HELP YOURSELF TO FEEL BETTER BY HELPING OTHERS

You never feel better than when you are reaching out to help someone. Exercising the goodness of our human nature gratifies our spirit and brightens our outlook on life today, tomorrow, and into the future.

Imperial Valley College Foundation was founded in 1964 to provide a tax-free channel for friends of IVC and its students to direct their generosity to benefit IVC students, the college, and its programs. Since its inception the Foundation has focused hundreds of thousands of dollars of generosity from individuals, businesses, civic groups, and clubs to help young people enter the college and continue as students. Scholarships, loans, and payment of fees are all part of the Foundation's program.

Additionally, the Foundation has aided in many campus improvements and in introducing elementary school students to the idea of a college experience in their future. More than 10,000 elementary students have participated in this Foundation-sponsored project.

Our ultimate goal is to help students achieve their goal of gaining a college education. The picture below symbolizes that goal - Graduation Day - and receiving an Associate Degree.

So make your move now and FEEL EVEN BETTER. Your gift, donation, annual membership, endowment, annuity, trust fund or other form of giving will brighten your life and enhance the future of one or many.

Write, call, or email

Imperial Valley College Foundation
P.O.Box 158
Imperial, CA 92251-0158
(760) 355-6113
ivcfou@imperial.cc.ca.us
IMPERIAL VALLEY
COLLEGE
2000-2001

General Catalog and Announcement of Courses

Imperial Valley College welcomes you and wishes to take this opportunity to congratulate you on your decision to accept the challenge of further education. This catalog is your guide to and through this college and the many educational programs which it offers. In it you will find the information which you must have to succeed. In it also are those rules and regulations which govern not only the college, but you, the student, as well. It is your obligation to become thoroughly familiar with its contents. It has been prepared with your success in mind!

IMPERIAL COMMUNITY COLLEGE DISTRICT
P.O. BOX 158
380 E. Aten Road
Imperial, CA 92251-0158
Phone (760) 352-8320
www.imperial.cc.ca.us
IMPERIAL VALLEY COLLEGE
2000-2001 SCHOOL CALENDAR

2000

August
14 Monday Faculty Service Day (Orientation)
15 Tuesday Fall Semester Classes Begin

September
4 Monday Holiday (Labor Day)

November
10 Friday Holiday (Veteran’s Day)
23 Thursday Recess (Thanksgiving)
24 Friday Recess (Thanksgiving)

December
11 Monday Final Exams Begin
15 Friday Last Day of Final Exams
18 Monday Recess (Christmas)

2001

January
5 Friday Last Day of Recess (Christmas)
8-12 Monday-Friday Instructional Flex Days (No Classes)
15 Monday Holiday (Martin Luther King’s Birthday)
16 Tuesday Spring Semester Classes Begin

February
16 Friday Holiday (Lincoln’s Birthday)
19 Monday Holiday (Washington’s Birthday)

April
12 Thursday Non Instructional Day
13 Friday Holiday (Good Friday)
16 Monday First Day of Spring Recess
20 Friday Last Day of Spring Recess

May
21 Monday Final Exams Begin
25 Friday Last Day of Final Exams
26 Saturday Graduation (Faculty Service Day)

THE BOARD OF TRUSTEES
IMPERIAL COMMUNITY COLLEGE DISTRICT

MR. RUDY CARDENAS, JR.
Trustee from area which includes Brawley Union High School District

MRS. CLAUDINE DUFF
Trustee from area which includes Central Union High School District

MR. KELLY KEITHLY
Trustee from area which includes Holtville Unified School District

MRS. MARIAN A. LONG
Trustee from area which includes Imperial Unified School District

MR. ROMUALDO MEDINA
Trustee from area which includes Calipatria Unified School District

MS. REBECCA L. RAMIREZ
Trustee from area which includes San Pasqual Unified School District

MR. LOUIS WONG
Trustee from area which includes Calexico Unified School District

ADMINISTRATION

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Superintendent/President

MR. JOHN HUNT
Vice President for Academic Services

DR. VICTOR JAIME
Vice President for Student Services/Deputy Superintendent

MR. CARLOS FLETES
Dean of Instruction for Applied Sciences

MR. GONZALO HUERTA
Dean of Instruction for Extended Campus

MR. CARLOS HUERTA
Dean of Learning Services

MR. RUBEN LOPEZ
Dean of Instruction for Extended Campus

MRS. KATHY BERRY
Interim Director of Nursing Education and Health Technologies

MRS. SANDRA STANDIFORD
Dean of Admissions

MRS. RUTH B. MONTENEGRO, ESQ.
Interim Director of Human Resources/Affirmative Action Officer

MR. TED CESAR
Director of Disabled Student Programs & Services

MRS. JAN MAGNO
Dean of Financial Aid and State Programs
DIVISION CHAIRPERSONS

Mr. Eric Jacobson
Division of Behavioral Science and Social Science

Mr. Todd Hansink
Division of Business

Dr. Fred Fischer
Division of English

Mr. Jeff Deyo
Division of Exercise Science, Wellness and Sport

Dr. James Patterson
Division of Humanities

Mrs. Kathy Berry
Division of Nursing Education and Health Technologies

Mr. Gregorio Ponce
Division of Science, Mathematics and Engineering

THE FACULTY

Alvarado, Beatriz
Instructor, Counseling
A.A., Imperial Valley College
B.A., San Diego State University
M.A., University of San Diego

Andres, Benj
Instructor, History
B.A., San Diego State University
M.A., University of New Mexico

Aragon, Raul
Professor, Counseling
B.A., M.S., San Diego State University

Archuleta, Joe A.
Professor, Mathematics, Engineering, Physics
B.S., University of Colorado
M.A., San Diego State University

Artecho, Olga
Professor, Counseling,
EOPS Coordinator
B.A., M.A., San Diego State University

Avila, Beatriz
Instructor, Counseling
B.A., San Luis Obispo
M.A., University of Redlands

Barba, Cecilia
Instructor, History
B.A., University of Texas, El Paso
M.A., University of Texas, San Antonio
Ph.D., Texas Tech School of Law

Beckley, Jeffrey D.
Instructor, Business
B.A., Idaho State University
J.D., University of Washington

Bemis, Roberta
Assistant Professor, English
B.A., San Diego State University
M.A., Northern Arizona University

Berry, Kathleen A.
Assistant Professor, Nursing
Chairperson, Division of Nursing Education and Health Technologies
B.S., California State University, Dominguez Hills
M.S., Clarkson College

Bledy, Patti
Assistant Professor, English
B.A., M.A., Southern Illinois University
Ph.D., University of Texas, Austin

Bleck, Craig
Instructor, Economics
B.A., University of California, Los Angeles
M.A., University of Delaware

Borchard, Mary Kay
Professor, Administration of Justice
B.A., San Diego State University
M.S., National University

Branner, Ethel
Instructor, English
B.A., University of California, San Diego
M.F.A., San Francisco State University

Brasher, Edward
Instructor, Automotive Technology
ASE Certificate, National Technical Schools

Campos, Gilbert
Instructor, Counseling
B.A., San Diego State University
M.A., University of Redlands

Canez, Said E.
Assistant Professor, Counseling
B.A., San Diego State University
M.Ed., University of San Diego

Carlson, Mary Lynn C.
Professor, Nursing
B.S.N., University of Connecticut

Carnes, Dennis
Instructor, Science
B.A., University of California, Berkeley
M.S., Ph.D., University of California, Riverside

Ceasar, Ted
Director of Disabled Student Programs & Services
B.A., University of Michigan
M.S.W., San Diego State University

Cerda, Daniel
Professor, English
B.A., San Diego State University
M.A., Northern Arizona University

Cerda, Ernestini C.
Professor, English
B.A., San Diego State University
M.A., Northern Arizona University

Cypher, Jacklyn
Instructor, Emergency Medical Technician-Paramedic
A.A.S., Imperial Valley College
EMT-P Certificate, Imperial Valley College

Decker, Van A.
Instructor, Music
A.A., National University
B.A., M.A., Ph. D., California State University, Long Beach

Deyo, Jeff
Professor, Exercise Science, Wellness & Sport
Chairperson, Division of Exercise Science, Wellness & Sport
B.A., Mount Marty College
M.S., West Virginia University

Diaz, Doloris
Associate Professor, Counseling, Student Support Services Director
B.A., San Diego State University
M.Ed., University of San Diego

Dominguez, Gilbert M.
Superintendent/President
B.S., California State Polytechnic University, Parnam,
M.A., California Polytechnic State University, San Luis Obispo
M.A.T., University of North Carolina
Ed.D., Nova Southeastern University
THE COLLEGE

LOCATION

The Imperial Valley College is located in Imperial Valley, long recognized as one of the richest, most productive agricultural regions in the country. The mild, delightful winters have made the region attractive to tourists and helped it become an outstanding recreational region. The campus is located on a 160 acre site at the intersection of Highway 111 and Aten Road. This location is in the heart of Imperial County and is within reasonable commuting distance of all of the cities of the Valley.

HISTORY OF IMPERIAL VALLEY COLLEGE

The Imperial Valley College is an integral part of the public school system of California and functions as a public community college for lower-division college work.

It had its beginning on May 9, 1922, when the Board of Trustees of the Central Union High School District of El Centro passed a resolution establishing the Central Junior College. This institution formally opened for instruction in September, 1922.

Two years later, in the fall of 1924, the Brawley Union High School District opened classes at the Brawley Junior College.

Enrollments increased in both schools until the war years, when attendance dropped sharply. Brawley Junior College was forced, by lack of attendance, to discontinue classes at the close of the 1947 school year.

The Associate in Arts degree was first conferred by Central Junior College in 1934.

In the fall of 1951, students, in cooperation with the administration and faculty, petitioned the Board of Trustees for a more representative name for the college, for it was now serving students from all of the Imperial Valley. By action of the Board, the name was officially changed to Imperial Valley College.

The school, under the administration of the Central Union High School District, gained recognition as a accredited institution of higher education. As the institution grew with the community, this growth was reflected in the steady rise in enrollment and in the diversity of courses and curricula that was offered.

The extended-day program, which offered regular college classes at night, was initiated on a limited basis in 1952. Its rapid growth served to enlarge the service of the college to the community.

A recommendation that such a county-wide community college district be established in Imperial County was submitted to the State Department of Education and was approved on July 10, 1959. The County Superintendent of Schools then set a date for an election at which all qualified voters residing within the boundaries of the seven high school and unified school districts were eligible to vote. The election was held on October 6, 1959; and by an overwhelming vote of twelve to one, the Imperial Valley Junior College District was established. This was followed by the election of the members of the Junior College District Board of Trustees, one of whom comes from each of the seven high school or unified school districts represented in the area served by the Imperial Junior College District.

This District includes all of Imperial County except a small area in the northwest corner of the County which is a part of the Coachella Valley Community College District.

Because of the increase in enrollment at both Central Union High School and the Imperial Valley College, and because of the lack of space on the campus of the Central Union High School in El Centro, the Imperial Valley College moved to temporary quarters erected on the campus of the Imperial Valley Union High School in Imperial, California.

On October 4, 1960, an all-time state record was set by the people of Imperial County when they voted thirteen to one in favor of bonds to finance the building of a new campus.

The Board of Trustees selected a nationally known architectural firm to plan the new buildings, and a 160 acre site which met the criteria recommended by the Citizens' Committee was selected for the new campus.

On January 13, 1971, the Board of Trustees changed the name of the District to Imperial Community College District in order to further emphasize the close relationship the college has with its service area.

FACILITIES

On October 29, 1961, an impressive ground-breaking service was held for the new campus. Board members manned giant earth-moving equipment to break ground for the project. The new buildings included a library, science laboratories, fine arts rooms, student activities building, academic classrooms, administration and faculty offices, social science rooms, physical education shower and locker rooms, and agricultural education classrooms and shop. The new campus opened in 1962.

A steady growth pattern began in April of 1967 with the addition of the multipurpose building. The building was designed to house sporting and theater events, and was comparable to any such community college structure in the State. These other projects followed which were completed through community donations: The Jesse Jackson Memorial Fountain, 1969; the renovation of the Holvlyce Train Depot, located in the cactus garden, 1971; and the Meyer Center for Business and Commerce. The Meyer Center was dedicated February 20, 1972, at ceremonies commemorating the 50th anniversary of the Imperial Community College District. Also recognized the same day was the opening of the archaeological museum at 442 Main Street in El Centro in buildings donated by H. P. Meyer and the new agriculture-welding complex. The museum was later named the Barker Museum, honoring Michael Barker, deceased. Mr. Barker was an IVC archaeology instructor.

Other building projects which followed were: Associated Students Activities Building, 1971; the new Library/ Media Center, 1975, which was later named the Spencer Library Media Center, honoring
Our offerings must extend outside of the classroom. Through counseling, special programs, presentations and services, Imperial Valley College strives to contribute to the lives of as many citizens of Imperial County as possible.

The goals for Imperial Valley College are as follows:

1. Provide quality teaching that is responsive and sensitive to the individuals served through the integrated efforts of all the staff. The college exists for the benefit of the student and our programs must be relevant to his/her needs.

2. Provide a quality vocational and professional education for students. A major emphasis at Imperial Valley College is to equip the student with marketable skills and to allow members of the workforce to upgrade their skills.

3. Develop a well-rounded formal academic program. Imperial Valley College offers an associate degree program comparable to that offered by colleges throughout the United States.

4. Provide enrichment and special interest programs. Education offers a means to expand horizons and grow in intellectuality and spirituality. These special offerings may form part of a program or be ends in themselves.

5. Provide short-term programs, continuous courses in the arts and culture, encouragement of student presentations and participation, flexibility of schedules and course loads.

6. Provide integrated support services for educational programs and student needs. Successful education is more than time in a classroom; it is an integrated experience.

7. Provide strong counseling program, laboratories that supplement class work, a full-service library, creative and supportive student activities programs, open cooperation and communication between areas.

8. Provide services to the community at large. As a leading educational institution, Imperial Valley College recognizes a responsibility to go beyond the campus and the course.
3. Cooperative Work Experience

Cooperative Work Experience is a cooperative educational program between Imperial Valley Community College and community employers. The college provides the organization, the coordination of class facilities, and the personnel for the program. The employers provide places to work (work stations) and on-the-job training which has educational value for some of the students.

Attendance of a student at community college as a special summer session student pursuant to this section shall be credited to the district maintaining the community college for the purposes of apportionment from State School Fund and the student shall receive credit for community college courses completed, in the same manner as if a regularly enrolled community college student. (S&C 76001)

5. Disabled Student Programs and Services

1. A person who has maintained a cumulative GPA of 3.25 or above in all recognized college work.

2. The midpoint of the semester if a student leaves without completing the entire semester.

3. With Distinction” is awarded to those graduates who in the course of their entire college work have achieved a grade point average of 3.5 or higher in degree applicable courses.

4. Graduation Honors

“With Honors” is granted to those graduates who achieve a grade point average of 3.0 in their college work in degree applicable courses.

President’s Honor List

The president of the college gives special recognition to top scholars each semester by publishing a list of students whose grades for the previous semester show a 3.0 average or better in twelve or more units of work.

Alpha Gamma Sigma (Inactive)

Initial Membership: A person may attain initial membership if the person has:

1. Completed 16 units in a maximum of 3 semesters. No units acquired more than two years prior to application for initial membership shall be used.

2. A cumulative grade point average of 3.5.

Continuing Membership: An initial member may attain continuing membership:

1. Achieving for the previous semester not less than 3.25 GPA in courses of recognized college standing.

2. Maintaining a cumulative GPA of 3.25 or better in courses of recognized college standing.

Continuing members will receive one semester’s grace for every semester of earning continuing membership. If the continuing member’s GPA falls below 3.25 but remains above 2.5 (either per semester or cumulative), he/she may apply one semester’s grace earned to maintain regular membership for the semester the earned GPA would apply. There shall be no two consecutive grace periods.

Permanent Membership: Any person who has completed a minimum of 60 units of recognized college courses with a minimum of 30 units completed at a community college who applies for permanent membership and who meets each of the following requirements:

1. A person who has maintained a cumulative grade point average of 3.5 or above in all recognized college work.

2. Any continuing member who has maintained a cumulative GPA of 3.25 or better in all recognized college work and has been a member of AGS, Inc., for a minimum of two semesters.

Any courses completed two years prior to application for permanent membership, whether at a community college or other institution of higher education, shall not be used to prohibit any person from becoming a permanent member.

FINANCIAL ASSISTANCE

Imperial Valley College believes that no student who has the ability to profit from instruction should be denied an education due to a lack of financial means.
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TUITION

Nonresidents and international students are required to pay tuition charges of $130.00 per unit in addition to the fees outlined above.

The college will accept payment from nonresident and international students in cash, Western Union money orders, traveler’s checks, and basic draft. Personal checks cannot be accepted. Payment of nonresident and international student tuition cannot be deferred.

OTHER FEES/CHARGES

Institutional Funds Check Charge

There will be a charge of $10.00 for checks returned to the college because of insufficient funds.

REFUND POLICY

Upon completion of refund request form, reimbursement in full will be made for the following:

1. Fee or tuition collected in error
2. Fee or tuition for a discontinued class

A student refund request form must be completed and filed prior to the close of late registration in order to receive reimbursement for the following:

1. Enrollment Fee
2. Parking Fee
3. Tuition

PARKING PERMIT

ALL vehicles parked on campus must have a valid parking permit. If you will be bringing a vehicle to campus, please complete the vehicle registration form available in the registration center.

ACCREDITATION

The college is officially accredited by the Accrediting Commission for Junior Colleges, Western Association of Schools and Colleges, American Welding Society, the State Department of Education, and the Commission on Peace Officers Standards and Training. Accreditation reports are available and may be reviewed at the office of the President.

COUNSELING AND GUIDANCE SERVICES

It is the aim of Imperial Valley College to provide all students with pertinent information which they will need in the formulation of their goals and objectives and to assist them in making the most of their potentialities and training. Counseling is made available by professional counselors, well-skilled and trained in the areas of academic, vocational, and personal counseling. The Counseling Center is open between the hours of 8:00 a.m. and 8:00 p.m., Monday through Thursday, and 8:00 a.m. and 5:00 p.m. on Friday during the school year. A Career Center is located in the Counseling Center and provides extensive vocational and career information.

Although counselors assist in long-range planning and in checking specific requirements, THE RESPONSIBILITY FOR MEETING GRADUATION REQUIREMENTS OR REQUIREMENTS FOR

TRANSFER TO OTHER COLLEGES OR UNIVERSITIES MUST BE ASSUMED BY EACH STUDENT. To the Counseling Center students have access to a reference library of catalogs from various colleges and universities.

STUDENT ACTIVITIES

Student affairs are governed by the Associated Students of Imperial Valley College.

Those students who are socially inclined will find an opportunity for the development of their interests in clubs and the social affairs of the year. Others who are interested in athletics will benefit from a variety of intercollegiate sports and those who are interested in music, publications, or student government will find many opportunities for participation in these activities.

BOOKSTORE AND COLLEGE CENTER

The college bookstore is maintained by the district through a lease arrangement with a private company. All college textbooks and necessary supplies are available. The College Center building contains a snack and coffee bar that provides refreshments and meals for the students.

ATHLETICS

Intercollegiate competition is held in a variety of sports. IVC competes in the Pacific Coast Conference. The Pacific Coast Conference includes Grossmont, Miramar, Palomar, San Diego City, San Diego Mesa, and Southwestern Colleges.

LEARNING SUPPORTIVE SERVICES

Tutoring is available for all students enrolled at Imperial Valley College. The Tutoring Center is located in the Spencer Library Media Center. The center offers a variety of tutorial programs that provide remedial assistance, as well as enrichment programs to direct students in proper study skills, note taking and test preparation. Sessions are based on individual programs generated through guidelines and may be in the form of one-on-one tutoring or group sessions. Depending on scheduling, drop-in tutoring is also available.

In addition, bilingual services are offered for limited English speakers who need academic assistance in interpretation of course work. Conversation groups are held for limited English speakers to practice speaking, extend and enrich vocabulary skills.

ASSESSMENT

It is the policy of Imperial Valley College that new students seeking to enroll in their initial reading, writing, and/or math classes be assessed. Assessment includes basic skills testing, needs analysis, evaluation of past performance, aptitudes, goals, learning and study skills, and motivation. Students may be exempt from the basic skills testing portion of assessment if they enroll in entry level classes for which there are no prerequisites, or if they submit scores from recently taken tests which articulate with those used by Imperial Valley College. No portion of the assessment process is used to exclude students from admission to the college and all placement based on such assessment is strictly advisory.

REGULATIONS

Admission to Imperial Valley College is governed by the laws of the state and such state regulations as prescribed by the Board of Trustees. Students who register for eight or more units of work in a given semester or upon an accumulation of eight or more units, are requested to (1) ensure that the official transcripts of all work taken in high school and/or institutions of higher education are on file in the Registration Office, and (2) complete the college placement tests (unless they have completed regular college courses in both English and mathematics).

All students are admitted under one of the following classifications:

1. High school graduates or equivalent certificate (General Educational Development or California High School Proficiency Examination)
2. Nongraduates of high school who are eighteen years of age.
3. High school students who are recommended by the high school principal for one to nine units of work. (Must submit a Concurrent Enrollment Form.) Extracurricular participation is to be confined to the high school. These students must attend high school for the minimum school day.
4. College transfers who submit official transcripts (high school and college) may be granted advanced standing.
5. Prospective foreign students and students from other states may be accepted for enrollment. A tuition fee will be charged.

Contact the Registration Office for current costs.

IMPERIAL VALLEY COLLEGE

GENERAL CATALOG 2000-2001

IMPERIAL VALLEY COLLEGE

MATRICULATION PROCESS

Matriculation is a process that promotes and sustains the efforts of community college students to achieve their educational goals through a coordinated program of instruction and the use of appropriate college programs and services. Enrollment at IVC constitutes an agreement in which the college is responsible for:

- Helping students to succeed in their college careers.
- Assisting students in making decisions based on accurate information.
- Offering services and resources for proper course selection.
- Providing an opportunity to develop a Student Educational Plan.

Students are responsible for:

- Selecting an educational goal or major by the semester following the completion of 15 semester units.
- Registering for classes.
- Attending class regularly.
- Taking college seriously.
- Making with a counselor to develop a Student Educational Plan.
- Requesting additional services when needed.
- Completing their educational goal.

The college may suspend or terminate services to any student who fails to fulfill his/her responsibilities. However, the college may never suspend or terminate any service for which a student is otherwise entitled under any other provision or law. In addition, students may challenge any matriculation requirement or regulation using the student petition process.

FOREIGN TRANSCRIPTS

Imperial Valley College does not evaluate foreign transcripts. An enrolled student may request a form from the Admissions Office to have a foreign transcript evaluated by:

International Education Foundation, Inc.
P.O. Box 66940
Los Angeles, CA 90066

By student petition, Imperial Valley College may accept lower division course work recommended by I. R. F. when appropriate.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

The Family Educational Rights and Privacy Act (FERPA) affords students certain 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.
2. The right to request the amendment of the student’s education records regarding the student’s belief that the records are inaccurate or misleading. Students may ask the College to amend the record that he believes is inaccurate or misleading. They should write 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.
3. The right to data access. The right to request the creation of a transcript or other report which does not include certain designated data.
4. The right to sue. The right to legal recourse if the student has the belief that the College has violated his rights under the Act.

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 his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

Imperial Valley College furnishes two free transcripts. Thereafter, a fee of $2.00 is charged for each additional transcript. Requests for transcripts will not be honored until all outstanding obligations to the College are met. Fax transcripts will cost $12.00 each and will be unofficial.
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 which 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 his or her tasks.

A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Imperial Valley College 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
600 Independence Avenue, SW
Washington, DC 20202-4605

The following information will be available in the Admissions and Counseling offices on each enrolled student: name, address, telephone, date and place of birth, classes and units in which the student is enrolled, dates of attendance, enrollment date and completion/withdrawal date, activities and sports participated in, field of study, weight and height of athletes, most recent previous school attended, and degrees and certificates awarded. Any student who does not wish his or her name included on the listing must file a petition requesting deletion from the list before the opening of the school term.

For additional information or a copy of the entire law, contact the Registration Office in the Administration Building.

AFFIRMATIVE ACTION POLICY

The District adopted an Affirmative Action Plan in 1973. The Plan was revised in 1979, 1981, 1985 and in 1990. The establishment and development of the Plan demonstrates the District’s commitment to affirmative action and equal employment opportunities for all employees and prospective employees. The Plan is available in the Spencer Library Media Center, the Superintendent’s office, and the Affirmative Action Officer’s office.

NONDISCRIMINATION POLICY

Imperial Valley College does not discriminate in the admission nor in the offering of programs and activities because of race, color, religion, age, marital status, national origin, sex, or handicap.

Limited English speaking students who are otherwise eligible, will not be excluded from any vocational education program. (Spanish Translation) Los estudiantes que estén calificados para entrar en programa de educación vocacional no pueden ser excluidos debido a su limitado inglés.

The coordinator for Imperial Valley College’s compliance with Section 504 of the Rehabilitation Act of 1973 is Russ Montenegro, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 212, TTY (760) 355-4174. The Title IX officer for Imperial Valley College is Norma Nava, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 260.

RESIDENCE REQUIREMENTS

Under the Education Code, the general rule is that a student must pay nonresident tuition unless the student can qualify as a resident student or meet the requirements of certain special provisions. Since the concept of residence involves subjective intent, this catalog cannot anticipate every question that will arise in connection with determining whether such intent exists.

Each person enrolled in or applying for admission to a California Community College is, for the purposes of admission and tuition, classified as a “resident” or a “nonresident.” Students classified as a “resident” will be admitted without payment of nonresident tuition. Students classified as “nonresident” will be required to pay tuition in an amount set by the Governing Board.

1. A “resident” is a person who has resided legally within California for at least one year and a day prior to the term of enrollment.

2. A “nonresident” is a person who does not have legal residence in California for more than one year and a day prior to the term of enrollment.

The “Residence Determination Date” shall be that date immediately preceding the first day of class either semester or summer term.

Residency requires physical presence in California with an intent to make one’s home here.

To determine a person’s place of residence, reference is made to the following:

1. Every person who is married or 18 years of age, or older, and under no legal disability to do so, may establish residence.

2. There can be only one residence.

3. The residence can be changed only by the union of act and intent.

4. The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unemerged minor child. When the minor lives with neither parent, his/her residence is that of the parent with whom he/she maintained his/her last place of abode. The minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.

5. The residence of an unmarried minor, who has a parent living, cannot be changed by his/her own act, by the appointment of a legal guardian, or by relinquishment of a parent’s right of control, unless the student qualifies for the self-supporting exception.

Exceptions to the determination of residency as set forth above may be applied to certain factual situations. If students would otherwise be classified as nonresidents, but fit within one of the following exceptions, they may be granted resident determination date.

1. Minors who have been self-supporting and in California for one year preceding the day before the term, will be granted resident classification.

2. Students who have not been adults for more than one year prior to the resident determination date, may add their pre-18 years-of-age residence to their post-18 years-of-age residence to obtain the durational requirements.

3. Effective January 1, 1995, students who are a member of the armed forces of the United States stationed in California on active duty, except those assigned to California for educational purposes, are exempt from nonresident tuition.

The student must be an active duty on the residence determination date.

Dependents of a member of the military are not accorded the exemption from nonresident fees. A nonresident dependent of the military is entitled to the one year exception "until he or she has resided in the state the minimum time necessary to establish permanent residence.”

4. Adult aliens not precluded from establishing domicile in the United States by the Immigration and Nationality Act should be eligible to establish residency if they meet the requirements for physical presence and intent to make California their home.

Aliens who hold the following classification are to be able to establish residential evidence using the same criteria as would be applied when evaluating any United States citizen:

a. Career Diplomat Visa
b. Fiancé Visa

5. A student holding a valid credential authorizing service in a public school and employed in a certificated position by a community college district will be granted resident classification.

6. A student who is an apprentice within the meaning of Section 3077 of the Labor Code, is entitled to resident classification.

7. A student who is a full-time employee of a California institution of public higher education, or whose parent or spouse is a full-time employee, may be granted resident classification at the option of the institution of enrollment.

8. A student may be classified as a district resident if he/she lives with a parent who earns a livelihood primarily by performing agricultural labor for hire in California and other states, and the parent has performed such labor in this state for at least two months per year in each of the two preceding years; the parent lives within the district which maintains the community college attended by the student; the parent claims the student as a personal dependent on his/her state or federal income tax returns, if he/she has sufficient income to have a personal income tax liability.

9. A student may be classified as a district resident if he/she earns a livelihood primarily by performing agricultural labor for hire in California and other states, and he/she has performed such labor in this state for at least two months per year in each of the two preceding years.

