategies for approaching their academic courses and/or improve academic skills which may be affected by a condition qualifying them for AAC services.

1 - 2unit(s)**LS 315 Transition to College**

Hours: 1 Lecture/Discussion

This course is designed to assist students in preparing for a successful semester in a community college. The focus will be on educational planning, time management, navigating the college campus and computer applications (Canvas, Banner, MyGiant Portal), and utilizing support resources to assist them in successfully achieving their goals. This course will focus on adjusting to the college environment and is designed for students who are eligible for Access and Ability Center services, but open to all students.

1unit(s)**LS 320 Personal Development**

Hours: 1 Lecture/Discussion

This course is designed to assist students in furthering their Personal Development and Social Skills, including: awareness and investigation of self and others, self-advocacy, and techniques for interacting and engaging with others or groups of others. This course is recommended for students who may identify with social anxieties, fears, or low self-esteem possibly resulting from Mental Health barriers, Autism Spectrum, or other conditions/disabilities. This course is open to anyone; all students seeking support in Personal Development and Social Skills are encouraged to enroll. The class will emphasize discussion and creative thinking, as well as group collaboration and respect for others.

1unit(s)

Library (LIBR)

LIBR 050 Research Skills for Lifelong Learning 3unit(s)

Hours: 3 Lecture/Discussion

This course helps students develop essential information literacy skills necessary for lifelong learning. Students will explore topics related to psychological, cultural, sociological, cognitive, and physiological impacts of living in an information society, such as the digital divide, intellectual freedom, health effects of internet use, information overload, and online privacy. They will learn to effectively retrieve information sources and use criteria to evaluate them for academic and personal use.

Advisory on Recommended Preparation: COMP 130 or equivalent course with a minimum grade of C.

LIBR 101 College Research Strategies 1unit(s)

Hours: 1 Lecture/Discussion

The course teaches the tools needed for college level research through the use of academic databases, print resources and the web.

Advisory on Recommended Preparation: COMP 130 or equivalent college course with a minimum grade of C.

LIBR 102 Internet Information Resources 1unit(s)

Hours: 1 Lecture/Discussion

The course will introduce students to research tools available in the Open and Deep Web for academic and personal use.

Advisory on Recommended Preparation: COMP 130 or equivalent college course with a minimum grade of C or better.

LIBR 103 Evaluating Information Sources 1unit(s)

Hours: 1 Lecture/Discussion

This course teaches students strategies for evaluating information sources for academic and personal use.

Advisory on Recommended Preparation: COMP 130 or equivalent college course with a minimum grade of C.

Linguistics (LING)

LING 111 Introduction to Language 3unit(s)

Hours: 3 Lecture/Discussion

An introduction to the nature, structure, and acquisition of human language; the nature of linguistic diversity; the relationship between linguistic structure, language use, and development.

Mathematics (MATH)

MATH 005 Modern Mathematics 4unit(s)

Hours: 4 Lecture/Discussion

Equivalent Course: MATH 105

An introduction to functional mathematical problem solving: statistics, probability, and finance. Other topics will vary.

Prerequisites: MATH 230 or equivalent college course with a minimum grade of C or eligibility as determined by COS placement procedures.

MATH 010 Structure and Concepts 1 4unit(s)

Hours: 4 Lecture/Discussion

This is a four-unit course focusing on the development of quantitative reasoning skills through in-depth, integrated explorations of topics in mathematics, including real number systems and subsystems. Emphasis is on comprehension and analysis of mathematical concepts and applications of logical reasoning. This course is intended for liberal studies students, though it can be used to meet general education requirements. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in Math 010 may access the supplemental learning assistance by enrolling in Math 400, an open entry/open exit non-credit course. (C-ID MATH120)

Prerequisites: MATH 230 or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).

MATH 011 Structures and Concepts 2 4unit(s)

Hours: 4 Lecture/Discussion

This course continues topics from MATH 010 and includes statistics, probability, geometry, measurement, transformations, congruence, and coordinate geometry. The emphasis of this course is in mathematical topics relevant to future elementary school teachers. This course is intended for liberal studies students, though it can be used to meet general education requirements. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 011 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course.

Prerequisites: MATH 010 or equivalent college course with a minimum grade of C.

MATH 021 Introduction to Statistics 4unit(s)

Hours: 4 Lecture/Discussion

This is an introductory course in probability and statistics covering both descriptive and inferential statistics. Statistical software will be used throughout this course. Topics include measures of center and spread, probability, probability distributions, confidence intervals, hypothesis testing, regression, and correlation analysis. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 21 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/ open exit non-credit course. (C-ID: MATH110)

Prerequisites: MATH 230 or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).

MATH 035 Precalculus A 4unit(s)

Hours: 4 Lecture/Discussion

College level course in algebra for majors in science, technology, engineering, and mathematics: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry.

Prerequisites: MATH 044 or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).

<p>MATH 044 College Algebra 4unit(s) Hours: 4 Lecture/Discussion Equivalent Course: MATH 144 College level course in algebra: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry. Prerequisites: MATH 230 or equivalent college course with a minimum grade of C or eligibility based on COS Placement Procedures.</p>	<p>MATH 070 Precalculus 5unit(s) Hours: 5 Lecture/Discussion This course is intended for students planning to take calculus and proceeds at an intense pace. Topics include: functions and graphs, applications of functions, exponential and logarithmic functions, trigonometric functions and analytic trigonometry, right triangle trigonometry, analytic geometry, and roots of polynomial equations. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 070 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (C-ID MATH155) Prerequisites: MATH 154 or equivalent college course with a minimum grade of C.</p>
<p>MATH 065 Calculus 1 4unit(s) Hours: 4 Lecture/Discussion This course is the first course of a three semester calculus sequence. Topics include limits, continuity, techniques and applications of differentiation and integration of algebraic and transcendental functions, and the Fundamental Theorem of Calculus. The course is intended primarily for mathematics, physical science, and engineering majors. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 065 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (MATH 065 + MATH 066 + MATH 067 course sequence is equivalent to the former MATH 075 + MATH 076 + MATH 077 course sequence). (C-ID MATH210) Prerequisites: MATH 070 or [MATH 035 and MATH 154] or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).</p>	<p>MATH 080 Linear Algebra 4unit(s) Hours: 4 Lecture/Discussion This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. The course investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 080 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (C-ID MATH250) Prerequisites: MATH 066 or MATH 076 or equivalent college course with a minimum grade of C.</p>
<p>MATH 066 Calculus 2 4unit(s) Hours: 4 Lecture/Discussion This is the second course of a three-semester calculus sequence. Topics include techniques of integration, improper integrals, applications of integration, infinite sequences and series, analytic geometry, polar and parametric equations, and many applications. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 66 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (MATH 65 + 66 + 67 course sequence is equivalent to the former MATH 75 + 76 + 77 course sequence). (C-ID MATH220) Prerequisites: MATH 065 or MATH 075 or equivalent college course with a minimum grade of C.</p>	<p>MATH 081 Differential Equations 5unit(s) Hours: 5 Lecture/Discussion An introduction of solving ordinary and partial differential equations including matrix solutions of linear systems, Laplace transforms, series solutions, separation of variables in partial differential equations, boundary value problems, and Fourier series. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 081 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (C-ID MATH240) Advisory on Recommended Preparation: MATH 080 or equivalent college course with a minimum grade of C. Prerequisites: MATH 067 or equivalent college course with a minimum grade of C.</p>
<p>MATH 067 Calculus 3 4unit(s) Hours: 4 Lecture/Discussion This course is the third semester of the introductory calculus sequence. Topics covered include differentiation and integration of vector-valued functions, partial differentiation, directional derivatives, Lagrange Multipliers, multiple integration, centroids and centers of gravity, and Green's, Stoke's, and Divergence Theorem. Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 067 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (MATH 65 + 66 + 67 course sequence is equivalent to the former MATH 75 + 76 + 77 course sequence). (C-ID MATH230) Prerequisites: MATH 066 or MATH 076 or equivalent college course with a minimum grade of C.</p>	<p>MATH 154 Precalculus B 4unit(s) Hours: 4 Lecture/Discussion The study of trigonometric functions, their inverses and their graphs, identities and proofs related to trigonometric expressions, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, polar coordinates, and introduction to vectors. Students enrolled in MATH 154 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. (C-ID MATH851) Prerequisites: MATH 035 or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).</p>

MATH 207 Career Ed and Technical Math 4unit(s)

Hours: 4 Lecture/Discussion

A mathematics course designed to develop the computational skills needed in many Career and Technical programs. Topics include geometry, measurement, number sense, estimation, basic statistics, trigonometric functions, algebraic thinking, and problem-solving. This course is designed for students who are earning an associate's degree and who are not planning to transfer to a four-year institution.

MATH 230 Intermediate Algebra 4unit(s)

Hours: 4 Lecture/Discussion

This is a four-hour-a-week intensive one-semester course in intermediate algebra covering: radical expressions and equations, quadratic equations, functions, logarithmic and exponential functions, and conic sections. This course satisfies the math requirement for an Associate's degree.

Supplemental learning assistance is available for students to strengthen skills and to reinforce student mastery of concepts. Students enrolled in MATH 230 may access the supplemental learning assistance by enrolling in MATH 400, an open entry/open exit non-credit course. Approved for Distance Learning format.

Prerequisites: MATH 200 or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).

MATH 310 Support for Structures and Concepts 1 1unit(s)

Hours: 1 Lecture/Discussion

Co-requisite support for MATH 010 Structures and Concepts 1. This 1-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in MATH 010. Emphasis will be placed on prerequisite skills needed for success in this course as well as study skills and just in time review and remediation.

Corequisites: MATH 010 must be taken concurrently.

MATH 321 Support for Introduction to Statistics 2unit(s)

Hours: 2 Lecture/Discussion

Co-requisite support for MATH 021 Introduction to Statistics. This 2-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in MATH 021. Emphasis will be placed on prerequisite skills needed for statistics as well as study skills, appropriate use of technology, and just in time review and remediation.

Corequisites: MATH 021 must be taken concurrently.

MATH 330 Support for Intermediate Algebra 2unit(s)

Hours: 2 Lecture/Discussion

Co-requisite support for MATH 230 Intermediate Algebra. This 2-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in MATH 230. Emphasis will be placed on prerequisite skills needed for Intermediate Algebra as well as study skills, appropriate use of technology, and just in time review and remediation.

Corequisites: MATH 230 must be taken concurrently.

MATH 335 Support for Precalculus A 2unit(s)

Hours: 2 Lecture/Discussion

Co-requisite support for MATH 035 Precalculus A. This 2-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in MATH 035. Emphasis will be placed on prerequisite skills needed for Precalculus A as well as study skills, appropriate use of technology, and just in time review and remediation.

Corequisites: MATH 035 must be taken concurrently.

MATH 344 Support for College Algebra 2unit(s)

Hours: 2 Lecture/Discussion

Co-requisite support for MATH 144 College Algebra. This 2-unit course is intended to provide co-requisite support for students requiring remediation in mathematics while they are concurrently enrolled in MATH 144. Emphasis will be placed on prerequisite skills needed for College Algebra as well as study skills, appropriate use of technology, and just in time review and remediation.

Corequisites: MATH 144 must be taken concurrently.

MATH 400 Math Supplemental Learning Assistance 0unit(s)

Hours: 3.1 Lab

Math Supplemental Learning Assistance is intended to strengthen students' mathematical skills and reinforce their mastery of concepts.

This open entry/open exit class is linked with MATH 10, 11, 21,70, 65, 66, 67, 80, 81, 154, 200, 230, and 360.

Meteorology (MET)

MET 001 Elementary Meteorology 3unit(s)

Hours: 3 Lecture/Discussion

An introductory course designed to provide insights into physical processes and laws that underlie the phenomena of weather and climate. An emphasis is placed on understanding the methodologies of scientific inquiry and understanding current meteorological-environmental problems.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26) and MATH 200 or equivalent college course with a minimum grade of C or eligibility for MATH 230 determined by COS Placement Procedures. (C-ID GEOG130)

Music (MUS)

MUS 001 Music Fundamentals 3unit(s)

Hours: 3 Lecture/Discussion

The basic elements of music are studied: pitch and rhythm notation, scales, major and minor keys and key signatures, transposition, intervals, chords, elementary acoustics, and an introduction to the keyboard. This is a course designed for the non-major, the elementary or secondary school teaching credential candidate, and the music major who seeks remedial instruction prior to beginning the Comprehensive Musicianship sequence. (C-ID MUS110)

<p>MUS 004 Theory and Musicianship 1 4unit(s) Hours: 3.5 Lecture/Discussion Hours: 1.5 Lab</p>	<p>MUS 011 Music Appreciation/Jazz 3unit(s) Hours: 3 Lecture/Discussion This course is designed to aid the student in developing an understanding and enjoyment of jazz and music in general. Includes the elements of music and a chronological survey of jazz performers and composers from the 1890s to the present. No previous musical training is necessary.</p>
<p>This is the first in a series of four courses intended primarily for music majors. The course will include a review of music fundamentals; an introduction to triads and seventh chords; figured bass and lead-sheet symbols; principles of voice leading; harmonic progression; nonchord tones and basic elements of musical form. All analytical concepts will be developed and applied through ear training, sight-singing, dictation and rhythmic performance. Advisory on Recommended Preparation: MUS 001 or equivalent college course with a minimum grade of C. (C-ID MUS120 and MUS125)</p>	<p>MUS 013 Music of the World 3unit(s) Hours: 3 Lecture/Discussion MUS 013 includes a study of the elements of music as they pertain to the world's musical traditions and styles, and a survey of world music from selected regions and genres.</p>
<p>MUS 005 Theory and Musicianship 2 4unit(s) Hours: 3.5 Lecture/Discussion Hours: 1.5 Lab</p>	<p>MUS 014 History of Rock and Roll 3unit(s) Hours: 3 Lecture/Discussion This course is a general overview of rock and roll music and includes study of the impact of rock and roll on social, economic, cultural and political structures, as well as a chronological history of rock music. No previous musical training is necessary.</p>
<p>This is the second in a series of four courses, intended primarily for music majors. The course will include: musical form; non-chord tones; an introduction to two-part counterpoint; voice leading involving four-part choral writing; diatonic seventh chord functions; secondary function chords and modulation. All analytical concepts will be developed and applied through ear training, sight-singing, dictation and rhythmic performance. (C-ID MUS130 and MUS135) Prerequisites: MUS 004 or equivalent college course with a minimum grade of C.</p>	<p>MUS 020AD Piano 2unit(s) Hours: 1.5 Lecture/Discussion Hours: 2 Lab For a student without prior piano training who would like to learn to read music and to identify musical symbols on sight while performing a repertoire encompassing all periods of music. This course may be repeated three times and is required for all music majors.</p>
<p>MUS 006 Theory and Musicianship 3 4unit(s) Hours: 3.5 Lecture/Discussion Hours: 1.5 Lab</p>	<p>MUS 030 Beginning Voice 2unit(s) Hours: 1.5 Lecture/Discussion Hours: 1.5 Lab Studies in the technical, stylistic, and aesthetic components of singing, designed to help the individual student improve his/her voice and develop solo vocal repertoire.</p>
<p>This is the third in a series of four courses, intended primarily for music majors. The course will focus on chromatic harmony and will include: secondary functions; modulations of all types; analysis of larger forms; mode mixture, Neapolitan and augmented sixth chords. All analytical concepts will be developed and applied through ear training, sight singing, dictation and rhythmic performance. (C-ID MUS140 and MUS145) Prerequisites: MUS 005 or equivalent college course with a minimum grade of C.</p>	<p>MUS 031 Intermediate Voice 2unit(s) Hours: 1.5 Lecture/Discussion Hours: 1.5 Lab</p>
<p>MUS 007 Theory and Musicianship 4 4unit(s) Hours: 3.5 Lecture/Discussion Hours: 1.5 Lab</p>	<p>Studies in the technical, stylistic, and aesthetic components of singing. Intermediate Voice is a continuation of Beginning Voice (MUS 030) and will require that the student have good singing and musical skills already established. Emphasis will be placed upon singing in Italian, German, and English. Prerequisites: MUS 030 or equivalent college course with a minimum grade of C.</p>
<p>This is the fourth in a series of four courses, intended primarily for music majors. The course will incorporate analysis and writing of mode mixture, chromatic mediants, Neapolitan and augmented sixth chords, 9th, 11th and 13th chords, altered dominants and the common-tone diminished seventh chord. Compositional topics will include enharmonic modulation, Impressionism, pandiatonicism, polytonality, atonal theory, twelve-tone serialism, and 20th century approaches to rhythm and meter. (C-ID MUS150 and MUS155) Prerequisites: MUS 006 or equivalent college course with a minimum grade of C.</p>	<p>MUS 034AD Concert Choir 1,2unit(s) Hours: 3,6 Lab MUS 034AD offers a study and the performance of choral literature from the Renaissance to Contemporary with emphasis on vocal production and tone quality, balance and blend, and musical precision and accuracy for singing in a large choral ensemble. Participation in public performance is required. Students working toward the Music AA-T degree must enroll in the 1-unit option. Limitation on Enrollment: Audition by Department. (C-ID MUS180)</p>
<p>MUS 010 Music Appreciation 3unit(s) Hours: 3 Lecture/Discussion Designed to aid the student in developing an understanding and an enjoyment of music. Includes the elements of music and a chronological survey of music and composers from the Middle Ages to the present. No previous musical training is necessary. (C-ID MUS100)</p>	

<p>MUS 036 Chamber Singers Renaissance 2unit(s) Hours: 6 Lab MUS 036 is designed to provide an environment for study and performance of Renaissance choral music and techniques for the experienced singer. This course focuses on choral works written before 1600. Limitation on Enrollment: Audition by Department</p>	<p>MUS 091 Music Theatre Orchestra 2unit(s) Hours: 7 Activity Music Theatre Orchestra will emphasize the rehearsal and performance techniques necessary to accompany the production of a musical. Limitation on Enrollment: Audition by Department</p>
<p>MUS 037 Chamber Singers Classical 2unit(s) Hours: 6 Lab MUS 037 is designed to provide an environment for study and performance of Baroque and Classical chamber music and techniques for the experienced singer. This course focuses on choral works written between 1600 - 1820. Limitation on Enrollment: Audition by Department</p>	<p>MUS 097 Music Theatre Voice 2unit(s) Hours: 7 Activity Experience in singing, drama and theatre through active participation in major musical and dramatic productions. Includes training and experience in all facets of the theatre. Limitation on Enrollment: Audition by department.</p>
<p>MUS 038 Chamber Singers Romantic 2unit(s) Hours: 6 Lab MUS 038 is designed to provide an environment for study and performance of Romantic choral music and techniques for the experienced singer. This course focuses on choral works written between 1815-1910. Limitation on Enrollment: Audition by Department</p>	<p>MUS 180 The Music Business 2unit(s) Hours: 2 Lecture/Discussion This course is an introduction to the inner workings of the music industry. Intellectual property protections, management teams, recording contracts, publishing deals, and current industry trends will be studied and discussed. Career opportunities and employability enhancement will be explored. Guest speakers, as availability permits, may be a part of the course.</p>
<p>MUS 039 Chamber Singers 20th Century 2unit(s) Hours: 6 Lab MUS 039 is designed to provide an environment for study and performance of 20th Century choral music and techniques for the experienced singer. This course focuses on choral works written after 1900. Limitation on Enrollment: Audition by Department</p>	<p>MUS 226 Computerized Audio 1: Pro Tools 2unit(s) Hours: 1 Lecture/Discussion Hours: 3 Lab This course focuses on the use of a MIDI capable DAW (Digital Audio Workstation) for the production of popular music. iMac computers, Yamaha keyboards, and Pro Tools software are used in conjunction to teach students the fundamentals of creating their own music.</p>
<p>MUS 041AD Applied Music Lessons 1unit(s) Hours: 3 Lab This course is intended to give individual instruction for advanced music students on their respective instrument or voice. Students will be expected to pass playing exams and perform in student recitals. Limitation on Enrollment: Audition by Department. (C-ID MUS160)</p>	<p>MUS 227 Computerized Audio Production 2 2unit(s) Hours: 1 Lecture/Discussion Hours: 3 Lab This is an intermediate course focusing on the use of a DAW (Digital Audio Workstation) for the production of music. iMac computers, Yamaha keyboards, and Pro Tools software and a variety of Virtual Instruments are used in conjunction to teach students intermediate and advanced techniques in Computer Audio production and editing. Prerequisites: MUS 226 or equivalent college course with a minimum grade of C.</p>
<p>MUS 054AD Symphony Orchestra 1unit(s) Hours: 3 Lab The study and public performance of symphony orchestra music. Orchestral works are chosen to enhance and develop the knowledge and performing abilities of experienced orchestral musicians. Limitation on Enrollment: Audition by Department (C-ID MUS180)</p>	<p>MUS 281 Recording Arts 1 2unit(s) Hours: 1.5 Lecture/Discussion Hours: 2 Lab Hands-on instruction for beginners in the use of multi-track recording systems, with emphasis on the development of critical listening and thinking skills related to sound, recording, reproduction and music technology.</p>
<p>MUS 072AD Jazz Orchestra 2unit(s) Hours: 6 Lab A study and performance of Jazz Orchestra repertory with special attention to interpretation, tone, technique, improvisation and general effect. All basic concepts of musicianship will be stressed through lecture, discussion, and rehearsals with the final goal of performing in public concerts. Participation in public performance is required. (C-ID MUS180)</p>	<p>MUS 282 Recording Arts 2 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab Intermediate students will acquire hands-on multi-track recording technique in strategy with producers, studio musicians, and recording engineers. Course will cover advanced signal processing, recording production, and management procedures. Prerequisites: MUS 281 or MUS 181 or equivalent college course with a minimum grade of C.</p>
<p>MUS 074AD Symphonic Band 1,2unit(s) Hours: 3,6 Lab A study and performance of standard symphonic band repertory with special attention to interpretation, tone, technique, and general effect. All basic concepts of musicianship will be stressed through lecture, discussion, and rehearsals with the final goal of performing in public concerts. Participation in public performance is required. This course can be repeated three times. (C-ID MUS180)</p>	

Natural Sciences (NSCI)

NSCI 131 Chemistry and Physics for Educators

4unit(s)

Hours: 3 Lecture/Discussion Hours:
2 Lab

Hours:
1 Other

NSCI 131 is a general principles science course designed exclusively for students transferring into the Liberal Studies program at CSU-Fresno (headed towards being an elementary school teacher). Basic principles of chemistry and physics relevant to elementary education are stressed. Applying these topics to everyday experience is emphasized. Note: This course does not satisfy general education science requirements. (C-ID CHEM 140 or C-ID PHYS 140)

Nursing (NURS)

NURS 106 Cultural Competency in Healthcare

3unit(s)

Hours: 3 Lecture/Discussion

This course explores cultural competency skills required to assist individuals to promote, maintain and restore health. Emphasis is placed on analyzing differences in cultural demographics, beliefs, traditions, communication, biological variations and common morbidities.

Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C.

NURS 121 Fundamentals for Nursing

6unit(s)

Hours: 3 Lecture/Discussion Hours:
9 Lab

This course focuses on fundamental concepts necessary for safe, compassionate, patient-centered nursing care for a diverse patient population with well-defined healthcare concerns with a focus on elderly patients. The course offers an introduction to foundational concepts related to professional practices such as legal and ethical responsibilities of the Registered Nurse. The student also uses clinical judgment applied to nursing practice. Select nursing skills are taught in the skills laboratory; theory and skills are applied in various clinical settings.

Prerequisites: BIOL 030, BIOL 031, BIOL 040, and ENGL 001 or equivalent course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the Registered Nursing program.

NURS 123 Critical Thinking/Clinical Judgement in Nursing

2unit(s)

Hours: 2 Lecture/Discussion

This course introduces clinical judgment through a focused study of critical thinking skills and strategies used by the Registered Nurse. The student applies critical thinking skills and strategies at the RN level that underscore the clinical judgment represented in the nursing process as well as dealing with aspects of the healthcare system for safe practice in the current healthcare environment. The major purpose of the course is to teach students the clinical judgment needed to predict and manage potential complications and to decrease the failure to rescue rate which results in improved patient outcomes. This course provides the foundation for the thinking processes applied throughout all nursing courses.

Prerequisites: BIOL 030, BIOL 031, BIOL 040, and ENG 001 or equivalent course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the Registered Nursing program.

NURS 124 Concepts of Adult Health Nursing 1

3unit(s)

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course presents fundamental concepts necessary for safe, compassionate, patient-centered nursing care for a diverse adult patient population with well-defined healthcare concerns with a focus on elderly patients. The course continues as an introduction to foundational concepts related to professional practice such as the legal and ethical responsibilities of the Registered Nurse. The student also uses clinical judgment applied to nursing practice. Select nursing skills are taught in the skills laboratory; theory and skills are applied in various clinical settings.

Prerequisites: BIOL 030, BIOL 031, BIOL 040, and ENG 001 or equivalent course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the Registered Nursing program.

NURS 133 Concepts of Mental Health and Psychiatric Nursing

3unit(s)

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course builds on and applies concepts of nursing practice to the care of patients with various mental health needs, their families, and other support persons. Application of new and previously learned nursing concepts, patient care skills, and clinical judgment occurs in a variety of clinical settings.

Prerequisites: NURS 121, NURS 123, and NURS 124 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the Registered Nursing program.

NURS 134 Concepts of Adult Health Nursing 2

4unit(s)

Hours: 2 Lecture/Discussion Hours:
6 Lab

This course builds on and applies the concepts of nursing practice from semester 1 to the acquisition and application adult health nursing theory in the care of diverse adult patients with acute and chronic conditions, their families, and other support persons. Application of knowledge, patient care skills, and clinical judgment occurs in the simulation lab.

Prerequisites: NURS 121, NURS 123, and NURS 124 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the Registered Nursing program.

NURS 135 Concepts of Nursing Care of the Pregnant Family and the Neonate

3unit(s)

Hours: 1.5 Lecture/Discussion Hours:
4.5 Lab

This course builds on and applies concepts of nursing practice to the care of the pregnant family and the neonate. Application of new and previously learned nursing concepts, patient care skills, and clinical judgment occurs in a variety of clinical settings.

Prerequisites: NURS 121, NURS 123, and NURS 124 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the Registered Nursing program.

<p>NURS 142 Pharmacology in Healthcare 3unit(s) Hours: 3 Lecture/Discussion This nursing course is a study of the pharmacotherapy related to the nursing care of clients across the lifespan. The progressive themes of the nursing program are applied through the nursing process to attain the client's optimal well-being. Advisory on Recommended Preparation: BIOL 031 or equivalent college course with a minimum grade of C.</p>	<p>NURS 175 Transition to Registered Nursing Practice 3unit(s) Hours: 1 Lecture/Discussion Hours: 6 Lab This advanced, comprehensive course provides a synthesis of all concepts and nursing content taught throughout the program with application in the simulation lab. This course enables the individual student to recognize areas that need enhancement prior to entering Registered Nursing practice and includes a review for the NCLEX-RN® and strategies for success. Prerequisites: NURS 143 and NURS 144 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the Registered Nursing program.</p>
<p>NURS 143 Concepts of Pediatric Nursing 3unit(s) Hours: 1.5 Lecture/Discussion Hours: 4.5 Lab This course continues to build on and expand all previously learned concepts of nursing practice with application to the care of children, their families, and other support persons. Application of new and previously learned nursing concepts, patient care skills, and clinical judgment occurs in a variety of clinical settings. Prerequisites: NURS 133, NURS 134, and NURS 135 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the Registered Nursing program.</p>	<p>NURS 220 Perioperative Nursing 4unit(s) Hours: 2 Lecture/Discussion Hours: 6 Lab This is an elective course in perioperative nursing. This course is designed to prepare a competent and knowledgeable practitioner to administer optimum care to select surgical patients during pre-operative, intra-operative, and post-operative phases of surgical intervention. Prerequisites: NURS 121 and NURS 124 or equivalent college course with a minimum grade of C.</p>
<p>NURS 144 Concepts of Adult Health Nursing 3 6unit(s) Hours: 3 Lecture/Discussion Hours: 9 Lab This course continues to build on and expand all previously learned concepts of nursing practice with application to the care of adult patients with complicated conditions, their families, and other support persons. Applications of new and previously learned nursing concepts, patient care skills, and clinical judgment occurs in a variety of clinical settings. Prerequisites: NURS 133, NURS 134, and NURS 135 or equivalent college course with a minimum grade of C. Corequisites: NURS 143 must be taken concurrently. Limitation on Enrollment: Acceptance into the Registered Nursing program.</p>	<p>NURS 256 Medical Terminology 3unit(s) Hours: 3 Lecture/Discussion This course is designed to provide a foundation for the understanding of medical terminology using simple, non-technical explanations of medical terms. The fundamentals of word analysis are explained to make the understanding of complex terminology easier. Advisory on Recommended Preparation: ENGL 251 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>
<p>NURS 174 Concepts of Adult Health 4 7unit(s) Hours: 3 Lecture/Discussion Hours: 12 Lab This culminating course expands the concepts of nursing practice for the acquisition and application of care of adult patients with complex healthcare needs, their families, and other support persons. Application of knowledge, patient care skills, and clinical judgement occurs in a variety of clinical settings and in the simulation library. Prerequisites: NURS 143 and NURS 144 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the Registered Nursing program.</p>	<p>NURS 260 Nursing Assistant 6unit(s) Hours: 4 Lecture/Discussion Hours: 7 Lab This course is designed to prepare the student as an entry-level worker, providing basic nursing care to patients in acute care and long-term care settings. The curriculum is structured to provide theory and application in skills needed to function as a Nursing Assistant. Upon completion, students will be eligible to take the state certification examination. *All students are required to submit to, and pass, a background and drug screen. Our partnered health care agencies will not accept any student with a flagged background for placement. Students with a flagged background must expunge their record prior to registering in the course. Other clinical requirements include immunizations, physical, fingerprints, and American Heart Association Health Care Provider CPR Certification, prior to the initiation of the clinical rotation.</p>
	<p>NURS 400 Nursing Skills Lab 0unit(s) Hours: 3 Lab This course provides the student an opportunity for additional directed learning and supervised laboratory time to develop and refine nursing clinical skills necessary to the safe clinical practice of professional nursing. The student will gain knowledge from instructor demonstration, a variety of electronic media, computers and simulation. Limitation on Enrollment: Must be enrolled in the COS Registered Nursing Program.</p>

Nutrition/Foods (NUTR)

NUTR 018 Nutrition

3unit(s)

Hours: 3 Lecture/Discussion

A scientific study of basic chemical, biological and physiological principles and concepts of human nutrition. These principles are applied to the individual and appropriate food selection. (C-ID: NUTR110)

NUTR 020 Cultural Foods

3unit(s)

Hours: 2 Lecture/Discussion Hours:

3 Lab

Equivalent Course: CULN 020

Examination of the cultural and social meanings of food, food behaviors and food systems. Emphasis on the regional, ethnic and religious influences on food habits.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

NUTR 107 Sanitation and Safety

2unit(s)

Hours: 2 Lecture/Discussion

Equivalent Course: CULN 107

This course provides accurate, up-to-date information for all levels of employees in all aspects of food handling. It includes laws and regulations for food safety within the rapidly growing restaurant and food service industry. Students may elect to take the National Food Safety certificate exam at the end of the course.