No one factor is decisive; however, the institution may look for certain objective manifestations of subjective intent on the part of one asserting that residence status has been established, or has been maintained in spite of an absence from the state.

Examples of evidence that aid the college admissions officer in identifying that intent, but which are not individually decisive, are possession of a document of California origin such as a driver’s license, a current utility bill, a receipt for registration to vote, a current lease, rental agreement, or receipt showing the student’s name and address and place of residence, a library card, last year’s state and federal income tax information, a current charge account or credit, or a checking bank account.

The burden is on the student to demonstrate clearly both physical presence in California and intent to establish California residence.

A student who does not answer all of the questions on the Residence Questionnaire or on the Supplemental Residence Questionnaire, if one is used, may be classified as a nonresident.

STUDY LIST LIMITATIONS

A regular full-time program is 12 to 18 units. An average of 15 to 16 units must be taken to graduate in two years or four semesters.

A regular full-time program for summer session is six (6) units.

The maximum load allowed for students is 18 units, including an activity course in physical education. Exceptions to this rule will be made by special permission of the administration (through the petition process) when there is clear evidence of successful scholastic performance.

A student who is currently enrolled in another school or college (including correspondence school or independent study) must report this enrollment to the Registration Office. The total number of units carried during a semester for all college work may not exceed the 18 unit limit.
5. REPEATED CLASSES

Procedure for Repeated Classes:

A student wishing to repeat a class in which a grade of D or F was received must complete a NOTICE OF REPEATED CLASS CARD. The card must be submitted to the Registrar's Office prior to the completion of the repeated class.

The Registrar's Office will process Repeated Class cards and approved Student Petitions so that grades, units, and grade points of the original class will not be used in computing total units and grade point averages.

Under special circumstances, a student may repeat a course for which a grade of C or better has been recorded. Repetition of these courses is permitted through the Student Petition process. Grades awarded for courses repeated under this provision shall not be counted in calculating a student's grade point average.

A student may repeat a certain course beyond the allow number of designated times by enrolling under the Community Services option for repeated classes, but for no credit. Under this option, students will not be allowed to enroll in the class until after the second class meeting or the second week of classes, whichever comes first. Students must first use all of the allowable semesters for repeating the course (For example: Music 25AD would allow four semesters of repeated enrollment for the Music class — 25A, 25B, 25C, and 25D). The student must have the instructor's permission to enroll under the Community Services option.

The fees for the Community Services option for repeated courses are the same as for the normal enrollment fees for the class. Students may inquire at the Admissions Office for further information.

6. GRADE POINTS

Grade points, per semester unit, are assigned as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points per unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
<tr>
<td>W</td>
<td>0</td>
</tr>
<tr>
<td>NC</td>
<td>0</td>
</tr>
<tr>
<td>I</td>
<td>0</td>
</tr>
<tr>
<td>W</td>
<td>0</td>
</tr>
<tr>
<td>Letter Grade</td>
<td></td>
</tr>
<tr>
<td>&quot;W&quot; Grade</td>
<td></td>
</tr>
<tr>
<td>&quot;Letter&quot; Grade</td>
<td></td>
</tr>
</tbody>
</table>

An incomplete contract may be negotiated for UNFINISHED WORK. OTHERWISE PASSING indicating that (because of medical or other sufficient reason) an important assignment such as a term paper, final examination, or experiment is missing.

An incomplete grade, which is not made up by the end of the sixth week of the next regular semester, shall be converted to a letter grade. The letter grade shall be used in computing grade point average.

2. CREDIT GRADE

Certain courses designated by the appropriate divisions may be taken for Cr grade. Students must declare their intentions to the instructor by the sixth week of the semester.

a. A student who withdraws before the end of the seventh week of the semester may receive a grade of W. A student who withdraws after the seventh week of the semester shall receive a grade of I.
### Institutions with Articulated Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brawley High School</td>
<td>6</td>
</tr>
<tr>
<td>Calcite High School</td>
<td>6</td>
</tr>
<tr>
<td>Kalispell High School</td>
<td>6</td>
</tr>
<tr>
<td>Holtville High School</td>
<td>6</td>
</tr>
<tr>
<td>Regional Occupational Program (ROP)</td>
<td>6</td>
</tr>
<tr>
<td>Southwest High School</td>
<td>6</td>
</tr>
</tbody>
</table>

For specific courses, see articulation agreements which are on file in the Applied Sciences Office and the Counseling Center Office.

### 10. NURSING - ADVANCED PLACEMENT

### Description

Imperial Valley College offers two advanced placement tracks for LPN's wishing to advance to the RN level. Advanced placement applies to ALL LPNs including IVC/CVL graduates. Admission is based on a space available basis.

#### TRACK I

Applicants who meet the admission criteria of the Imperial Valley College Nursing Program will be granted advanced placement upon meeting all of the following requirements:

1. Completion of high school transcript or diploma or GED.
2. Hold current license to practice as a Vocational Nurse in California.
3. Completion of one year of employment after being licensed as an LPN.
4. Completion of the following courses with a grade of "C" or better before applying:
   - **ANAT 10** (or ANAT 8 and PHYS 15) 3 units
   - BIO 21** 3 units
   - ENGL 1A 3 units
   - PSYCH 1** 3 units
   - PSYCH 10** 3 units
   - Humanities Electives 3 units
   - Oral Communication 3 units
   - American Institutions 3 units

Students must meet Nursing and Degree Requirements for graduation.

#### TRACK II

**TRACK II (30 unit option) qualifies the LPN to meet the California Board of Registered Nursing requirements for taking the licensure examination by requiring eight (8) units of science courses and 22 units of nursing courses. Students should be aware that the TRACK II, 30 Unit Option Program is only available in the State of California. This student would be eligible for the NCLEX RN license exam in California only. The TRACK II nursing student does not graduate from the IVC Nursing Program and is, therefore, not eligible for the IVC nursing graduation party. There is no 5-year limit of science courses.**

### Application Procedure

After completion of all of the above, students must:

1. Make an appointment with the director of nursing to determine admission.
2. Apply to the Nursing Program. Deadlines are August 1st for Spring admission and March 1st for Fall admission. Attach copies of LPN license and CPR certification. Letters of recommendation are not required.
3. Submit official transcripts of previous college courses outside of Imperial Valley College.
4. Submit verification of work employment as an LPN.
5. Complete necessary health forms.
6. Complete the NS Pre-Transcript Course, offered in the Summer only.

### Course of Study

After completion of previously identified advanced placement procedures:

### 11. MILITARY CREDIT

A Guide to the Evaluation of Educational Experiences in the Armed Services, American Council on Education is used to evaluate military school credit.

- Presentation of the DD214 (minimum of 180 days active duty to include basic training) to the Veterans Assistant may allow the veteran 4 units of credit for basic training in the military service of the United States of America (2 units for physical education and 2 units for health education).
- Additional military credit will be considered by petition and presentation of proper documentation.
- Total number of units of military credit is not to exceed 16.

### 12. CREDIT FOR UPPER DIVISION COURSE WORK

Upper division credit may not be applied toward an Associate Degree. The only exception in the credit received for an upper division course which is also offered as a lower division course.

### 13. ACADEMIC RENEWAL

A policy to exclude substandard grades without repeating classes. A student may petition for Academic Renewal only once after a five year lapse of time and after completing 12 units with a 2.0 grade point average or higher.

Either substandard grades (D's or F's) or an entire semester may be excluded. A maximum of two semesters or 30 units may be disregarded. A counselor must be consulted to petition for Academic Renewal. Once Academic Renewal has been made, it may not be reinstated.

### SEMESTER GRADE REPORT

An end-of-the-semester grade report will be issued to the student by the Registration Office.

### CHEATING AND PLAGIARISM

If cheating or plagiarism is discovered, a student may be dropped from the course with a grade of "F".
STANDARDS OF STUDENT CONDUCT

Imperial Valley College is maintained for the purpose of providing students in the community with programs of instruction in higher education. The College is concerned with the fostering of knowledge, the search for truth and the dissemination of ideas. Free inquiry and free expression are indispensable to the achievement of these goals. As members of the College community, students are encouraged to develop the capacity for critical judgment and to engage in sustained and independent search for truth. Students at Imperial Valley College may rightfully expect that the faculty and administration will maintain an environment where there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on campus. As members of the College community, students shall be encouraged to develop the capacity for critical judgment and to exercise their rights to free inquiry and free speech in a responsible non-violent manner.

Students shall assume an obligation to conduct themselves in a manner compatible with the college’s function as an educational institution. Students shall observe the rules and regulations of the College and shall refrain from conduct which interferes with the College’s teaching and administration, or which interferes with the rights of others. Misconduct while on the college campus, or at a College-sponsored function for which students and student organizations are subject to disciplinary action includes, but is not limited to, the following:

(1) Willful disobedience to lawful directions of College officials acting in the performance of their duties.
(2) Violation of College rules and regulations, including those concerning student organizations, the use of College facilities, or the time, place and manner of public expression or distribution of material.
(3) Dishonesty, such as cheating, or for knowingly furnishing false information to the college.
(4) Willful permanent smoking where smoking has been prohibited.
(5) Unauthorized entry to, or use of College facilities.
(6) Forgery, alteration, or misuse of College documents, records, or identification.
(7) Disruption of classes, administration, disciplinary procedures, or unauthorized College activities.
(8) Theft of, or damage to property belonging to the College, a member of the College community, or campus visitor.
(9) Disorderly, lewd, indecent, or Obscene conduct or expression.
(10) Assault, battery, or the threat of force or violence directed toward any member of the College community or campus visitor.
(11) Unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance and possession, use, or distribution of alcohol.
(12) Possession, while on the College campus or at a College sponsored function, of any instrument or weapon of a kind commonly known as a blackjack, fire bomb, billy club, brass knuckles, dagger, or firearm (loaded or unloaded) such as a pistol, revolver, or rifle, or any knife having a blade longer five (5) inches, any switch-blade longer than two (2) inches, or any metal pipe, bar, or instrument used, or intended to be used as a club, or to be used to threaten bodily harm.
(13) Commission of any crime on campus, or commission of a crime off-campus, when such off-campus crime is of such a nature that the College needs to impose sanctions in addition to those imposed by the criminal authorities for the protection of other students, or to safeguard the academic process.

Violation of such rules are subject to the following types of disciplinary actions:

1. Written warning.
2. Reprimand.
3. Disciplinary action.
4. Restitution, reimbursement for damage or misappropriation of property.
5. Suspension or removal by instructor.

The complete policy on Standards of Student Conduct, Disciplinary Action, and Due Process can be found in the Handbook for Faculty Advisors and Student Leaders in the Student Life Office.

STUDENT'S CONDUCT COMPLAINT'S POLICY STATEMENT

The purpose of these procedures is to provide a prompt and equitable means for resolving student complaints. A complaint is defined as an alleged circumstance or act which interferes with the rights of a student. Complaints concerning course grades are permitted to the extent that such complaints allege mistake, fraud, bad faith or inaccuracy as set out in Education Code Section 76224(a).

A student who contends that he/she has been treated unfairly has the right without fear of reprisal to raise an alleged wrong. This complaint policy applies to unfairness as it relates to areas such as but not limited to:

Assignment of grades
Deviation from course content
Access to classes
Refusal of instructor to enroll with a student

This policy does not apply to:

1. Student Code of conduct issues.
2. Allegations of discrimination based on race, color, national origin, sex (including sexual harassment), disability, or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color or national origin), Title IX of the education Amendments of 1972 (pertaining to disability), Title II (pertaining to age), and the Age Discrimination Act 1975 (pertaining to age). For complaints of this nature, please refer to Discrimination complaint form.

For a clarification regarding student conduct issues of discrimination issues, the student may contact the Dean of Admissions, Director of Disabled Student Programs and Services or Title IX Officer.

Any committee member who has a direct involvement with the complaint shall not participate and shall not resolve the matter or participate in any manner in the determination of the ultimate outcome of that complaint.

Step 5 Hearing Procedures

a. The appropriate committee will meet within (10) instructional days of the request for hearing. The Dean of Admissions shall notify all parties involved and each committee member of the date, time, and place of the hearing.

b. The student shall bear the burden of proving the allegations of his/her complaint.

c. Hearings and the investigation and gathering of evidence conducted pursuant thereto shall be considered confidential unless all parties and the committee agree to a public hearing. The proceeding shall be recorded either by use of tape recorder, or by stenographic reporter.

d. This is not a legal court proceeding, however all parties may have counsel or other representative present.

e. At the conclusion of the hearing, the Committee shall meet privately to reach its decision by majority vote and prepare a written statement containing findings of fact, conclusions and its recommendation to the President/Superintendent for consideration of the decision of the Admissions the day following the hearing to be in accordance with the College's policy of the Committee's recommendation. The Committee's recommendation will also be sent to the student and the alleged complainant in writing within (2) instructional days after the hearing.

f. No reprisal of any kind shall be taken by the President/Superintendent, any member of the Committee, faculty, staff of the administration, or the Board of Trustees against any aggrieved person, or any witness in the complaint procedure by reason of the required participation.

Step 6 Appeals

If the student desires to appeal the Hearing Committee's recommendation, this appeal must be made in writing directly to the President/Superintendent within (5) instructional days of the hearing.

The President/Superintendent may approve, reject or modify the Hearing Committee's recommendation within (5) instructional days after the appeal is received.

If the student is not satisfied with the decision of the President/Superintendent, he/she may make a final appeal to the Board of Trustees.

In order for this appeal to be placed on the Board agenda, a request must be submitted at least ten (10) instructional days prior to the next Board Meeting. The Board shall then notify the student (s) of its decision within (5) instructional days of the meeting.

Definitions

A "Student" is a person enrolled at Imperial Valley College within 30 days of the alleged act or decision.

"Instructional days" are those when the college is in session and classes are being held, excluding Saturdays and Sundays.

ACADEMIC PROBATION

Academic Probation is a system of monitoring student progress in order to identify students experiencing difficulty in making satisfactory progress toward an appropriate educational objective, and providing special assistance to students in reexamining their educational objectives and goals and permitting them to accomplish those goals.

Students who are placed on probation will be identified as early as possible at the termination of each semester and will be referred to the Counseling Center.

There are two types of Academic Probation:

Scholastic Probation

Any student who completes six or more units in the Fall or Spring semester and earns less than a 2.00 grade point average will be placed on Scholastic Probation. A student will remain on Scholastic Probation until the student's grade point average is 2.00 or better in the subsequent regular semester. Summer session will not change a student's probation status.

Lack-of-Progress Probation

At the end of each semester, any student who has enrolled in 12 or more units and who has received grades of W, I, F, and NC in 50 percent or more of those units, will be placed on Lack-of-Progress Probation. A student on Lack-of-Progress Probation shall be removed from probation when the percentage of units in W's, I's, and NC's has dropped below 50 percent overall. Summer session will not change a student's probation status.

PROVISIONAL STATUS

A newly enrolled freshman who is enrolled in more than six units and who falls into one of the categories listed below shall be admitted on provisional status:

1. Grade point average in the last three years of high school was less than 2.00 (grade C on a five-point scale with zero for an F grade) excluding only physical education and military science.
   A = 4.0
   B = 3.0
   C = 2.0
   D = 1.0
   F = 0

2. Students in nursing programs.

Students on provisional status shall develop, with a counselor, a course of study commensurate with their ability. They are required to hold periodic conferences with a counselor and their program may be regulated by a counselor according to their aptitude and achievement. Provisional status is removed when students have successfully completed 12 units of work.

PETITION AND HEARING PROCESS

Formerly and currently enrolled IVC students are entitled to seek and receive responses to any questions related to their educational programs in accordance with the Imperial Community College District educational philosophy.

Petition Process

The petition process is used to request exceptions to the rules and regulations in order to meet the student's special needs or circumstances.

Petition Procedure

The student will use a petition form (available in the Registration Office and Counseling Center) and submit his/her request to the Registrar who will review the request and provide a resolution. If the student is not satisfied with the resolution, a request may be made to the Registrar for a hearing before the appropriate committee.

Hearing Process

There are three established areas which may require hearing procedures for students and campus organizations seeking responses to educational questions or issues. These are:

1. Standards of Student Conduct
2. Access to Student Records and Challenge Procedure
3. Grievance Procedure Policy in Matters of Non-discrimination

Attendance and Automatic Withdrawals

A student who fails to attend the first meeting of a class will be dropped by the instructor immediately following that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. Regular attendance in all classes is expected of all students enrolled. Instructors are expected to take a student's attendance record into account in computing grades. A student may be excluded from further attendance in a class during any semester when absences after the close of registration have exceeded the number of class hours which the class meets per week. Further, an instructor may drop any student judged to be a disturbing element in the class.

A student who is tardy three times may be considered as having been absent. Absences attributable to the representation of the college at officially approved conferences and contests and attendance upon field trips will not be counted as absences.

Voluntary Withdrawal

A student who is required to withdraw from college because of extenuating circumstances must contact the Registration Office for the procedures to be followed. (See "Withdrawal grades")
Students who are children or widows of veterans who died as a result of service, or are dependents of veterans who were totally disabled as a result of war service (or pecuniary military service since September 16, 1940) may be eligible for assistance from the Veterans Administration or the state of California. Inquiries regarding these benefits should be made through the DVA Regional Office at 2222 Camino del Rio North, San Diego, CA 92108.

EXERCISE SCIENCE, WELLNESS AND SPORT
Since the College strongly believes in the efficiency of health education for all despite age, sex, or physical condition, a class is available and appropriate to the physical performance level of each student.

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Since the College strongly believes in the efficiency of health education for all despite age, sex, or physical condition, a class is available and appropriate to the physical performance level of each student.

VETERANS ASSISTANT FOR NEEDED FORMS.
Veterans are encouraged to investigate services for necessary forms. A student may be graduated under the catalog effect at the time of petitioning for graduation, a student must show a minimum proficiency in the following:

ACQUISITION OF MAJOR

I. ACQUISITION OF MAJOR CONSISTING OF EIGHTTEEN UNITS (UNLESS OTHERWISE DESIGNATED) IN A SPECIFIED FIELD OF STUDY
Students may satisfy the major requirement in the following fields of study. Individual courses of study for each major are listed after the Courses of Instruction.

A.S. Administration of Justice
A.S. Agricultural Business Management/Transfer
A.S. Agricultural Engineering Technology
A.S. Agricultural Science/Transfer
A.S. Alcohol and Drug Studies
A.A. Anthropology
A.A. Art
A.S. Automotive Body Repair and Painting
A.S. Automotive Technology
A.S. Behavioral Science
A.A.S. Business Administration
A.S. Business Financial Services
A.A.S. Business Management
A.A.S. Business Marketing
A.S. Business Office Tech.: Accounting Technician
A.A.S. Business Office Tech.: Administrative Assistant
A.A.S. Business Office Tech.: Office Technician
A.A.S. Computer Information Systems
A.S. Correctional Science
A.A.S. Early Childhood Education

II. UNITS, GRADE POINT AVERAGE, RESIDENCE AND FINANCIAL OBLIGATIONS REQUIREMENTS

A. Sixty (60) degree applicable units
B. Grade point average of 2.0 or better for all degree applicable college work.
C. Forty-five (45) degree applicable units in residence or the last fifteen (15) degree applicable units at IVC.

In-residence units refer to those units taken at Imperial Valley College in which a student is enrolled, attends class sessions of one semester’s duration, and receives a passing grade. Credit by examination, extension credits, military credits, and/or credit by petition do not qualify a student for in-residence units.

Units toward an Associate in Arts or Associate in Science degree at Imperial Valley College must be from a college or university which, at the time the units were completed, was accredited by one of the regional accreditation agencies recognized by the most current CICPA edition.

D. Settlement of all financial obligations to the college.
### III. INSTITUTIONAL REQUIREMENTS

<table>
<thead>
<tr>
<th>A. American Institutions (select one sequence)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. History 17A and History 17B</td>
<td></td>
</tr>
<tr>
<td>2. Pol Sci 1 and Pol Sci 2</td>
<td></td>
</tr>
<tr>
<td>3. History 17A and Pol Sci 1</td>
<td></td>
</tr>
<tr>
<td>4. History 17B and Pol Sci 2</td>
<td></td>
</tr>
<tr>
<td>5. Social Studies (excluding AA/AS degree only)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Health Education: Health Education 1g Health Education 2 (Veterans only)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NOTE: This requirement is waived for students who have completed ADN or LVN Majors. Veterans and active duty military personnel may be granted two units of college credit to fulfill the Health Education Requirement if military service has been continuous for at least six months. Copies of the DD-214 or DD-205 forms covering all periods of military service must be on file in the Veterans Office to officially request Health Education credit.</td>
<td></td>
</tr>
<tr>
<td>C. Physical Education 25 (2 units) and One (1) Physical Education Activity Course (1 unit)</td>
<td></td>
</tr>
<tr>
<td>NOTE: Veterans and active duty military personnel may be granted two units of college credit to fulfill the elective Physical Education activity requirement if military service has been continuous for at least six months. Copies of the DD-214 or DD-205 forms covering all periods of military service must be on file in the Veterans Office to officially request PE credit.</td>
<td></td>
</tr>
</tbody>
</table>

### IV. STATE COMPETENCY REQUIREMENTS

| A. Math Competency: Score of 35 or higher on the Elementary Algebra Test or Math X with a grade of “C” or better at a higher level Math with a grade of “C” or better. |  |
| B. Reading Competency: Score of 64 or higher on the Degrees of Reading Power (DRP) test |  |

### V. GENERAL EDUCATION

A minimum of eighteen (18) units is required. To include a minimum of six (6) units in Area A (three (3) units for each part); a minimum of three (3) units from Area B; a minimum of three (3) units from Area C; and, a minimum of three (3) units from Area D in A. All (3) units are to be selected from any of the four areas (A, B, C, D) as determined by the student’s option.

A general education course may be used to satisfy both a general education requirement and a major requirement.

### A. LANGUAGE AND RATIONALITY

#### Units

<table>
<thead>
<tr>
<th>1. English Composition (3 units required) with a grade of “C” or better</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng 1A Reading &amp; Composition</td>
<td>3</td>
</tr>
<tr>
<td>Eng 2B Basic English Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. HUMANITIES (3 units required)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AMSL 10 American Sign Language 1</td>
<td>4</td>
</tr>
<tr>
<td>AMSL 11 American Sign Language 2</td>
<td>4</td>
</tr>
<tr>
<td>AMSL 12 American Sign Language 3</td>
<td>4</td>
</tr>
<tr>
<td>Art 1A History &amp; Appreciation of Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 1B History &amp; Appreciation of Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 2A History &amp; Appreciation of Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 2B History &amp; Appreciation of Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 3A History &amp; Appreciation of Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 3B History &amp; Appreciation of Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 4 History &amp; Appreciation of Modern Art</td>
<td>4</td>
</tr>
<tr>
<td>Art 5 Women's Art</td>
<td>4</td>
</tr>
<tr>
<td>Eng 1B Introduction to Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 42A Survey of World Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 42B Survey of English Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 42C Survey of English Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 43A Survey of English Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 43B Survey of English Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 43C Survey of English Literature</td>
<td>4</td>
</tr>
<tr>
<td>Eng 44A The Mexican American in Literature (same as Span 29A)</td>
<td>4</td>
</tr>
<tr>
<td>Eng 46A+ The Mexican American in Literature (same as Span 28A)</td>
<td>4</td>
</tr>
</tbody>
</table>

### B. NATURAL SCIENCE (3 units required)

| Ag 5 Man and His Environment (same as Env 3.5)                       | 3    |
| Ag 1A Environmental Science                                         | 3    |
| Ag 40 Soils                                                         | 3    |
| Anal 6 Anatomy & Physiology (Health Occupations)                   | 3    |
| Anal 8 Radiation & Medical Physics                                  | 3    |
| Anal 10 Human Anatomy & Physiology                                  | 3    |
| Art 1 Principles of Astronomy                                      | 3    |
| Biol 3 Principles of Biological Science                             | 3    |
| Biol 21 General Microbiology                                        | 3    |
| Chem 1A General Chemistry                                           | 3    |
| Chem 2A Introduction to Chemistry                                   | 3    |
| Env 5 V Man and His Environment (same as Ag 5)                      | 3    |
| Env 7 GEO Environmental Technology                                   | 3    |
| Geog 1 Physical Geography                                           | 3    |
| Geo 4A General Physics                                              | 3    |
| Geo 10 Physical Geography                                           | 3    |
| Phys 1 Human Physiology                                             | 3    |
| Psych 2 Psychological Psychology                                    | 3    |
| Zool 1A General Zoology                                             | 3    |

### C. HUMANITIES (continued)

| Eng 47 Intro. to the Bible as Literature                            | 3    |
| Eng 54 Intro. to Film History & Criticism                           | 3    |
| Env 1A Elementary French                                            | 2.5  |
| Env 1B Elementary French                                            | 2.5  |
| Env 2A Elementary French                                            | 2.5  |
| Env 2B Elementary French                                            | 2.5  |
| Eng 3 Intermediate French                                          | 4    |
| Eng 4 Intermediate French                                          | 4    |
| Eng 5 Intro. to Spanish American Literature (same as Eng 46A)       | 4    |
| Eng 5B+ The Mexican American in Literature (same as Span 28B)       | 4    |

### D. SOCIAL AND BEHAVIORAL SCIENCES

#### Units

| 1. Food & Fiber in a Changing World                                 | 3    |
| 2. Introduction to Counseling (same as Psych 9)                    | 3    |
| 3. Human SVs in a Changing Society                                 | 3    |
| 4. Cultural Anthropology                                           | 3    |
| 5. Intro to Archaeological Site Survey                             | 3    |
| 6. Intro to Archaeological Excavations                             | 3    |
| 7. California Indians                                              | 3    |
| 8. Indians of North America                                        | 3    |
| 9. Indians of the Southwest                                        | 3    |
| 10. Understanding Exceptional Students (same as ECE 27)            | 3    |

#### Course

| ECE 20 Developmental Psych of Children (same as Psych 20)          | 3    |
| ECE 21 Early Childhood Socialization: Children, Family and Community | 3    |
| ECE 22 Adv Developmental Psychology & Observation                  | 3    |
| ECE 27 Understanding Exceptional Students (same as DSPS 1)         | 3    |
| ECE 29 Infant/Toddler Development                                  | 3    |
| Econ 1 Principles of Economics                                     | 3    |
| Econ 2 Principles of Economics                                     | 3    |
| Geog 2 Cultural Geography                                          | 3    |
| Geos 3 Economic Geography                                          | 3    |
| Hist 30 Mexican and the American Southwest                        | 3    |
| Hist 33 History of Imperial Valley                                 | 3    |
| Hist 35 Oral History                                               | 3    |
| Hist 45A Comp History of the Americas                             | 3    |
| Hist 45B Comp History of the Americas                             | 3    |
| Hist 45A Early World History                                       | 3    |
| Hist 45B Modern World History                                      | 3    |
| Pol 3 Comparative Politics                                        | 3    |
| Pol 14 Basic Chemical Relations                                    | 3    |
| Psych 1A Introduction to Psychology                                | 3    |
| Psych 1B Learning                                                  | 3    |
| Psych 3 Psychology of Adjustment                                  | 3    |
| Psych 4 Psychology of Human Sexuality                             | 3    |
| Psych 5 Psychology of Effective Behavior                          | 3    |
| Psych 9 Introduction to Counseling                                | 3    |
| Psych (same as ADS 9)                                              | 3    |
| Psych 14 Abnormal Psychology                                       | 3    |
| Psych 16 The Psych of Inter Relations                              | 3    |
| Psych 17 Social Psychology (same as Soc 37)                       | 3    |
| Psych 20 Developmental Psych of Children (same as ECE 20)          | 3    |
| Psych 30 Psychology of Adolescence                                 | 3    |
| Psych 35 Developmental Psychology: Conceptual to Deductive        | 3    |
| Soc 1 Introductory Sociology                                       | 3    |
| Soc 2 Contemporary Social Problems                                | 3    |
| Soc 3 Social, Culture & Change (same as Psych 17)                  | 3    |
| Soc 33 Marriage and the Family                                     | 3    |
| Soc 50 Human SVs in a Changing Society                             | 3    |

#### Course

| E. ELECTIVE (3 units required) | 33 |

In Area E, three (3) units are to be selected from among the four areas (A, B, C, D) identified above as determined by the student’s option.
GENERAL CATALOG 2000-2001

CERTIFICATION OF CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION BREADTH REQUIREMENTS:

A. ENGLISH COMMUNICATION & CRITICAL THINKING (9 semester or 12 quarter units)

1. Oral Communication (1 course required)
   Spe1 1 (3)

2. Written Communication (1 course required)
   Eng1A 1 (3.5) Phil 10 (3)
   Eng1B 1 (3.5) Phil 10 (3)
   Eng50 1 (3) Spech 10 (3)

3. Critical Thinking (1 course required)
   Eng1 11 (3.5) Phil 10 (3)
   Eng50 1 (3) Spech 10 (3)

B. PHYSICAL UNIVERSE AND ITS LIFE FORMS (9 semester or 12 quarter units with at least one lab course marked with an L)

1. Physical Science (1 course required)
   Ag2/Fav S 5 (3) Chem 12A (L) (5)
   Ag4 10 1 (3) Chem 12B (L) (4)
   Astr 21 (3) Geog 1 (3)
   Chem 1A (L) (5) Phys 4A (L) (5)
   Chem 1B (L) (5) Phys 4B (L) (5)
   Chem 1C (L) (5) Phys 4C (L) (5)
   Chem 5 (L) (4) Phys 10 (L) (4)

2. Life Science (1 course required)
   Ag 14 (L) (3) Biol 21 (L) (5)
   Anat 8 (L) (4) Phys 1 (L) (4)
   Anat 10 (L) (4) Psych 2 (L) (4)
   Anh1 1 (3) Zool 1 (L) (4)
   Biol 3 (L) (4) Zool 1 (L) (4)

3. Math/Quantitative Reasoning (1 course required)
   Math 1 (3) Math 6 (3)
   Math 3A (5) Math 10A (3)
   Math 3B (5) Math 10B (3)
   Math 4 (5) Math 12 (4)
   Math 5 (3) Math 15 (3)

C. ARTS, LITERATURE, PHILOSOPHY, AND FOREIGN LANGUAGE (9 semester or 12 quarter units)

3 courses must be completed with at least 1 course from the Arts category and 1 course from the Humanities category.