NUTR 119 Nutrition for Fitness

3unit(s)

Hours: 3 Lecture/Discussion

Equivalent Course: HW 119

This course is designed to acquaint students with the nutritional needs of athletes and the relationship between nutrition and fitness. Students are required to use the computer, Internet and basic math skills to calculate nutritional needs. Topics include human energy, nutrient groups, body composition, and supplement use.

Ornamental Horticulture (OH)

OH 001 Introduction to Horticultural Science

3unit(s)

Hours: 3 Lecture/Discussion Hours:

1 Lab

This is an introductory course in ornamental horticulture. The main topics covered in class include: introduction to the ornamental horticulture field and related employment opportunities, introduction to plant taxonomy, plant anatomy and physiology, environmental requirements for plant growth and development, basic plant propagation techniques, integrated pest management, and the fundamentals of soil, water and fertilizers. Students learn how the ornamental horticulture industry applies and utilizes this knowledge at a practical level, and how new knowledge is acquired through experimental research employing the scientific method.

OH 002 Plant Identification 1

3unit(s)

Hours: 3 Lecture/Discussion Hours:

1 Lab

This course presents botanical nomenclature, scientific and common plant names, how plants are used in the landscape, forms of plants, and soil and nutritional requirements. Plants emphasized will come from the current plant list for the California Association of Nurseries and Garden Centers (CANGC) Certification Test. Plant material grown in the local regions will also be included.

Advisory on Recommended Preparation: OH 001 or equivalent college course with a minimum grade of C. (C-ID AG-EH108L)

OH 003 Plant Identification 2

3unit(s)

Hours: 3 Lecture/Discussion Hours:

1 Lab

This course presents botanical nomenclature, scientific and common plant names, uses of ornamental plants in the landscape, general forms and growth habits of plants, and plant environmental requirements. Plants emphasized will come from the current plant list for the California Association of Nurseries and Garden Centers (CANGC) Certification Test. Plant material grown in the local regions will also be included.

Advisory on Recommended Preparation: OH 001 or equivalent college course with a minimum grade of C. (C-ID AG-EH112L)

OH 007 Principles of Landscape Design

3unit(s)

Hours: 3 Lecture/Discussion Hours:

1 Lab

This course covers the fundamental principles of residential landscape design. Design theory, client needs, location design solutions, plant combination theory and an appreciation for quality designs are emphasized. Computer landscape drafting software is utilized to produce designs.

Advisory on Recommended Preparation: OH 206 or an equivalent college course with a minimum grade of C.

OH 105 Plant Propagation

3unit(s)

Hours: 3 Lecture/Discussion Hours:

1 Lab

Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control; structures and site layout; preparation and use of propagating and planting mediums; use and maintenance of common tools and equipment; regulations pertaining to plant production. Laboratory required.

Advisory on Recommended Preparation: OH 001 or equivalent college course with a minimum grade of C. (C-ID AG-EH116L)

OH 109 Landscape Maintenance

3unit(s)

Hours: 3 Lecture/Discussion Hours:

1 Lab

This course is a lecture lab combination and covers skills and activities related to landscape maintenance and management such as pruning, planting, fertilizing, irrigation system maintenance and repair, lawn mowing, pest and disease control, safety on the worksite, and landscape management equipment operation and safety.

Advisory on Recommended Preparation: OH 001 or equivalent college course with a minimum grade of C.

OH 111 Floral Design

Hours: 3 Lecture/Discussion Hours:
1 Lab

This introductory course in floral design covers the various phases of floral design. This course includes fundamentals of theory, skills and techniques practiced in the floral industry. Through floral design, students will develop an awareness of art principles and the ways in which people throughout the ages and in different cultures have used floral arrangements to enhance their lives through artistic expression. This course also considers care and handling of plant materials and proper use of tools when designing floral arrangements.

OH 204 Nursery and Greenhouse Production

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course provides a historical overview of the nursery industry. It covers the basic operation activities and practices of commercial nurseries. Students receive practical experience in various aspects of the nursery industry including: propagating, fertilizing, training, pruning, transplanting, potting, irrigating, marketing, selling, and controlling pests and diseases. Emphasis is on ornamental trees, shrubs, and flowering annuals and perennials. This course is a lecture/lab combination.

Advisory on Recommended Preparation: OH 001 or equivalent college course with a minimum grade of C.

OH 206 Landscape Drafting

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course is designed to teach students the basic drafting techniques and standards for creating residential landscape plans using computer drafting software. Students learn landscape symbols, lettering styles and methods of drafting landscape plans using section and detail drawings.

OH 208 Landscape Construction

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course covers the fundamentals of residential landscape construction including: soil preparation, hardscape installation and maintenance, construction materials, hand and power tools, construction equipment, turf and plant installation, plan reading, bidding and estimating, and basic irrigation system construction.

Advisory on Recommended Preparation: OH 109 and OH 217 or equivalent college courses with a minimum grade of C.

OH 210 Turfgrass Management

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course in turfgrass management emphasizes the management practices used to grow turf in the San Joaquin Valley. Content includes identification of common turfgrass varieties, an overview of common techniques and equipment utilized to propagate, mow, fertilize, aerate, and irrigate turfgrass, the management of common pests and diseases, and the maintenance and operation of turf equipment.

Advisory on Recommended Preparation: OH 001 or equivalent college course with a minimum grade of C.

3unit(s)**OH 212 Sympathy Flowers**

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

This course teaches the advanced styling and design of flowers specifically for sympathy work, casket sprays, wreaths, hospital arrangements and solid work.

Advisory on Recommended Preparation: OH 111 or equivalent college course with a minimum grade of C.

OH 213 Wedding Flowers

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

This course focuses on advanced styling of floral designs to wear and carry, as practiced specifically in wedding work, including complete coverage of wedding bouquets, corsages, church decorations, balloons and bouquet decor and the basic principles of theory and design relevant to wedding styles.

Advisory on Recommended Preparation: OH 111 or equivalent college course with a minimum grade of C.

OH 217 Landscape Irrigation

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course covers the identification of system components, design concepts, installation and assembly of various landscape irrigation systems. It is a requirement for the Landscape Management Certification Program.

OH 218 Xeriscap: Water Conservation

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course will prepare students to utilize the principles of xeriscaping when evaluating, planning, designing, installing and maintaining landscapes. The primary focus of the course is to prepare students to utilize horticultural theory and practices to conserve water in the management of landscapes.

OH 220 Diseases of Ornamentals

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course covers the diagnosis, analysis and management of plant diseases. The focus is on the principles and methods of controlling plant diseases including biological, cultural, physical, mechanical and chemical. Pesticide safety, formulations, and methods of application are presented. It helps students prepare for the pest control adviser's examination.

Advisory on Recommended Preparation: OH 001 and PLSI 001 or equivalent college course with a minimum grade of C.

3unit(s)**3unit(s)****3unit(s)****3unit(s)****3unit(s)**

OH 222 Pests of Ornamentals

Hours: 3 Lecture/Discussion Hours:
1 Lab

This course covers the elements of identification and management of pest and beneficial organisms of economic importance to the landscape and nursery management industries. Principles of controlling pests including biological, cultural, physical, mechanical, and chemical are discussed. Pesticide safety, formulations, methods of application, and laws and regulations are presented. This class helps students prepare for the Pest Control Adviser's examination, and the Qualified Applicator License exam.

Advisory on Recommended Preparation: OH 001 or PLSI 001 or equivalent college course with a minimum grade of C.

OH 223 Interior Floral Design

Hours: 2.5 Lecture/Discussion Hours:
1.5 Lab

Silk and dried floral design includes designs with nonliving semi/permanent materials. Tools, materials, care, basic techniques, design styles, and techniques in both dried and silk arrangements are studied. This course is an integral part of a floral design program intended for those persons desiring to enter the floral design industry. It is also of great value to persons pursuing careers in the area of interior design and home furnishings. Students will acquire the knowledge and skill to bring grace and color to interior spaces.

Advisory on Recommended Preparation: OH 111 or equivalent college course with a minimum grade of C.

Paralegal (PARA)

PARA 101 Introduction to Paralegalism

Hours: 3 Lecture/Discussion

This required survey course is the initial course in a program designed to train the student for employment as a paralegal. The student is given basic knowledge of the role of a paralegal in the community, career opportunities, legal ethics, legal analysis, including case briefing, introduction to the law library and exposure to various substantive and procedural areas of the law.

Advisory on Recommended Preparation: on recommended preparation: ENGL 001 and BUS 293 or equivalent college courses with a minimum grade of C.

PARA 102 Legal Terminology

Hours: 2 Lecture/Discussion

This course, required for the Paralegal major or certificate, provides an overview of the law and legal terminology.

Advisory on Recommended Preparation: PARA 101 or equivalent college course with a minimum grade of C (PARA 101 may be taken concurrently).

PARA 142 Real Estate Law

Hours: 3 Lecture/Discussion

Equivalent Course: REAL 142

This course covers the practical applications of real estate law to help avoid legal difficulties arising from real estate transactions, instruments, zoning, and planning. This course will also satisfy course requirement of the California Real Estate salesperson or Brokers examination.

3unit(s)**PARA 203 Civil Procedures 1**

Hours: 4 Lecture/Discussion

This course covers both California and federal concepts of civil procedure. Students complete legal documents necessary for a civil lawsuit using computerized judicial council forms and other legal software.

Prerequisites: PARA 101 or equivalent college course with a minimum grade of C.

PARA 204 Civil Procedures 2

Hours: 3 Lecture/Discussion

This course expands upon the basic concepts of civil procedure. Students draft complicated civil pleadings, discovery devices, writs, and the legal documents necessary to enforce a money judgment.

Prerequisites: PARA 203 or equivalent college course with a minimum grade of C.

3unit(s)**PARA 205 Legal Research and Writing**

Hours: 4 Lecture/Discussion

This required course for paralegal majors covers the tools for researching both federal and California law. Students use both print and computerized sources to write legal memoranda and points and authorities.

Advisory on Recommended Preparation: BUS 270 or BUS 271 or COMP 136 or equivalent college courses with a minimum grade of C.

Prerequisites: PARA 101 or equivalent college course with a minimum grade of C.

4unit(s)**PARA 210 Legal Ethics, Management, and Interviewing**

Hours: 3 Lecture/Discussion

This course assists students in making the transition from the classroom to the law office. The course covers client interviewing, paralegal investigative skills, ethical principles, and job search skills. This course should be taken in the last semester of the paralegal program.

Prerequisites: PARA 101 or equivalent college course with a minimum grade of C.

3unit(s)**PARA 237 Family Law**

Hours: 3 Lecture/Discussion

This is an elective course in the paralegal major designed to familiarize the student with California law as it relates to dissolution of marriage.

Prerequisites: PARA 101 or equivalent college course with a minimum grade of C.

3unit(s)

PE Activity (PEAC)

PEAC 001 Aerobic Conditioning

Hours: 0.5 Lecture/Discussion Hours:

1.5 Other

PEAC 001 is designed for the student who seeks knowledge about and participation in aerobic fitness. Exercises are done to music with an emphasis on cardiovascular conditioning, strength and flexibility. Each student is pre-tested and post-tested in various health and fitness components.

1unit(s)

<p>PEAC 002 Non-Impact Aerobics 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 010 Advanced Swimming 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Non-impact aerobics is designed specifically for students who are just beginning a fitness program or are in need of a non-impact form of work-out. Aerobic exercise routines are done to slower-paced music, incorporating movements where no jumping or bouncing takes place. The non-impact aerobic phase is then followed by a series of muscle-toning exercises. Each student is pre-tested and post-tested in various health and fitness components.</p>	<p>Advanced Swimming is an aquatics activity course designed for the swimmer who has mastered the basic skills and wants to learn advanced swim techniques. Emphasizes competitive strokes, turns and starts, as well as cardiovascular fitness concepts and workouts.</p>
<p>PEAC 003 Step Aerobics 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 011 Swimming for Fitness 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Step Aerobics is a high energy, low impact class designed to improve cardiovascular fitness through basic step principles. Flexibility and strength exercises as well as warm-up and cool down exercises will also be introduced. Each student will demonstrate, through Step Aerobics, a working knowledge of correct form and alignment, cardiovascular fitness using steps, and muscular strength. Exercises are performed to music. Each student is pre-tested and post-tested in various health and fitness components.</p>	<p>Designed for the student who wishes to participate in the sport of swimming to increase/improve cardiovascular stress and muscular endurance. This course is directed to the student who is interested in lap swimming as a means of exercise.</p>
<p>PEAC 004 Circuit Training 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 015 Fundamentals of Baseball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Circuit Training is an aerobic workout using resistance exercises designed to increase strength, cardiovascular and muscular endurance. A circuit will consist of 6-20 stations lasting 1-3 minutes per station, which may include but not be limited to exercise machines, weights, steps, jump ropes, resistance bands and plyo balls. Students will learn dynamic stretch and warm-up routines, proper body mechanics and major postural muscle groups, as well as learn how to attain, monitor and control heart rate during exercise. Each student is pre-tested and post-tested in various health and fitness components.</p>	<p>This course is designed for students who wish to learn the fundamental skills of baseball. It will enable students to communicate the proper fundamentals involved with throwing, fielding, pitching, and batting associated with baseball.</p>
<p>PEAC 008 Beginning Swimming 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 016 Conditioning for Baseball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Beginning Swimming is a general introduction to swimming and aquatics. It is designed for the beginner or non-swimmer who wants to learn aquatic fundamentals and receive stroke instruction in front crawl, elementary backstroke and sidestroke.</p>	<p>Conditioning for Baseball is a one-unit course designed to help entering student athletes make the transition from high school athletic competition to collegiate athletic competition. This course addresses fitness, nutritional and conditioning concepts and rules, with most emphasis on sport specific conditioning.</p>
<p>PEAC 009 Intermediate Swimming 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 017 Techniques of Baseball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Intermediate Swimming is an activity course designed for the intermediate swimmer. Emphasis is on refinement of front crawl, elementary backstroke, and sidestroke with stroke instruction on back crawl, breaststroke, turns and basic survival techniques. Fitness concepts will be introduced.</p>	<p>This course is designed for the advanced baseball player. It will prepare the student for baseball competition with physical fitness training and intra-class play. Advanced skills in throwing, fielding, batting and pitching a baseball will be taught and practiced.</p>
	<p>PEAC 021 Beginning Basketball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
	<p>Designed for students interested in the sport of basketball; both experienced players and those not familiar with the game. The basic fundamentals and rules of basketball will be covered.</p>
	<p>PEAC 022 Intermediate Basketball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
	<p>Intermediate Basketball is a course that will emphasize the refinement of general basketball skills.</p>