Arts Category
   Art 1A (3) Mua 7 (3)
   Art 1B (3) Mua 20A (3)
   Art 4 (3) Mua 20B (3)
   Art 5 (3) Mua 30 (3)
   Hum 21/PE 63 (3) Mua 31 (3)
   Thea 1 (3)

Humanities Category
   AMSL 10 (4) Hist 4A (3)
   AMSL 11 (4) Hist 4B (3)
   AMSL 12 (3) Hist 40A* (3)
   Eng1B 1 (3) Hist 40B* (3)
   Eng4 1A 1 (3) Hum 1A (3)
   Eng4 1B 1 (3) Hum 1B (3)
   *Indicates course may only be counted in one area.

GENERAL CATALOG 2000-2001

TRANSFER REQUIREMENTS

Two principal requirements must be met in order to attain full junior standing at a California State University, the University of California, or other institutions maintaining equivalent standards to which the student expects to transfer. These are as follows:

1. The completion of the specified requirements for junior standing in the proposed senior college or university; and
2. The completion of the lower-division prerequisites for upper-division majors and minors.

These vary according to the requirements of the institution of higher education in which the student expects to enroll. A STUDENT EXPECTING TO TRANSFER TO SUCH AN INSTITUTION SHOULD CONSULT THE CATALOG OF THE INSTITUTION REGARDING SPECIFIC REQUIREMENTS and plan their Imperial Valley College work so that these requirements will be met. Additional information is available in the Counseling Center.

Transferable courses to the California State University system and/or the University of California system are indicated by (CSU, UC) following the catalog description. Students are advised to contact their counselor to determine which specific courses are applicable to their educational objectives.

A student planning to transfer to the California State University system can, at their request, have the general education requirements certified by Imperial Valley College. In order to meet this certification, a student must complete thirty-five (35) units of general education, at least one of five areas: English communication and critical thinking; physical universe and its life forms; arts, literature, philosophy, and foreign language; social, political, and economic institutions; and understanding life and self-development. With the certification of general education completed by Imperial Valley College, a student can transfer to a California State University assured that no further general education will be required at the lower division level.

TRANSFER CREDIT

In state universities, and at the University of California, a maximum of 70 semester units earned in a community college may be applied toward the Bachelor's degree, with the exception that no upper-division credit may be applied for courses taken in a community college and no credit may be applied for professional courses in education taken in a community college. Many other colleges and universities also allow credit for 70 units of lower-division work completed in a community college.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

The intersegmental General Education Transfer Curriculum (IGETC) is a general education program which community college transfer students may use to fulfill lower-division general education requirements at either the California State University or University of California system. Completion of the IGETC is not a requirement for admission to CSU or UC, nor is it the only way to fulfill lower-division GE requirements. The IGETC is recommended for students who have not made a final decision about transferring to a particular CSU or UC campus. Students may be better served by following the CSU GE requirements or those of the UC campus to which they plan to transfer.

Students pursuing majors which require extensive lower-division major preparation may not find the IGETC option to be advantageous. There are other general education requirements. All courses used for IGETC must be passed with a minimum grade C (C minus is not acceptable). A credit or pass is acceptable providing either is equivalent to a grade C or better.

Please make a counselling appointment to determine the most appropriate general education program for you.

Certifications: All GE requirements must be completed before IGETC can be certified. Certification must take place prior to transfer to UC and/or CSU. The Admissions at each campus will complete the certification. To request certification, the student should file a request at the Registrar's Office. As a general rule, the IGETC can be certified for California community college transfers who have also completed transfer units at a CSU, UC, or independent college provided that the student has completed most of the transfer units at one or more California community colleges.

Restrictions: A student who has been registered at a UC campus and wishes to return to the same UC campus is NOT eligible for IGETC. This restriction does not apply to students who have taken UC summer session or Extension classes only.

1. ENGLISH COMMUNICATION

CSU
   HI 1 (3) Psych 16 (3)
   HRel 1 (3) Psych 35 (3)
   Psych 3 (3) Soc 33 (3)

UC
   Eng1A 1 (3)

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7. CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION AND AMERICAN IDEALS

(Not part of IGETC; may be completed prior to transfer)

Courses used to meet this requirement may NOT be used to satisfy requirements for IGETC.

6 units; choose 1 sequence from list below.

1. Hist 17A-17B
2. Pol S 1-Pol S 2
3. Hist 17A-Pol S 1
4. Hist 17B-Pol S 2

*Courses designated with an asterisk may be counted in one area only.

**Indicates that transfer credit may be limited by either UC or CSU or both. Please consult a counselor for additional information.

6. LANGUAGE OTHER THAN ENGLISH (UC Requirement Only)

Complete 2 years of the same foreign language in high school with a grade of C or better OR earn a score of 3 or higher in the College Board Advanced Placement exams in languages other than English OR earn a satisfactory score on the SAT II: Subject Test in languages other than English. (See a counselor for specific courses) OR complete with grades of B or better, two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English OR complete 4-5 units from the courses below.

5. PHYSICAL AND BIOLOGICAL SCIENCES

7-9 semester to 12 quarter units. 2 courses, 1 Physical Science course and 1 Biological Science course; at least 1 course must include a laboratory (L).

6. SOCIAL & BEHAVIORAL SCIENCES - 9 semester/12-15 quarter units. At least 3 courses from at least 2 disciplines.

Anthr 2 (3) Hist 50A* (3)
Anthr 4 (3) Hist 50B* (3)
Admisión de Estudiantes del Otoncevo y Doceavo año de Preparatoria

El presidente de cualquier colegio comunitario tiene la autoridad de admitir al colegio a estudiantes de preparatoria de medio tiempo del otoncevo o doceavo año. El estudiante tiene que ser recomendado por el director de la preparatoria a la cual asiste. El director de la preparatoria puede recomendar a un estudiante de medio tiempo de acuerdo a los estatutos y reglamentos adoptados por la mesa directiva de la escuela. Un director de una preparatoria no puede recomendar a más del 15% de su total estudiantes en el otoncevo y doceavo año que están inscritos en dicha escuela.

La asistencia autorizada del estudiante como estudiante especial de medio tiempo será de acuerdo a ésta sección y deberá recibir calificación por los cursos que tomó en el colegio comunitario de igual manera como si estuviera inscrito regularmente, a menos que el estudiante haya hecho un acuerdo con los dos distritos escolares para que sea la preparatoria la que receba la calificación por los cursos que tomó en el colegio.

Cada estudiante de preparatoria en esta categoría tendrá que asistir a la preparatoria medio tiempo. (E.C. 76001)

Admisión del alumno (que ha terminado el otoncevo año) a clases de verano: Otokenación por asistencia a estas clases

El presidente de cualquier colegio comunitario autorizado para admitir a las clases de verano a estudiantes que han terminado el otoncevo año de preparatoria y que sean recomendados por el director de la preparatoria a la cual están asistiendo. El director de la preparatoria puede recomendar a estudiantes de acuerdo con las estipulaciones y reglamentos establecidos por la mesa directiva del distrito escolar. El director de la preparatoria no podrá recomendar a más del 5% de sus estudiantes.

El tiempo en el cual los estudiantes asistieron a clases de verano, los días que estuvieron presentes, serán acreditados al estudiante y no a la preparatoria y esto se hará de acuerdo al Código Ed. 76002.

5. Programas y Servicios para Estudiantes Incapacitados (DSP/SAS)

Los programas y servicios para estudiantes incapacitados se diseñaron para proveer servicios a estudiantes que tienen alguna incapacidad física, problemas de aprendizaje y problemas de salud. El programa de diagnóstico y evaluación, inscripción preferencial, tutores académicos, clases de educación física, orientación vocacional y asistencia de enfermera, están diseñados para ayudar a los estudiantes incapacitados a participar en los cursos de los que están capacitados.

6. El Programa Pre-escuelar del Colegio del Valle Imperial

La escuela pre-escuela está abierta cinco días de la semana de las 7:45 a.m. a las 3:45 p.m., de acuerdo con el calendario del colegio. Los servicios de cuidado infantil inician se ofrecen para niños de edad pre-escuela de 2 a 5 años de edad, cuyos padres son estudiantes del Colegio del Valle Imperial.

El estudiante tiene que solicitar la autorización debida para asistir al colegio y así recibir calificación. El estudiante de preparatoria tendrá que asistir a dicha institución por lo menos medio día.

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Estudiantes no servicios de a todo estudiante por coda somestre estacionamiento. De que la Legalización del Estado de California, por orden del Gobierno, La CUOladeestacionamiento provee fondos para gastos administrativos y de operación para el mantenimiento del estacionamiento y facilidades de transportation.

Cuenta de Matrícula

Estudiantes no residentes del estado o extranjeros tienen que pagar la matrícula de $130.00 dólares por unidad mas las cuotas de pago citadas.

El colegio acepta los pagos de estudiantes no residentes o extranjeros en efectivo, giro postal Western Union, cheques de viajero, o cheques de banco. Los cheques personales no se aceptan. Los pagos de estudiantes no residentes o extranjeros deberán hacerse sin retraso.

Otros Gastos/Cuotas

Habrá un cobro de $10.00 por cada cheque que se devuelva al colegio por falta de fondos.

POLIZA DE REEMBOLSO

Al terminar el proceso de la forma de reembolsos, el reembolso se dará bajo las siguientes condiciones:

1. Un error en alguna pago o cuota de matrícula
2. El pago o cuota de matrícula de una clase descontinuada

La solicitud de reembolso tendrá que llenarse y entregarse antes de que se cierre la inscripción para poder recibir el reembolso de la siguiente:

1. Pago de inscripción
2. Pago de estacionamiento
3. Cuota de matrícula

PERMISO DE ESTACIONAMIENTO

Todos los vehículos estacionados en las áreas de estacionamiento del colegio deberán tener un permiso de estacionamiento vigente. Si va a traer un vehículo al colegio, favor de llenar la forma de registración adjunta a la pagina de inscripción.

ACREDITACION

El colegio está oficialmente acreditado por Accrediting Commission of Junior Colleges, Western Association of Schools and Colleges, American Welding Society, State Department of Education, and Commission on Peace Officers Standards and Training. La Universidad de California, y otros colegios y universidades aceptan las unidades obtenidas en este colegio.

SERVICIOS DE ASERIOMIENTO ACADEMICO

En la interacción del Colegio ofrecer a todos los estudiantes información pertinente la cual necesiten en el formulario de sus metas y objetivos, y asistirles en obtener el máximo sus potenciales y estrenamientos. El asesoramiento académico se ofrece por asesores profesionales, con habilidades y entrenamiento en áreas académicas, vocacionales, y asesoramiento personal. El Centro de Asesoramiento está abierto de 8:00 a.m. a 4:30 p.m. de Lunes a Jueves, y de 8:00 a.m. a 5:30 p.m. los Viernes durante el año escolar. Un Centro de Carreras se encuentra localizado en el Centro de Asesoramiento. El Centro de Carreras provee extensa información vocacional y de carreras.

Además, se ofrecen servicios lingüísticos para estudiantes que hablan poco inglés y desean ayuda académica en la interpretación de sus cursos. Grupos de conversación se ofrecen para aquellas personas que hablan poco inglés que les permita conversar así y extienden y enriquecen su vocabulario.

OFICINA DE ASERIOMIENTO DE SU NIVEL ACADEMICO

El colegio requiere que todo estudiante que planea inscribirse en una clase de lectura, escritura, o matemáticas, tome los exámenes de ubicación para determinar su nivel académico en dichas áreas, y este ubicación en las clases apropiadas.

PROCESO DE MATRICULACION

Matrículación es un proceso que promueve y sostiene los esfuerzos de estudiantes de colegios comunitarios para lograr sus metas educacionales mediante un programa coordinado de instrucción y el uso apropiado de programas y servicios. Inscripción en el colegio constituye un acuerdo en el cual el estudiante es responsable de lo siguiente:

Asistir al estudiante en lograr éxito en sus estudios.

Asistirá al estudiante a tomar buenas decisiones basándose en información correcta.

Ofer en servicios y recursos para seleccionar las clases apropiadas que van de acuerdo a la carrera del estudiante.

Proporcionará al estudiante la oportunidad de desarrollar un plan de estudio.

El estudiante es responsable de lo siguiente:

Seleccionar una carrera después del semestre en el cual se cursaron 15 unidades.

Ingresos en clases.

Asistir a clases.

Tener sus estudios en serio.

Consultar con un asesor académico para desarrollar un plan de estudio.

Solicitar servicios adicionales cuando sea necesario.

Lograr su meta educacional.

Si el estudiante no cumple con sus responsabilidades, el colegio puede suspender sus servicios prestados. El colegio no puede ofrecer ningún servicio al estudiante que no cumple con las normas y reglas establecidas.

REGLAMENTOS

La admisión al colegio está regulada por las leyes del Estado y dichos reglamentos suplementan los que se citan en la página de esta escuela.

1. Graduado de preparatoria (High School) o su equivalencia (General Educational Development o California High School Proficiency Examination).

2. No-graduado de preparatoria que tenga 18 años de edad.

3. Estudiante de preparatoria recomendado por el director de la escuela para tomar una o seis unidades de clases. (Tiene que entregar documentación de que está inscrito en la preparatoria. Participación en actividades extra-curriculares deben confinarse a la preparatoria. Estos estudiantes tendrán que asistir a la preparatoria (High School) medio tiempo.

4. Estudiantes que se transfieran de colegios y entreguen registros de calificaciones oficiales (preparatoria y colegios) se les dará preferencia.
El Colegio del Valle Imperial no evalúa registros de calificaciones de extranjeros. Un estudiante inscrito en el Colegio puede pedir una forma en la Oficina de Admisión para que su registro de calificaciones sea evaluado por:

International Educational Research Foundation, Inc.
P.O. Box 60404
Los Angeles, CA 90066

Por petición estudiantil, el Colegio del Valle Imperial puede aceptar cursos de bajo nivel educativo que sean recomendados por I.E.R.F. cuando sea apropiado.

ACTA DE PRIVACIDAD Y DERECHOS EDUCATIVOS DE LA FAMILIA

El Acta de Privacidad y Derechos Educativos de La Familia (FERPA) otorga derechos a los estudiantes con respecto a sus expedientes académicos. Ellos son:

1. El derecho de inspección y revisión del expediente académico dentro de los 45 días de la fecha en que el Colegio recibe la solicitud para iniciar acceso. Los estudiantes deben enviar un Decreto de Admisión o una carta que identifique el expediente(los) que desean inspeccionar. El Decreto de Admisión hará los arreglos necesarios para el acceso y notificará a los estudiantes cuando se les den acceso a sus expedientes. Si el expediente académico no es mantenido por el oficial del Colegio a quien se envió la solicitud, este oficial deberá notificar al estudiante a quien esté siendo solicitado para que regrese a ellos a quien deba dirigirse la solicitud.

2. El derecho de solicitar emenda a los expedientes académicos que el estudiante cree que están equivocados o extrañados. Los estudiantes deben enviar un Decreto de Admisión o una carta que identifique el expediente académico que ellos consideran que están equivocados o extrañados. Ellos deben entregar a su oficial del Colegio responsable del expediente, claramente identificar la parte del expediente que ellos quieran cambiar y especificar por qué. El Colegio decide no entregar el expediente solicitado por el estudiante, el Colegio notificará al estudiante de la decisión y ordenará al estudiante de su derecho para tener una audiencia relacionada con la solicitud de emenda.

3. El derecho de consentimiento para divulgar información personal de identificación del estudiante, excepto para entender lo que FERPA autoriza divulgar sin consentimiento. Una excepción que permite a los oficiales educacionales divulgar sin consentimiento, es divulgar con legitimidad intereses académicos. Un oficial educacional es una persona empleada en el Colegio en una posición administrativa, supervisiva, académica, investigación, personal, de apoyo, (incluyendo la unidad de personal de reforzamiento de la ley y el personal de salud); una persona o compañía de contratación (como un abogado, auditor o asistente de colección); una persona sirviendo en la Mesa Directiva Electoral; o un estudiante sirviendo a un Comité oficial, tal vez como los comités de disciplina y de quejas; o un oficial invitado de otra escuela en desarrollo de su trabajo. Un oficial educacional que tiene interés legítimo académico en el oficial necesita revisar un expediente académico para cumplir su responsabilidad profesional. Bajo solicitud, el Colegio divulgará el expediente académico sin consentimiento de oficiales de otras escuelas en el cual un estudiante busca o intente inscribirse.

4. El derecho de queja con el Departamento de Educación de Estados Unidos, relacionado con los fallos del Colegio del Valle Imperial para conformarse con los requerimientos de FERPA. El nombre y domicilio de la oficina que administra FERPA es:

Family Policy Compliance Office
U.S. Department of Education
500 Independence Ave., SW
Washington, D.C. 20202-4605

La siguiente información estará disponible en las oficinas de Admisión y Comunicaciones de los estudiantes inscritos: nombre, domicilio, teléfono, fecha y lugar de nacimiento, nacionales y unidades en las cuales el estudiante se inscribió, fecha de asistencia, matrícula y fecha de terminación de actividades, deportes en que participa, campo de estudio, peso y estatura de los atletas, los más reciente de las escuelas que asistió, y los calificaciones y certificados otorgados. Cuando el menor ha solicitado ser notificado en la lista, debe llenar una solicitud requerida que se borre de la lista antes de la apertura del término escolar.

Para información adicional o una copia de la ley, contacte la oficina de Registro en el edificio Administrativo.

PLAN DE ACCION DE NO-DISCRIMINACION


ACTA DE NO-DISCRIMINACION

El colegio no discrimina en la admisión ni proporcionar programas y actividades por motivos de nacionalidad, color, religión, edad, estado civil, origen, sexo, o incapacidad física del individuo.

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1. Menores que permanecen en California después que sus padres se han mudado del estado, siempre y cuando los padres hayan sido residentes de California antes de la fecha de clasificación de residencia.

2. Menores que se mudaron a sí mismos y han vivido en California por un año antes del semestre, se les permite la clasificación de residencia.

3. El estudiante que no se adhira por más de un año antes de la fecha de determinación de residencia, puede argumentar el tiempo de residencia a la reunión de los estudiantes a los 18 años de edad y el tiempo de residencia después que cumpla los 18 años de edad para obtener los requisitos de residencia.

4. A partir del 1 de Enero de 1995, todo estudiante que sea miembro de la fuerza militar de los Estados Unidos asignado a un estado de California en facción activa, excepto aquellos que fueron asignados a un estado de California con el propósito de obtener una educación, a estas personas no les se obligará a pagar la cuota de no-residente, el estudiante deberá estar en el estado de California durante el tiempo que esté asignado a la fuerza militar.

5. El extranjero adscrito que no se excluye de establecer su domicilio en el estado de California, podrán ser calificados para entrar en el sistema educativo de California por los mismos requisitos de residencia como los ciudadanos de Estados Unidos.

6. Un estudiante que tenga una credencial autorizada para brindar sus servicios profesionales a una escuela pública o que esté empleado en una escuela pública, que el director del colegio en la comunidad se le dará calificación de residente.

7. A un estudiante que sea un aprendiz dentro de los reglamentos estipulados en la Sección 3077 del Código de Trabajo, tiene el derecho de ser clasificado como residente.

8. Un estudiante que esté empleado de tiempo completo de una institución para la educación de la escuela superior certificada por el distrito del colegio de la comunidad se le dará calificación de residente.

9. Un estudiante que es clasificado como residente viven con sus padres y se sienten contentos con ingresos agrícolas, o se empleados por el estado de California u otros estados, que han trabajado tal trabajo en este estado por lo menos dos meses dentro del año, los padres viven dentro de los límites del distrito del colegio; el padre reclama al estudiante como dependiente en los impuestos estatales y federales.
CAMBIOS EN LOS HORARIOS DE CLASES

Al inscribirse en cursos, se espera que el horario de clases que el estudiante tome sea extendido y que no se hagan cambios al archivarse la inscripción. Si se tiene que hacer un cambio, el estudiante puede agregar clases durante el tiempo designado al principio de cada semestre. Los cambios pueden hacerse por medio de llevar una forma para agregar clases (add card) a la secretaría de matrícula. Esta forma se entregará en la Oficina de Inscripción.

SISTEMA DE CALIFICACIONES PARA BECAS

Las calificaciones se basan en la calidad de trabajo que el estudiante demuestre en su inscripción. En el Colegio Imperial Valley, los estudiantes que estén inscritos en cualquier curso de educación superior estarán solicitando a la Oficina de Inscripción. No se pueden clasificar como no-residentes.

LISTA DE LIMITACIONES DE ESTUDIO

Un programa de estudios normal equivale a 12 a 18 unidades. Por lo menos se tendrán que tomar 15 a 16 unidades para poder graduarse en un periodo de dos años o cuatro semestres.

Un programa de estudios normal durante el verano equivaldrá a (6) unidades.

El máximo de unidades que puede tomar un estudiante es de 18, incluyendo un curso de educación física. Hay excepciones en cuanto al número de unidades que un estudiante puede tomar siempre y cuando la administración (a través de una petición) otorgue un permiso especial debido a que el estudiante no puede estampado que ha sobresalido en sus estudios académicos.

Un estudiante que esté inscrito en cualquier curso de educación debe tomar todas las clases que se inscriban para obtener calificaciones. Por ejemplo, se puede acordar un contrato de incompleto para trabajar NO TERMINADO, indicando las razones de fuerza mayor por las cuales no se terminó la clase.

La calificación que se de se utilizará para obtener el promedio de las calificaciones.

1. Calificaciones
   A. Excelente
   B. Mejor que el Promedio Medio
   C. Promedio Medio
   D. Bajo Promedio
   E. Reprobado

2. Grado de Credito Solamente (Credit Grade)
   Ciertos cursos designados por la división apropiada pueden tomarse para obtener un crédito de graduación. Los estudiantes que desean la calificación de "C" deberán notificarlo al estudiante dentro de las seis semanas del semestre:
   a. La calificación de "C" refleja una calificación de "C" o más alto.
   b. La calificación de "NC" indica la clase no terminada.
   c. Calificaciones de "C" se permiten en las especializaciones como el estudiante en el Colegio Imperial Valley con la autorización del departamento.
   d. Los estudiantes que soliciten una calificación de "C" deberán agendarse al mismo curso y siga reglas del estudiante que vaya a recibir esta calificación.
   e. Un máximo de 16 unidades se puede tomar como "C" y pueden utilizarse para el título.
   f. Una calificación de "C" satisfará el requisito que se debe tomar de anticipación para la secuencia de una clase.

3. Dejar Una Clase (Withdrawal Grade)
   Un estudiante puede dejar cualquier clase de tiempo completo en el colegio con una calificación de "W" al finalizar la semana número 14 o menos del 75% del semestre, por medio de llevar y entregar una forma de abandono de clases (withdraw card) en la Oficina de Inscripción. Después de la semana número 14 o menos del 75% del semestre, el estudiante puede dejar una clase pero recibirá una calificación.

4. Repetición de una Clase (Repeated Classes)
   Procedimiento para repetir una clase:
   a. El estudiante que desee repetir una clase deberá obtener una D o P de calificación y tendrá que llenar una Forma de Repetición de Clase (Notice of Repeated Class Card). Esta forma se entregará a la Oficina de Inscripción antes de que se termine la clase que se quiere repetir.
   b. La Oficina de Inscripción procesará la Forma de Petición para Repetir la Clase y aprobará la petición del estudiante para que la calificación, unidades, y los puntos de la clase original no se utilicen para calcular el promedio de las calificaciones.

5. Petición para Repetir una Clase (Repeated Classes)
   Procedimiento para repetir una clase:
   a. El estudiante que desee repetir una clase deberá obtener una D o P de calificación y tendrá que llenar una Forma de Repetición de Clase (Notice of Repeated Class Card). Esta forma se entregará a la Oficina de Inscripción antes de que se termine la clase que se quiere repetir.
   b. La Oficina de Inscripción procesará la Forma de Petición para Repetir la Clase y aprobará la petición del estudiante para que la calificación, unidades, y los puntos de la clase original no se utilicen para calcular el promedio de las calificaciones.

6. Puntaje de Calificaciones (Grade Points)
   Un estudiante que esté inscrito en cualquier curso de educación puede solicitar una calificación de "W" al finalizar la semana número 14 o menos del 75% del semestre, por medio de llevar y entregar una forma de abandono de clases (withdraw card) en la Oficina de Inscripción. Después de la semana número 14 o menos del 75% del semestre, el estudiante puede dejar una clase pero recibirá una calificación.
9. Crédito Otorgado por medio de Programas y Cursos de Ocupación Regional

Política: El Colegio del Valle Imperial otorga crédito para el título (A.A. B.S.) a estudiantes que hayan completado cursos específicos en el Programa de Ocupación Regional (ROP) y cursos de la preparatoria que se han articulado con cursos del Colegio del Valle Imperial. El colegio otorga crédito solo si:

1. El curso de ROP ha sido terminado con calificación de “B” o mejor.
2. El instructor de ROP ha recomendado al estudiante.
3. El curso de nivel más avanzado es el equivalente al de Enfermería y una calificación mínima de “B” en cursos de Administración de Justicia. Estudiantes que deseen participar en este programa deben de seguir este procedimiento:

Procedimiento:  
- El estudiante debe estar matriculado en el Colegio del Valle Imperial.
- El estudiante debe de presentar una solicitud al Colegio del Valle Imperial con un certificado oficial de ROP que incluya la calificación del curso y la recomendación del maestro.
- Después que el curso del nivel más avanzado es terminado en el Colegio del Valle Imperial con la calificación recomendada, el estudiante debe solicitar crédito por el curso articulado. Un asesor académico debe de firmar la solicitud y entregar una copia del certificado de ROP con el registro de calificaciones del Colegio del Valle Imperial. Para obtener una lista de cursos articulados con el Programa de Ocupación Regional consulte con un asesor académico con un certificado en educación vocacional (VocEd).

10. Ubicación Avanzada en el Programa de Enfermería

El Colegio del Valle Imperial otorga crédito para el título de Enfermería puede ser elegible para inscripción de preferencia en el programa de estudio de enfermería. Puede revalidar materias de enfermería que haya tomado durante los pasados cinco años. Las clases en educación general serán evaluadas individualmente. La evaluación de la experiencia y clases que ha tomado el estudiante será analizada individualmente por el personal del Departamento de Enfermería. Para obtener más detalles, comuníquese con el Departamento de Enfermería.

11. Crédito Otorgado por Militares


a. Al presentar la forma DD214 (máximo de 180 días de participación activa que incluye entrenamiento básico) al Representante Asistente de Veteranos del Ejército el veterano puede obtener automáticamente 4 unidades de crédito por entrenamiento básico del servicio militar de los Estados Unidos, 2 unidades de educación física y dos unidades en educación de la salud.

b. Se considerará crédito adicional por medio de una petición y documentación apropiada.

c. El total de créditos militares no tendrá que exceder 16 unidades.

12. Crédito Obtenido en Cursos Universitarios

Créditos obtenidos en cursos universitarios no podrán usarse para obtener un título (A.A. o A.S.). La única excepción es el curso universitario se ofrece a nivel de colegio comunitario.