<p>PEAC 025 Fundamentals of Football 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 048 Women's Softball - Advanced 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>The student will learn basic fundamentals and strategies of football. Offensive, defensive and special teams will be covered along with conditioning exercises.</p>	<p>This course is designed for the student/athlete who wants to participate in fast-pitch softball at an advanced level, meaning at the collegiate and/or international-Olympics level. Advanced technical skills taught in the domains of baserunning, sliding, diving, throwing, fielding, hitting, and pitching.</p>
<p>PEAC 036 Stretch and Tone 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 052 Beginning Tennis 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Stretch and Tone is a class designed for all fitness levels. Students will learn how to safely and effectively strengthen and stretch the body's major muscle groups with correct form and alignment.</p>	<p>An activity course designed for the student who wishes to develop an understanding and appreciation for the game of tennis. Basic skills, strategies and rules will be covered.</p>
<p>PEAC 037 Pilates Mat Class 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 053 Intermediate Tennis 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Pilates is a workout to condition and strengthen the muscles that support the spine. This Pilates Mat class is designed for all students and will develop flexibility, coordination, and balance through a safe progression of challenging and functional exercises.</p>	<p>This course is designed for the student who has taken Beginning Tennis or is at a more advanced level of play and desires detail in strategies and knowledge of the game of tennis.</p>
<p>PEAC 038 Introduction to Yoga 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 056 Beginning Track and Field 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Introduction to basic yoga poses with emphasis on form and body alignment. Core strength, flexibility, and balance emphasized in poses. Relaxation and breathing techniques also introduced.</p>	<p>Beginning Track and Field is a one-unit activity course designed to improve the individual's overall fitness through an understanding and application of the basic principles and techniques of track and field.</p>
<p>PEAC 039 Hatha Yoga Fundamentals 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 060 Varsity Performance 1 2unit(s) Hours: 0.5 Lecture/Discussion Hours: 4.5 Other</p>
<p>Continuing instruction in asanas (postures) with attention to postural alignment of the body and breath coordination to develop flexibility, core strength, endurance, and balance, and to manage stress. Emphasis in this class on practitioner self-adjustment, philosophy of yoga, and role of yoga practice in life strategy for health and wellness.</p>	<p>Varsity Performance is designed to enhance the skills of the Pep Squad/Flag or Dance team as they work to build performances for competition. First year team members will exhibit their skills at athletic events, concerts, exhibitions and competition events. Limitation on Enrollment: Audition by department.</p>
<p>PEAC 042 Soccer 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 061 Varsity Performance 2 2unit(s) Hours: 0.5 Lecture/Discussion Hours: 4.5 Other</p>
<p>This course is designed for any student interested in the sport of soccer. This course focuses on three main aspects: basic soccer skills, offensive and defensive strategy, rules and regulations.</p>	<p>Varsity Performance 2 is designed to enhance the performance skills of second season members of Pep Squad/Flag or Dance team performing beyond the level attained in PEAC 060. They will lead the team, working to build performance routines for competition. Team members will refine their skills in performance at athletic events, concerts, exhibitions and competition events. All participants must audition to participate in this activity. Limitation on Enrollment: Audition by Department.</p>
<p>PEAC 046 Women's Softball-Beginning 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 064 Beginning Volleyball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>This class is designed for the student who wants to learn the necessary skills required to play the game of fast-pitch softball. Elementary skills of throwing, fielding, batting and pitching will be taught and practiced.</p>	<p>Beginning Volleyball is a one unit course for the development of basic fundamental skills in volleyball through drills and play.</p>

<p>PEAC 065 Intermediate Volleyball 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 075 Intermediate Weight Training 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>This course is designed to introduce advanced skills necessary for playing competitive volleyball. Skills covered include basic skills, fast offense, court positioning, rolls, dives and team strategy, both offensive and defensive.</p>	<p>Advanced work for toning and muscular development through the use of weights, variable resistance machines and other weight devices.</p>
<p>PEAC 068 Beginning Fitness Walking 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 076 Advanced Strength and Body Building Principles 2unit(s) Hours: 1 Lecture/Discussion Hours: 3 Other</p>
<p>This course is designed to expose the student to the basic components and benefits of walking for fitness. The student will develop a practical and theoretical understanding of the health related benefits in terms of cardiovascular fitness related to walking.</p>	<p>This course is designed for the student who seeks further knowledge in the scientific and theoretical components of resistance training. Included in the course are basic principles of strength development, body building, diet, nutrition and weight control, based on the foundation of resistance prescriptions. Course will focus on barbells, dumbbells and machines as the vehicle for development of the major muscle groups. Proper mechanics of exercise and safety factors are stressed.</p>
<p>PEAC 069 Intermediate Fitness Walking 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 177 Cheer and Stunt 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>This course will provide students the opportunity to participate and attain an increased level of fitness through the exercise of walking. The course will incorporate intermediate fitness walking skills that will improve aerobic capacity and muscular strength and endurance by incorporating faster paced walking techniques. Other components include power walking, computation of heart rate zones, stretching to increase flexibility and safety procedures related to health.</p>	<p>Promotes the advancement of skills, knowledge, and strategy of the sport of Stunt. Consists of highly organized lectures, individual, and team practice sessions to prepare students for intercollegiate competition in Stunt. Repeating the course will provide the student an opportunity for added skill and competency development. 175 hours laboratory. (Letter grade, or Pass/No Pass option). Limitation on Enrollment: Participation by tryout only; Tryouts are held during the previous semester; For more information contact the Athletics Office (559) 730-3911.</p>
<p>PEAC 070 Walk/Jog for Aerobic Fitness 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 262 Cheer Fitness 1 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Walk/Jog for Aerobic Fitness teaches proper walking and jogging techniques, as well as basic health and wellness concepts. Primary emphasis will be on concepts of cardiovascular conditioning, flexibility, muscular endurance and muscular strength. Distance training will be introduced as well.</p>	<p>This course is designed to introduce and implement aerobic training and conditioning for cheerleading to help in the development of the upper body, core and lower legs. Exercises pertaining to the sport of cheerleading, i.e., jumps, leaps, kicks and stunts, will be performed by the student to increase flexibility, strength and cardiovascular fitness levels. Limitation on Enrollment: Participation by tryout only; Tryouts are held during the previous semester; For more information contact the Athletics Office (559) 730-3911.</p>
<p>PEAC 071 Cross Interval Training 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	<p>PEAC 263 Cheer Fitness 2 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>
<p>Cross Interval Training is a fitness course which involves a repeated series of exercise workouts interspersed with rest or relief periods. Cross training is used to strengthen a variety of muscles. Interval training programs are designed to improve speed and anaerobic conditioning, as well as aerobic endurance. A variety of venues (track, field area, pool, weight room, gym and aerobic room) and techniques will be used to achieve cardiovascular fitness and muscle endurance. Each student is pre- and post-tested in various health and fitness components.</p>	<p>This course is the second level course for returning cheer team members. Designed to implement aerobic training and conditioning for cheerleading to further help in the development of: the upper body, core and lower legs strength. Prerequisites: PEAC 262 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Participation by tryout only; Tryouts are held during the previous semester; For more information contact the Athletics Office (559) 730-3911.</p>
<p>PEAC 074 Beginning Weight Training 1unit(s) Hours: 0.5 Lecture/Discussion Hours: 1.5 Other</p>	
<p>This course is designed as a general introduction to weight or resistance training. Students will utilize free weights and weight machines to build strength and muscular endurance. Exercises that use progressive resistance movements will be emphasized.</p>	

Pharmacy Technology (PT)

PT 200 Introduction to Pharmacy Technology

2unit(s)

Hours: 2 Lecture/Discussion

This 2-unit lecture course provides an overview of the COS Pharmacy Technician Program. Introduces students to the profession of pharmacy. Explores the roles and opportunities open to pharmacy clerks and technicians in various practice settings. Provides an overview of various types of pharmacies and the patients that they serve, the roles and responsibilities of pharmacists and pharmacy technicians, and the education and training required. Current standards of pharmacy practice as defined by California State Board of Pharmacy, Pharmacy Technician Certification Board and American Society of Health-Systems Pharmacists will be examined. Students will be introduced to: pharmacy vocabulary, pharmaceutical calculation, dosage forms, drug classification systems, prescription labeling and pharmacy laws and ethics.

PT 215 Pharmacy Outpatient Practice

3unit(s)

Hours: 2 Lecture/Discussion Hours:
3 Lab

Introduction to technical aspects of drug distribution for out-patient pharmacy practice. This course presents duties and responsibilities of the pharmacy technician working in an ambulatory setting. Emphasized topics include: inventory receipt and control; prescription and medication order screening; computerized prescription processing; medical insurance payment procedures; patient information confidentiality and relevant legal and ethical issues; extemporaneous compounding principles; over the counter drug indications and contraindications; and effective customer relations. Students will develop the knowledge and skills required to work with pharmacists, other clinical staff, and patients. Students will simulate skills in lab to: utilize pharmacy references, create and maintain patient profile records, reconcile and file inventory records, prepare and maintain records related to controlled substances, process, fill and file prescriptions, operate cash register, use ordering software, training software modules, pharmacy specific websites for dispensing programs, prior authorizations, accounts receivable, medication repackaging, extemporaneously compound non-sterile products, preparation of oral syringes, identification of home health supplies and customer service.

Prerequisites: PT 200 or both ENGL 001 and MATH 044 (or a more advanced math course at COS with a minimum grade of C or an equivalent course at a regionally accredited college with a minimum grade of C or eligibility for MATH 035 or higher at COS).

Corequisites: PT 216, PT 217, PT 218, and PT 402 must be taken concurrently.

PT 216 Pharmacology 1

3unit(s)

Hours: 3 Lecture/Discussion

This course introduces pharmacy technician students to the evolution of medicinal drugs, basic principles of pharmacology and dispensing medication. Anatomy, physiology, pathology, and pharmacology of the following classes of pharmaceutical products: Antibiotics, Antifungals, Antivirals, Vaccines, Anesthetics, Narcotics, Psychiatric Drugs, Medications for Central Nervous System Disorders, Respiratory Drugs. Drugs are discussed in the context of drug classes, indications, mechanics of action, disease types, and body systems. The goal is to provide pharmacy technicians with sufficient background information needed to analyze health care information so that they will be able to play a key role in various pharmacy support functions. Top 1-100 of the top 200 drugs will be covered during this course.

Prerequisites: PT 200 or both ENGL 001 and MATH 044 (or a more advanced math course at COS with a minimum grade of C or an equivalent course at a regionally accredited college with a minimum grade of C or eligibility for Math 035 or higher at COS).

Corequisites: PT 215, PT 217, PT 218, and PT 402 must be taken concurrently.

PT 217 Pharmacy In-Patient Operations

3unit(s)

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course presents duties and responsibilities of the pharmacy technician working in an institutional setting. Emphasizes in-patient hospital pharmacy practice and other related practice settings (such as Homecare and Nursing Home or Long-Term Care) Topics include: inpatient oral medication distribution systems, institutional organization and function, pharmacy law, quality Improvement, an introduction to aseptic technique, laminar flow hoods, IV admixtures, materials management, and relevant legal and ethical issues. A laboratory experiential component provides a hands-on experience in medication order processing, medication preparation, inpatient drug distribution using manual and automated systems and electronic and manual record-keeping. Students develop the knowledge and skills required to work with pharmacists and other clinical staff.

Prerequisites: PT 200 or both ENGL 001 and MATH 044 (or a more advanced math course at COS with a minimum grade of C or an equivalent course at a regionally accredited college with a minimum grade of C or eligibility for MATH 035 or higher at COS).

Corequisites: PT 215, PT 216, PT 218, and PT 402 must be taken concurrently.

PT 218 Pharmacy Calculations

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course provides an in-depth exploration of essential pharmacy calculations performed in various pharmacy settings. Includes medical terminology, weights and measures, the metric, avoirdupois, and apothecary systems of measurement and interconversion of units in the metric and common systems of measurement. Pharmacy calculations typically used daily in retail, closed-door, home health, compounding and institutional pharmacies are emphasized. Topics include ratio and proportion, dosage determinations, percentage preparations, reducing and enlarging formulas, dilution and concentration, aliquots, specific gravity and density, and flow rates. Business terms and business math skills, purchasing needs, profit margins, and inventory control are also covered. A laboratory experiential component provides a hands-on experience to develop problem-solving skills, including how to use information from written prescriptions, hospital orders, and labels of products available in a pharmacy. Upon completion, students should be able to correctly perform calculations required to properly prepare a medication order.

Prerequisites: PT 200 or both ENGL 001 and MATH 044 (or a more advanced math course at COS with a minimum grade of C or an equivalent course at a regionally accredited college with a minimum grade of C or eligibility for MATH 035 or higher at COS).

Corequisites: PT 215, PT 216, PT 217, and PT 402 must be taken concurrently.

PT 225 Pharmacy Seminar

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course is designed to introduce pharmacy technician students to the personal and professional development skills necessary for effective participation in a healthcare team as strong, capable leaders in the pharmaceutical industry. Subjects include: communication skills utilized in various healthcare settings, including verbal and non-verbal communication, listening, speaking, reading, professional courtesy, professional behavior, confidential communications, multi-cultural awareness, diversity of age, gender, race, orientation, ethnicity, religion, ability, language, socioeconomics and literacy. Medication errors, upset patients and providers, customer service, externship readiness and career advancement are discussed. This course will also explore the benefits of professional mentoring relationships and professional organization resources. A laboratory experiential component provides a hands-on experience for role-play of pharmacy specific scenarios to facilitate development of self-awareness, empathy and respect for patients, family members and all members of the health care team. Students will practice patient and healthcare team interactions, participate in mock interviews, write a cover letter, prepare a resume and complete a State Board of Pharmacy application for registration as a pharmacy technician.

Prerequisites: PT 215, PT 216, PT 217, and PT 218 or equivalent college course with a minimum grade of C.

Corequisites: PT 226, PT 227, PT 228, PT 229, and PT 404 must be taken concurrently.

3unit(s)**PT 226 Pharmacy Law and Professional Standards**

Hours: 2 Lecture/Discussion

This course is designed to familiarize the pharmacy technician student with current state and federal laws and regulations, as well as, ethics and standards of professional behavior that govern pharmacy practice. Pharmacy law topics will include: Federal and California pharmacy laws and regulations, ethics and how they define and relate to pharmacy technician roles, patient safety, pharmacist and technician training requirements, California Board of Pharmacy, human resources issues, substance abuse, regulatory agencies: DEA, OSHA, EPA, NIOSH, FDA, etc, security and risk management, medication safety, root-cause-analysis and error reporting. Professional standards topics will include: professional organizations, pharmacy technician oath, professional standards, cultural competence, organizational culture, career-long requirements for professional and personal development and community perceptions of the pharmacy technician's role in healthcare.

Prerequisites: PT 215, PT 216, PT 217, and PT 218 or equivalent college course with a minimum grade of C.

Corequisites: PT 225, PT 227, PT 228, PT 229, and PT 404 must be taken concurrently.