13. Renovación Académica (Academic Renewal)

Esta es una política que excluye calificaciones bajas sin tener el estudiante que repita clases. Un estudiante puede hacer una petición de Renovación Académica después de un periodo de cinco años y después de haber cursado 12 unidades con un promedio de 2.0 a más alto. Calificaciones de D’, F’s o un semestre completo pueden ser excluidas. Un máximo de dos semestres o 30 unidades pueden ser excluidas. Se tiene que consultar a un asesor académico para hacer una petición de Renovación Académica. Una vez que se haya finalizado este proceso, las clases o calificaciones que han sido excluidas no podrán volver a reinstalarse.

CALIFICACIONES PARA EL SEMESTRE

Al finalizar el semestre, la Oficina de Inscripción enviará al estudiante su boleta de calificaciones.

TRAMPA O PLÁGIO

En caso de que a un estudiante se le descubra haciendo trampa o plagio el estudiante puede recibir un grado de “F” para ese curso.

CONDUCTA DEL ESTUDIANTE

Se entiende de antemano que una vez que ingresa el estudiante al Colegio estará enterado de los Reglamentos de Conducta para los Estudiantes.

NORMAS DE CONDUCTA ESTUDIANTIL

El propósito del Colegio del Valle Imperial es de proporcionar a los estudiantes de esta comunidad con programas de instrucción educativa universitaria. El estudiante es obligado a cultivar sabiduría, la búsqueda a la verdad, y la expansión de ideas. Investigación gratuita y la libertad de expresión para alcanzar estas metas. Como miembros de la comunidad del Colegio, los estudiantes son atendidos a desarrollar la capacidad de opinar críticamente y de emplear una búsqueda basada en la honestidad. Los estudiantes del Colegio del Valle Imperial pueden contar justamente con el profesorado y administración para proporcionarles un ambiente en el cual leagan la libertad de aprender. Esta requiere de condiciones apropiadas y de oportunidades en el salde de clase. Como miembros de la comunidad del Colegio, los estudiantes deberán de ser atendidos a desarrollar una opinión crítica y de ejercer sus metas de investigación y expresión de manera responsable y sin violencia.

IMPAL VALLEY COLLEGE

GENERAL CATALOG 2000-2001

Los estudiantes deberán de asumir a la obligación de mandato de manera compatible con la función educativa. Los estudiantes deberán de observar el reglamento del Colegio y deberán de abstenerse a actuar de manera que interfiera con la enseñanza y administración de éste o interfiera irracionalmente con los derechos de otros estudiantes. Mala conducta oculada en el terreno del Colegio o en un evento en el cual estudiantes y organizaciones estudiantiles están presentes, es propensa a las siguientes acciones disciplinarias, pero no limitadas a las siguientes:

1. Desobediencia mal intencionada hacia oficiales del Colegio desarrollando sus deberes.
2. Violación al reglamento del Colegio; incluyendo al de organización estudiantiles, el uso de propiedad del Colegio, el del lugar, tiempo y modo e expresión pública o de distribución de material.
3. Falta a la honradez como por ejemplo, engaño o fraude o por proporcionar falsa información al Colegio.
4. Fumar intencionalmente en lugares donde no es permitido.
5. Traspasar o usar propiedad del Colegio sin permiso.
6. Falsificación, alteración, o mal uso de documentos, archivos o identificaciones del Colegio.
7. Infracción declas, administración, procedimientos disciplinarios o actitudes autoritaria del Colegio.
8. Robo o daño a propiedad del Colegio, o a algún miembro de éste visitando en el Colegio.
9. Conducta obreira, desordenada e indecente.
10. Asalto a o enemigo directa hacia un miembro del Colegio o visitante.
11. Fabricar ilícitos, distribuir, disponer, poseer o de substancias restringidas y posesión, o uso de alcohol.
12. Poseer durante estancia en el Colegio o actividad de éste de cualquier instrumento o cualquier arma como bomba de fuego, dagas o armas de fuego (arma o armas) que puedan ser utilizados para asustar a otro miembro del cuerpo.
13. Cometer cualquier crimen dentro o fuera de la propiedad. Si el crimen cometido fuera de la propiedad del Colegio fue de tal magnitud que el Colegio necesita imponer sanciones además de esos impuestos por la ley para proporcionar a estudiantes o para la seguridad del proceso académico.

Violación a este reglamento será sometido a las acciones disciplinarias consiguientes.

(1) Advertencia.
(2) Rerepresenta.
(3) Acción disciplinaria.
(4) Reparación, reembolso por daño a propiedad.
(5) Suspensión o depósito por instructor.
(6) Expulsión.
El estudiante en estado provisional tendrá que planear con un asesor académico, un programa de estudios al nivel de su habilidad. Es recomendable que el estudiante tenga conferencias periódicas con el asesor para así regularizar su programa de estudios de acuerdo a su aptitud y logros académicos.

El estado provisional se termina cuando el estudiante a terminado exitosamente 13 unidades de trabajo académico.

PETICIONES Y PROCESO DE AUDIENCIAS

El estudiante que no se anime o que aún está inscrito al colegio tiene el derecho de buscar y recibir respuesta a cualquier pregunta relacionada a su programa de estudios de acuerdo con la filosofía educativa del Distrito del Colegio Comunitario del Valle Imperial.

Proceso Para Hacer Una Petición

El proceso de petición se utiliza para obtener una excepción a alguna de las reglas o requisitos del colegio.

Procedimiento Para Hacer La Petición

El estudiante utilizará una forma de petición (disponibles en la Oficina de Inscripción) después de ser revisada, se le informará sobre la resolución tomada. Si el estudiante está satisfecho con la resolución que se tomó, puede hacer otra petición, esta vez ante un comité.

Proceso Para Una Audiencia

Hay tres áreas establecidas de las cuales se requiere que un estudiante sea calificado si desea ser admitido. Estas son:

1. Reglamentos de la Conducta del Estudiante
2. Procedimientos de Demanda
3. Póliza de Procedimiento de Agravio en Asuntos de Imparcialidad

Procedimientos Para Una Audiencia

A un estudiante u organizaciones se le solicita que escriba un resumen de los puntos o preguntas que desea discutir y entregarlas al Oficial de Inscripción, quien es la persona designada para coordinar el procedimiento de audiencia.

ASISTENCIA Y RETIRO DE CLASE AUTOMÁTICAMENTE

Un estudiante que no asista al primer día de clases será automáticamente dado de baja de la clase. Si el estudiante desea ser readmitido a la clase, su asesor académico será igual a cualquier otro estudiante que desee inscribirse en la clase.

Se espera asistencia regular de todos los estudiantes inscritos en las clases. A los maestros se les pide que tomen en consideración la asistencia del alumno para determinar la calificación que recibiría el estudiante. Al estudiante se le puede excluir de las clases durante cualquier semestre cuando las ausencias después de haberse cerrado la inscripción, excede el número de horas de la cual la clase se reúne por semana. Además, el maestro tiene la autoridad de expulsar a un estudiante que esté perturbando la clase.

Tres tardanzas del estudiante son consideradas una falta. Asistencia oficialmente aprobadas debido a que el estudiante tiene que representar al colegio en conferencias, concursos y viajes de excursión no se contarán como falta.

RETIRARSE DE UNA CLASE VOLUNTARIAMENTE

Un estudiante que se ve obligado a darse de baja del colegio por circunstancias de fuerza mayor tendrá que comunicarse con la Oficina de Inscripción (Registraduría Oficial) para seguir los procedimientos apropiados. (Ver “Calificaciones de Retiro de Clases”)

EXPULSIÓN ACADÉMICA

Este es un sistema de interrupción forzosa de asistencia al colegio en casos en que el estudiante no es capaz de progresar en programas académicos dentro de los recursos disponibles en el colegio.

Estudiantes son sujetos a los dos siguientes tipos de expulsión académica:

1. Expulsión Escolarista
2. Expulsión por Falta de Progreso

El estudiante que fue expulsado el semestre de primavera puede volver para el próximo semestre de acuerdo a su programa apropiado incluyendo tenis, patines, pasadizo de interrumpir y otros artículos similares para actividad recreativa.

CAMBIOS EN EL CATALOGO

Cualquier reglamento adoptado por la administración del Colegio del Valle Imperial tendrá la misma validez que cualquier reglamento impreso en el catálogo y deberá anotarse, con una notificación pública, la decisión que se haya tenido sobre el tema, esa aparecerá en el catálogo o en boletines oficiales del colegio.

REQUISITOS PARA TRANSFERIRSE

Estudiantes que deseen matricularse en una Universidad Estatal de California, Universidad de California, o colegios y universidades privadas deben de reunir los siguientes requisitos:

1. Terminar los cursos apropiados que requiere el colegio o universidad.
2. Terminar los requisitos de cursos preparatorios en su especialidad.
CURSOS DE INSTRUCCION

En la siguiente lista de cursos, el número de unidades se indica en paréntesis después del número del curso. Para hacer posible que se ofrezca un mayor número de clases para los estudiantes del Valle Imperial, muchos de los cursos en áreas especializadas se ofrecen en formato alterno. El estudiante debe considerar esto cuando hace planes de estudio a largo plazo.

Los números de las clases seguidos por una secuencia AB indican que la clase se puede tomar más de una vez, y se cubrirá el mismo material, para así obtener diversas en la materia. Los números de clase que tienen secuencia de una A o B con una descripción de curso diferente indican que nuevo material será presentado durante la clase.

Las descripciones de cursos seguidos por un acrónimo (CSU, UC) indican que la clase es transferible a ese sistema universitario, o en algunos casos a los dos sistemas.

El estudiante debe comunicarse con su asesor para determinar cuáles clases aplican a su carrera.

PREREQUISITO, COREQUISITO, CONSULTAS EN LA PREPARACION RECOMENDADA Y LIMITACIONES PARA INSCRIBIRSE

Para obtener información detallada sobre las políticas de requisitos consulte con su asesor académico.

SESION DE VERANO

El calendario de la sesión de verano y registros de admisión se pueden encontrar en el boletín de Clases de Verano el cual se publica durante el semestre de primavera.

CALIFORNIA ARTICULATION NUMBER (CAN)

California Articulation Number (CAN) identifica cursos transferibles, de bajo nivel, y de introducción (preparación) que se enseñan en colegios comunitarios en cada disciplina académica. El sistema asegura que los cursos que se cierto colegio sean aceptados en otro colegio.

IMPERIAL VALLEY COLLEGE
collegio que participa en el sistema CAN. Por ejemplo CAN Econ 2 en un colegio será aceptada en otro colegio como CAN Econ 2.

Para obtener una lista de cursos designados como CAN consulte con un asesor académico.

IMPERIAL VALLEY COLLEGE
collegio de California. Las consultas de curso recomendado se pueden hacer en la Oficina de Inscripción antes de la cuarta semana de cada semestre y la primera semana de la sesión de verano.

Estudiantes interesados en una lista de certificados pueden consultar a un asesor académico.

CURRICULUM OCUPACIONAL

El Colegio del Valle Imperial a desarrollado programas de carreras que reflejan las oportunidades de empleo en nuestra región. Comités de apoyo proporcionan ayuda al colegio para poder asegurar que los estudiantes reciban la mejor educación y oportunidades de empleo después de su graduación del colegio.

Además, el estudiante debe planear en satisfacer los requisitos para un título de Associate Degree (A.A. o A.S.) que se recomienda que el estudiante planea un programa extenso de estudio incluyendo cursos de educación general.

Es de suma importancia que el estudiante consulte con un asesor académico durante su primer semestre para preparar un programa de estudio que muestre una secuencia apropiada de cursos. La responsabilidad en la selección final de los cursos apropiados es del estudiante.

CERTIFICADOS

Certificados Ocupacionales son otorgados a estudiantes que han logrado un nivel de habilidad en una área vocacional específica. Programas de certificados se ofrecen en varias áreas vocacionales para las cuales el colegio también ofrece títulos. Para que un estudiante pueda recibir un certificado, el estudiante tiene que:

1. Terminar todas las clases requeridas para un certificado.
2. Lograr calificación de un promedio de "C" (2.0 GPA) en cada curso que se use para poder obtener un certificado.
3. Entregar una solicitud para recibir un certificado en la Oficina de Inscripción antes de la cuarta semana de cada semestre y la primera semana de la sesión de verano.

Estudiantes interesados en una lista de certificados pueden consultar a un asesor académico.
Students who wish to challenge a prerequisite or corequisite or any limitations on enrollment shall be fully open to enrollment and participation by any student, wherever California Articulation Number (CAN) identifies some of the course requirements. If a challenge is filed, the student shall be allowed to remain in class or, if the student challenges in no more than 5 working days. If the challenge is denied, the student's challenge may be appealed to the Division Chairperson. The student may appeal that decision to the Petitions Committee.

Upon resolution of the challenge, the Division Chairperson shall forward the student petition and all attachments to the Dean of Admissions for institutional approval and filing in the student's permanent record.

Unless specifically exempted by statute, every course, course section or class, the average daily attendance of which is to be reported for state aid, wherever offered and maintained by Imperial Valley College District, shall be open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Division 2. Part VI, Title 5 of the California Administrative Code commencing with Section 51320 (Board of Trustees Resolution No. 10665).

SUMMER SESSION

Summer session calendar and admission requirements may be found in the Summer Session Bulletin or Schedule of Classes which is published during the Spring Semester.

CALIFORNIA ARTICULATION NUMBER (CAN)

The California Articulation Number (CAN) identifies some of the transferable, lower division, introductory (preparatory) courses commonly taught within each academic discipline on California college campuses. The system assures that CAN courses on one participating campus will be accepted "in lieu of" the comparable CAN course on another participating campus. For example: CAN ECON 2 on one campus will be accepted for CAN ECON 2 on another participating campus.

The following courses at Imperial Valley College have been designated as CAN courses:

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ADMINISTRATION OF JUSTICE

Credit for Administration of Justice Coursework

Policies: Students who have successfully completed a certified Basic Academy Program (BAP) in the six months following the completion of the program, or with the consent of an Academy completion and Division Chair approval. PREREQUISITE: To obtain IVC credit for completing a certified Basic Academy Program in Law Enforcement, the student should contact the Registrar's Office to petition for credit or waiver. At the time of submission of the petition the student must be enrolled. The following certified training academies meet the course requirements listed below:

<table>
<thead>
<tr>
<th>U.S. BORDER PATROL ACADEMY</th>
<th>3Hrs. 30.0 Units Police Community Relations</th>
</tr>
</thead>
<tbody>
<tr>
<td>CALIFORNIA HIGHWAY PATROL ACADEMY</td>
<td>3Hrs. 3.5 Units Arrest &amp; Firearms</td>
</tr>
<tr>
<td>CALIFORNIA P.O.S.T. BASIC ACADEMY</td>
<td>3Hrs. 3.5 Units Intro to Administration of Justice</td>
</tr>
<tr>
<td>CALIFORNIA ACADEMY OF CRIMINOLOGY</td>
<td>3Hrs. 3.0 Units Intro to Administration of Justice</td>
</tr>
<tr>
<td>CALIFORNIA POLICE RELATIONS ACADEMY</td>
<td>3Hrs. 3.5 Units Arrest &amp; Firearms</td>
</tr>
<tr>
<td>CALIFORNIA DEPARTMENT OF CORRECTIONS ACADEMY, AT GALT</td>
<td>3Hrs. 3.5 Units Arrest &amp; Firearms</td>
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</tbody>
</table>

IMPERIAL VALLEY COLLEGE GENERAL CATALOG 2000-2001

IMPERIAL VALLEY COLLEGE GENERAL CATALOG 2000-2001

AJ 21 (3) Introduction to the Administration of Justice

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. This course provides the historical development of the criminal justice system and orientates the student to the importance of the criminal justice system in relation to society. The course covers the administration of justice system and orientates the student to the importance of the criminal justice system in relation to society. The course covers the administration of justice system and orientates the student to the importance of the criminal justice system in relation to society.

AJ 21 (2) Introduction to the Administration of Justice

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. This course provides a better understanding of the criminal justice system and orientates the student to the importance of the criminal justice system in relation to society.

AJ 23 (3) Concepts of Criminal Law

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. The course covers the development of the law of evidence and constitutional basis of evidence; constitutional and criminal law affecting the administration of justice; legal research, study of case law, techniques of handling complaints and investigations, and legal training in criminal and civil procedures. The course covers the development of the law of evidence and constitutional basis of evidence; constitutional and criminal law affecting the administration of justice; legal research, study of case law, techniques of handling complaints and investigations, and legal training in criminal and civil procedures.

AJ 25 (3) Legal Aspects of Evidence

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. This course is designed to provide the student with a basic knowledge required to investigate, interview, and complete a traffic accident report. Emphasis on investigation, interview, and report writing that is required by law enforcement officials in the course of their duties.

AJ 36 (3) Traffic Accident Investigation and Reporting

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. This course is designed to provide the student with a basic knowledge required to investigate, interview, and complete a traffic accident report. Emphasis on investigation, interview, and report writing that is required by law enforcement officials in the course of their duties.

AJ 37 (3) Juvenile Control

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. This course is designed to provide the student with a basic knowledge necessary to understand the importance of wildlife management in the local community. The course covers the protection of wildlife resources, the impact on wildlife management, and the importance of wildlife management in the perpetuation, protection, and management of fish, wildlife, and other natural resources.

AJ 38 (3) Wildlife Law Enforcement

Recommended Preparation: Completion of Engl 1B and Engl 12B with a grade of "C" or better. This course is designed to provide the student with a basic knowledge necessary to understand the importance of wildlife management in the local community. The course covers the protection of wildlife resources, the impact on wildlife management, and the importance of wildlife management in the perpetuation, protection, and management of fish, wildlife, and other natural resources.
**RESERVE OFFICER PROGRAM**

Imperial Valley College offers a Level III and Level II extended Reserve Peace Officer program. The courses satisfy the training standards set forth by the California Commission on Peace Officer Standards and Training (P.O.S.T.).

**Reserve Officer Level III, Module A** — Upon successful completion the student is eligible to be hired by a law enforcement agency to perform specific limited support duties: traffic control, security at parades and sporting events, report writing, evidence transportation, parking enforcement and other duties that are not likely to result in physical arrests. May transport prisoners without immediate supervision.

**Reserve Officer Level II, Module B** — Upon successful completion the student is eligible to be hired for general law enforcement duties, and will work under the immediate supervision of a peace officer who has completed the P.O.S.T. Regular Basic Course. The Level II Reserve Officer also perform limited support duties authorized for Level III offices, without immediate supervision.

**Admission to the Program** — The program is sequential and AJ 41, or a current Arrest and Firearms certification is required to enter into Level III. AJ 43. Students meeting the program must be at least 18 years old, be a U.S. citizen and have a valid U.S. citizenship, have no felony or domestic violence convictions, have a recent Department of Justice fingerprint clearance, and be in good physical and mental health.

An application, oral interview and physical fitness test are part of the curricula. P.O.S.T. mandated exams must be successfully completed.

**Progression Policies** — After successful completion of Reserve Officer Level III, Module A, the student may take Reserve Officer Level II, Module B. The student must complete each level with a grade of "C" or better to receive certification and/or continue to the next level. If the student is unsuccessful the second time, he/she must meet with the P.O.S.T. Program Coordinator who will evaluate the student's academic situation and vocational goals with the student, and develop a plan best suited for the student.

All Reserve Officer classes require some Saturday mornings. Students are expected to schedule accordingly as attendance and grades are strictly monitored.

**AJ 41 (3.5)**

**ARREST AND FIREARMS** 3.5 Hrs. Lec.

Prerequisites as required by P.O.S.T.: No felony or domestic violence convictions, able to successfully participate in physical requirements of course. Requirements: Completion of Eng12B and Eng 12B with a grade of "C" or better. Designed to satisfy training standards set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.) as required by Penal Code Section 832 for Peace Officers. Includes laws of arrest, search and seizure, methods of arrest, discretionary decision making, and, where applicable, use and care of firearms. Supply fee may be charged. (CSU)

**AJ 42 (2)**

**ARREST** 2.2 Hrs. Lec.

Prerequisites as required by P.O.S.T.: No felony or domestic violence convictions. Recommended Preparation: Completion of Eng12B and Eng 12B with a grade of "C" or better. Designed to satisfy training standards set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.) as required by Penal Code Section 832 for Peace Officers. Includes laws of arrest, search and seizure, preliminary investigation overview, communication, community relations and arrest and control techniques. (CSU)

**AJ 43 (7)**

**RESERVE OFFICER LEVEL III, MODULE A** 5.1 Hrs. Lec.

Prerequisite as required by P.O.S.T.: Current 832 certificate, AJ 41, no felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Eng12B and Eng 12B with a grade of "C" or better. Designed to satisfy Reserve Officer Level III, Module A training standards as set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professionalism, law, communication, vehicle operations, prisoner and evidence transportation, report writing, parking enforcement, First aid/CPR, force and weaponry, traffic control, physical fitness and defensive tactics. Supply fee may be charged. Designed to prepare student to be hired by a law enforcement agency as a Reserve Officer, Level III. (Nontransferable, AA/AS degree only)

**AJ 44 (13.5)**

**RESERVE OFFICER LEVEL II, MODULE B** 13.5 Hrs. Lec.

Prerequisite as required by P.O.S.T.: Current 832 certificate, AJ 41, no felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Eng12B and Eng 12B with a grade of "C" or better. Designed to satisfy Reserve Officer Level II, Module B training standards as set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes: investigation overview, preliminary investigation, patrol techniques, arrest and control, use of force, investigative report writing, cultural diversity, firearms and chemical agents, presentation of evidence, etc. and required state exams. Supply fee may be charged. Designed to prepare the student to be hired by a law enforcement agency as a Level II Reserve Officer. (Nontransferable, AA/AS degree only)

**AJ 51 (3)**

**SECURITY GUARD (ARREST)** 3 Hrs. Lec.

The purpose of this course is to assist the student in understanding the rules and responsibilities of a security guard. It is designed to satisfy the guidelines described by the California Department of Consumer Affairs "Power to Arrest Training Manual." (Nontransferable, AA/AS degree only)

**AGET 28 (4)**

**POWER EQUIPMENT OPERATION AND MAINTENANCE** 36 Hrs. Lab. 3 Hrs. Lab.

Selection, operation, adjustment and the maintenance of wheel and track type equipment commonly used in agriculture and industry. (CSU)

**AGET 34 (4)**

**POWER TRANSMISSION SYSTEMS** 3 Hrs. Lec. 3 Hrs. Lab.

Theory of operation and maintenance of power transmitting devices, such as transmissions, clutches, hydrostatic drives, differentials, and drive trains used in both wheel and track type equipment. (CSU)

**AGET 37 (3)**

**SMALL GASOLINE ENGINES** 2 Hrs. Lec. 2 Hrs. Lab. (Same as Auto T 59) (CSU)

**AGET 39 (4)**

**FUNDAMENTALS OF DIESEL POWER** 3 Hrs. Lec. 3 Hrs. Lab.

The study of diesel engine theory, design, construction, and repair of heavy diesel power units. (CSU)

**AGET 75 (3)**

**BASIC SHOP SKILLS** 3 Hrs. Lec.

(Same as Auto T/WDel 75) (Nontransferable, AA/AS degree only)
AG 22 (3)
INTRODUCTION TO AGRICULTURAL ECONOMICS
3 Hrs. Lec.
Introduction to the economic aspects of agricultural management. The role of agricultural resources in economic growth. Survey of trade, policy, and marketing activities of agriculture. (CSU, UC)

AG 23 (2)
ANIMAL DISEASES
3 Hrs. Lec.
The symptoms, diagnosis, and treatment of animal diseases. (CSU)

AG 24 (3)
HORSE HUSBANDRY
3 Hrs. Lec.
Status of the horse industry; types and breeds; selection, care, and management and economics of the light horse; their place and use in California and the United States. (CSU)

AG 25 (3)
AGRICULTURAL BUSINESS MANAGEMENT
3 Hrs. Lec.
(Same as Bus 3) (CSU)

AG 26 (3)
AGRICULTURAL BUSINESS ORGANIZATION AND MANAGEMENT
3 Hrs. Lec.
Focus on the major functions and services of agricultural organizations, types of organizations, and branch circuit protection, safe use of electricity, motor maintenance, wiring buildings and homes. (CSU)

AG 27 (3)
AGRICULTURAL SALES AND SERVICE MANAGEMENT
3 Hrs. Lec.
Supervision of people who sell agricultural products and services. Selecting, training, directing, and evaluating personnel. Methods of payment, use of advertising, promotion, incentives and service. (CSU)

AG 29 (3)
COMPUTER APPLICATIONS IN AGRICULTURE
3 Hrs. Lec.
Introduction to terminology, programs, and commands used in computer application programs as applied to agriculture business and production. (CSU)

AG 30 (3)
FOOD AND FIBER IN A CHANGING WORLD
3 Hrs. Lec.
Relationship of agriculture and natural resources to society. Where do our food and fiber come from? How does agriculture affect the dynamics of our society? What are the issues and opportunities in agriculture now and in the future? (CSU)

AG 32 (3)
IRRIGATION AND DRAINAGE
2 Hrs. Lec. 2 Hrs. Lab.
Recommended Preparation: Ag 40. Fundamental principles and practices of irrigation. Soil-moisture relationships, water measurement, methods of irrigation, crop requirements, farm irrigation structures. Pumps and pumping and problems of the irrigation farmer. Land preparation and irrigation methods, probe-lens of irrigation, crop requirements, farm irrigation structures including investigation of drainage problems. Types of drainage systems and layout of farm drains, and drainage requirements for land reclamation and irrigated agriculture. (CSU)

AG 36 (3)
AGRICULTURAL CONSTRUCTION
2 Hrs. Lec. 2 Hrs. Lab.
A study of the materials and processes most suited to farm situations. Practical concrete design, farm layout and fabrication. (CSU)

AG 38 (3)
POWER ELECTRICITY
2 Hrs. Lec. 2 Hrs. Lab.
Fundamentals of electric wiring; circuit layout and problems, motor and branch circuit protection, safe use of electricity, motor maintenance, wiring buildings and homes. (CSU)

AG 40 (3)
SOILS
3 Hrs. Lec. 3 Hrs. Lab.
Recommended Preparation: Math X and Chem 2A. Physical, chemical and biological properties of soils as related to agriculture. Principles of soil-plant interactions; development of the soil as a natural body, soil moisture, effect of management practices on soil properties; composition, and use of fertilizers. (CSU, UC)

AG 41 (3)
FERTILIZERS
3 Hrs. Lec.
Recommended Preparation: Ag 40. The nature of fertilizers and soil amendments, their properties, methods of application, and reaction upon soils and plants. Composition, value and use of fertilizer materials and soil correctives. Methods employed in the manufacture, distribution, and application of fertilizers. (CSU)

AG 42 (4)
INTRODUCTION TO CROP SCIENCE
3 Hrs. Lec. 3 Hrs. Lab.
Principles and practices of crop improvement, propagation, production, processing, storage, and marketing. Production, harvest, and utilization of principal California crops. Field laboratory work required. (CSU, UC)

AG 43 (4)
FIELD AND CEREAL CROPS
3 Hrs. Lec. 3 Hrs. Lab.
Principles and practices of field and cereal crops production and soil management, including study of distribution, adaptation and utilization of the major field and cereal crops. Field laboratory work required. (CSU)

AG 44A (2)
VEGETABLE GARDENING - COOL WEATHER
6 Hrs. Lab.
Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and marketing, disease and pest control of California vegetable crops. (CSU)

AG 44B (2)
VEGETABLE GARDENING - WARM WEATHER
6 Hrs. Lab.
Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and marketing, disease and pest control of California vegetable crops. (CSU)

AG 45 (5)
VEGETABLE PRODUCTION
3 Hrs. Lec.
Recommended Preparation: Ag 40. Principles involved in seasonal truck crop production, including the scope, value, harvesting, packaging and marketing of the major truck crops grown in California. (CSU)

AG 46 (2)
ORNAMENTAL PLANT IDENTIFICATION AND MATERIALS
3 Hrs. Lab.
Identification, growth habits, culture and ornamental use of house plants, vines, groundcovers, annuals, perennials, small shrubs adapted to the climate of the southern valleys of California. (CSU)

AG 47 (3)
NURSERY PRACTICES
3 Hrs. Lab. 3 Hrs. Lab.
A general course in ornamental horticulture with emphasis on nursery operations. Includes nursery structures and layout, seeding, transplanting, potting, balling, canning, fertilizing, pest control, plant diseases, cultural abnormalities. Propagating and planting mediums, their preparation and use. The use and maintenance of the common tools and equipment. (CSU)

AG 48 (3)
TREES, SHRUBS AND VINES
3 Hrs. Lab.
Selection, planting, training, pruning and cultural practices of trees, shrubs, and vines in California - including citrus and grapes. (CSU)

AG 49 (3)
WEEDS AND WEED CONTROL
3 Hrs. Lec.
Common and noxious weeds of California, their identification, life history, and control. Chemicals and equipment used for weed control on cultivated land, in irrigated ditches, on the range, and on wasteland. Poisonous weeds, their effects and prevention. (CSU)

AG 51A (1)
APPLIED CROP MANAGEMENT
1 Hr. Lab.
The study and evaluation of cropping, and harvesting methods and management practices during fall months. (CSU)

AG 51B (1)
APPLIED CROP MANAGEMENT
1 Hr. Lab.
The study of field management practices during spring months. (CSU)
Middle Range Theory; methods in 3Hrs.Lee.
The I要素S. (CSU)
ADS of groups, emphasizing group process. Consideration will be given to
drugs. This course will seek to explain in exercises frequently to
influence consciousness, mood, and feeling. It will enable students to
understand that both the internal and external environments have
important effects on the well-being of the individual. (CSU)

GROUP LEADERSHIP AND GROUP PROCESS
3 Hrs. Lee. Prerequisite: ADS/Psych 9. This course will introduce the student
to group theory and process, and how groups affect the whole social
scene. It will examine membership in and leadership of various kinds of
groups, emphasizing group process. Consideration will be given to
goals and strategies of social change and the necessity for social
change in relation to personal and social values. The factors involved
in problem communications, effective emotional responses and
personal growth also will be highlighted, emphasizing the group
process as a means of changing behavior. (Same as Psych 53) (CSU)

FAMILY COUNSELING APPROACHES TO ALCOHOL
AND DRUG ABUSE
3 Hrs. Lee. A course designed to present basic ideas and theories about family
dynamics, particularly as they apply to the family of the substance
abuser, and to explore strategies for counseling the client’s family.
The approach is highly experiential in format and students will participate
in exercises frequently to incorporate new skills and theory. (CSU)

CRISIS INTERVENTION AND REFERRAL TECHNIQUES
3 Hrs. Lee. Prerequisite: ADS/Psych 9. Techniques used for brief therapy crisis
intervention, intake interviewing and referral will be studied and
practiced. Special attention will be given to the process of intervention,
admitting, and recording of information as it pertains to alcohol and
drug abuse clients. Through an experiential format, participants will
learn and practice skills in brief therapy, different levels of client
communication and intake interviewing. (Same as Psych 55) (CSU)

PROGRAM MANAGEMENT TECHNIQUES
3 Hrs. Lee. This course will introduce students to basic management principles as
applied to Substance Abuse programs. Topics will include funding,
budgeting and policy development as well as issues related to staff
selection, supervision and program evaluation. (CSU)

THEORY 

COUNSELING COUNSELING 

3Hrs.Lee.
3Hrs.Lee.