2unit(s)**PT 227 Pharmacology 2**

Hours: 3 Lecture/Discussion

Anatomy, physiology, pathology, and pharmacology of the following classes of pharmaceutical products: Gastrointestinal and related disorders, Renal System, Cardiovascular Diseases, Muscle and Joint Disease, Pain, Hormonal Disorders, Topical, Ophthalmic, otic, Chemotherapy, Vitamins, Electrolytes, Nutritional Status, antidotes and bioterrorism. Drugs are discussed in the context of drug classes, indications, mechanics of action, disease types, and body systems. The goal is to provide pharmacy technicians with sufficient background information needed to analyze health care information so that they will be able to play a key role in various pharmacy support functions. Top 101-200 of the top 200 drugs will be covered during this course.

Prerequisites: PT 215, PT 216, PT 217, and PT 218 or equivalent college course with a minimum grade of C.

Corequisites: PT 225, PT 226, PT 228, PT 229, and PT 404 must be taken concurrently.

3unit(s)**PT 228 Pharmacy Technician Externship 1**

Hours: 7.5 Activity

This course is an externship program based in a live pharmacy setting designed to give the student practical experience in the basic roles the technician fulfills in the pharmacy. Students will experience pharmacy practice and operations under the supervision of a pharmacist. This work-based training enables the student to apply specialized occupational theory, skills, and concepts. This environment also presents the student with numerous opportunities to improve communication, problem-solving and critical thinking skills. Students will participate in a weekly online group discussion to maximize the externship experience and to complete their preparation for transition to the workplace.

Prerequisites: PT 215, PT 216, PT 217, and PT 218 or equivalent college course with a minimum grade of C.

Corequisites: PT 225, PT 226, PT 227, PT 229, and PT 404 must be taken concurrently.

2unit(s)

PT 229 Self-Care and Wellness**2unit(s)**

Hours: 2 Lecture/Discussion

This lecture course will introduce the concept of self-care and commonly utilized self-care pharmacy products and services. Topics will include: over-the-counter medications and devices, drug test kits, diabetic supplies, durable medical equipment, emergency birth control, family planning, weight loss products, incontinence products and medical supplies. Alternative medicine, complementary medicine, homeopathy nutraceuticals and point of care testing will also be covered. Students will learn the pharmacy technician roles assisting patients with self-care including: identifying patients who need assistance, patient confidentiality, triage, listening skills, when to access the pharmacist, conveying information to the pharmacist, referring the patient to the pharmacist, patient advocacy, special orders and patient education.

Prerequisites: PT 215, PT 216, PT 217, and PT 218 or equivalent college course with a minimum grade of C.

Corequisites: PT 225, PT 226, PT 227, PT 228, and PT 404 must be taken concurrently.

PT 402 Pharmacy Technician Skills Lab 1**0unit(s)**

Hours: 1 - 6 Lab

This course provides students additional directed learning and supervised use of the Pharmacy Technology laboratory time to assist in developing the skills necessary to successfully complete Pharmacy Out-Patient Operations, Pharmacy In-Patient Operations and Pharmacy Calculations. The student will gain knowledge from instructor demonstration, a variety of written and electronic media, equipment, supplies, computers and simulation. Lab hours verified by sign-in.

Corequisites: PT 215, PT 216, PT 217, and PT 218 must be taken concurrently.

PT 404 Pharmacy Technician Skills Lab 2**0unit(s)**

Hours: 1 - 6 Lab

This course provides students additional directed learning and supervised use of the Pharmacy Technology laboratory time to assist in developing the skills necessary to successfully complete Pharmacy Seminar and Pharmacy Externship. The student will gain knowledge from instructor demonstration, a variety of written and electronic media, equipment, supplies, computers and simulation. Lab hours verified by sign-in.

Corequisites: PT 225, PT 226, PT 227, PT 228, and PT 229 must be taken concurrently.

Philosophy (PHIL)

PHIL 001 Introductory Philosophy**3unit(s)**

Hours: 3 Lecture/Discussion

Students study the methods and ideas of philosophy. Students write argumentative papers on topics such as the scope and limits of knowledge, the nature of reality, the nature of self, ethics, science, religion, or political theory. (C-ID PHIL100)

PHIL 005 Introduction to Ethics**3unit(s)**

Hours: 3 Lecture/Discussion

This course is an introduction to moral philosophy, exploring questions such as "What is a good life?", "What makes an action right or wrong?", and "Where does morality come from?" Students will analyze ethical theories such as utilitarianism, deontology and virtue ethics and apply these theories to moral problems such as abortion, animal rights, and euthanasia.

Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C. (C-ID PHIL120)

PHIL 012 Comparative Religion**3unit(s)**

Hours: 3 Lecture/Discussion

Comparative Religion is an introduction to the world's major religions such as Hinduism, Buddhism, Judaism, Christianity, and Islam. Students read sacred texts and modern writings to explore both similarities and differences in each religion's practices, central themes, and perspectives on such issues as morality, life after death, and the social roles of men and women.

Advisory on Recommended Preparation: ENG 001 or equivalent college course with a minimum grade of C.

PHIL 020 Introductory Logic**3unit(s)**

Hours: 3 Lecture/Discussion

This course gives students the opportunity to slow down and develop habits of disciplined, structured thinking, rather than settling for the spontaneous and haphazard association of ideas. It encourages precise thinking: students will translate ordinary language into symbols to use formal methods of sentence and predicate logic—including proofs — to identify valid arguments.

Advisory on Recommended Preparation: MATH 230 or equivalent college course with a minimum grade of C. (C-ID PHIL210)

PHIL 025 Critical Thinking**3unit(s)**

Hours: 3 Lecture/Discussion

This course gives students the opportunity to learn how to make strong arguments for their views and learn to think about the arguments about major public issues. Students will identify arguments, define terms, find errors in thinking patterns, and develop strong deductive and inductive arguments. Students are required to write a minimum of 6,000 words.

Prerequisites: ENGL 001 or equivalent college course with a minimum grade of C.

Physical Science (PSCI)

PSCI 020 Physical Science**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

A laboratory course in physical science designed to meet the laboratory science requirement for transfer students who are not science majors. Topics include concepts, theories and principles of physics, chemistry, astronomy and earth science. The course provides opportunities for students to learn reasoning skills and a new way of thinking about their environment. Course will present applications of concepts and theories to topics of current interest.

Physical Therapy Assistant (PTA)

PTA 121 Fundamentals for the PTA**2unit(s)**

Hours: 2 Lecture/Discussion

This course introduces students to the field of physical therapy by covering the history and values of the American Physical Therapy Association. It covers the development of the team approach in specific roles of Physical Medicine and Rehabilitation professionals in the health care system; discusses components of communication among the healthcare team, patients and family members/caretakers; and explores issues such as patient diversity and cultural competence.

Prerequisites: BIOL 030 or BIOL 031 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the PTA program.

<p>PTA 125 Basic Principles of Patient Management 3unit(s) Hours: 2 Lecture/Discussion Hours: 3 Lab</p>	<p>PTA 140 Administration 1unit(s) Hours: 1 Lecture/Discussion</p>
<p>This lecture and lab course provides training in basic patient management, including bed mobility, transfers, and ambulation training. Course will include Physical Therapy assessments of goniometric range of motion. It will address infection control, isolation precautions, assessment of vital signs, and responses to pain. Course will cover basic documentation skills and documentation for interventions learned in this course. Prerequisites: BIOL 030 or BIOL 031 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the PTA Program.</p>	<p>This course addresses issues facing physical therapist assistants. Topics presented include ethics, values, patient advocacy, personal and career development, access to health care, reimbursement, quality assurance and legal issues. Prerequisites: PTA 121 or equivalent college course with a minimum grade of C.</p>
<p>PTA 128 Kinesiology 3unit(s) Hours: 2 Lecture/Discussion Hours: 3 Lab</p>	<p>PTA 145 Neurorehabilitation for PTA 3unit(s) Hours: 2 Lecture/Discussion Hours: 3 Lab</p>
<p>This course instructs the PTA student in the study of human movement. It is a foundational course exploring the laws of physics and motion and applied anatomy. Students will determine biomechanical forces on the body. Topics will include musculoskeletal review of origins, insertions, innervations and actions of prime movers. Prerequisites: BIOL 030 or BIOL 031 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the PTA program.</p>	<p>This course instructs the PTA student in the functional activities and rehabilitation procedures relating to the management of the patients with neurological diagnosis. Students will review normal neurodevelopmental sequences as well as developmental delays. The focus of the class is to integrate safe, legal, ethical and effective rehabilitation procedures for neurological patients. This course requires a high level of critical thinking and application, implementation and modification of physical therapy interventions. This class will help the student develop the necessary communication skills needed in the rehabilitation setting. Prerequisites: PTA 139 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the PTA Program.</p>
<p>PTA 130 Physical Agents and Modalities 3unit(s) Hours: 1 Lecture/Discussion Hours: 6 Lab</p>	<p>PTA 148 Orthopedic Management 3unit(s) Hours: 2 Lecture/Discussion Hours: 3 Lab</p>
<p>This lecture and skills lab course provides the PTA student with exposure to the duties related to dealing with physical agents, modalities and massage. These applications include the use of cold, heat, ultrasound, diathermy and hydrotherapy. Other modalities include mechanical traction, electro-therapy, compression and laser/light. Basic dressing changes and wound care with the use of universal precautions and infection control are covered. Soft tissue mobilization and therapeutic massage as therapeutic modality are presented. This course has a significant number of laboratory hours and psychomotor learning opportunities. Prerequisites: PTA 125 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the PTA program.</p>	<p>This course instructs the PTA student in the application of kinesiological concepts to the clinical setting and treatment of orthopedic diagnoses. The focus is on safe, legal and ethical use of appropriate therapeutic exercise. Students will learn the physiological responses for orthopedic conditions and management of surgical cases. Prerequisites: PTA 128 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance into the PTA Program.</p>
<p>PTA 131 Engineering and Physics for PTA 1unit(s) Hours: 1 Lecture/Discussion</p>	<p>PTA 150 Clinical Education 1 3unit(s) Hours: 9.5 Lab</p>
<p>This course is a basic introduction to topics of engineering and physics that are related to the field of physical therapy. Topics include motion, forces, levers, machinery, materials, science, light, sound, electricity and heat. Emphasis will be placed on practical application for the PTA. Limitation on Enrollment: Acceptance into the PTA Program.</p>	<p>This course will involve supervised clinical instruction to observe/participate in the PT/PTA clinical activities. Emphasis will be placed on developing professional behaviors and interpersonal skills. Students will be given the opportunity to practice data collection, therapeutic modalities, transfers, patient positioning, patient instruction, and therapeutic exercise, as well as documentation of measurements and interventions. Students will practice assessment techniques including goniometry, manual muscle testing, and patient functional levels. Skills practiced are dependent on clinical site. This course is the PTA student's first exposure to clinical education. Clinical course work will include a 4 week clinical course at 40 hours per week at off-site lab instruction. Prerequisites: PTA 121 or equivalent college course with a minimum grade of C.</p>
<p>PTA 139 Pathophysiology 2unit(s) Hours: 2 Lecture/Discussion This course presents signs, symptoms and complications of disease states of the body. It covers the nature of diseases and abnormalities of structure and function. The physical, clinical and laboratory presentation of disease process is examined. Prerequisites: PTA 125 or equivalent college course with a minimum grade of C. Limitation on Enrollment: Acceptance to the COS PTA Program.</p>	<p>Limitation on Enrollment: Acceptance into the PTA program.</p>

PTA 152 Cardiopulmonary Rehabilitation

Hours: 2 Lecture/Discussion Hours:
3 Lab

This course will apply the physiology of body systems as related to various influences such as aging, environmental exposure and pathological dysfunction. Included will be common disease pathways of the cardiovascular and pulmonary systems. The course will also introduce the student to cardiopulmonary fitness and rehabilitation techniques.

Prerequisites: PTA 139 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the PTA Program.

PTA 155 Therapeutic Exercise

Hours: 2 Lecture/Discussion Hours:
6 Lab

In this course students develop knowledge and skill in the treatment of various conditions. This course includes integration, modification and progression of concepts taught in previous courses in order to perform physical therapy interventions with multiple systems conditions. Integrated principles and application of therapeutic exercise will be reviewed. Specific topics include various motor learning techniques, proprioceptive retraining, balance, spinal stabilization, functional progression for the spine and extremities. Issues pertaining to health and wellness across the lifespan are presented.

Prerequisites: PTA 148 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Acceptance into the PTA Program.

PTA 160 Clinical Education 2

Hours: 16 Lab

This course provides the PTA student with full time clinical education experience with application of previously learned techniques and skills in rehabilitation in various clinical settings. The focus is on safe, legal, ethical and effective use of physical therapy interventions. Focus is on communication skills, interpersonal relationships and professionalism required in the health care setting. Students are expected to assume a greater responsibility in the clinical setting, as they improve their clinical treatment skills. Students will have successfully completed the didactic portion of the curriculum and will make satisfactory progress toward competent and safe entry level PTA skills at the conclusion of this clinical experience. Skills practiced are dependent on the clinical site. Supervision is at the intermediate level provided by the staff of the affiliating institution and coordinated by the Academic Clinical Education Coordinator (ACCE).

Prerequisites: PTA 145, PTA 152, and PTA 155 or equivalent college course with a minimum grade of C.

3unit(s)

PTA 161 Clinical Education 3

Hours: 18 Lab

This is a seven week, full-time affiliation, where students are given the opportunity to implement therapeutic treatments learned in the academic setting under the supervision of a Physical Therapist. The student will be responsible for patient care compatible to the role of the entry-level PTA utilizing knowledge and skills developed in the program. The student will have an opportunity to advance his/her skills level in the competencies experienced during Clinical Affiliation I and II to an entry-level within the role of the PTA. Students will demonstrate competent and safe entry level PTA skills at the conclusion of this clinical experience.

Prerequisites: PTA 145, PTA 152, and PTA 155 or equivalent college course with a minimum grade of C.

6unit(s)

4unit(s)

PTA 170 Seminar for PTA

Hours: 1 Lecture/Discussion

This course provides the Physical Therapist Assistant (PTA) student with the review of various systems and interventions provided by the PTA. Students will summarize and discuss management and interventions. Also included is the review of how to apply and prepare for the state board PTA licensure examination.

Prerequisites: PTA 155 or equivalent college course with a minimum grade of C.

1unit(s)

PTA 400 PTA Skills Lab

Hours: 1 - 6 Lab

This course provides students additional directed learning and supervised laboratory time to develop and refine range of motion (ROM), manual muscle testing (MMT), transfer and gait activities.

0unit(s)

Physics (PHYS)

PHYS 020 General Physics 1

Hours: 4 Lecture/Discussion Hours:
3 Lab

This is the first semester of a two-semester, introductory, non-calculus based physics course. This course includes laboratory experiments in addition to lectures. It is required for premedical, pre dental, prepharmacy, and occasionally science and math students. Topics include kinematics, statics and dynamics of particles and rigid bodies, simple harmonic motion, and thermal physics. (C-ID PHYS105)

Prerequisites: MATH 154 or equivalent college course with a minimum grade of C.