AMERICAN SIGN LANGUAGE

AMERICAN SIGN LANGUAGE 1
3 Hrs. Lee. 2 Hrs. Lab.
An introduction to American Sign Language and Signed English
designed to provide basic communication skill and increased
awareness of the psychology of an individual with a severe hearing
impairment. This course will include definitions of hearing loss,
history of deaf education and culture, communication issues, and legal
rigths. Emphasis will be placed upon clarity of performance and appropriateness of
vocabulary. (Same as Psych 10) (CSU)

AMERICAN SIGN LANGUAGE 2
3 Hrs. Lee. 2 Hrs. Lab.
Recommended Preparation: DSPS 10. Sign language vocabulary
enrichment and fingerspelling drill to increase speed, accuracy and
rhythm in expressive and receptive ability. Emphasis will be placed
upon clarity of performance and appropriateness of vocabulary. (Same as Psych 11) (CSU)

AMERICAN SIGN LANGUAGE 3
3 Hrs. Lee.
Recommended Preparation: DSPS 11. Continues development of
interpreting/translating skills. Students will have directed practice
in interpreting, a variety of communication situations. Techniques of
facial expression, body movement, and spatialization as it relates to
American Sign Language will be studied. (CSU)

AMERICAN SIGN LANGUAGE 4
3 Hrs. Lee.
Recommended Preparation: DSPS 12. The course is a continuation of
the American Sign Language Skills and Fluency developed in DSPS 12.
The course increases or strengthens students' expressive and
receptive vocabulary competence; however, the major focus of the
course continues to be on the expansion of students' skills in the
Idiomatic usage of conversational ASL, awareness of ASL grammar,
usage and syntax, and facility in expressive sign language at the
intermediate level. The course also continues to introduce students to
the experience of sign language interpreting the development of
specialized or technical sign vocabulary. (CSU)

HUMAN ANATOMY

HUMAN ANATOMY
2 Hrs. Lee. 6 Hrs. Lab.
Recommended Preparation: Zoology 1A or Zoology 3 with a grade of "C" or better
in current California LVN license. Lecture and laboratory course
designed to study the fundamental principles of the human body
structure at the cellular, tissue, organ and systems level of
organization, including the skin and organ discharge, study of the
histologic, biochemical, structural-functional relationships, and appreciation
of related human diseases and aging. (CSU)

ANTHROPOLOGY

ANTHROPOLOGY
3 Hrs. Lee. 6 Hrs. Lab.
Recommended Preparation: Anthropology 1A or 3 with a grade of "C" or better
or current California LVN license. A study of the structure and function of
the human organism. Emphasis is on the circulatory, respiratory,
excretory, nervous, reproductive, and digestive systems. (CSU)

ANATOMY

ANATOMY
2 Hrs. Lee.
Recommended Preparation: Zoology 1A or Zoology 3 with a grade of "C" or better
in current California LVN license. Lecture and laboratory course
designed to study the fundamental principles of the human body
structure at the cellular, tissue, organ and systems level of
organization, including the skin and organ discharge, study of the
histologic, biochemical, structural-functional relationships, and appreciation
of related human diseases and aging. (CSU)

REVIEWS 

INTRODUCTION TO ARCHAEOLOGICAL SURVEYING

INTRODUCTION TO ARCHAEOLOGICAL SURVEYING
2 Hrs. Lee. 6 Hrs. Lab.
Historical development of archaeology and the importance of survey;
archaeological theory - Middle Range Theory; methods in site
surveying; types of sites; laboratory preparation; use and care of
field equipment. (CSU)

ADVANCED ARCHAEOLOGICAL SURVEY

ADVANCED ARCHAEOLOGICAL SURVEY
2 Hrs. Lee. 5 Hrs. Lab.
Recommended Preparation: AntH 3A & AntH 3B. A determinant of site to be excavated;
laws pertaining to excavations; laying out a site with alidade and rod;
testing; pit versus trench excavations; stratigraphy; record keeping;
screening and collecting; photography; preparation of
laboratory and museum materials; pollen, soils, and C 14 tests. (CSU)

ARCHAEOLOGICAL SURVEY

ARCHAEOLOGICAL SURVEY
2 Hrs. Lee. 5 Hrs. Lab.
Recommended Preparation: AntH 3A. Conduct independent surveys,
or lead small survey crew; devise research designs; write reports from
field notes, maps, photographs and prior records; conduct record and
literature searches and catalogue specimens. (CSU)

PROJECTS 

ARCHAEOLOGICAL PROJECTS

ARCHAEOLOGICAL PROJECTS
2 Hrs. Lee. 5 Hrs. Lab.
Recommended Preparation: AntH 3B. Design a field excavation
project; select proper equipment; organize a field crew; conduct record
and literature searches; micromapping the project area; pit or trench
techniques; recording; screening, sorting, and bagging artifacts and
natural samples. Laboratory analysis and curation; photography;
dating; report writing are included. (CSU)
ANTH 4 (3) CALIFORNIA INDIANS
3 Hrs. Lec.
The geography of California; tribal and linguistic regions; Native economy and diverse economic areas; San Francisco and San Joaquin Valleys; the Delta; transverse ranges; foothill country; Coast Range, Peninsular Ranges, and Sierra Nevada; the deserts. Influence of environment on cultural developments; Influences of Western civilization on Native life. (CSU, UC)

ANTH 6 (3) INDIANS OF NORTH AMERICA
3 Hrs. Lec.
Early migration across Beringia to the New World; demography and ecology of the American Indian cultures in Alaska, Canada, and the United States. Effect of European contact; migratory movements today. (CSU, UC)

ANTH 6 (3) INDIANS OF THE SOUTHWEST
3 Hrs. Lec.
Geography and ecology of the Southwest; Early man migrations; Desert cultures; growing influence of Mesoamerica; development of Apache cultures. (CSU, UC)

ADVANCED PREHISTORIC CERAMICS
1 Hr. Lab. 2 Hrs. Lab.
Traces of origins and developments of ceramics in the Old and New Worlds. Emphasis on the materials, techniques and ceramic products of the Southern California Indians, especially the Lower Colorado River groups. (CSU, UC)

ART 16A (3) PREHISTORIC CERAMICS
1 Hr. Lec. 2 Hrs. Lab.
Recommended Preparation: Anth 16A; Advanced study of prehistoric pottery composition and form; various firing techniques using pit construction; decorative motifs used by the Yuman and Shoshone cultures. (CSU, UC)

ART 21A (3) HISTORY AND APPRECIATION OF ART
3 Hrs. Lec.
A survey of the development of art in painting, sculpture, architecture, and the minor arts from the birth of art to the Renaissance. (CSU, UC)

ART 21B (3) HISTORY AND APPRECIATION OF ART
3 Hrs. Lec.
A continuation of Art 21A extending from the Renaissance to contemporary times. May be taken before or concurrently with Art 21A. (CSU, UC)

ART 3 (4) HISTORY AND APPRECIATION OF MODERN ART
3 Hrs. Lec.
Art as a broad analytical survey of painting, sculpture and architecture from 1900 up to the present. Emphasis is placed upon the development of styles of painting and their relationship to each other. (CSU, UC)

ART 5 (3) WOMEN ARTISTS
3 Hrs. Lec.
A survey of the great Women Artists of history from the Ancient World through the Twentieth Century. Some of the artists to be discussed are: Elisabeth Siron, Judith Lyster, Elizabeth Vigee Lebrun, Mary Cassatt, Kaebe Kollwitz, Frida Kahlo, Georgia O'Keeffe, Helen Frankenthaler. This course will also address the special issues and problems concerning the study of women artists, past and present. (CSU, UC)

ART 18A (3) WATERCOLOR PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
The study of watercolor painting with emphasis upon color, composition and pictorial expression. Exploration of various techniques employing the medium of watercolor. (CSU, UC)

ART 18B (3) WATERCOLOR PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
Continuation of watercolor painting. Stress is on achieving confidence and fluency in the medium. Students are encouraged to expand the range of the experience to include other water-based media. (CSU, UC)

ART 20A (3) DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A basic course in drawing involving analysis of line, form, tone, texture and color as essential media of expression. (CSU, UC)

ART 20B (3) DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 20A. (CSU, UC)

ART 20C (3) DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 20B with a focus on developing drawing as a terminal medium. (CSU, UC)

ART 20D (3) DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 20C with a focus on advanced techniques to develop drawing as a terminal medium. (CSU, UC)

ART 21A (3) PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of the development of composition and the various techniques employed in drawing and painting. Includes figure drawing, landscape, and still-life. Painting covers styles of painting from the Neo-classic to the present day. (CSU, UC)

ART 21B (3) PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 21A. (CSU, UC)

ART 21C (3) PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 21B. Advanced studio problems in painting. (CSU, UC)

ART 21D (3) PAINTING
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 21C. Advanced studio problems in painting. (CSU, UC)

ART 22A (3) DESIGN
2 Hrs. Lec. 3 Hrs. Lab.
Fundamentals of design and composition; theory of color. Includes organization and utilization of basic elements through design problems. (CSU, UC)

ART 22B (3) DESIGN
2 Hrs. Lec. 3 Hrs. Lab.
Intermediate studies of elements and principles of art with emphasis on three-dimensional design theory. (CSU, UC)

ART 23A (3) CERAMICS
2 Hrs. Lec. 4 Hrs. Lab.
An introduction to ceramics; basic methods of forming, decorating, glazing and firing. (CSU, UC)

ART 23B (3) CERAMICS
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 23A with emphasis on the potter's wheel. (CSU, UC)

ART 23C (3) CERAMICS
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 23B with special emphasis on glaze formulation and decorating techniques. (CSU, UC)

ART 25A (3) LIFE DRAWING
1 Hr. Lab. 5 Hrs. Lab.
Many types of drawing and painting techniques are used to further the student's skill and development of visualization by drawing from the human figure. (CSU, UC)

ART 25B (3) LIFE DRAWING
4 Hrs. Lab.
A continuation of Art 25A. Art 25B includes exploration of painting techniques using varied media. (CSU, UC)

ART 25C (3) LIFE DRAWING
1 Hr. Lab. 5 Hrs. Lab.
A continuation of Art 25B with a focus on developing a personal figure style in drawing. (CSU, UC)

ART 25D (3) LIFE DRAWING
1 Hr. Lab. 5 Hrs. Lab.
A continuation of Art 25C with a focus on developing a personal figure style in drawing. (CSU, UC)

ART 30A (3) TECNICAL CERAMICS
2 Hrs. Lec. 3 Hrs. Lab.
A study of the raw materials used in compounding clay bodies and glazes. Specific problems of glaze calculations and techniques of glaze application. (CSU, UC)

ART 30A (3) BEGINNING SCULPTURE
2 Hrs. Lab. 4 Hrs. Lab.
An introduction to materials, methods, and techniques with an emphasis on development of ideas and personal expression in three dimensions. Materials include clay, plaster, cement, woods, plastic and metal. (CSU, UC)

ART 30B (3) INTERMEDIATE SCULPTURE
2 Hrs. Lab. 4 Hrs. Lab.
Expansion of Art 30A with emphasis on discovering the medium that best relates to the students' individual expression. (CSU, UC)

ART 32A (3) INTERMEDIATE SCULPTURE
2 Hrs. Lab. 4 Hrs. Lab.
An exploratory course which provides opportunities to work with the various painting techniques. Basic painting assignments to develop individual application of techniques. Initial exercises in color usage and structure of the painting. Suggestions and evaluation of student work will take place on an individual basis. (CSU, UC)

ART 41 (3) ART FUNDAMENTALS FOR EDUCATORS
4 Hrs. Lec. 1 Hr. Lab.
The philosophical and practical concerns of teaching art to students. Designed for those already in the teaching profession as well as for those who are planning a career in the teaching profession. (CSU, UC)

ART 50A (3) ADVERTISING/GRAPHIC DESIGN
3 Hrs. Lec.
Visual communication in the fields of advertising and graphic design. The development of creative design solutions as related to the printed formats of ads, billboards, trademarks, paperback covers and record covers. (CSU, UC)

ART 50B (3) ADVERTISING/GRAPHIC DESIGN
3 Hrs. Lec.
Continuing studies in the theories, techniques and practices of visual communication. Emphasis on advanced techniques and preparations of art for television commercials, books, package design, annual reports and corporate identity programs. (CSU, UC)
ART 590 (3)  
ART BODY-DESIGN/GRAPHIC DESIGN  
3 Hrs. Lect.  
Emphasis on advanced techniques and individualized studies relative to the preparation of a portfolio for use in admission to a university or professional school or in seeking employment. (CSU)

ASTRONOMY  
ASTR 21 (3)  
PRINCIPLES OF ASTRONOMY  
3 Hrs. Lect.  
Recommended Preparation: Math X. An introduction to the principles of astronomy including physical evolution, tools of the astronomer, the sky, the solar system, the stars, the galaxies, and the universe. (CSU, UC)

AUDIOLGY  
DSPS 33 (3)  
INTRODUCTION TO AUDIOLGY  
3 Hrs. Lect.  
This course includes an introduction to the science of hearing, fundamentals of acoustics as they apply to audiometric testing, basic anatomy and physiology of the hearing mechanism, pathologies causing impaired hearing, interpretation of hearing to speech and language development, and the role of the audiologist. Laboratory activities with audio assessment and clinical procedures. (CSU)

DSPS 54 (3)  
AUDIOMETRY AND HEARING CONSERVATION  
3 Hrs. Lab.  
1 Hr. Lab.  
Recommended Preparation: DSPS 33. This course includes identification audiometry, preschoo1 hearing screening, industrial audiology, and the role of the audiologist, nurse-audiometrist and speech-in-hearing therapist in the total conservation of hearing program. (CSU)

AUTOMOTIVE BODY AND PAINT  
AUTO 70 (5)  
AUTO BODY REPAIRING AND PAINTING  
3 Hrs. Lect.  
5 Hrs. Lab.  
Recommended Preparation: Weld 31. The study of body repair and spot painting. Covers the use of modern tools and equipment and procedures for handling typical body-paint jobs. (CSU)

AUTO 71 (5)  
ADVANCED AUTO BODY REPAIRING AND PAINTING  
3 Hrs. Lect.  
5 Hrs. Lab.  
Prerequisite: Auto 70. Covers auto body repairing and repainting. Use of modern tools and equipment, step-by-step procedures for handling typical jobs. (CSU)

AUTO 72 (5)  
AUTO AND LIGHT TRUCK MAJOR COLLISION REPAIRING  
3 Hrs. Lect.  
5 Hrs. Lab.  

AUTO 73 (5)  
AUTO BODY-CUSTOM REFINISHING AND SHOP MANAGEMENT  
1 Hr. Lect.  
4 Hrs. Lab.  
Prerequisite: Auto 71. Body shop techniques and applied shop practices for advanced students who wish to refine technical skills prior to obtaining employment in the industry. (CSU)

AUTOMOTIVE TECHNOLOGY  
AUTO T 51 (4)  
ENGINE TECHNOLOGY  
2 Hrs. Lect.  
6 Hrs. Lab.  
For the student with little or no internal combustion engine background. Design, construction and mechanical function of internal combustion engines including lubricating, cooling, fuel and electrical systems; and an understanding of the basic sciences relevant to such topics as internal combustion and energy conversion. (CSU)

AUTO T 52 (4)  
MANUAL TRANSMISSIONS AND POWER TRAINS  
3 Hrs. Lect.  
3 Hrs. Lab.  
This course discusses modern manual transmissions, driveline and deloveryse of method of repair, service equipment operation and techniques of problem diagnosis procedures for import and domestic vehicles. Upon successful completion of this course, students are prepared to take the Automotive Services Excellence (ASE) certification examination in transmission. (CSU)

AUTO T 53A (4)  
AUTOMOTIVE BRAKES  
3 Hrs. Lect.  
3 Hrs. Lab.  
Recommended Preparation: Current enrollment in Math 51 or equivalent. This course covers the principles and instruction in disassembly, installation and adjustments of the modern brake system. Laboratory activities stress brake system diagnosis, repair, machining, and overhaul procedures and proper use of tools and equipment utilized in the industry. Upon successful completion of this course students are prepared to take the Automotive Technology Excellence (ASE) examination for brakes. (CSU)

AUTO T 53B (4)  
SUSPENSION AND WHEEL ALIGNMENT  
3 Hrs. Lect.  
3 Hrs. Lab.  
Recommended Preparation: Math 51 or equivalent/Auto T 53A. This course covers the principles and construction of passenger vehicle and light truck steering, chassis, and suspension systems. Emphasis is placed on the skill required in the diagnosis repair and adjustment of wheel alignment including two and four wheel alignment angles. Complete suspension and overlain will be done in laboratory activities as well as adjustment using either two or four wheel sensors. Upon successful completion of this course, the students are prepared to take the Automotive Service Excellence (ASE) certifications in steering wheel alignment. (CSU)

AUTO T 54A (4)  
ENGINE PERFORMANCE I  
2 Hrs. Lect.  
3 Hrs. Lab.  
Recommended Preparation: Auto T 62 or passing of ASE electronic test one year experience in engine tune-up. This course provides operating theory and hands-on experience in the operation, diagnosis and repair of automotive fuel systems with carburetors, basic throttle body and part fuel injection systems. Students learn to use the fuel gas analyzers. (CSU)

AUTO T 54B (3)  
ENGINE PERFORMANCE II  
3 Hrs. Lect.  
2 Hrs. Lab.  
Recommended Preparation: Auto T 54A or one year in automotive trade with drivability experience. This course provides advanced operation and hands on experience of electronic injection systems and their sub-assemblies. Students will learn operation and repairs of sensors and actuators or injection systems. This class emphasizes diagnostic procedure and techniques using basic and sophisticated test equipment. (CSU)

AUTO T 54C (3)  
ENGINE PERFORMANCE III  
2 Hrs. Lect.  
3 Hrs. Lab.  
Recommended Preparation: Auto T 54A or two years experience in an automotive trade with drivability experience. This is an advanced engine computer and drivability course. It emphasizes diagnostic procedure and techniques using all types of equipment and procedures on this class brings together all knowledge from Auto T 54A and Auto T 54B, and allows students to diagnose all systems of the automobile. It helps prepare students for the ASE examination in Electronics, Engine Performance and Advanced Engine Performance. (Nontransferable, AA/AS degree only)

AUTO T 55 (3)  
AUTOMATIC MACHINE SHOP  
2 Hrs. Lect.  
6 Hrs. Lab.  
Recommended Preparation: Auto T 51 or two years of high school auto mechanics. Review and advanced study of the internal combustion engine and service procedures in the use of automotive machine shops and machines for rebuilding the engine. (Same as Agst 319B) (CSU)

AUTO T 55A (3)  
AUTOMATIC AIR-CONDITIONING  
2 Hrs. Lect.  
2 Hrs. Lab.  
Recommended Preparation: Auto T 60. The course is designed to impart knowledge and information needed by the student to enter and maintain fuel in employment on productive basis in the automotive air conditioning service industry. The use of charging station and systems will be part of A/C course. Upon completing this course the students will be prepared to take the Automotive Service Excellence (ASE) examination for Air Conditioning. (CSU)

AUTO T 59 (5)  
SMALL GASOLINE ENGINES  
2 Hrs. Lect.  
2 Hrs. Lab.  
The history, design, construction and mechanical function of the small gasoline engines, including tune-up and major repair of the electrical and mechanical systems. (Same as Agst 377) (CSU)

AUTO T 60 (3)  
AUTOMOTIVE ELECTRONICS I  
2 Hrs. Lect.  
3 Hrs. Lab.  
Advanced preparation of automotive-electrical systems. Basic diagnosis and service procedures on the various systems. (CSU)

AUTO T 61A (4)  
AUTOMATIC TRANSMISSIONS  
2 Hrs. Lect.  
6 Hrs. Lab.  
Design, construction, mechanical and hydraulic function and repairs of the automatic transmission. (CSU)

AUTO T 61B (4)  
ADVANCED AUTOMATIC TRANSMISSIONS  
2 Hrs. Lect.  
6 Hrs. Lab.  
Prerequisite: Auto T 61A. Advanced study using four major domestic and foreign automatic transmissions, with emphasis on practical rebuilding of automatic transmissions, including locking torque converters and 4-speed overdrive and front wheel drive transaxles. Applied shop practices for advanced students who wish to refine technical skills prior to obtaining employment in the industry. (CSU)

AUTO T 62 (4)  
AUTOMOTIVE ELECTRONICS II  
3 Hrs. Lect.  
3 Hrs. Lab.  
Recommended Preparation: Auto T 60. Advanced troubleshooting courses for Automotive Service Technicians. This course is designed for technicians or students, certified or not, who want to service the automotive electronic circular. The course provides a solid core of electronics based on microprocessor technology. Students will diagnose the various systems that include: engine computer control, transmission computer control, suspension,Unlock brakes systems, and various automotive instrumentation. Upon completing this course the students will be prepared to take the Automotive Service Excellence (ASE) examination in Electronics. (Nontransferable, AA/AS degree only)

AUTO T 75 (3)  
SHOP BUSK SKILLS  
3 Hrs. Lect.  
This is a comprehensive course in tool usage, nomenclature and terminology of tools and equipment for the beginning student in the technology. The course is for the student who has not developed a background in industrial technology, as well as for the bilingual student who wants to improve his/her technical vocabulary. (Same as Agst/Weld 75) (Nontransferable, AA/AS degree only)

AUTO T 80 (3)  
TUNE-UP SERVICING THE DIESEL ENGINE  
2 Hrs. Lect.  
3 Hrs. Lab.  
Prerequisite: Auto T 51. This course covers the principles of tune-up and the procedures for servicing the diesel engine. Practical emphasis is placed on proper disassembling, diagnosis calibrating, and testing different types of pumps and injectors. Models from GMC light trucks, Fast trucks, Chrysler trucks, import automotives, and light tractors will be examined. Proper shop procedures will be followed on servicing, testing the fuel system, checking and calibrating cylinder compression, checking exhaust smoke and testing diesel engine electrical circuits. (CSU)
BIOLOGY
BIO 3 (4) PRINCIPLES OF BIOLOGICAL SCIENCE 3 Hrs. Lec. 3 Hrs. Lab.
A comprehensive one semester general biology core course for non-majors. Includes life from the molecular to the organismic level of both plants and animals and their interactions within the environment. Special emphasis is put on human biology within appropriate areas of study. Appropriate for general education as well as nursing, pre-professional, and higher level biology courses. Includes laboratory component. (CSU, UC)

BIO 21 (5) GENERAL MICROBIOLOGY 3 Hrs. Lec. 6 Hrs. Lab.
Prerequisites: Chem 2A and Bio 3 with a grade of "C" or better or current California LVN license. Provides students with fundamental concepts of the structure and physiology of noncellular and disease producing microorganisms with particular attention to bacteria. Basic techniques for culturing, staining, counting and identifying microorganisms. Designed to meet the requirement to enter one of the medical fields as well as general education. (CSU, UC)

BIO 22 (4) MICROBIOLOGY FOR ADVANCED PLACEMENT OF NURSING STUDENTS 2 Hrs. Lec. 6 Hrs. Lab.
Prerequisites: Chem 2A and Bio 3 with a grade of "C" or better or current California LVN license. For students currently accepted for advanced placement by the VVC Nursing Department. Provides the student with fundamental concepts of the structure and physiology of noncellular and disease producing microorganisms with lesser emphasis on Bio 3B. Basic techniques include culturing, staining, and identifying bacteria. (Nontransferable, nondegree applicable)

BUS 3 (3) BUSINESS MANAGEMENT 3 Hrs. Lec.
Recommended Preparation: Bus 2. A study of management theories and principles that apply to the contemporary business world. The course is based on the application of the four functions of management—planning, organizing, leading, and controlling—in the effective achievement of organizational objectives. Management activities are practiced in organizational situations using case studies, simulations, and class projects. (Same as AG 25) (CSU)

BUS 4 (3) PRINCIPLES OF MARKETING 3 Hrs. Lec.
A course of study designed to introduce students to the organization and operation of marketing activities, including the study of the marketing mix, markets, promotion and strategic planning. (CSU)

BUS 5 (3) BUSINESS AND THE LEGAL ENVIRONMENT 3 Hrs. Lec.
An introduction to the legal environment of business. The following topics are covered: sources of the law, judicial systems, administrative law and governmental regulation, crimes and torts, protection of intellectual property, contracts, commercial paper, agency, labor, legal forms of business organization, securities regulation, consumer and environmental law, warranties and product liability, bankruptcy, real property and international law. Collaborative learning and the team approach are used in doing legal research, reading and understanding court opinions and writing briefs of cases. (CSU, UC)

BUS 6 (3) MANAGEMENT CONCEPTS OF SUPERVISION 3 Hrs. Lec.
A study of supervisory management concepts that include definition of supervision and management, description of supervisory management functions and a supervisor's role in managing organizational resources, staffing, methods of performance appraisal, problem-solving and decision-making techniques, motivation, conflict resolution, compensation, leadership, communications, health and safety, training and development, labor relations, discipline, and how to cope with change. (CSU)

BUS 7 (3) HUMAN RELATIONS IN MANAGEMENT 3 Hrs. Lec.
Study of Human Relations as they apply to management. Topics covered include model of organizational behavior, social systems and organizational culture, communications management, motivation, performance appraisal, employee attitudes and their effects, leadership and supervision, nature of participation, interpersonal dynamics, management of change, organizational development ethics, social responsibility, labor relations, conflict, employee motivation, stress and counseling. Collaborative learning, team-building approaches are employed to enhance interpersonal skills. (CSU)

BUS 8 (3) HUMAN RESOURCES MANAGEMENT 2 Hrs. Lec.
Study of the critical issues facing human resource management professionals now and in the future and how to effectively deal with them. The critical areas of human resource management are to include personnel planning; staffing; appraising and compensating employees; employee training and development; career planning and career management programs; quality of work life and productivity; occupational safety and health; and employee rights and unionization are discussed. Case studies and experimental exercises are used to enhance the learning environment. (CSU)

BUS 10 (3) PRACTICAL ACCOUNTING 3 Hrs. Lec.
This basic course will teach students to journalize and post transactions common to a service type business and teach them the end of the fiscal period procedures on the accrual basis. (Nontransferable, AA/AS degree only)

BUS 13 (3) APPLIED BUSINESS LAW 3 Hrs. Lec.
A business course covering courts and court procedures, contracts, sales contracts, bailments, negotiable instruments, agency and employment, partnerships, corporations, insurance and property. Not open to students who have completed Bus 5 or the equivalent. (Nontransferable, AA/AS degree only)

BUS 14 (3) PRACTICAL SALESMAIMSHIP 3 Hrs. Lec.
A practical approach to the study of salesmanship. Topics covered include an overview of personal selling and classification of jobs, the sales environment, the sales personality, the sales process, and other subject areas important to sales work such as understanding the firm and building good customer relationships. (CSU)

BUS 16 (3) SMALL BUSINESS MANAGEMENT 3 Hrs. Lec.
Course provides the basic tools and perspective necessary to understand small business management. It explores ways of entering small business; describes the process for starting a new business venture; explores the personal appraisal checklist for going into small business entrepreneurship, market assessment, market research, site selection, and factors that affect business operations as it relates to small business; describes small business planning, organizing, staffing, and controlling, and explains the basics of production management and quality control. (CSU)

BUS 19 (2) PERSONAL DEVELOPMENT FOR EMPLOYMENT 3 Hrs. Lec.
A thorough study of the process and practice of obtaining employment in the business world. Designed to meet the special needs of students in the fields such as: Marketing-Distribution; Business Supervision; Secretarial-Clerical; Accounting-Bookkeeping; and Data Processing, etc. Skills development in the areas of job search, employer contact, resume writing, interviewing techniques, interview follow-up, proper dress, and job-holding practices. (CSU)

BUS 20 (3) BEGINNING KEYBOARDING 2 Hrs. Lec. 3 Hrs. Lab.
Designed to teach the fundamental skills and knowledge of keyboarding. The student is introduced to the basic concepts of keyboarding production. (CSU)

BUS 23 (3) MACHINE CALCULATION 2 Hrs. Lec. 3 Hrs. Lab.
Recommended Preparation: Math 51. Develop skills required for rapid and accurate operation of calculating machines. (CSU)

BUS 24 (3) RECORDS MANAGEMENT 3 Hrs. Lec.
Lectures: supervised individual and group procedural activity designed to acquire knowledge of business forms, progressive filing and record management rules, procedures and techniques. Alphabetic, numeric, geographic and subject filing are studied. (CSU)

BUS 25AB (3-3) KEYBOARDING: SPEED AND ACCURACY 2 Hrs. Lec. 3 Hrs. Lab.
Recommended Preparation: Ability to keyboard 20 net words per minute. An individualized diagnostic, prescriptive method of developing speed and accuracy. Emphasis is placed on development of keyboarding speed and accuracy ratings between 20-50 net words per minute. (CSU)

BUS 29A (3) WORD PROCESSING 1 2 Hrs. Lec. 2 Hrs. Lab.
Recommended Preparation: Ability to keyboard 20 net words per minute. The course is designed to teach students to use word processing software as the microcomputer and to develop office technology skills. (CSU)

BUS 29B (3) KEYBOARDING: SPEED AND ACCURACY 2 Hrs. Lec. 3 Hrs. Lab.
Recommended Preparation: Skills acquired in Bus 29A. The course is designed to bring students to a production level required in today's office environment. Emphasis will be placed on producing business letters, reports, tables, and forms on the microcomputer. (CSU)

BUS 30 (3) TECHNOLOGY FOR THE MODERN OFFICE 3 Hrs. Lec. 3 Hrs. Lab.
Recommended Preparation: Skills acquired in Bus 29A. The course is designed to develop a basic knowledge of computer skills needed in the modern business office. The course will cover current word processing software, spreadsheet creation, database development, internet, and presentation graphics through the windows environment of a personal computer. In the course, graphics will be incorporated into documents with the use of a scanner and clip art. After completing the class, the student will have a working knowledge of the windows environment and a foundation for using a variety of applications for the personal computer. (CSU)

BUS 32 (2) OFFICE TRANSCRIPTION 2 Hrs. Lab.
Recommended Preparation: Bus 29A. This course is designed to teach students to develop office technology skills using machine transcription equipment. (Nontransferable, AA/AS degree only)

BUS 39 (3) OFFICE PROCEDURES 3 Hrs. Lec.
Prerequisite: Completion of 12 units in Bus and CIS courses. "Finishing" course which covers all business skills and stresses those competencies required of the office worker in today's business environment. (CSU)
BUS 40 (3)  
BUSINESS ENGLISH  
3 Hrs. Lec.  
Recommended Preparation: Concurrent enrollment in Bus 41 and/or Eng 2B. This course will provide comprehensive instruction in the correct use of English grammar with an emphasis on business vocabulary, development proficiency in punctuation, capitalization, and number style skills; and provide an opportunity to apply correct usage and style of effective techniques for writing in today's work world. (Nontransferable, AA/AS degree only)

BUS 41 (3)  
ESSENTIALS IN BUSINESS CORRESPONDENCE  
3 Hrs. Lec.  
Recommended Preparation: Completion or concurrent enrollment in Bus 40 and word processing skills. Emphasizes the basic elements and skills necessary for effective business communications. The business vocabulary - pronunciation, spelling, meaning, and punctuation - together with standard letter writing styles will be stressed. Not open to students who have completed Bus 42. (Nontransferable, AA/AS degree only)

BUS 42 (3)  
BUSINESS COMMUNICATIONS  
3 Hrs. Lec.  
Recommended Preparation: Engl 2B and word processing skills. This course will teach the principles of effective communication applied to business letters, memos, and analytical reports. It includes the organization, writing, and presentation of business documents and incorporates the basic principles of speaking effectively for business. (CSU)

BUS 44 (1-2)  
BUSINESS COMMUNICATION SKILLS  
1-3 Hrs. Lec.  
Designed to upgrade business communication skills needed in today's high-tech business office. Emphasis on creating written assignments with clear, concise business vocabulary, appropriate grammar, and standard formats. (Nontransferable, AA/AS degree only)

BUS 51 (3)  
MICROCOMPUTER KEYBOARDING  
1 Hr. Lec. 1 Hr. Lab.  
The course is designed to develop speed and accuracy in the use of the computer keyboard. The student will learn basic operations of a computer including using alphabetic, numeric and symbol keys as well as the numeric keypad. The course will also include the basic computer commands to format documents. (CSU)

BUS 66 (3)  
eFFECTIVE CUSTOMER SERVICE  
3 Hrs. Lec.  
This course is designed to develop the student's skills in understanding and dealing with customers in a variety of customer service situations. Class discussion focuses on the principles of effective customer service, generating positive customer responses, customer service attitudes, style, employee coping strategies, communication techniques, dealing with angry customers, and effective telephone techniques. Case studies, simulations, video presentations, and diagnostic instruments are used to supplement class discussion. (Nontransferable, nondegree applicable)
CIS 15 (3) PROGRAMMING IN C
3 Hrs. LeC.
Recommended Preparation: Knowledge of a computer program-min language. Course is programmed in C. Syntax of the language will be emphasized; and operating systems, comparative program-min language. data structures, graphics, numerical analysis, programming methodology, and scientific and business applications will also be covered. (CSU, UC)

CIS 21AC (1-1-1) COMPUTER APPLICATIONS LAB
2 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in a course requiring computer skills. A hands-on lab class which supports those courses requiring computer completed assignments. The student may be involved using word processing, programming, integrated software programs or decision support applications. (CSU)

CIS 22 (3) MICROCOMPUTER ACCOUNTING
3 Hrs. LeC. 2 Hrs. Lab.
Prerequisite: Bus 1A or BUS 10. Recommended Preparation: CIS 1. A practical course in which students will have an opportunity to utilize computerized financial software that is currently being used in the business field. A "case study" will be completed by the students which will help them to gain microcomputer skills. (CSU)

CIS 23 (1) COMPUTER LITERACY
1 Hr. LeC.
A course designed for students with little or no experience with computers. The course includes a review of computer terminology, system components, and software applications typically used on a microcomputer system. In a hands-on environment, the student will learn basic operating system and user interface commands, basic features in a word processing program, and basic concepts for use of Internet resources. (CSU)

CIS 26 (1) WINDOWS OPERATING SYSTEM
1 Hr. LeC.
Designed to familiarize computer users with the Windows operating system environment and controls the computer. This course covers commands and menus used by Windows to do proper file management, customize the desktop interface, and use the Windows accessories. (CSU)

CIS 31A (1) WORD PROCESSING: WORDPERFECT FOR WINDOWS
1 Hr. LeC.
Hands-on practice with WordPerfect word processing software using a windows environment. The course is designed for beginners and will focus on document creation including multiple pages; basic editing and text enhancement; line and page formatting, cut, copy and paste, spell check and thesaurus. (CSU)

CIS 31B (1) WORD PROCESSING: WORDPERFECT FOR WINDOWS
1 Hr. LeC.
Hands-on practice with WordPerfect word processing software using a windows environment. The course is a continuation of CIS 31A, Word Processing: WordPerfect for Windows, and will focus on editing and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sorts and graphics. (CSU)

CIS 32 (1) REPORT WRITING
3 Hrs. LeC.
(Same as AJ 39) (CSU)

CIS 33 (3) CONCEPTS OF CRIMINAL LAW
3 Hrs. LeC. 2 Drs.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. An overview of the techniques available to practitioners in Corrections in counseling and interviewing. The student will learn the use of appropriate techniques and theories in confidence building which may be used by the correctional employee in client interviews and counseling. A basic course for students planning to enter or already employed within the Correctional Science field. (CSU)

CIS 35 (3) CONTROL AND SUPERVISION OF INMATES
3 Hrs. LeC.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. This course is designed to help prepare the physically limited student for full or adaptive participation in community college activities including, academic, social, vocational, and environmental. (CSU)

CIS 37A (1) SPREADSHEET: EXCEL
1 Hr. LeC.
A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphic presenta-

CIS 37B (1) SPREADSHEET: EXCEL
1 Hr. LeC.
A sequence to the CIS 37A course. This course develops expertise in spreadsheet applications, teaches use of graphic presentations, develops data base data use and includes macros. (CSU)

CIS 41A (1) DATA BASE: ACCESS
1 Hr. LeC.
A course designed to present the basic data base concepts. The student will become acquainted with a windows-based business data base application and its implementation. (CSU)

CIS 42 (1) WEB PAGE DESIGN: MICROSOFT FRONTPAGE 2000
1 Hr. LeC.
A beginning course in Web Page Design including using lists, hyperlinks, pictures, tables, frames, shared borders, themes, maintenance, and publishing. (CSU)

CIS 22 (3) REPORT WRITING
3 Hrs. LeC.
(Same as AJ 39) (CSU)

CIS 23 (3) CONCEPTS OF CRIMINAL LAW
3 Hrs. LeC. 2 Drs.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. An overview of the techniques available to practitioners in Corrections in counseling and interviewing. The student will learn the use of appropriate techniques and theories in confidence building which may be used by the correctional employee in client interviews and counseling. A basic course for students planning to enter or already employed within the Correctional Science field. (CSU)

CIS 25 (3) CONTROL AND SUPERVISION OF INMATES
3 Hrs. LeC.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. This course is designed to help prepare the physically limited student for full or adaptive participation in community college activities including, academic, social, vocational, and environmental. (CSU)

CIS 31 (3) CONCEPTS OF PROBATION AND PAROLE
3 Hrs. LeC.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. A survey of the historical development of probation and parole from early court procedures through modern practice. Emphasis on the operation of probation and parole agencies in California such topics as probation and parole laws and procedures. (CSU)

CIS 34 (4) POWERPOINT
1 Hr. LeC.
A beginning course in PowerPoint including text formatting, slides, chart, slide shows, embedded and linked objects and hyperlinks. (CSU)

CIS 37A (1) SPREADSHEET: EXCEL
1 Hr. LeC.
A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphic presenta-

CIS 37B (1) SPREADSHEET: EXCEL
1 Hr. LeC.
A sequence to the CIS 37A course. This course develops expertise in spreadsheet applications, teaches use of graphic presentations, develops data base data use and includes macros. (CSU)

CIS 41A (1) DATA BASE: ACCESS
1 Hr. LeC.
A course designed to present the basic data base concepts. The student will become acquainted with a windows-based business data base application and its implementation. (CSU)

CIS 42 (1) WEB PAGE DESIGN: MICROSOFT FRONTPAGE 2000
1 Hr. LeC.
A beginning course in Web Page Design including using lists, hyperlinks, pictures, tables, frames, shared borders, themes, maintenance, and publishing. (CSU)

CIS 22 (3) REPORT WRITING
3 Hrs. LeC.
(Same as AJ 39) (CSU)

CIS 23 (3) CONCEPTS OF CRIMINAL LAW
3 Hrs. LeC. 2 Drs.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. An overview of the techniques available to practitioners in Corrections in counseling and interviewing. The student will learn the use of appropriate techniques and theories in confidence building which may be used by the correctional employee in client interviews and counseling. A basic course for students planning to enter or already employed within the Correctional Science field. (CSU)

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CIS 31 (3) CONCEPTS OF PROBATION AND PAROLE
3 Hrs. LeC.
Recommended Preparation: Completion of Engl 2B and 12B with a grade of "C" or better. A survey of the historical development of probation and parole from early court procedures through modern practice. Emphasis on the operation of probation and parole agencies in California such topics as probation and parole laws and procedures. (CSU)

DISABLED STUDENT PROGRAMS AND SERVICES
Academic Accommodations for Disabled Students Policy
Imperial Valley College recognizes that a disability may impede a student from completing course requirements in the same manner as expected of non-disabled students. The college also recognizes the need to accommodate students with documented limitations resulting from verified disabilities to the greatest extent possible without compromising a disabled student's course of study and without compromising the integrity of any student's certificate or degree.

FOR COURSES IN SIGN LANGUAGE SEE "AMERICAN SIGN LANGUAGE"
This course is designed to provide counseling and guidance support services to physically limited and adaptive learning students by means of diagnostic testing, assistance with vocational education classes, assessment of individualized progress, and personal, academic, and vocational counseling. Students are transitioned into college through assistance with registration, financial aid, career planning, and ultimately into employment in baccalaureate programs. (Nontransferable, nondegree applicable)

**DSPS 15A (4)**
**READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES**
4 Hrs. LeC., 1 Hr. Lab.
Prerequisite: Need for basic instruction based on placement tests and individual interview. This course will teach adults with learning differences to read and to spell phonetically regular words in the context of written sentences with an emphasis on one- and two-syllable words having only short vowels, 40 sight words, and the spelling rule dealing with doubling the final consonant in one-syllable words. (Nontransferable, nondegree applicable)

**DSPS 15B (4)**
**READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES**
4 Hrs. LeC., 1 Hr. Lab.
This course is a continuation of DSPS 15A with an emphasis on one- and two-syllable words with a silent final e, words with diagraphs, 50 sight words, two-syllable words with short vowels and vowel-consonant-e syllables, and two-syllable words with the first-syllable open and the second syllable having a short vowel or vowel-consonant-e. (Nontransferable, nondegree applicable)

**DSPS 15C (4)**
**READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES**
4 Hrs. LeC., 1 Hr. Lab.
This course is a continuation of DSPS 15B with an emphasis on various sounds of consonants, diphthongs, and various suffixes. (Nontransferable, nondegree applicable)

**DSPS 15D (4)**
**READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES**
4 Hrs. LeC., 1 Hr. Lab.
This course is a continuation of DSPS 15C with an emphasis on contractions, silent consonants, various spellings of vowel and consonant sounds, and spelling rules dealing with adding suffixes to any word. (Nontransferable, nondegree applicable)

**DSPS 23A**
**TACTILE ART FOR THE PHYSICALLY LIMITED**
4 Hrs. Lab.
This course is designed to enrich the aesthetic experience of the physically limited. Students will explore various art media and methods. (Nontransferable, nondegree applicable)
ECE 26A (2)  LANGUAGE AND LITERATURE FOR EARLY CHILDHOOD  
2 Hrs. Lec.  Development of language and communication skills in the first five years of life. Creating a language arts curriculum for toddlers and preschoolers with an emphasis on oral communication using storytelling, puppets, and dramatic play. Analysis of stories and literature for their value to the young child. (CSU)

ECE 24B (2)  ART FOR YOUNG CHILDREN  
2 Hrs. Lec.  Developing aesthetic and perceptual awareness in the toddler and preschool child through exploration of various process oriented art, media, activities, and experiences. Emphasis is placed on the development of age appropriate art curriculum activities, basic teaching skills, guidance techniques, equipment and materials. (CSU)

ECE 24C (2)  SCIENCE AND MATH FOR EARLY CHILDHOOD  
2 Hrs. Lec.  Developing a science curriculum aimed at introducing the young child to physics, social science and biological science concepts. Developing a math curriculum introducing number and math concepts. Emphasis is placed on developing age appropriate science and math curriculum and planning a science environment that is meaningful and exciting for the young child. (CSU)

ECE 24D (2)  MUSIC AND MOVEMENT FOR EARLY CHILDHOOD  
2 Hrs. Lec.  Music, rhythm and body movement experiences for young children. Development of teacher skills with simple music instruments and familiarity with resource materials for program planning and exploration of motor skills and movement concepts. (CSU)

ECE 25 (3)  FIELD EXPERIENCE  
1.5 Hrs. Lec. 10 Hrs. Field Experience  
Prerequisite: ECE/Psych 20, ECE 21, 22 and 23. Supervised field work in an early childhood program under the direction of a Master Teacher and college supervisor. The students will learn to assess, develop and implement curriculum and appropriate practices for young children in a supervised setting. (CSU)

ECE 26 (3)  PRINCIPLES OF PARENTING  
3 Hrs. Lec.  
This course is a study of the developmental tasks of parenting. It includes family dynamics, parenting skills, adjustment to new roles and family structures, values clarification and family communications. It is designed for parents, prospective parents and child care providers. (CSU)

ECE 27 (3)  UNDERSTANDING EXCEPTIONAL STUDENTS  
2 Hrs. Loc. 2 Hrs. Lab.  
(Same as DISP 1) (CSU)

ECE 28 (3)  ADMINISTRATION AND SUPERVISION IN EARLY CHILDHOOD EDUCATION  
3 Hrs. Loc.  
Prerequisites: ECE/Psych 20, ECE 21, 22, 23, 24 and 25. This course incorporates basic management principles for preschools including curriculum development and implementation, personnel management, facility maintenance, budgeting, parent involvement, community relations, program evaluation and professional ethics. (CSU)

ECE 29 (3)  INFANT/TODDLER DEVELOPMENT  
3 Hrs. Loc.  
This course will cover the fundamental principles of prenatal and infant development from conception to age two determined by heredity, society and human interaction. Prenatal development and the birth process are emphasized. Observations will be done on a neonate, infant and toddler. (CSU)

ECE 30 (3)  INFANT/TODDLER CURRICULUM  
3 Hrs. Loc.  
This course will prepare students to develop and implement an infant and/or toddler curriculum including the design of a developmentally appropriate learning environment. It will examine the methods currently in practice and study teacher competencies necessary for working with infants/toddlers. Students must put in 5 Hrs. Lab. TBA for the semester. (CSU)

ECE 31A (2)  HEALTH, SAFETY & NUTRITION FOR TEACHERS OF YOUNG CHILDREN  
2 Hrs. Loc.  
Health and safety needs for young children in group care. County and State mandates for health and safety. Basic nutrition for children including nutritional needs and food service in group care. (CSU)

ECE 31B (1)  FIRST AID AND CPR FOR TEACHERS OF YOUNG CHILDREN  
1 Hr. Loc.  
First Aid, CPR Module B: American Red Cross or American Heart Association certification in infant, child and adult CPR and First Aid. (Same as HT 17) (CSU)

ECE 31B-R (5)  FIRST AID & CPR FOR TEACHERS OF YOUNG CHILDREN  
5 Hrs. Loc.  
Prerequisite: Successful completion of ECE 31B/HT 17. First Aid/ CPR Module B Refresher: American Red Cross or American Heart Association certification update in infant and child CPR and First Aid. (Nontransferable, nondegree applicable)

ECE 23 (3)  ADVANCED MANAGEMENT FUNCTIONS FOR THE OPERATION OF AN EARLY CHILDHOOD CENTER  
2 Hrs. Loc. 3 Hrs. Lab.  
Prerequisites: ECE/Psych 20, 21, 22 and 23, 24, 25. This course is designed for those who plan to be directors in any child care center, both public and private, in the state of California. Principles and practices of program planning, budgeting and personnel administration for agencies serving children and families. (CSU)

ECE 24 (3)  ADULT SUPERVISION IN EARLY CHILDHOOD PROGRAMS  
3 Hrs. Loc.  
A study of the methods and principles of adult supervision in an early childhood setting from a developmental perspective. Topics covered include competence in personnel management, effective interpersonal communication, how adults learn, team building. (CSU)

ECE 35 (1)  FAMILY CHILD CARE MANAGEMENT  
3 Hrs. Loc.  
Instruction in operating home based childcare as a successful business. Topics covered include bookkeeping, tax laws, licensing requirements, management skills, scheduling and policies. (Nontransferable, AA/AS degree only)

ECE 36 (1)  FAMILY CHILD CARE PROVIDER AND PARENT RELATIONS  
3 Hrs. Loc.  
A study of appropriate provider and parent communication techniques and strategies. Includes problem-solving, decision making, conflict resolution, methods for increasing parent involvement and participation in children's care and education. (Nontransferable, AA/AS degree only)

ECE 37 (1)  FAMILY CHILD CARE LICENSING AND RESOURCES  
3 Hrs. Loc.  
A study of California Child Care requirements, funding possibilities and community resources. (Nontransferable, AA/AS degree only)

ECON 1 (3)  PRINCIPLES OF ECONOMICS  
(CAN ECON 2)  
An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and macro-analysis in gross domestic product, money and banking, international business, and economic stabilization. (CSU, UC)

ECON 2 (3)  PRINCIPLES OF ECONOMICS  
3 Hrs. Loc.  
An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and micro-analysis in the direction of production and the allocation of resources through the price-system. (CSU, UC)

ED 1 (2)  INTRODUCTION TO EDUCATION  
1 Hr. Loc. 3 Hrs. Lab.  
Recommended for students interested in a teaching credential. Opportunity to explore specific grade levels through weekly observations and participation in actual classroom situations. Gives broad overview of the varied aspects of teaching. (CSU)

ELECTRICITY  
ELEC 1 (3)  BASIC ELECTRICITY  
2 Hrs. Loc. 3 Hrs. Lab.  
Recommended Preparation: Math 51. An introductory course to the study of electricity and electronics. Basic theory of the physical phenomena involved in the use and selection of various electrical components, instruments and circuits is presented in the lecture. Practical experiments demonstrating this theory are performed in the lab. (CSU)

ELECTRICAL ENGINEERING  
ELENTRN 1A (4)  BASIC ELECTRICITY AND ELECTRONICS  
3 Hrs. Loc. 3 Hrs. Lab.  
Recommended Preparation: Math X. An introduction to the study of electricity and electronics. Basic theories of the physical phenomena involved in circuitry-related devices and measurement instruments. (CSU)

ELENTRN 2B (4)  ELECTRONICS  
3 Hrs. Loc. 3 Hrs. Lab.  
Recommended Preparation: ELENTRN 1A. A continuation of ELENTRN 1A. Topics will include: semiconductor devices, amplifiers and solid state components. (CSU)

ELENTRN 2A (3)  ADVANCED ELECTRONICS  
2 Hrs. Loc. 3 Hrs. Lab.  
Recommended Preparation: ELENTRN 1B. Advanced concepts in electronics. Topics will include: additional devices included in circuit, instrumentation, various system designs, successive "generations". (CSU)

ELENTRN 2B (3)  ADVANCED ELECTRONICS  
2 Hrs. Loc. 3 Hrs. Lab.  
Recommended Preparation: ELENTRN 2A. A continuation of ELENTRN 2A. The advanced study of applied digital electronic systems such as those found in computing, audiovisual and other electromechanical equipment. (CSU)
EMT 17 (5)  
 EMERGENCY MEDICAL TECHNICIAN  1-REFRESHER 5 Hrs. Lab.
 Prerequisites: Successful completion of EMT 1R or EMT 2. This course will be offered every third year if sufficient interest exists. This course provides 3 credits.