5unit(s)

PHYS 021 General Physics 2

Hours: 4 Lecture/Discussion Hours:
3 Lab

This is the second semester of a two-semester introductory non-calculus based physics course. This course includes laboratory experiments, in addition to lectures. It is required for premedical, pre dental, prepharmacy, and occasionally science and math students. Topics included are electricity and magnetism, optics, modern and nuclear physics. (C-ID PHYS 110)

Prerequisites: PHYS 020 or equivalent college course with a minimum grade of C.

5unit(s)

PHYS 055 Physics 1: Mechanics & Waves**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This is the first semester of a three-semester introductory calculus-based physics course. It is a fundamental treatment of the general principles of physics for those majoring in engineering and physics. Topics included are statics, kinematics, dynamics of particles and rigid bodies, fluids, mechanical waves, simple harmonic motion and kinetic theory of gases. (C-ID PHYS205)

Prerequisites: MATH 066 (may be taken concurrently) and MATH 065 or equivalent college course with a minimum grade of C.

PHYS 056 Physics 2: E&M and Heat**4unit(s)**Hours: 3 Lecture/Discussion Hours:
3 Lab

This is the second semester of a three-semester introductory calculus-based physics course. It is a fundamental treatment of the general principles of Physics for those majoring in physics and engineering. Topics included are electricity, magnetism, the laws of thermodynamics, heat engines, and entropy.

Prerequisites: PHYS 055 and MATH 067 (may be taken concurrently) or MATH 077 or equivalent college course with a minimum grade of C.

PHYS 057 Physics 3: Modern Physics**5unit(s)**Hours: 4 Lecture/Discussion Hours:
3 Lab

This is the third semester of a three-semester introductory calculus-based physics course. It is a fundamental treatment of the general principles of Physics for those majoring in physics and engineering. Topics included are Geometric and Wave optics, Special Relativity, Lorentz Transformation, Quantum Theory of Atoms, Fission and Fusion, and the Evolution of the Universe. (C-ID PHYS215)

Prerequisites: PHYS 056 and MATH 067 or equivalent college course with a minimum grade of C.

Plant Science (PLSI)

PLSI 001 Intro to Plant Science**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

Introduction to plant science including structure, growth processes, propagation, physiology, growth media, biological competitors, and post-harvest factors of food, fiber, and ornamental plants. Laboratory required. (C-ID AG-PS106L)

PLSI 012 Fruit and Nut Production**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

The botany, taxonomy, and development of major fruit, vine, and nut crops in California, including variety selection, production practices, site selection, fertilization, pollination, irrigation, harvest, storage, processing, marketing, pest management, and pruning. Laboratory required.

PLSI 105 Weeds and Poisonous Plants**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

The study of the classification, identification, and life cycle of common and poisonous weeds in California production areas and their effects on animals and man including management practices such as prevention, mechanical, biological, and chemical methods. Weed establishment and chemical resistance are also discussed. Laboratory required.

PLSI 106 Fertilizers and Soil Amendments**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

The study of the composition, value, selection, and use of fertilizer materials and soil amendments within the context of soil, plant, and fertilizer relationships, including current application practices. Laboratory required.

PLSI 108 Ag Water Management**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

Irrigation and drainage problems that focus on soil-plant-water relationships, application scheduling, evapotranspiration, and efficiency. Introduction to irrigation equipment and technology to include water measurement, soil moisture measurement, pumping and delivery systems, and various irrigation methods. California water infrastructure, water budget, water rights and legislation.

PLSI 110 Integrated Pest Management**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

The origin, history, and management measures for insect, plant pathogen, weed, and other pests of field crops; pest biology and life cycles are studied to demonstrate the use of various Integrated Pest Management (IPM) techniques for economic crop production. Pesticide regulations, application, formulations, and materials for specific uses are covered. Laboratory required.

Advisory on Recommended Preparation: PLSI 001 or equivalent college course with a minimum grade of C or equivalent knowledge and/or skills as determined by departmental assessment.

PLSI 111 Citrus Production**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

This course is designed to provide a basic understanding of citrus production in California. Emphasis will be placed on production regions, citrus botany and physiology, climactic controls, irrigation, fertilization, pest management, site selection, fruit quality, and rootstock and scion selection.

PLSI 113 Grape Production**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

An introduction to viticulture and grapevine production including cultural practices, history, distribution, biology, anatomy, propagation, cultivated varieties, rootstocks, climate, vineyard practices, and common diseases and pests of grapes.

Advisory on Recommended Preparation: PLSI 001 or equivalent college course with a minimum grade of C.

PLSI 118 Advanced Irrigation

Hours: 3 Lecture/Discussion Hours:
1 Lab

Advanced management of irrigation systems. Emphasis placed on plant-soil-water relationships in reference to application, scheduling, water infiltration rates and depth, drainage, salinity measurement and management, chemigation and climate control.

Police Science (PS)

PS 200M1 Basic Police Academy, Module 1

Hours: 8.5 - 10.5 Lecture/Discussion Hours:
16 - 20.5 Lab

PS 200M1 is the third module of a three-module series leading to completion of the Basic Police Academy. Students who complete this module may be appointed as a Peace Officer or Level 1 Reserve Peace Officer. This module will provide advanced training in such skill areas as firearms, arrest and control techniques, preliminary investigation, investigative report writing, emergency vehicle operations, and traffic enforcement. Exercise and scenario testing are prominent in this module. Because this course requires strenuous running, lifting, reaching, falling and range of motion activities, students should be free of any medical or physical conditions which could be aggravated by participating in the course. Students must participate fully in order to successfully complete the course.

Prerequisites: PS 200M2 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Entry into this program requires the following:

- Successful completion of Modules III and II Current (within the last 3 years) in PC 832 Arrest and Firearms training requirements; Training must be current in conformance with the requirements of Regulation 1080 Passage of the POST-constructed Comprehensive Module II End-of-Course Proficiency Test within the preceding 12 months - High school diploma, GED, or Proficiency Examination (CA Government Code 1031) - No felony conviction (CA Government Code 1029) - Fingerprint Clearance from the California Department of Justice (Government Code Section 1030) - Current certification in First Aid and CPR training requirements for public safety personnel as prescribed by the State of California Emergency Medical Services Authority and set forth in the (California Code of Regulations, Title 22, Division 9, Chapter 1-5, Sections 10005-100028) - Valid California Driver's License - Recent medical clearance by a licensed physician - Possession of all required equipment, uniforms, supplies, and materials

3unit(s)**PS 200M2 Basic Police Academy, Module 2**

Hours: 6 - 8 Lecture/Discussion Hours:
8 - 11 Lab

PS 200M2 is the second module of a three-module series leading to completion of the Basic Police Academy. Students who complete this module may be appointed as Level II Reserve Peace Officers. This module will provide advanced training in California criminal law, search and seizure, presentation of evidence; and intermediate-level training in firearms, arrest and control techniques, and investigative report writing. Because this course requires strenuous running, lifting, reaching, falling and range of motion activities, students should be free of any medical or physical conditions which could be aggravated by participating in the course. Students must participate fully in order to successfully complete the course.

Prerequisites: PS 200M3 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Entry into this program requires the following:

- Successful completion of Module III* Current (within the last 3 years) in PC 832 Arrest and Firearms training requirements; Training must be current in conformance with the requirements of Regulation 1080 Passage of the POST-constructed Comprehensive Module III End-of-Course Proficiency Test within the preceding 12 months; - High school diploma, GED, or Proficiency Examination (CA Government Code 1031) - No felony conviction (CA Government Code 1029) - Fingerprint Clearance from the California Department of Justice (Government Code Section 1030) - Current certification in First Aid and CPR training requirements for public safety personnel as prescribed by the State of California Emergency Medical Services Authority and set forth in the (California Code of Regulations, Title 22, Division 9, Chapter 1-5, Sections 10005-100028) - Valid California Driver's License - Recent medical clearance by a licensed physician - Possession of all required equipment, uniforms, supplies, and materials

PS 200M3 Basic Police Academy, Module 3

Hours: 4.5 - 5.5 Lecture/Discussion Hours:
5 - 7 Lab

PS 200M3 is the first module of a three-module series leading to completion of the Basic Police Academy. This module will provide basic training in such skill areas as firearms, arrest & control techniques, preliminary investigation, investigative report writing, CPR / First Aid, emergency vehicle operation, and traffic enforcement. Students must participate fully in order to successfully complete the course.

Prerequisites: PS 310 or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Entry into the course requires the following: - Passing score on POST Entry-Level Reading and Writing Test (CA-POST Commission Regulation 1951) or approval of an academy enrollment waiver - High school diploma, GED, or Proficiency Examination (CA Government Code 1031) - No felony convictions (CA Government Code 1029) - Fingerprint Clearance from the California Department of Justice (Government Code Section 1030) - Valid California Driver's License - Recent medical clearance by a licensed physician - Possession of all required equipment, uniforms, supplies, and materials - Physical agility test

8.5 - 11.5unit(s)**13.5 - 17unit(s)****6 - 7.5unit(s)**

<p>PS 208 PC 832 (Non Firearms) 2unit(s) Hours: 2 Lecture/Discussion Hours: 0.5 Lab</p>	<p>POLS 008 International Relations 3unit(s) Hours: 3 Lecture/Discussion This course is a study of relations among nations including the function of power, diplomacy, international law and organizations and economic factors. Special emphasis will be placed on such concepts as war, nationalism, imperialism, ideological conflict and collective security and how these concepts affect American foreign policy. Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C. (C-ID POLS140)</p>
<p>PS 209 PC 832 / Agency Firearms 0.5unit(s) Hours: 1.5 Lab Designed to satisfy the curriculum requirements of the California Commission on Peace Officers' Standards as required by Penal Code section 832. This course is required for probation officers, correctional officers and diverse other peace officer classifications whose jobs require the carrying of a sidearm. Topics include: firearms safety, care and cleaning of sidearms, and sidearm shooting and combat principles. The final session involves qualifying with a sidearm at the firearms range. Students must provide sidearms, ammunition carrier and holster.</p>	<p>POLS 010 California Government and Politics 1unit(s) Hours: 1 Lecture/Discussion Introduction to the structure and function of California state government. Satisfies California state and local government requirement for students who have taken Federal, State, and Local Government without a California component or who receive Advanced Placement credit for American Government. Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>
<p>PS 310 Police Academy Orientation 2unit(s) Hours: 2 Lecture/Discussion Hours: 0.5 Lab PS 310 is a prerequisite to PS200M3, the first module of the Basic Police Academy. It allows students to understand various components of academy training, structure, policy and format. It will introduce students to the mental, physical and academic requirements needed for successful academy completion.</p>	<p>POLS 011 Political Theory and Thought 3unit(s) Hours: 3 Lecture/Discussion Equivalent Course: POLS 107 This course provides for an examination of various theoretical approaches to politics and of basic political problems and proposed solutions. Additionally, the course includes an analysis of selected political theories and of the relevance of theory to contemporary problems. Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>
<p>PS 313 Basic Academy Preparation 3unit(s) Hours: 3 Lecture/Discussion This course stresses the integration of reading, writing, and study skills with concepts of cultural awareness and law enforcement professional values and ethics. The intent of this course is to assist students with developing the requisite skills for entering and completing the Basic Training Academy (PS 200).</p>	<p>POLS 012 Introduction to Political Science 3unit(s) Hours: 3 Lecture/Discussion Equivalent Course: POLS 112 An introduction to political science designed to familiarize students with basic political concepts, political ideologies, political systems, and subfields within the political science major. Advisory on Recommended Preparation: ENGL 001 or equivalent college course with a minimum grade of C.</p>
<h2>Political Science (POLS)</h2>	
<p>POLS 005 Federal, State and Local Government 3unit(s) Hours: 3 Lecture/Discussion POLS 005 is an introduction to the principles and problems of national, state, and local government with particular emphasis on the Constitution of the United States and the state and local government of California. (C-ID POLS110) Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>	<h2>Portuguese (PORT)</h2> <p>PORT 001 Beginning Portuguese 4unit(s) Hours: 4 Lecture/Discussion This introductory course covers understanding, speaking, reading, and writing Portuguese and is designed for students transferring to four-year universities with foreign language requirements. It is also useful for students interested in bilingual education or any field which involves Portuguese.</p>
<p>POLS 006 Comparative Politics 3unit(s) Hours: 3 Lecture/Discussion A comparative analysis of different kinds of political systems, including their history, political institutions, processes and policies, the environments in which they occur, and their consequences. Also included in this course is an analysis of the dynamics of political change and its relationship to economic and social development. (C-ID POLS130) Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).</p>	<p>PORT 002 Elementary Portuguese 4unit(s) Hours: 4 Lecture/Discussion PORT 002 is the second course in this series. It reviews the vocabulary and concepts of PORT 001 as a starting point. The students will engage with each other and the instructor in a variety of communication-based activities. Cultural and societal aspects of the Portuguese Speaking Countries are stressed throughout the class. Prerequisites: PORT 001 or equivalent college course with a minimum grade of C.</p>

Psychology (PSY)

PSY 001 General Psychology

3unit(s)

Hours: 3 Lecture/Discussion

This course is an introduction to the field of psychology through a study of the facts and principles involved in learning, development, motivation, personality, adjustment, and the physiological basis of behavior.

The basic concepts presented include: biological bases of behavior, perception, cognition and consciousness, learning, memory, emotion, motivation, development, personality, social psychology, psychological disorders, therapeutic approaches, applied psychology, as well as the scientific methods. Particular emphasis is placed on those concepts that relate to an understanding of human behavior. (C-ID PSY110)

Prerequisites: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

PSY 005 Social Psychology

3unit(s)

Hours: 3 Lecture/Discussion

This course considers individual human behavior in relation to the social environment. The power of the situation, other individuals, and the social group will be examined. Emphasized topics include: social cognition, person perception, cultural norms, gender roles, attitudes and attitude change, prejudice and stereotypes, aggression, interpersonal attraction, conformity and social influence, prosocial behavior, and group phenomena. (C-ID PSY170)

Prerequisites: PSY 001 or equivalent college course with a minimum grade of C.

PSY 010 Human Sexuality

3unit(s)

Hours: 3 Lecture/Discussion

A comprehensive introduction to the biological, psychological and social-cultural aspect of human sexuality, including thoughts, feelings and behaviors. Provides a solid basis of sexual anatomy and physiology, with an emphasis on how psychological, emotional and social-cultural factors may affect sexual expression and function. (C-ID PSY130)

Prerequisites: PSY 001 or equivalent college course with a minimum grade of C.

PSY 029 Research Methods

4unit(s)

Hours: 3 Lecture/Discussion Hours:
3 Lab

This course provides an overview of the methodologies used in experimental, quasi-experimental and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics and writing reports. (C-ID PSY 205B)

Prerequisites: MATH 021 or SSCI 025 and PSY 001 or equivalent college course with a minimum grade of C.

PSY 034 Abnormal Psychology

3unit(s)

Hours: 3 Lecture/Discussion

This course is designed to present a broad general survey of the field of abnormal psychology. It utilizes the many theoretical views of psychopathology in human behavior in order to explore the nature and development of these deviations, with primary consideration given to neurotic and psychotic behavior. (C-ID PSY120)

Prerequisites: PSY 001 or equivalent college course with a minimum grade of C.

PSY 130 Introduction to Behavior Modification

3unit(s)

Hours: 3 Lecture/Discussion

Designed for teachers, paraprofessionals, and those pursuing a career in psychology. Students will develop skills in assessing behavior, developing target behaviors and implementing a behavior change program. This course combines both the theoretical and practical models for understanding human behavior.