EMT 18R (2)  
 EMERGENCY MEDICAL TECHNICIAN 1-REFRESHER 2 Hrs. Lab.
 Prerequisites: Have a valid California Emergency Medical Technician 2 Certificate. A course designed for those individuals who wish to continue successful completion and the realization that more than usual study and TBA requirements must be met. (CSU)
EMT-P F1 (3)  
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC  
FIELD 1  
15.8 Hrs. Lab.  
Prerequisites: Successful completion of EMT-P D1, EMT-P D2, EMT-P C1 & EMT-P C2. May enter EMT-P F1 up to 1 year after completion of the pre-requisites. This course is the first phase of the field training of the paramedic program. This portion of training enables the student to put all didactic and skills training, as well as, the clinical experience, together, for benefit in the pre-hospital setting. The field internship is a period of supervised experience on an intensive care vehicle which provides the student with a progression of increasing patient care responsibilities which proceeds from observation to working as a team member. The student will be under the direct supervision and observation of a nurse with pre-hospital ALS experience or an EMT-Paramedic approved by the EMS authority. After progressing through record keeping and participation in actual patient care, the student shall ultimately function as the patient care leader. Students must be aware of the intensity of the course that requires dedication to successfully complete this phase of field training. In addition to this training experience, the student must complete 30 advanced life support contacts as defined in the California Code of Regulations, Title 22, Division 9. (CSU)

EMT-P F2 (8)  
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC  
FIELD 2  
13.3 Hrs. per Lab.  
Prerequisites: Successful completion of EMT-P D1, EMT-P D2, EMT-P C1, EMT-P C2, and EMT-P F1. Applicant may petition for exemption from this pre-requisite. Applicant is currently certified as an EMT 2 with a minimum of 1 year experience. Applicant demonstrates completion of an EMT 2 program with training and training experience in an EMT 2 program. Applicant completes all other paramedic training program requirements. Applicant has approval of program coordinator and medical director. Applicant successfully completes EMT 2 proficiency exam. This course is the last segment of Advanced Life Support Paramedic training. This course is designed to enhance the student’s overall performance as an advanced life support provider in the pre-hospital setting. The student is now able to practice in the pre-hospital environment, using all training acquired through previous segments of his/her training program. Performing under a paramedic preceptor, the student will function as a paramedic, using all assessment skills, communication skills, use of advanced life support equipment, medications and procedures. The student will learn how to incorporate all learned knowledge of advanced life support pre-hospital care to administer optimum patient care in the field. Students must be aware of the intensity of this segment. It requires dedication to successfully complete all of this field training. Students must complete a minimum of 10 advanced life support contacts as defined in the California Code of Regulations, Title 22, Division 9. (CSU)
ENGL 11A (3.5)
READING IV: ANALYTICAL AND CRITICAL READING
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng1 12B and Eng1A. Designed to help adequate readers become superior readers. Recommended for college transfer students who wish to develop the critical reading and thinking skills necessary for all types of college level reading. (CSU)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 12A (3.5)
READING III: INTERMEDIATE DEVELOPMENT
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng1 13B. A course at the upper intermediate reading level designed to refine those skills designated in Eng1A/13A/B. Includes additional instruction in study skills, outlining, previewing, summarizing, and critical reading. (Nontransferable, nondegree applicable)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 12B (3.5)
READING III: INTERMEDIATE DEVELOPMENT
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng1 13B. This course aims to build reading efficiency to college level to ensure reading competency for graduation from IVC and/or successful completion of transfer level courses. Course work includes practice in whole chapter non-taking, vocabulary building, study reading, informed reading of literature, and reinforcement of critical thinking skills. (Nontransferable, AA/AAS degree only)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 12A (3.5)
READING IV: BASIC DEVELOPMENT
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng1 14B. A course at the lower intermediate level for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. (Nontransferable, nondegree applicable)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 12B (3.5)
READING IV: BASIC DEVELOPMENT
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng1 13A. A course at the lower intermediate level for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. (Nontransferable, nondegree applicable)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 14A (3.5)
READING I: DEVELOPMENT FOR BILINGUALS
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or advancement in the ESL curriculum indicating readiness for the monolingual curriculum. Course designed to develop reading efficiency of bilingual students. Phonics comprehension, word analysis, vocabulary building will be included, as well as those study skills directly related to reading. (Nontransferable, nondegree applicable)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 14B (3.5)
READING I: DEVELOPMENT FOR BILINGUALS
3 Hrs. Lec. * 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng1 14A. Course designed to develop reading efficiency of bilingual students. Phonics comprehension, word analysis, vocabulary building will be included, as well as those study skills directly related to reading. (Nontransferable, nondegree applicable)

* Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 22A (3-3)
VOCABULARY BUILDING
3 Hrs. Lec.
A prescribed study of affixes, roots, word origins, language change, varieties of meaning, the dictionary, and vocabulary in the various subject areas. (Nontransferable, nondegree applicable)

ENGL 24 (3)
ADVANCED VOCABULARY BUILDING AND SPELLING FOR ESL
3 Hrs. Lec.
Recommended Preparation: Engl25 & Engl5. The student will work on English-Spanish cognates, roots and prefixes, idiom, general reading vocabulary, subject matter (e.g., psychology, history), reading vocabulary, parts of speech, dictionary skills, word conjugation and usage, and listening comprehension. The emphasis will be on writing and listening more than on oral work, and on independent vocabulary building as well as on group work. (Nontransferable, nondegree applicable)

ENGL 25 (3)
INTERMEDIATE VOCABULARY BUILDING AND SPELLING FOR ESL
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Engl 5. The intermediate ESL student will work on roots and prefixes, idiom, spelling, prosounication, parts of speech, irregular verbs, and the learning of colloquialisms. A lot of class practice will be given in oral and written use of new words and expressions. (Nontransferable, nondegree applicable)

ENGL 26 (3)
BEGINNING VOCABULARY BUILDING AND SPELLING FOR ESL
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Engl 6. A beginning level of vocabulary will be offered. Some spelling techniques will be taught and vocabulary will be used both in oral and written sentences. (Nontransferable, nondegree applicable)

ENGL 27 (3)
ADVANCED PUBLIC SPEAKING FOR BILINGUALS
3 Hrs. Lec.
Recommended Preparation: Engl 33. This course is designed to bring Engl 33 bilingual students to a near-native level of fluency and listening comprehension so that they may successfully compete with native speakers. Students will prepare, present and evaluate activities such as speeches, oral interpretations, interviews, reports, debates, and simulation games. Emphasis will be given to the use of the dictionary to provide appropriate material for topics of academic and community significance. Recommended for students concurrently enrolled in Engl 2AB and Engl 12AB. May be taken as a preparation, but not as a substitute, for Speech 1. (Nontransferable, nondegree applicable)

ENGL 33 (3)
BASIC PUBLIC SPEAKING FOR ESL
3 Hrs. Lec.
Recommended Preparation: Engl 34. This course is designed to bring advanced ESL students to a near-native level of fluency and listening comprehension so that they may successfully compete with native speakers. Students will prepare, present and evaluate activities such as speeches, oral interpretations, interviews, reports, debates, and simulation games. (This course may be taken as a preparation, but not as a substitute, for Speech 1.) (Nontransferable, nondegree applicable)

ENGL 34 (3)
ADVANCED ORAL ENGLISH FOR ESL
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Engl 4. An intensive course in oral American English for students who have learned English as a second language. Students will read well and have a good grasp of grammar but who still need more practice in manipulating oral structures. (Nontransferable, nondegree applicable)

ENGL 35 (3)
INTERMEDIATE ORAL ENGLISH FOR ESL
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Engl 5. A conversational course designed for the intermediate student of ESL. Students will utilize oral English by creating their own dialogs and present them, and by speaking on posters or other visual materials. Differences between the students' native language and how these differences affect the students' oral English will be discussed. (Nontransferable, nondegree applicable)

ENGL 36 (3)
BEGINNING ORAL ENGLISH FOR ESL
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Engl 6. A conversational course designed for the beginning ESL student. The course will cover the fundamentals of the English sound system. Listening and speaking will be emphasized through basic dialogs to be learned, through simple stories to be listened to, and through questions to be answered orally. (Nontransferable, nondegree applicable)

ENGL 41A (3)
SURVEY OF AMERICAN LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 1B. A study of the works of major American writers from the Colonial Period through the Civil War. (CSU)

ENGL 41B (3)
SURVEY OF AMERICAN LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 1B. A study of the works of American writers through the Postmodern Period. (CSU)

ENGL 42A (3)
SURVEY OF WORLD LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 1B. Study of selected literature of the Hebrews, Greeks, Romans, the Middle Ages, and the Renaissance. Emphasis on literature other than American and English. (CSU, UC)

ENGL 42B (3)
SURVEY OF WORLD LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 1B. Study of literature of Neo-classicism, Enlightenment, Romanticism and modern schools. Emphasis on literature other than American and English. May be taken before Engl 42A. (CSU, UC)

ENGL 43A (3)
(CAN ENGL 8)
SURVEY OF ENGLISH LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 1B. Close study of works of major English writers up to the end of the 18th century, with consideration of the more important aspects of English literary history. (CSU, UC)

ENGL 43B (3)
(CAN ENGL 10)
SURVEY OF ENGLISH LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 1B. Close study of works of major English writers of the 19th and 20th centuries, with consideration of the more important aspects of English literary history. May be taken before Engl 43A. (CSU, UC)

ENGL 46A (3)
THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 1A. Study of the contributions by Mexican Americans to all genres of literature. Course to be developed through the study of the Mexican American historical backgrounds, and by contrasting and comparing the works of Mexican Americans with their familiar Anglo American counterparts, as well as with the works of their authors. This course will concentrate on the cultural and literary heritage of the Mexican American. Conducted in English. (Same as Span 28A) (CSU, UC)
ENGL 46B (3) THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lect.
Recommended Preparation: Eligibility for Engl 1A. A continuation of Engl 46A with emphasis on contemporary Mexican American writers. Conducted in English. Engl 46B may be taken before Engl 46A. (Same as Span 28B) (CSU, UC)

ENGL 47 (3) INTRODUCTION TO THE BIBLE AS LITERATURE
3 Hrs. Lect.
Prerequisite: Engl 1A with a grade of "C" or better. Recommended Preparation: Engl 2B or Engl 1A. A study of literature and history of the Bible. (CSU, UC)

ENGL 50 (3) ADVANCED COMPOSITION
3 Hrs. Lect.
Prerequisite: Engl 1A with a grade of "C" or better. Emphasizes critical thinking in reading and writing beyond that achieved in Engl 1A. Writing assignments will focus on deduction and induction, an understanding of the fallacies of language and thought, the application of valid evidence, and refutation. (CSU, UC)

ENGL 50H (1) ADVANCED COMPOSITION - HONORS
1 Hr. Lect.
Recommended Preparation: Engl 1A with a grade of B or better. Contributes: Engl 50. A roundtable seminar, this course will emphasize reasoning, evaluation, and "strong sense" critical thinking. Through analytic reading, writing for critical analysis and clarification of values assumptions of various branches of linguistics: language classification, dialectal differences, students will evaluate the ideas and values assumsed of fifteen great thinkers in relation to their own ideas and values assumptions, as well as to those of other thinkers. (CSU, UC)

ENGL 52 (3) INTRODUCTION TO LINGUISTICS
3 Hrs. Lect.
Recommended Preparation: Engl 2B or Engl 1A. Introduction to the various branches of linguistics: language classification, dialectal variation, psycholinguistics, sociolinguistics, semantics. Specific work on English sounds, grammar, and dialects, including comparisons of English with Spanish. Recommended for teachers, teacher aides, students of foreign languages, and anyone interested in extending his/her knowledge of language. Suitable for English speaking and bilingual students. (CSU, UC)

ENGL 52A (3-3) CAN ENGL 6
CREATIVE WRITING
3 Hrs. Lect.
Prerequisite: Engl 1A with a grade of "C" or better. Recommended Preparation: Engl 1B. Study and application of the principles of literary construction, plus exercises in the writing of imaginative literature, including short story, poetry, drama, and essay. (CSU, UC)

ENGL 54 (3) INTRODUCTION TO FILM HISTORY AND CRITICISM
2 Hrs. Lect. 2 Hrs. Lab.
The origins and development of movies as an entertainment industry, as a technological medium, and as an art form. Key films from different historical periods will be examined for their technological and artistic contributions to the set of film making. (CSU, UC)
ENV T 113A (3)  
SAFETY AND EMERGENCY RESPONSE, FUNDAMENTALS OF HAZARDOUS MATERIALS FOR THE FIRST RESPONDER  
3 Hrs. Lec.  
Recommended Preparation: Env T 100, Env T 103. This course covers the fundamental health and safety aspects of working with hazardous materials. It presents valid information for awareness and understanding responses to hazardous materials emergencies. Included is information regarding legal requirements, compliance with regulations, health effects, treatment, agency protocols and responsibilities, emergency procedures, and incident command functions. Anyone who may discover or respond to a Haz-Mat incident (i.e., fire, law, health, transportation, public works, private industry) must have this level of training. Successful completion of this course includes a certificate of completion from the California Fire Training Institute (CFSTI) through the Office of Emergency Services (OES) at the First Responder Operational level (FRO). (Same as FIRE 120) (CSU)

ENV T 113B (3)  
SAFETY AND EMERGENCY RESPONSE, SPILL CONTROL AND EMERGENCY RESPONSE  
1 Lec. 2 Hrs. Lab.  
Recommended Preparation: Env T 100, Env T 113A. Study of procedures for safety and emergency response to chemical spills in industrial and field setting. The focus is on various spill control schemes, contamination procedures, development and implementation of a personal protective program pursuant to OSHA standards. (CSU)
VENTILATION AND FIRE CONTROL

2 Hrs. Le.
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ventilation and fire control techniques will be presented. Course materials will include the syllabus for the State Fire Marshal's ventilation certification as specified by the California Fire Service Training and Education Standards (CFSTES) of the office of the State Fire Marshal. This is part four of a six part program that will satisfy course requirements for California State Fire Marshal Firefighter I certification requirements (CSU).

FIRE 110 (5.5)
FIRE FIGHTER I - ADVANCED

2.5 Hrs. Le. 1 Hr. Lab.
Prerequisite: FIRE 110. A more advanced portion of basic Fire Fighter I training. Topics to be presented include: specifics of ventilation, ventilation and fire control techniques, fire protection systems, fire prevention and investigation, hazardous materials, fire alarm communications, and vehicle extrication overview. Course material is within the guidelines of training for Fire Fighter certification as specified by the California Fire Service Training and Education Standards (CFSTES) of the office of the State Fire Marshal. This is part five of a six part program that will satisfy course requirements for California State Fire Marshal Firefighter certification requirements (CSU).

FIRE 116 (2)
FIRE HYDRAULICS

2 Hrs. Le.
This course involves the study of Calculations required to assure adequate water pressures and volumes at fire department operations. Besides calculation emphasis, the course will cover hydraulic laws and formulas as applied to fire service, application of formulas and mental calculations of hydraulic problems, the presence of fluids, fire pump operation, fire hydrants, fire hydrant flow and pressures, and application of the capabilities of a community water supply. (CSU).

FIRE 120 (3)
FUNDAMENTALS OF HAZARDOUS MATERIALS FOR FIRST RESPONDERS

3 Hrs. Le.
(Stans as Env T 113A) (CSU)

FIRE 204A (2)
DRIVER/OPERATOR - DRIVING

2 Hrs. Le.
This course is designed to meet the technical and driving requirements as established by the State Fire Marshal for fire emergency vehicles. Course will include a study of driver responsibilities, vehicle laws, emergency response procedures, apparatus and equipment inspection and maintenance procedures, maneuvering of fire apparatus through controlled driving exercises and in normal traffic conditions. Successful completion of this course will satisfy one of the requirements to be eligible for application as a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 204B (2)
DRIVER/OPERATOR - PUMPING

2 Hrs. Le.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed to provide fire service personnel with the instructional tools and concepts associated with the management, regulation, and preservation of water and fire protection systems. Successful completion of this course will satisfy one of the requirements to be eligible to apply for a certificate as a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 205A (2)
FIRE INVESTIGATION I A

1 Hr.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed to provide an introduction to fire investigation. Emphasis will be placed on the importance of evidence and preserving evidence, interviewing witnesses and suspects, arson and detention procedures, and principles of arson investigation, motives of the fire setter, and report writing. Successful completion will satisfy one of the State Fire Marshal's training requirements for certification as a Fire Investigator I. (CSU)

FIRE 205B (2)
FIRE INVESTIGATION IB

1 Hr.
Prerequisite: FIRE 205A. This course presents the participant with information that will enable them to achieve a deeper understanding of fire investigation. The course builds on Fire Investigation I A and adds topics of discussion including the juvenile fire setter, in-depth report writing, evidence collection and preservation procedures. Successful completion will satisfy one of the State Fire Marshal's training requirements for certificates as a Fire Investigator I. (CSU)

FIRE 206A (2)
FIRE PREVENTION I A

1 Hr.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course will include introduction to organization and function of fire prevention inspections, surveying and mapping procedures and recognition of fire and life hazards. Material presented will focus on code use, improvements, enforcement and fire codes, considerations of self-propagating flammable materials, properties of plastics, and portable and fixed fire protection equipment. Successful completion fulfills one of the State Fire Marshal's training requirements for certificates as a State Fire Marshal. (CSU)

FIRE 206B (2)
FIRE PREVENTION I B

1 Hr.
Prerequisite: FIRE 206A. This course is a continuation of the study of fire prevention. Course will include introduction to organization and function of fire prevention inspections, surveying and mapping procedures and recognition of fire and life hazards. Material presented will focus on code use, improvements, enforcement and fire codes, considerations of self-propagating flammable materials, properties of plastics, and portable and fixed fire protection equipment. Successful completion fulfills one of the State Fire Marshal's training requirements for certificates as a State Fire Marshal. (CSU)

FIRE 208A (1.5)
FIRE INSTRUCTOR IA

1 Hr.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed to provide an introduction to fire instructor职责. Emphasis will be placed on the importance of evidence and preserving evidence, interviewing witnesses and suspects, arson and detention procedures, and principles of arson investigation, motives of the fire setter, and report writing. Successful completion will satisfy one of the requirements to be eligible to apply for a certificate as a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 208B (1.5)
FIRE INSTRUCTOR IB

1 Hr.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed as a continuation of Fire Instructor IA. The course will continue to present new investigative methods and techniques for training/teaching utilizing the latest concepts in vocational education. Opportunities to apply major principles of learning through practice teaching techniques will be given. Material and information will be given to assist the participant to prepare for Fire Officer Certification and Fire Instructor I requirements within the State of California. Successful completion of this course will satisfy one of the requirements to become a State Fire Marshal's Training Registered Fire Instructor. (CSU)

FRENCH

High School Foreign language courses may be used for the purpose of placement in the college courses and may be counted toward meeting the foreign language requirement in various majors. These high school courses will not count as college credit toward graduation. Contact the IVC Counseling Center for further information.

The last year course taken by a student in the high school language sequence may be repeated in college for graduation credit, not to exceed five units of repeated foreign language work. Students with high school language credit are strongly advised to see the instructor before enrolling.

Students who have recently studied French for three years in high school are recommended to take the third semester of the college level course.

FRENCH (1)

FRENCH (1.5)

FRENCH (2)

FRENCH (5)

4 Hrs. Le.
Prerequisite: Completion of 1 year in French at the 1 level. This course will give the student the opportunity to apply and expand his or her French language skills through the reading, analytic, and subsequent discussion of French films and literary texts. Students will learn to state opinions and offer supporting arguments in written form as well as in roundtable discussions. (CSU, UC)

FRENCH (3)

INTERMEDIATE FRENCH

4 Hrs. Le.
An intermediate course offering review and expansion of grammar and vocabulary learned in FRENCH 1 and FRENCH 2. Emphasis on communication and application of knowledge in highly functional life situations. Students must plan for one hour per week of required individual language laboratory practice by individual study arrangement. (CSU, UC)

FRENCH (3.5)

ELEMENTARY FRENCH

4 Hrs. Le.
Prerequisite: Completion of 1 year in French at the 1 level. This course is designed as a continuation of FRENCH 2 and adds one to the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)
FREN 4 (4) INTERMEDIATE FRENCH
4 Hrs. Lec.
Continuation of Fren 3. An intermediate course emphasizing communication and application of knowledge in highly functional life situations. Students must plan for one hour per week of required language laboratory practice by individual study arrangement. (CSU, UC)

FREN 5 (3) INTERMEDIATE FRENCH READING AND WRITING
3 Hrs. Lec.
Intensive reading and vocabulary development based on cultural and literary materials, including critical analysis and summaries. (CSU, UC)

FREN 10 (3) INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 3. Practical conversational skills are developed through listening exercises, directed conversations on assigned readings from newspaper and magazine articles, current topics, simple dialogues and plays. Emphasis is on contemporary life in countries where French is spoken. Student must plan for an additional hour of individual language laboratory by arrangement. (CSU)

FREN 11 (3) INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 4. Continuation of Fren 10. Student must plan for an additional hour of individual language laboratory by arrangement. (CSU)

FREN 60/ABC (1-1-1) LANGUAGE LABORATORY
2 Hrs. Lab.
Individualized language laboratory practice with taped materials and texts in the language laboratory. Practice in listening comprehension and pronunciation. Supplementary course for beginning, intermediate and advanced levels in French. (Nontransferable, AA/AS degree only)

GEOPHYSICAL GEOGRAPHY
GEOG 1 (3) (CAN GEOG 2)
3 Hrs. Lec.
An introduction to the physical characteristics of the earth. Topics include: climate, land forms, natural vegetation, and the water and mineral resources of the earth. (CSU, UC)

GEOG 2 (4) (CAN GEOG 4)
3 Hrs. Lec.
An introduction to the regions and cultures of the world. Emphasis on the contemporary demographic, linguistic, religious, and economic characteristics of major regions in the world. May be taken before Geog 1. (CSU, UC)

GEOG 3 (3) ECONOMIC GEOGRAPHY
3 Hrs. Lec.
The geography of commercial products. Distribution of production as related to climate, surface features, soils, labor supply and market areas, and the routes along which products move to consuming areas. (CSU, UC)

GERMAN
Germ 1
High School Foreign language courses may be used for the purpose of placement in college courses and may be counted toward meeting the foreign language requirement in various majors. These high school courses will not count as college credits toward graduation. Contact the IVC Counseling Center for further information.

The last year course taken by a student in the high school language sequence may be repeated in college for credit, not to exceed five units of repeated foreign language work. Students with high school language credits are strongly advised to see the instructor before enrolling.

GERM 1 (4) ELEMENTARY GERMAN
4 Hrs. Lec. 1 Hr. Lab.
Pronunciation, practice in speaking, introduction to reading and writing, basic grammar of the German language. The student must plan for an additional hour of individual language laboratory. (CSU) (UC credit limited. See a counselor.)

GERM 1A (2) ELEMENTARY GERMAN
2 Hrs. Lec. 1 Hr. Lab.
Beginning course of graded lessons acquainting the student with the basic structure and pronunciation through practice in speaking, writing, and reading. This course is the first half of the first semester of Germ 1. Completion of Germ 1A and Germ 1B is the equivalent of Germ 1, a total of 4 units. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

GERM 1B (2) ELEMENTARY GERMAN
2 Hrs. Lec. 1/2 Hr. Lab.
Continuation of Germ 1A. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

GERM 2 (4) ELEMENTARY GERMAN
4 Hrs. Lec. 1 Hr. Lab.
An intensive, methodological presentation to develop facility in the skills of listening, comprehension, speaking, reading and writing with control of the basic structures in both oral and written form. German culture and civilization will be introduced. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU, UC)

GERM 2 (4) ELEMENTARY GERMAN
4 Hrs. Lec. 1 Hr. Lab.
An intensive, methodological presentation to develop facility in the skills of listening, comprehension, speaking, reading and writing with control of the basic structures in both oral and written form. German culture and civilization will be introduced. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU, UC)

HEALTH ASSISTANT
The Health Assistant Program (HA 15) prepares the student to receive a Certificate of Completion from the College. In addition, the student is prepared to receive a Certificate from the California State Department of Health Services as a Certified Nurse Aide.

The Home Health Aide Program (HA 16) prepares the student to receive a Certificate of Completion from the College. In addition, the student is prepared to receive a Certificate from the California State Department of Health Services as a Home Health Aide.

An admissions committee reviews all applications. Early application is recommended since both programs accept a limited number of students. Admission requirements include an application on file, and a health examination. A grade of "C" or better in the program course is required for successful completion. Transportation to the health agencies is the responsibility of the student.

HA 15 (5) HEALTH ASSISTANT
3 Hrs. Lec. 6 Hrs. Lab.
Recommended Preparation: Engl 12A. This course will prepare the health assistant for certification by the State of California as an entry-level worker on a health care team in a long-term care facility. The course is structured to provide theory and practical application of skills needed to function as a nurse assistant. (Nontransferable, AA/AS degree only)

HA 16 (1.5) HOME HEALTH AIDE
1 Hr. Lab. 1.5 Hrs. Lab.
Prerequisite: Certification as a Health Assistant. This course will prepare the student for certification by the State of California as a home health aide, the care giver. This course is structured to provide the theory and practice skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 17 (5) HOME HEALTH CARE ATTENDANT
4 Hrs. Lec. 3 Hrs. Lab.
This course will prepare the student for certification by the State of California as a home health aide. The curriculum is structured to provide the theory and practice skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 18 (4.5) ADMINISTRATIVE MEDICAL ASSISTANT I
4 1/2 Hrs. Lab.
Prerequisite: HT 3. Courses of study designed to prepare for entry-level positions in clinics and doctors' offices. Medical-legal aspects, history of medicine, interpersonal communications confidentiality, reception environment, appointment control, records management, professionalism and telephone communications are emphasized. (Nontransferable, AA/AS degree only)

HA 19 (4.5) ADMINISTRATIVE MEDICAL ASSISTANT II
4 1/2 Hrs. Lab.
Prerequisite: HA 18. This course is designed to prepare students to operate office management equipment, prepare the patients' medical records, understand medical care expenses, credit arrangements, billing procedures, collection on overdue accounts, health insurance, billing, booking, general management. (Nontransferable, AA/AS degree only)

HA 20 (3.5) SPECIMEN COLLECTION AND LABORATORY PROCEDURES
3 Hrs. Lec. 1.5 Hrs. Lab.
Prerequisite: HA 19. This course is designed to prepare students to comply with OSHA regulations, lab safety, bio-hazard awareness, usage of the microscope and other laboratory equipment, obtaining of capillary and venous blood samples, bacterial strains and cultures, urines, sputum and stool specimens. (Nontransferable, AA/AS degree only)

HA 21 (3.5) EXAM ROOM PROCEDURES
3 Hrs. Lec. 1.5 Hrs. Lab.
Prerequisite: HA 20. This course is designed to prepare students in preparing patients for various types of exams, procedures of the eyes and ears, positing and dispossing, assisting physician, language of charting by use of abbreviations and symbols, instrumental identification and usage, aseptic technique, diagnostic tests and procedures, EKG, minor surgical procedures, medical emergencies, CPH-health care provider level. (Nontransferable, AA/AS degree only)

HA 22 (3.5) PHARMACOLOGY AND ADMINISTRATION OF MEDICATION
3 Hrs. Lec. 1.5 Hrs. Lab.
Prerequisite: HA 21. This course is designed to prepare students to understand medical-legal/ethical aspects, drug classifications, medical math, usage of FDR, abbreviations and symbols, writing prescriptions, charting, pharmacy calls, storing medications, methods of administering medications: orally, sublingually, topically, vaginally, and rectally. Conversion of orders to milligrams for injection, handling of and safety in using the syringe and needle, choosing correct site, identifying correct dose for injection, injection technique of intradermal, subcutaneous and intramuscular (deep and Z-track), anaphylactic reaction, considerations of drug action and interactions. (Nontransferable, AA/AS degree only)

HA 23 (4) CLINICAL EXTERNALSHIP
12 Hrs. Lab.
Prerequisite: HA 22. This course is designed to enable students to put all didactic information and skills together in the working setting of clinic or doctor offices. The medical assistant student is placed at a medical office, clinic, or HMO where he/she will gain hands-on experience performing Medical Assistant duties. Students are required to be available days to attend the externship. The externship hours are similar to the schedules normally available in industry. (Nontransferable, AA/AS degree only)

Nursing - Continuing Education

Health Assistant
Prospective students are advised to check with the college previous to each semester concerning continuing education courses to be offered. New courses are offered periodically as community health agency and health personnel needs are identified. An enrollment fee will be charged.