Prerequisites: PSY 001 or equivalent college course with a minimum grade of C.

PSY 133 Personal and Social Growth

3unit(s)

Hours: 3 Lecture/Discussion

PSY 133 is a course for students to apply concepts of psychology to enhance self-understanding and improve interpersonal relations. Students will learn the relation of psychological concepts to physical and mental health. Finally, the students will consider the attainment of educational, vocational and relationship goals.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID PSY115)

Social Science (SSCI)

SSCI 008 Introduction to Data Science

4unit(s)

Hours: 4 Lecture/Discussion

Equivalent Course: SSCI 108

Introduction to Data Science is a survey course introducing the essential elements of data science. Topics include: data collection and management, summarizing and visualizing data, basic statistical inference, and machine learning. Students will also gain experience using a computer programming language (e.g. R, Python, etc.) to carry out basic statistical modeling and analysis.

Advisory on Recommended Preparation: MATH 230 or equivalent college course with a minimum grade of C.

SSCI 025 Statistics - Social Sciences

4unit(s)

Hours: 4 Lecture/Discussion

The course offers an introduction to the appropriate use of statistical techniques across a wide variety of disciplines including the use of probability, hypothesis testing, and predictive techniques to facilitate decision-making. Other topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. The role of quantitative methods in social science research is emphasized. (C-ID SOCI 125 or C-ID MATH 110)

Prerequisites: MATH 230 or equivalent college course with a minimum grade of C or eligibility as determined by COS Placement Procedures (p. 26).

SSCI 050 Law and Democracy**3unit(s)**

Hours: 3 Lecture/Discussion

This course provides an overview of the American legal system including its development, structure and history. The course will review the legal and judicial process in the United States covering the adversarial system, jurisdiction of federal and state courts, and the general process of judicial review. Explanation of different sources of law including statutes, court cases and administrative agency rules. Review of basic legal reasoning and introductory research methods. Introduction to civil law, criminal law, family law, real property law, contracts, employment, immigration, intellectual property, and other areas of law. Also included is a review of the principles of legal ethics.

Advisory on Recommended Preparation: POLS 005 or equivalent college course with a minimum grade of C.

SSCI 121 Civic Learning**1unit(s)**

Hours: 1 Lecture/Discussion

This course requires students to get hands-on experience and strengthen ties in the community, specifically related to the legal field. Possible examples include: voter information drives, volunteering at a legal service office or other law-related agencies, working on development of legislation and advocacy for public policies.

SSCI 325 Support for Statistics - Social Sciences**1unit(s)**

Hours: 1 Lecture/Discussion

Co-requisite support for SSCI 025 Statistics - Social Sciences. This 1-unit course is intended to provide co-requisite support for students requiring remediation in mathematics, reading, writing, and research skills while they are concurrently enrolled in SSCI 025.

Corequisites: Concurrent enrollment in SSCI 025.

Sociology (SOC)

SOC 001 Introduction to Sociology**3unit(s)**

Hours: 3 Lecture/Discussion

An introductory study of the basic concepts, theoretical approaches, and methods of sociology. Topics include culture and diversity, socialization and the self, the analysis and explanation of social structure, group dynamics, deviance, social stratification, class, race/ethnicity, gender, the family, social change, and global dynamics.

Advisory on Recommended Preparation: Concurrent enrollment in ENGL 261 or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID SOC1110)

SOC 002 Social Problems**3unit(s)**

Hours: 3 Lecture/Discussion

This course focuses on the identification and analysis of contemporary social problems, including topics such as: drug abuse, deviant sexual behavior, violence, crime, inequities of race, class, gender, and sexual orientation, and inequalities within our social institutions. Special attention will be given to (1) the role of power and ideology in the definition of social problems, (2) their causes and consequences, (3) evaluations of proposed solutions, and (4) methods of intervention.

Advisory on Recommended Preparation: Concurrent enrollment in ENGL 261 or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26). (C-ID SOC1115)

SOC 010 Sociology of Gender**3unit(s)**

Hours: 3 Lecture/Discussion

This course explores the social construction of feminine and masculine identities both historically and in cross-cultural contexts and explores both the macro sociological understanding of gender as well as the micro level analysis of how individuals "do" gender. It analyzes the impact of economic and political change on gender expectations and practices.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C. (C-ID SOC1140)

SOC 026 Marriage and Family Life**3unit(s)**

Hours: 3 Lecture/Discussion

A sociological analysis of the family, including historical and recent changes, present nature and the socio-cultural and economic forces shaping these changes. Including this analysis, the following topics will be covered: dating and mate-selection, communication conflict resolution, dual career families, human sexuality, family planning, parenthood, divorce and remarriage, changing gender roles and family economics.

Advisory on Recommended Preparation: ENGL 261 or equivalent college course with a minimum grade of C or ENGL 001 as determined by COS placement procedures. (C-ID SOC1130)

SOC 043 Sociology of Deviance**3unit(s)**

Hours: 3 Lecture/Discussion

Examines how and why people are labeled as deviant, the causes and consequences of deviance, and society's methods of social control. Topics include the social construction of deviance, major sociological perspectives of deviance, crime, violence, sexual deviance, substance abuse, mental disorders, criminalization, and stigmatization.

Advisory on Recommended Preparation: ENGL 251 or ENGL 261 or equivalent college course with a minimum grade of C or eligibility for ENGL 001 as determined by COS Placement Procedures (p. 26).

Spanish (SPAN)

SPAN 001 Beginning Spanish**4unit(s)**

Hours: 4 Lecture/Discussion

SPAN 001 is an introductory course in understanding, speaking, reading, and writing Spanish. This course meets the foreign language requirement for transfer to many universities. It is also useful for students interested in bilingual education or any area that involves Spanish. (C-ID SPAN100)

SPAN 002 Elementary Spanish**4unit(s)**

Hours: 4 Lecture/Discussion

Equivalent Course: SPAN 022

SPAN 002 is the second course in a four-course series. This course meets the foreign language requirement for transfer to many four-year universities. It reviews the vocabulary and concepts of SPAN 001 as a starting point. The students will engage with each other and the instructor in a variety of communication-based activities. Cultural and societal aspects of the Hispanic world are stressed throughout the class. (C-ID SPAN110)

Prerequisites: SPAN 001 or equivalent college course with a minimum grade of C.

<p>SPAN 003 Intermediate Spanish 4unit(s) Hours: 4 Lecture/Discussion Equivalent Course: SPAN 023 SPAN 003 is the third course in a four-course series. This course can meet the foreign language requirement for transfer to many four-year universities. It teaches students to communicate at a sophisticated level, both orally and in writing. It builds on concepts learned in SPAN 001 and SPAN 002. It also improves students' reading abilities and elicits dialogue on cultural topics. (C-ID SPAN200) Prerequisites: SPAN 002 or equivalent college course with a minimum grade of C.</p>	<p>SPAN 281 Spanish Interpreting Skills 3unit(s) Hours: 3 Lecture/Discussion This Spanish course prepares students for the oral portion of the State Certification Exam for Court Interpreters. Instruction and practice in consecutive interpreting, sight translation, and simultaneous interpreting from Spanish to English and English to Spanish is included.</p>
<p>SPAN 004 Advanced Spanish 4unit(s) Hours: 4 Lecture/Discussion SPAN 004 is the most advanced course in this four-course series. This course can meet the foreign language requirement for transfer to many four-year universities. It reviews the vocabulary and concepts learned in SPAN 001, SPAN 002, and SPAN 003. The students will engage with each other and the instructor in a variety of communication-based activities such as interviews, oral reports, writing newspaper articles, role playing, singing songs or reciting poetry, playing games, making videos, as well as writing and grammar exercises. Cultural and societal aspects of the Hispanic world are stressed throughout the class. Students will exit the class speaking, reading, writing and understanding Spanish fluently. (C-ID SPAN210) Prerequisites: SPAN 003 or equivalent college course with a minimum grade of C.</p>	<p>SPAN 282 Spanish Legal/Medical Terms 3unit(s) Hours: 3 Lecture/Discussion This course provides a foundation for translating medical and legal terminology from English to Spanish. Emphasis is placed on translating non-technical explanations of medical and legal terminology, including the fundamentals of dividing terms into their structural elements.</p>
<p>SPAN 012 Hispanic Literature 3unit(s) Hours: 3 Lecture/Discussion A study, in Spanish, of Hispanic literature from the beginning of the 20th century to the present. Poetry, short stories, plays, essays, and novels cover a wide spectrum of interpretation of Hispanic life and culture. Prerequisites: SPAN 004 or equivalent college course with a minimum grade of C.</p>	<p>Sports Medicine (SMED)</p> <p>SMED 040 Introduction to Sports Injuries 3unit(s) Hours: 2 Lecture/Discussion Hours: 3 Lab This course is open to all students interested in the prevention, care and treatment of sports injuries. The subject matter covers the responsibilities of professional development of the athletic trainer, emergency procedures, mechanisms, characteristics, and evaluation of sports injuries, as well as their acute care. SMED 040 includes the partial regulations and requirements of the National Athletic Trainer's Association for the Master's Entry Level degree.</p>
<p>SPAN 022 SPAN 2 for Spanish Speakers 4unit(s) Hours: 4 Lecture/Discussion Equivalent Course: SPAN 002 This course is equivalent to SPAN 002, although more emphasis is placed on reading and writing for the native speaker. It is designed to improve the written and oral communication skills of Spanish-speaking students. (C-ID SPAN220)</p>	<p>SMED 060 Concepts in Health and Fitness 3unit(s) Hours: 3 Lecture/Discussion Equivalent Course: HW 060 This course is open to all students interested in learning about the different components of physical fitness, cardiovascular endurance, muscular strength, muscular endurance, flexibility, and body composition as related to healthy living. Students will develop individual plans using decision-making strategies, analysis, and an awareness of the conditions related to nutrition, physiological factors and physical fitness.</p>
<p>SPAN 023 Spanish 3 for Spanish Speakers 4unit(s) Hours: 4 Lecture/Discussion Equivalent Course: SPAN 003 A continuation of SPAN 022. This course is for the native speakers who wish to improve their written and oral communication skills. It is equivalent to SPAN 003. (C-ID SPAN230) Prerequisites: SPAN 022 or equivalent college course with a minimum grade of C.</p>	<p>SMED 151 Lower Extremities Assessment 2unit(s) Hours: 1 Lecture/Discussion Hours: 3 Lab Provides in-depth study and eventual mastery of the knowledge and skills necessary for certified athletic trainers to recognize and assess injuries to the lower extremities (hip, lumbar spine, pelvis, knee, ankle, and foot). To be successful in this course, students must synthesize information presented in the lecture and laboratory and apply it to the clinical setting. Specifically, this means that studying for quizzes and tests should involve reviewing and integrating the essential ideas contained in both the lectures and the textbook. Advisory on Recommended Preparation: SMED 040 and HW 003 or equivalent college courses with a minimum grade of C.</p>
<p>SPAN 280 Interpreter Written Exam Prep 1unit(s) Hours: 1 Lecture/Discussion This course, taught in English, assists students preparing for the written portion of the California Court Interpreter written exam for all languages. Ethics and professional requirements are covered as well as strategies for preparing for the exam.</p>	

SMED 152 Lower Extremities Rehabilitation**2unit(s)**Hours: 1 Lecture/Discussion Hours:
3 Lab

This course will introduce the student to the therapeutic exercise domain of athletic training. Emphasis will be placed on fundamental principles governing therapeutic exercise and introduce application of the different therapeutic exercise techniques for the lower extremities in athletic training.

Advisory on Recommended Preparation: SMED 040 or equivalent college course with a minimum grade of C.

SMED 153 Upper Extremities Assessment**2unit(s)**Hours: 1 Lecture/Discussion Hours:
3 Lab

Provides in-depth study and eventual mastery of the knowledge and skills necessary for certified athletic trainers to recognize and assess injuries to the upper extremity (spine – cervical, thoracic, lumbar, shoulder, elbow, wrist, hand, and fingers). To be successful in this course, students must synthesize information presented in the lecture and laboratory and apply it to the clinical setting. Specifically, this means that studying for quizzes and tests should involve reviewing and integrating the essential ideas contained in both the lectures and the textbook.

Advisory on Recommended Preparation: SMED 040 and HW 003 or equivalent college courses with a minimum grade of C.

SMED 154 Upper Extremities Rehabilitation**2unit(s)**Hours: 1 Lecture/Discussion Hours:
3 Lab

This course will introduce the student to the therapeutic exercise domain of athletic training. Emphasis will be placed on fundamental principles governing therapeutic exercise and introduce application of the different therapeutic exercise techniques for the upper extremities in athletic training.

Advisory on Recommended Preparation: SMED 040 or equivalent college course with a minimum grade of C.

SMED 181 Athletic Training Clinical 1**1unit(s)**

Hours: 3 Lab

Organization and administration of athletic training room in a clinical practicum college setting including athletic training room management, staffing, policies and procedures, record keeping and data bases, emergency care planning, legal issues, fluid replacement, medical terminology, and public relations.

Advisory on Recommended Preparation: SMED 040 or equivalent college course with a minimum grade of C.

SMED 182 Athletic Training Clinical 2**1unit(s)**

Hours: 3 Lab

A clinical practicum course provides the athletic training student with the knowledge and skills necessary to recognize and manage sport trauma and sports-associated illness. This course will prepare students to assist in sustaining life following traumatic injury, reducing pain, and minimizing the consequences of injury or sudden illness in the athletic college setting under the supervision and assistance of a Certified Athletic Trainer.

Advisory on Recommended Preparation: SMED 040 or equivalent college course with a minimum grade of C.

SMED 183 Athletic Training Clinical 3**1unit(s)**

Hours: 3 Lab

This clinical practicum course provides the athletic training student clinical experience in athletic training room within the college setting. Emphasis will be placed on taping, padding, bracing, splinting, protective equipment and the care of athletes with acute and chronic athletic conditions. The skills will be developed under the supervision and assistance of a Certified Athletic Trainer.

Advisory on Recommended Preparation: SMED 040 or equivalent college course with a minimum grade of C.

SMED 184 Athletic Training Clinical 4**1unit(s)**

Hours: 3 Lab

This clinical practicum course will allow the athletic training student the opportunity to experience a hands-on-approach, working under the supervision and assistance of a Certified Athletic Trainer in a college setting. Emphasis will be placed on recognition, acute management, and evaluation of athletic injuries.

Advisory on Recommended Preparation: SMED 040 or equivalent college course with a minimum grade of C.

Veterinary Technician (VT)

VT 109 Introduction to Veterinary Technology**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

An introductory course for students interested in the field of veterinary technology. Designed to give students hands-on experience with companion and farm animals.

Advisory on Recommended Preparation: Successful completion of ASCI 117 is recommended prior to enrollment.

VT 216 Veterinary Office Practices**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

This course is designed to teach the skills that are necessary to successfully operate as a member of the veterinary medical or support team. Topics to be covered include basic animal nursing skills, laboratory procedures, medical math, sterility, and surgical assisting. Students will also become familiar with normal vital signs and common vaccinations of small animals.

Advisory on Recommended Preparation: VT 109 or equivalent college course with a minimum grade of C.

Welding (WELD)

WELD 104 Metal Sculpture**3unit(s)**Hours: 3 Lecture/Discussion Hours:
1 Lab

This course in metal sculpture is designed to develop awareness, knowledge, and skills regarding historical and contemporary three dimensional design concepts on a beginning level. The emphasis is on personal expression through a variety of metals and a wide range of possible applications.

WELD 105 Metalcraft Welding & ForgingHours: 3 Lecture/Discussion Hours:
1 Lab

Instruction in metalcraft welding and forging techniques, basic tools for welded craft projects and sculpture, theory of abstract shapes and designs, plus principles of using various metal types will introduce the concepts of metal craft welding.

3unit(s)**WELD 107 Forging and Wrought Iron**Hours: 2 Lecture/Discussion Hours:
1 Lab

WELD 107 offers the student both theory and concepts, in addition to the application of artistic metal working. Both the practical and the abstract notions of working hot metal and forging as they are applied to iron sculptures will be covered.

2unit(s)**WELD 161 Oxyacetylene Welding**Hours: 3 Lecture/Discussion Hours:
3 Lab

Introduction to the concepts and interpretation of principles of oxyacetylene welding, braze welding, brazing soldering, flame spraying and flame cutting of common ferrous and non-ferrous sheet, plate and pipe. Properties of ferrous materials and principles of destructive testing of welded materials complete the program.

4unit(s)**WELD 162 Shielded Metal Arc Welding**Hours: 3 Lecture/Discussion Hours:
3 Lab

Introduction to the theory and concepts as applied to shielded metal arc welding. Introduction to modern solid shield technology and ferrous filler metals. Students will learn the theory of ferrous metallurgy and its application to shielded metal arc welding. Once students understand the theory and concepts of shielded metal arc welding, they will move into the application of the principles of position and out of position welding.

4unit(s)**WELD 171 Specialty Metals Welding**Hours: 3 Lecture/Discussion Hours:
3 Lab

The course applies the basic concepts of science to welding specialty metals and non-destructive testing. Theory of electricity, magnetism, atomic structure, and thermodynamics, as used by technicians, are topics covered in this course.

4unit(s)**WELD 172 Gas Tungsten Arc Welding**Hours: 3 Lecture/Discussion Hours:
3 Lab

Introduction to the theory and concepts as applied to gas tungsten arc welding. Introduction to modern shielding gas technology, non-ferrous filler metals. Students will learn the theory of ferrous metallurgy and its application to destructive testing of welded materials.

4unit(s)**WELD 181 Blueprint Reading/Metallurgy**

Hours: 3 Lecture/Discussion

This course combines the fundamental concepts and theories of blueprint reading relating to the concepts, as well as the application, of welded assemblies. The theory of ferrous metal identification and the concept of preparation of metal samples for identification prepares students entering the fabrication, construction or welding engineering fields.

3unit(s)**WELD 265 Welding Upgrade**Hours: 1 - 3 Lecture/Discussion Hours:
1 - 3 Lab

A variable unit course in specific metal joining processes. Various fusion processes will be demonstrated and can be practiced for proficient skill level by students.

1 - 4unit(s)**WELD 273 Stainless Steel Weld / Repair**Hours: 3 Lecture/Discussion Hours:
3 Lab

This course is designed to give welding students training in the practice, theory, and skill of welding stainless steel. Both repair and fabrication, as well as concepts to sanitary tube welding and fabrication, will be covered.

4unit(s)**WELD 274 Aluminum Welding**Hours: 3 Lecture/Discussion Hours:
3 Lab

The course is designed to give welding students training in the practice, theory and skill in the welding of aluminum, both repair and fabrication, as well as application to all structural shapes and levels of alloys.

4unit(s)**WELD 275 Welding Codes/Certification**Hours: 3 Lecture/Discussion Hours:
3 Lab

This welding course is for students to perform certification weldments. American Welding Society certifications will be awarded to students who successfully complete the course. Industry standards and principles of inspection criteria will be covered.

4unit(s)**WELD 276 Metal Fabrication**Hours: 3 Lecture/Discussion Hours:
1 Lab

This course is designed for the students to develop the concepts and apply the theories of the skills of a welder fabricator. This is a project-based course that will introduce students to the abstraction of design, layout, pricing and construction of metal projects.

3unit(s)

Work Experience (WEXP)

WEXP 191 General Work Experience - 1st Semester**1 - 3unit(s)**

Students employed on a job that is not directly related to their college major may earn up to three units. The students must have the approval of the Coordinator of Cooperative Education or his/her designee and the employer must agree to evaluate the student's performance. A minimum of three Measurable Learning Objectives must be established to ensure that the student will gain worthwhile job skills/knowledge.

WEXP 192 General Work Experience- 2nd Semester 1 - 3unit(s)

Students employed in a job that is not directly related to their college major may earn up to three units. The student must have the approval of the program coordinator or his/her designee and the participating employer must provide expanded learning opportunities which add to the student's job skill/ knowledge.

Prerequisites: WEXP 191 or equivalent college course with a minimum grade of C.

WEXP 193 N Nursing Wrk Exp-1 Sem 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193 P Paralegal Wrk Exp-1st Sem 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193C Spanish Interpreter Work Experience - 1st Semester 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal in Spanish interpreting. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each week for each unit (hours and units are specified in Title 5 regulations).

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 193D Food Services Work Experience - First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 D**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Student must meet with the Program Coordinator or designee to register.

WEXP 193DD Culinary Internship - Work Experience - 1st Semester 1 - 4unit(s)

This course is designed to give the student advanced occupational learning opportunities and career awareness. This is accomplished through employment (paid or unpaid), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for every 60 hours of training.

Limitation on Enrollment: The student must meet with the Program Coordinator or designee to register.

WEXP 193E Early Intervention Work Experience – First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 E**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 193F Agriculture Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 F

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the Program Coordinator or designee to register.

WEXP 193G Architecture Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 G

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the Program Coordinator or designee to register.

WEXP 193H Human Services Work Experience – First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 H**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with Program Coordinator or designee to register.

WEXP 193I Business & Industry Work Experience – First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 I**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the Program Coordinator or designee to register.

WEXP 193J Administration of Justice Work Experience – First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 J**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the Program Coordinator or designee to register.

WEXP 193K Child Development Work Experience – First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 K**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the Program Coordinator or designee to register.

WEXP 193L Education Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 L

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193M Maintenance Technology Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 M

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193N Nursing Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 N

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193O Law Office Clerk Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 O

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193S Special Education Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 S

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193T Industry Technology Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 T

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193V Automotive Work Experience – First Semester 1 - 4unit(s)
Equivalent Course: WEXP 193 V

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for every 60 hours of training.

Limitation on Enrollment: Students must meet with the Program Coordinator or designee to register.

WEXP 193W Health Profession Work Experience – First Semester**1 - 4unit(s)****Equivalent Course: WEXP 193 W**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 193Y Sport Medicine Work Experience – First Semester 1 - 4unit(s)**Equivalent Course: WEXP 193 Y**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 193Z Fashion Work Experience – First Semester**1 - 4unit(s)****Equivalent Course: WEXP 193 Z**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. NOTE: Students must meet with the program coordinator or designee to register.

WEXP 194 P Paralegal Wrk Exp-2nd Sem**1 - 4unit(s)**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 P. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193 P or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194C Spanish Interpreter Work Experience - 2nd Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 193C. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal in Spanish interpreting. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for every 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations.).

Prerequisites: WEXP 193C with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194D Food Services Work Experience - Second Semester**1 - 4unit(s)****Equivalent Course: WEXP 194 D**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193D. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193D or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Student must meet with the program coordinator or designee to register.

WEXP 194DD Culinary Internship - Work Experience 2nd Semester 1 - 4unit(s)

This course is designed to provide an opportunity for the student to continue specific culinary learning experiences in a professional setting beyond career experiences gained in WEXP 193DD. This is accomplished through employment (paid or unpaid) in a commercial food service operation. Students will be required to complete specific worksite duties, including customer interaction, food preparation, cleaning, and other tasks typical in a commercial food service operation. Students may earn a maximum of four units per semester. Students must work 75 hours per unit if paid or 60 hours for each unit if volunteering. Worksite Placement is arranged with the instructor.

Prerequisites: WEXP 193DD and NUTR 107 or equivalent knowledge and/or skills as determined by departmental assessment.

Limitation on Enrollment: The student must meet with the Program Coordinator or designee to register.

WEXP 194E Early Intervention Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 E**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 E. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193E or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Student must meet with the program coordinator or designee to register.

WEXP 194F Agriculture Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 F**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 F. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193F or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194G Architecture Work Experience -Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 G**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 G. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193G or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194H Human Services Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 H**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 H. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193H or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194I Bus & Ind Work Experience -Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 I**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 I. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations.)

Prerequisites: WEXP 193I or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194J Administration of Justice Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 J**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 J. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193J or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194K Child Development Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 K**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 K. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193K or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194L Education Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 L**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 L. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193L or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194M Maintenance Tech Work Experience - Second Semester 1 - 4unit(s)**Equivalent Course: WEXP 194 M**

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193M. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for every 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193M or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194N Nursing Work Experience - Second Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 193N. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and providing an evaluation of the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for every 60 hours of training. Each unit has approximately four hours per week (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193N or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194O Paralegal Work Experience - Second Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 193O. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for every 60 hours of training. Each unit has approximately four hours per week (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193O or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194S Special Education Work Experience - Second Semester 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193 S. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193S or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194T Industry Technology Work Experience - Second Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 193T. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and providing an evaluation of the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for every 60 hours of training. Each unit has approximately four hours per week (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193T or equivalent college course with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194V Work Experience Automotive - Second Semester 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 193V. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193V with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194W Work Experience Second Semester - Health Professions 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 193W. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for every 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193W with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194Y Sports Medicine Work Experience - Second Semester 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities beyond the career experience gained in WEXP 193Y. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for every 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193Y with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 194Z Work Experience Fashion - Second Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 193Z. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each team of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for every 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 193Z with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195 D Food Services Wrk Exp-3rd Sem**1 - 4unit(s)**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195 P Paralegal Wrk Exp-3rd Sem**1 - 4unit(s)**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195 S Spec Ed Wrk Exp-3rd Sem**1 - 4unit(s)**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195 V Automotive Wrk Exp-3rd Sem**1 - 4unit(s)**

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195C Spanish Interpreter Work Experience - 3rd Semester**1 - 4unit(s)**

This course is designed to give the student occupational learning opportunities beyond career experience gained in WEXP 193 C and 194 C. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal in Spanish interpreting. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations.)

Prerequisites: WEXP 194C with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195DD Culinary Internship - Work Experience - 3rd Semester**1 - 4unit(s)**

This course is designed to provide the student with practical experience in a commercial foodservice setting. The student will be expected to become part of the typical workflow and work at an appropriate industry level.

Prerequisites: WEXP 194DD or equivalent college course with a minimum grade of C.

WEXP 195E Work Experience Early Intervention - Third Semester**1 - 4unit(s)**

This course is designed to give the students occupational learning opportunities beyond career experiences gained in WEXP 194E. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194E with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195F Work Experience Agriculture - Third Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 194F. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194F with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195G Work Experience Architecture - Third Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 194G. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194G with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195H Work Experience Human Services - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194H. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194H with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195I Work Experience Business & Industry - Third Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 194I. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194I with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195J Work Experience Administration of Justice - Third Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 194J. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194J with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195K Work Experience Child Development - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194K. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194K with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195L Work Experience Education - Third Semester 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194L with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195M Work Experience Maintenance Technician - Third Semester 1 - 4unit(s)

This course is designed to give the students occupational learning opportunities beyond career experiences gained in WEXP 194M. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194M with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195N Work Experience Nursing - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194N. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194N with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195O Work Experience Law Office - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194O. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194O with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195T Work Experience Industry Technician - Third Semester 1 - 4unit(s)

This course is designed to give the student occupational learning opportunities beyond career experiences gained in WEXP 194T. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194T with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195W Work Experience Health Profession - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194W. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194W with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195Y Work Experience Sport Medicine - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194Y. This is accomplished through employment (paid or unpaid), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194Y with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 195Z Work Experience Fashion - Third Semester 1 - 4unit(s)

This course offers students occupational learning opportunities beyond career experiences gained in WEXP 194Z. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 194Z with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

<p>WEXP 196 D Food Services Wrk Exp-4th Sem 1 - 4unit(s)</p> <p>This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>	<p>WEXP 196 Y Sports Med Wrk Exp - 4th Sem 1 - 4unit(s)</p> <p>This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>
<p>WEXP 196 P Paralegal Wrk Exp-4th Sem 1 - 4unit(s)</p> <p>This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>	<p>WEXP 196 Z Fashion Wrk Exp-4th Sem 1 - 4unit(s)</p> <p>This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>
<p>WEXP 196 V Automotive Wrk Exp-4th Sem 1 - 4unit(s)</p> <p>This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>	<p>WEXP 196C Spanish Interpreter Work Experience - 4th Semester 1 - 4unit(s)</p> <p>This course is designed to give the student expanded occupational learning opportunities and career awareness beyond that experienced in Work Experience 193,194, and 195. This course offers the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational and occupational goal in Spanish interpreting. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).</p> <p>Prerequisites: WEXP 195C with a minimum grade of C.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>
<p>WEXP 196 W Health Prof Wrk Exp-4th Sem 1 - 4unit(s)</p> <p>This course is designed to give the student occupational learning opportunities and career awareness. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor and providing an evaluation of the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.</p> <p>Limitation on Enrollment: Students must meet with the program coordinator or designee to register.</p>	

WEXP 196E Work Experience Early Intervention - Fourth Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195E. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195E with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196F Work Experience Agriculture - Fourth Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195F. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195F with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196G Work Experience Architecture - Fourth Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195G. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195G with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196H Work Experience Human Services - Fourth Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195H. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student is performing non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195H with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196I Work Experience Business & Industry - Fourth Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195I. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195I with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196J Work Experience Administration of Justice - Fourth Semester**1 - 4unit(s)**

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 196J. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195J with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196K Work Experience Child Development - Fourth Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195K. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195K with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196L Work Experience Education - Fourth Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195L. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195L with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196M Work Experience Maintenance Technician - Fourth Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experience gained in WEXP 193M, 194M, and 195M. This is accomplished through employment (paid or volunteer) providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. This is approximately five hours per week for each unit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training. This is approximately four hours per week for each unit (hours and units are specified in Title 5 regulations).

Prerequisites: WEXP 195M with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196N Work Experience Nursing - Fourth Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195N. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195N with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196O Work Experience Law Office Clerk - Fourth Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195O. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195O with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196S Work Experience Special Education - Fourth Semester 1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195S. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195S with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

WEXP 196T Work Experience Industry Technology - Fourth

Semester

1 - 4unit(s)

This course is designed to give students occupational learning opportunities beyond career experiences gained in WEXP 195T. This is accomplished through employment (paid or volunteer), providing learning related to the student's educational or occupational goal. The student's employer must agree to participate by assisting in developing measurable learning objectives, verifying hours worked, meeting with the designated college instructor, and evaluating the student's learning objectives. Students may earn a maximum of four units per semester. Students must work 75 hours for each unit of paid work experience credit. If a student performs non-paid volunteer work, one unit may be earned for each 60 hours of training.

Prerequisites: WEXP 195T with a minimum grade of C.

Limitation on Enrollment: Students must meet with the program coordinator or designee to register.

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