HA 37 (1) BASIC ARRHYTHMIA RECOGNITION
1 Hr. Lab.
(Same as BSN/AVN 37) (CSU)
HE 1 (3) HEALTH EDUCATION  
3 Hrs. Lect.  
Fundamentals of healthful living designed to provide scientific health information, and promote desirable attitudes and practices. Includes the study of first aid and the relationship of alcohol, narcotics, and smoking to health, and the factors involved in family and community health and safety. (CSU, UC)

HE 2 (3) FIRST AID  
3 Hrs. Lect.  
The immediate and temporary care given in case of accident, illness and emergency childbirth. Course shall qualify students for the Standard First Aid/Red Cross First Aid Certificate. (CSU, UC)

HE 3 (2) HEALTH EDUCATION - MILITARY SERVICE  
Prerequisite: The satisfactory completion of basic or recruit training and 180 days or more active service in the armed forces of the United States of America. The student's rating as a credit for military service must present his/her DD214 or equivalent supporting documentation to the Veterans Assistant and register for the credit. If the student registers for the credit and does not submit verification of service, he/she will be dropped as a Non-Show and will not receive credit. HE 3 does not count toward the units toward VA, Financial Aid, or full-time student status. These are not contact hours. May receive credit only once. (CSU)

HEALTHTECHNOLOGIES  

HT 1 (2) INTRODUCTION TO HEALTH SCIENCE  
2 Hrs. Lect.  
In this course the educational requirements and practice demands of the varied careers within the health services are surveyed. Progress and trends in health care delivery since 1940 are presented as a background for the exploration of the current state of the art. Major health problems of the 1980's are identified and the impact of lifestyle, total environment and education on physical and emotional well-being are analyzed. (Nontransferable, AA/AS degree only)

HT 3 (2) MEDICAL TERMINOLOGY  
3 Hrs. Lect.  
Course of study designed to develop competency in the accurate use of medical vocabulary to include anatomy, physiology, diseases, and descriptive terms and prepare students for entry-level positions as medical transcribers, clinical editors, health insurance processors, and patient administration specialists. (CSU)

HT 4 (2) MEDICAL TRANSCRIPTION  
2 Hrs. Lect. 2 Hrs. Lab.  
Prerequisite: HT 3. Ability to type 40 words per minute. Course of study designed to prepare students to transcribe data from a recording device into transcribers form using standard typewriters and/or microcomputers. Includes information placed on patient records in hospitals, doctors' offices or clinics. Upon completion of this course, the student should be prepared to accept an entry-level position as a medical transcriptionist. (CSU)

HT 5 (3) PATIENT INFORMATION SYSTEMS  
2 Hrs. Lect. 2 Hrs. Lab.  
Prerequisites: HT 3. Ability to type 40 words per minute. Course of study designed to prepare students to use memory typewriters, word processors, microcomputer processors, input/output equipment (CRTs, disc drives, printers, diskettes, magnetic tape, and various software programs) in a hospital, clinic or doctor's office. The use of a computer program to store patient data is emphasized. (CSU)

HT 6 (3) MEDICAL INSURANCE  
3 Hrs. Lect.  
Prerequisite: HT 3. Ability to type 40 words per minute. Health care facilities are dependent upon third party payers for financial solvency. Medical billing guidelines are rapidly changing as are complex issues which health care facilities must concern themselves with daily. The purpose of this course is to provide students with the practice and skill necessary so that billing office personnel can promptly and accurately submit insurance claims to a variety of carriers. (CSU)

HT 7 (3) PATIENT ADMINISTRATION SERVICES  
3 Hrs. Lect.  
Course of study designed to prepare students for entry-level positions in hospitals, clinics or doctors' offices. Extensive exposure to various areas such as preadmissions, financial advisory services, billing, collections, and outpatient accounts is emphasized. Interdepartmental communications are stressed. (CSU)

HT 8 (2) MANAGEMENT OF PATIENT SERVICES  
2 Hrs. Lect.  
Course is designed for persons interested in patient services in hospitals, clinics or doctors' offices. Managing the flow of intra and interdepartmental information is presented. Theory of organizational behavior is reviewed and personnel supervision is included. The role of the nurse/supervisor is stressed. (CSU)

HT 11 (3) ADVANCED MEDICAL TRANSCRIPTION  
2 Hrs. Lect. 2 Hrs. Lab.  
Prerequisites: HT 4 and AAT 6. An advanced course of study in transcribing medical data onto appropriate health facility forms. Advanced medical terminology is used and increased speed in transcription is required. Upon completion of this course, the student should be prepared to accept a position as an experienced transcriptionist. (CSU)

HT 12 (6) PHARMACY TECHNICIAN I  
5 Hrs. Lect. 3 Hrs. Lab.  
Prerequisites: Math X, HTJ 3, and AAT 6. The Pharmacy Technician I course is designed to develop knowledge and skill in identifying names, dosage, strengths, and common abbreviations for drugs dispensed from the pharmacy. The student will learn to receive orders for medications, transcribe orders onto pharmacy patient profiles, and type necessary labels. Other technical and clerical functions traditionally carried out by the pharmacist will be included. (CSU)

PHARMACY TECHNICIAN II  
5 Hrs. Lect. 3 Hrs. Lab.  
Prerequisite: HT 12. The Pharmacy Technician II course continues to build upon the knowledge and skills learned in HT 12. In addition, the student will learn to facilitate the distribution of Unit Dose medications, keep accurate records, do billing procedures, inventory control, drug purchasing and parenteral admixture operations. Upon successful completion of this course, the student will receive a certificate of completion from Imperial Valley College. (CSU)

HT 17 (1) FIRST AID AND CPR FOR TEACHERS OF YOUND CHILDREN  
1 Hr. Lab.  
(Same as ECE 318) (CSU)

HT 18 (4) HEMODIALYSIS TECHNICIAN I  
2.5 Hrs. Lect. 4.5 Hrs. Lab.  
Recommended Preparation: Engl 1A and student must have an active aseur assistant certification (CNA) with a minimum of two (2) years experience in an acute care setting. Course is designed to prepare the student for a career in the profession of hemodialysis technologist and to prepare the student for practical application of learned hemodialytic therapeutic skills. Core curriculum includes modules which describe the history of dialysis and technological advances, the normal renal functions, causes of renal failure, treatment options, principles of hemodialysis, hemodialysis devices, hemodialysis procedures and hemodialysis complications, artificial dialyzer reprocessing, water treatment, and vascular access. (Nontransferable, AA/AS degree only)

HT 19 (6) HEMODIALYSIS TECHNICIAN II  
3.5 Hrs. Lect. 7.5 Hrs. Lab.  
Recommended Preparation: Engl 1A and student must have an active aseur assistant certification (CNA) with a minimum of two (2) years experience in an acute care setting. Course is designed to prepare the student to understand the theory of hemodialysis therapy and to obtain the necessary skills to perform as a Hemodialysis Technician in the chronic dialysis setting. Students will learn exactly how to perform and terminate a normal dialysis treatment. This course will prepare the student to take the State Approved Hemodialysis Technician Exam. Students must pass with an 80% to receive certification. (Nontransferable, AA/AS degree only)

HISTORY  

HIST 4A (3) HISTORY OF WESTERN CIVILIZATION  
3 Hrs. Lect.  
A study of the major developments in the Western heritage from the world of the ancient Greeks to sixteenth century Europe. Emphasis is on the foundation of Western culture, religion, politics, and society. (CSU, UC)

HIST 4B (3) HISTORY OF WESTERN CIVILIZATION  
3 Hrs. Lect.  
A study of Western civilization from the sixteenth century to the present in which political, economic, social and intellectual changes and developments are stressed. May be taken before Hist 4A. (CSU, UC)

HIST 17A (3) UNITED STATES HISTORY  
3 Hrs. Lect.  
A survey of political and social development of the United States from the seventeenth century to 1872. This course and either Hist 17B or Pol Sci 1 will meet graduation requirements in American Institutions. (CSU, UC)

HIST 17B (3) UNITED STATES HISTORY  
3 Hrs. Lect.  
A survey of political, social, and economic maturation of the United States from the end of the Civil War to the present. This course and either Hist 17A or Pol Sci 2 will meet graduation requirements in American Institutions. May be taken before Hist 17A. (CSU, UC)

HIST 30 (3) MEXICO AND THE AMERICAN SOUTHWEST  
3 Hrs. Lect.  
A one-semester survey of Mexico from the early nineteenth century, the independence movement, the Mexican American War and the development of Mexico and the American Southwest in the last century. (CSU, UC)

HIST 33 (3) HISTORY OF IMPERIAL VALLEY  
3 Hrs. Lect.  
A one semester survey of the history of the Imperial Valley from the earliest times to the present. The course will stress the development of communities, water resources, agriculture, and ethnic groups. (CSU)

HIST 35 (3) ORAL HISTORY  
3 Hrs. Lect.  
Through taped-recorded interviews and documented oral history will preserve the past as accurately and completely as possible. Course will emphasize Imperial Valley history and development. (CSU)

HIST 45A (3) COMPARATIVE HISTORY OF THE AMERICAS  
3 Hrs. Lect.  
Hist 45A and Hist 45B form a comparative history of the western hemisphere from ancient American history to the present, focusing on recent developments between Europeans, American Indians, and African, American cultures, institutions, and traditions. Hist 45A deals with pre-Columbian American civilizations, European exploration, and the creation of nations. (CSU, UC)

HIST 45B (3) COMPARATIVE HISTORY OF THE AMERICAS  
3 Hrs. Lect.  
Hist 45A and Hist 45B form a comparative history of the western hemisphere from ancient American history to the present, focusing on recent developments between Europeans, American Indians, and African, American cultures, institutions, and traditions. Hist 45A deals with pre-Columbian American civilizations, European exploration, and the creation of nations. (CSU, UC)

HIST 50A (3) EARLY WORLD HISTORY  
3 Hrs. Lect.  
Early World History defines and explains the interconnections of the diverse ancient civilizations that grew in Mesopotamia, Egypt, China, India, the classical West Africa, America and Oceania. A cultural overview to early modern times is included. This course meets the general education requirement for IVC and the California State University System. (CSU, UC)
HIST 508 (3) MODERN WORLD HISTORY 3 Hrs. Lec. Modern World History deals with the background and development of global society from early modern times to the present. The course emphasizes cultural, social, imperial, and industrial intersections between western and non-western societies. This course meets the general education requirement for IVC and the California State University System. (CSU, UC)

HONORS

HRS 21.29 EXERCISE SCIENCE, WELLNESS & SPORT DIVISION HONORS PROGRAM 1-2 Hrs. Lec. (Nontransferable, A.A.S degree only)

HRS 39AB (1-6) FIELD STUDY Lab./Lec. by arrangement Regular class instruction for honors students in major area of study offered by a division. Interdisciplinary conference with readings, discussion, and reports. Travel to on-site study area may be required at the student’s expense. Special curriculum may be requested by the students and/or instructors, but must be approved by the appropriate division chairperson and the Vice President for Academic Services. (CSU)

HUMANITIES

HUM 1A (3) THE HUMANITIES IN WESTERN CULTURE 3 Hrs. Lec. An examination of the Humanities in Western Culture from the Prehistoric through the Medieval periods. The course will focus on the art, architecture, literature, music, philosophy, and theology of these periods. (CSU, UC)

HUM 1B (3) THE HUMANITIES IN WESTERN CULTURE 3 Hrs. Lec. An examination of the Humanities in Western Culture from the Renaissance through the Modern periods. The course will focus on the art, architecture, literature, music, philosophy, and theology of these periods. (CSU, UC)

HUM 23 (3) THE HISTORY AND APPRECIATION OF DANCE 3 Hrs. Lec. (Same as PE 63) (CSU, UC)

HUM 25 (3) INTRODUCTION TO THE HUMANITIES 3 Hrs. Lec. An exploratory course designed to introduce students to the major disciplines in the Humanities: art, architecture, literature, music, and dance. Examination of humanistic values and how they are reflected in the arts of world cultures. (CSU, UC)

HUM 26 (3) THE HUMANITIES 3 Hrs. Lec. An advanced course dealing extensively in music, dance, drama, film, visual arts and architecture. Humanistic and interdisciplinary approach to study of creative expression. Requirements include diverse readings, papers and creative projects. Format includes discussions, lectures, and films. (CSU, UC)

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HUMANRELATIONS

The Human Relations curriculum with an Associate in Arts degree has been designed to prepare students for employment as counselors aides and group counselor aides, vocational rehabilitation aides, teacher aides, eligibility workers, social service technicians and other preparatory positions in the vocational "new careers" concepts in people-to-people services. These services are used by youth and adult correctional institutions, welfare and vocational rehabilitation agencies, mental hospitals, state employment centers, educational institutions, and child care centers.

H REL 8 (3) PERSONAL AND CAREER DEVELOPMENT 3 Hrs. Lab. This course examines the process a student would follow in making a realistic career decision. Students planning to enter professions involving helping relationships such as social work, social work, counseling, psychology, community work, and related areas, in addition to students who are undecided about their own future, would profit from the course. Self-awareness will be emphasized by testing and discussing interests, aptitudes, abilities, limitations, needs and life goals. Career awareness will be facilitated by exploring the world of work in terms of occupational outlook, wages, training required, opportunities for advancement and life styles. (CSU)

H REL 8A (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lab. This course examines the dynamics of self-awareness which are required when making a realistic career decision. Self-awareness will be salient through an internet inventory, basic skills test, and a values survey, supported by class discussions about personal interests, abilities, aptitudes, limitations, needs, and goals.

Additional course work will acquaint the student with basic college orientation skills which provide knowledge of services, scholastic requirements, and additional educational opportunities. (CSU, UC)

H REL 8B (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lab. This course will provide techniques for obtaining career information through the multi-media resources of the IVC Career Center. Career awareness will be facilitated by exploring the "world of work" through publications, occupational briefs, films, and EUREKA, the computerized California Career Information System. Factors such as career opportunity, employment, wages, advancement, and required training will be explored. (CSU)

H REL 8C (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lab. This course examines the processes for obtaining employment in today's modern job market. Skills development in the areas of job search, employer contact, job application, resume writing, techniques of interviewing, and follow-up will be developed through practical experience. (CSU)

H REL 11A (3) PRACTICUM 1-3 Hrs. Lab. This is a required course to develop an individual needs analysis based on a career decision. Courses will be offered on a credit basis only. (Nontransferable, A.A.S degree only)

H REL 61 (1) PERSONAL AND SOCIAL DEVELOPMENT 1 Lab. This course utilizes group dynamics, designed to encourage and develop insight into collegiate and modern problems of adjustment, the utilization of personal potential, and the understanding of individual and group processes of development. (Nontransferable, A.A.S degree only)

H REL 62A (1.5) ORIENTATION TO IVC 1 Hr. Lab. A course specially designed for all matriculating students to assure that they will be acquainted with the college's programs, services, academic requirements, procedures and policies, campus grounds, and student life. Specifically addressed will be admissions, matriculations and its requirements, regulations and rules as they pertain to students, financial assistance, research services, the Learning Center, Reading/Writing, Language Lab, Tutorial Services, support programs to include COPS, Student Support Services, and Disabled Student Programs and Services, teacher/student/institution expectations, study skills, develop- ment of a preliminary Student Educational Plan, registration assistance, and campus life. (Nontransferable, A.A.S degree only)

H REL 62B (1.5) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lab. An advanced course dealing extensively in music, dance, drama, film, visual arts and architecture. Humanistic and interdisciplinary approach to study of creative expression. Requirements include diverse readings, papers and creative projects. Format includes discussions, lectures, and films. (CSU, UC)
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INDUST 40-46 and 80-86

COURSE: DESCRIPTION

Available to students on an individual basis. Course content, prerequisites, and unit credit to be determined by the Division and the Vice President for Academic Services. Courses developed in relation to student interest and staff availability. Courses numbered 41-44 are (UC). Courses numbered 40, 45 and 46 are (CSU). Courses numbered 80-86 are (Nontransferable, nondegree applicable).

INDST 40 or 80 (1-3)

INDST 41 or 81 (1-3)

INDST 42 or 82 (1-3)

INDST 43 or 83 (1-3)

INDST 44 or 84 (1-3)

INDST 45 or 85 (1-3)

INDST 46 or 86 (1-3)

INDST 48AB or 88AB (1-6)

PHYSICALLY LIMITED PROGRAM

1-6 Hrs. Lab. by arrangement.

This course is designed to help the physically limited student for full or partial adaptation in community college activities: academic, social, vocational, and environmental. (Nontransferable, nondegree applicable)

INDST 49ABCD (1-2, 1-2, 1-2, 1-2)

INDIVIDUAL STUDIES FOR THE LEARNING CENTER

2-4 Hrs. Lab.

An individualized course of study in any discipline using materials from the classroom or those available in the Learning Center or Library. (Nontransferable, nondegree applicable)

JPN E 1 (3)

ELEMENTARY JAPANESE

3 Hrs. Lab. 1 Hr. Lab.

An introductory course to current Japanese, stressing the basic skills of listening comprehension, speaking, writing and reading. Essentials of grammar and pronunciation. Introduction to Japanese culture and civilization. Students must plan for one additional hour and individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

JPN E 2 (3)

ELEMENTARY JAPANESE

3 Hrs. Lab. 1 Hr. Lab.

Prerequisite: JPN 1A. A continuation of JPN 1A stressing the further development of the four basic skills, grammar, pronunciation, and cultural awareness. Students must plan for one additional hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

JRN 1 (3)

INTRODUCTION TO JOURNALISM

3 Hrs. Lab.

Recommended Preparation: Eligibility for EngI 2B or EngI 1A.

The course focuses on the newspaper as a vehicle for communication within a community. Students study basic components of print journalism, including types of articles, writing style, interview techniques, makeup and ethics. (CSU)

JRN 2ABC (3-3-3)

NEWSPAPER PRODUCTION

6 Hrs. Lab.

Recommended Preparation: JSn 1. Course provides a concrete introduction to principles and techniques of newspaper production through work on the student newspaper. Students assume specific staff positions with corresponding responsibilities for the paper’s production. Lab work includes editing of stories, planning pages, headline writing, proofreading, and pasteup. (CSU)

IMPERIAL VALLEY COLLEGE
GENERAL CATALOG 2000-2001

JRN 10 (3)

CAREER JOURNALISM

3 Hrs. Lab.

The course focuses on the newspaper as a vehicle for communication. Students study basic concepts of print journalism including types of articles, writing style, interview techniques and ethics. The student will prepare varied news stories with speed and accuracy and analyze news sources. Interviewing techniques will be applied to specific reporting situations covering campus and community functions. The student will prepare these articles for publication in the Imperial Valley Press. (CSU)

LEGAL ASSISTANT

LEGAL 21 (3)

RESEARCH AND CRIMINAL LAW

3 Hrs. Lab.

This course consists of two modules. The first is Legal Research and the second is Criminal Law. The Legal Research Module covers the traditional and basic methods of legal research, sources of applicable statutes, rules and case law information to include the use of Shepard’s Citation, Lexis and Westlaw computerized legal research systems. The Criminal Law Module covers definitions, description and discussion of crimes, criminal liability, defenses, Pre-Trial Motions, Pre-Trial Discovery, Witnesses, and Post-Trial Proceedings. (CSU)

LEGAL 22 (3)

CIVIL PROCEDURES AND FAMILY LAW

3 Hrs. Lab.

Course consists of two modules. The first is Civil Procedure and the second is Family Law. The Civil Procedure Module covers theory, concept, rules, types of Evidence, proving Prima Facie Cases, rules governing witness testimony, federal and state court systems, procedure for the removal of State Court Actions to the Federal Court System, initiation of Federal and State Court Actions, remedies available under Civil Law and Equity, Alternative Dispute Resolution Methods, drafting and filling Complaints, Answers, Counterclaims, Pre-Trial Motions, and Pre-Trial Proceedings. The Family Law Module covers Elements of Marriage under the Civil Law, family relationships, marriage, relationships that can exist when one party enters into an invalid marriage, spousal agreements, dissolution of marriage, child-support rights, division of Community Property in California, Community and Separate Property, the Uniform Child Custody Jurisdiction Act (CSU).

LEGAL 23 (3)

CIVIL DISCOVERY AND TORTS

3 Hrs. Lab.

This course consists of two Modules. The first is Civil Discovery and the second is Torts. The Civil Discovery Module discusses the purpose of Discovery, Devices used in Discovery, Scope of Discovery, Deposition Process, Categories of Information that can be obtained via Interrogatories, Requests for Admission, Request for Production, Request for Inspection and Kafka procedures. The second Module covers Categories of Torts, Definitions of words, phrases, and terms related to Tort Law, the elements of Negligence, Tort Actions is survival at wrongful death, causes of action of Product Liability, Defenses that can be raised in Product Liability Cases, Warranties, Intentional Torts, Torts connected with Land, Business Torts, Doctrine ofwrócić Liability, and Privilege, Immunity, and Consent in Reference to Tort Liability. (CSU)

LEGAL 24 (3)

CORPORATIONS AND BANKRUPTCY

3 Hrs. Lab.

Course consists of two Modules. The first is Corporations and the second is Bankruptcy. The Corporations Module covers characteristics, classification, advantages and disadvantages of Corporations, the status of a Corporation under the Corporate Code, nature of a Chapter 5 Corporations, purpose of a Professional Corporation, legal process of incorporation, the various classes of corporate stock. Also discussed are partnership, syndicates, and joint ventures, procedures for forming a partnership, limited partnership, nature and advantages and disadvantages of the Limited Liability Company. The Bankruptcy Module covers the nature and purpose of Bankruptcy, basic differences between Federal Bankruptcy and State Debt-Credit Code, Bankruptcy Bankruptcy, various chapters of the Bankruptcy Code, general forms of Bankruptcy relief, duties of the Bankruptcy Trustee in keeping with the various chapters. Also covered are the initiation, filing and technical aspects of voluntary bankruptcy, initiation and technical aspects of an involuntary bankruptcy under Chapter 7 and 11, exempt property, transfers, fraudulent transfers, property transfers after filing bankruptcy, the effect of Bankruptcy on unsecured claims liens, executory contracts, obligations that are discharged by bankruptcy, Chapter 11 and Chapter 13 Bankruptcy proceedings and Bankruptcy documentation. (CSU)

LEGAL 25 (3)

REAL ESTATE LAW FOR LEGAL ASSISTANTS

3 Hrs. Lab.

Course consists of one Module. It covers origins of Property Law, source of Law, definitions of terms, principles and concepts, and actions that are available under Law and Equity, Federal and State Court Systems, definitions of terms in reference to Real Property, Property, Property Rights, concepts that are part of land, classification of Estates, elements of Real Estate Contracts, Rules and compensation of Real Estate Brokers, technical aspects of a Real Estate Purchase Contract, and Receipt for Deposit, Agency Law, methods of acquisition and transfer of title to Real Property, types and forms of Deeds, purpose, and use of Escrows, duties and responsibilities of Escrow Agents, creation and types of Lents, Homesteads, purpose of Title Insurance, Restrictions and Reserves, technical description of land, investment regulation affecting real property, Easements, E reconstructions, Nuisances, and the architectural aspects of leases. (CSU)

LEGAL 26 (3)

WILLS, TRUSTS, PROBATE AND ESTATE ADMINISTRATION

3 Hrs. Lab.

Course consists of three terms used in probate, trusts and estate administration, sources of law relating to wills, trusts, and estate administration, types and forms of property and property ownership, the specific duties of probate and estate administration, rules and general patterns of succession under the UPC, the effect of prior transactions on intestate succession, process for determining validity of wills and the determinations of a valid will, various types of wills authorized by Law, papers and other evidences that are components of a will, preparation and execution of a formal attested will, revocation of wills, disposition of property under will methods for settling a decedent’s estate, informal estate proceedings under the UPC, specific tasks of a Probate Assistant in formal estate administration, procedures for the probate of decedent’s debts and claims, special procedures in probate, preparation and filing of tax returns, preparation and presentation of formal accounts, role of a Probate Assistant in the distribution of testament estates, nature and administration of trusts, guardianships, and conservatorships, and the professional responsibilities of a Probate Legal Assistant. (CSU)
INTRODUCTION TO LIBRARY SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for ENGL 2A and ENGL 12A and completion of LIBRY 51. An introduction to the various tasks in the technical services area of a library, including the acquisition and processing of new library materials, cataloging and classification of materials, and the impact of computers and networking on technical services. (Nontransferable, AA/AS degree only)

LIBRARY TECHNICAL SERVICES
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LIBRARY PUBLIC SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for ENGL 2A and ENGL 12A and completion of LIBRY 51. This course covers the role and philosophy of public services in a library environment. Topics will include the public service function in different types of libraries, computers and the library, library instruction, interlibrary loan, circulation services, reserve services, special collections, service to nonlibrary users, and legal and ethical issues. (Nontransferable, AA/AS degree only)

INTRODUCTION TO MEDIA SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for ENGL 2A and ENGL 12A and completion of LIBRY 51. This course will cover the provision and utilization of media services in the library setting. Included will be the history and philosophy of media services, operation of various types of media equipment, scheduling, tracking, troubleshooting and the minor repair of media equipment. Acquisition of rental material will also be covered. (Nontransferable, AA/AS degree only)

INFORMATION AND REFERENCE SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for ENGL 2A and ENGL 12A and completion of LIBRY 51. This course will cover the range of information and reference services offered in libraries. Topics will include the reference interview, bibliographic control, organization of information, search strategies, electronic reference services, trends in reference, library instruction, staff training and development, evaluation of reference services, organization and management of reference and information services, various types of reference materials and a philosophy of service. (Nontransferable, AA/AS degree only)

LIBRARY TECHNICIAN

MATHEMATICS

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MUS 9B (3)
BEGINNING MUSICIANSHIP
2 Hrs. Lab.
A continuation of MUS 9A. Designed to provide students with a concentrated sequence of private instruction in music within a particular performing medium. One section meeting per week on campus, in addition to private instruction. As required conditions, the student must: 1. Secure a teacher approved by the College. 2. Take a minimum of one 30 minute lesson per week. 3. Meet one hour of class per week on campus for performance as scheduled and turn in weekly lesson attendance form. (CSU, UC)

MUS 32ABCD (1-1-1-1)
APPLIED MUSIC
1 Hr. Lab. . . 5 Hr. Lab. to be arranged
A course designed to provide students with a concentrated sequence of private instruction in music within a particular performing medium. One section meeting per week on campus, in addition to private instruction. As required conditions, the student must: 1. Secure a teacher approved by the College. 2. Take a minimum of one 30 minute lesson per week. 3. Meet one hour of class per week on campus for performance as scheduled and turn in weekly lesson attendance form. (CSU, UC)

MUS 33ABCD (1-1-1-1)
SYMPHONY ORCHESTRA
2 Hrs. Lab. 1 Hr. Lab.
The study and performance of literature for full symphony orchestra in a wide variety of styles. Performances in local communities and on campus are required. (CSU, UC)

MUS 34ABCD (1-1-1-1)
PEP BAND
4 Hrs. Lab.
This course will provide music students with an understanding of the ways music fills symbolic and ceremonial needs of society together with procedures and processes appropriate to maintaining music organizations focused upon meeting those needs. (CSU, UC)

MUS 38 (3)
INTRODUCTION TO MUSIC LITERATURE AND LISTENING
3 Hrs. Lab.
A course designed to provide students with a concentrated sequence of private instruction in music within a particular performing medium. One section meeting per week on campus, in addition to private instruction. As required conditions, the student must: 1. Secure a teacher approved by the College. 2. Take a minimum of one 30 minute lesson per week. 3. Meet one hour of class per week on campus for performance as scheduled and turn in weekly lesson attendance form. (CSU, UC)
Policy: Imperial Valley College offers two advance placement tracks for 12 credits (anatomy and physiology) and 15 credits (nursing). Advanced placement is based on a space available basis.

TRACK I

Applicants who meet the admission criteria of the Imperial Valley College Nursing Program will be granted advanced placement upon meeting all of the following requirements:

1. Copy of high school transcript or diploma or GED.
2. Hold current license to practice as a Vocational Nurse in California.
3. Complete one year of employment after being licensed in an LVN.
4. Complete the following courses with a grade of "C" or better before applying:
   - ANAT 10 (or Anat 8 and Physio 1) 5 units Human Anatomy/Physiology
   - BIO 21A 3 units General Microbiology
   - ENGL 2A 3 units Reading and Composition
   - PSYCH 1A** 3 units General Psychology
   - PSYCH 35** 3 units Developmental Psychology
   - Humanities Elective 3 units (may be completed in second semester or before)
   - Oral Communication 3 units (may be completed in the fourth semester or before)
   - American Institutions 3-6 units (may be completed in the fourth semester or before)

* Courses must be taken within the past five (5) years.
** Courses must be taken within the past 10 years.

Students are advised to meet with their counselor to confirm both Nursing and Degree requirements for graduation.

A minimum grade point average of 2.0 (C) on completed college work is required.

5. Pass the National League for Nursing (NLN) NLM Examination:
   - Foundations of Nursing (to pass through NS 1AR, 1BR, and 2BR)
   - Nursing Care of Childbearing and Nursing Care of the Child (to pass through NS 2AR)

Application Procedure

After completion of entrance requirements:

1. Make an appointment with the director of nursing to determine admission.
2. Apply to the Nursing Program. Deadlines are August 1st for Spring admission and March 1st for Fall admission. Attach copies of LVN license and CPR certification. Letters of recommendation are not required.
3. Submit official transcripts of previous college courses outside of Imperial Valley College.
4. Submit verification of work employment as an LVN.
5. Complete necessary health forms.
6. Complete the NS 5, Transition Course, offered in the Semester only.

Students must meet Nursing and Degree requirements for graduation.

TRACK II

TRACK II (30 unit option) qualifies the LVN to meet the California Board of Registered Nursing requirements for taking the licensure examination by requiring eight (8) units of science courses and 22 units of nursing courses.

Students should be aware that the Track II, 30 Unit Option Program is only available in the state of California, thus, students would be eligible for the NCLEX RN Exam in California only.

The Track II Nursing student does not graduate form the IVC Nursing Program and is, therefore, not eligible for the IVC nursing graduate pin. There is no 5-year limit of science courses.

Application Procedure:

After completion of entrance requirements:

1. Make appointment with the director of nursing to determine admission.
2. Apply to the Nursing Program by the deadlines of August 1st for Spring and March 1st for Fall. Attach copies of LVN license and CPR certification.
3. Submit official transcripts of previous college courses outside of Imperial Valley College.
4. Complete necessary health forms.
5. It is strongly recommended that students complete the NS 5, Transition Course, which includes check off of skills required to enter NS 3AR, and take the National League for Nursing (NLN) exams (Foundations of Nursing and Nursing Care of Childbearing and Nursing Care of the Child) for assessment review only.

Students who complete the Vocational Nurse requirements, including prerequisites and general education courses, will be granted a Certificate of Completion from the College. Students who complete the total program, including prerequisites and general education courses, will be granted an Associate in Science degree in Nursing from the college.

The Imperial Valley College Nursing Program is fully accredited by the California Board of Registered Nursing and the Board of Vocational Nurse and Psychiatric Technician Examiners.

Admission to the Program

All students who have completed the academic prerequisites with a grade of "C" or better and are in good health are eligible for admission. Admission requirements for beginning students are as follows:

1. Graduation from an accredited high school or the equivalent.
2. Admission to the college.
3. Completion of Eng 2A
4. A minimum GPA of 2.0 in all prerequisite course work.
5. Prior to the beginning nursing classes, students are expected to have a physical examination which includes a tuberculosis skin test, X-ray when needed, and current immunizations. Forms and information are available in the Nursing Office.

Students are responsible for prerequisite requirements for general education courses. Transportation to class and to clinical laboratory is the responsibility of the student.

Application Procedure

1. Apply for admission to the college.
2. Make an appointment with the counselor to take the college placement tests in Math and English.
3. Submit two transcripts from high school and previous college work. Send one copy to the college admission office and one to the nursing office.
4. Apply for admission to the nursing program.

Students will be admitted to the program each semester. Applications will be accepted until March 1st prior to Full admission and until August 1st for Spring admission.

All students will be notified by mail approximately six weeks later.

Progression Policies

1. The required nursing and general education courses outlined on pages 131 - 133 of the catalog must be taken in the sequence listed. Students may take some or all general education courses before entering the program but may not complete them later than the semester indicated on those pages of the catalog. The Nursing Department's English and Math requirements must be met prior to graduation.
2. A grade point average of 2.0 must be maintained in every course required by the nursing curriculum. A student who makes a grade lower than a 2.0 in any course required by the nursing program must repeat the course.
3. Required courses in Microbiology and Anatomy/Physiology taken more than five years previous to enrollment must be repeated. Other courses are evaluated on an individual basis. Psych 1A & Psych 35 taken more than ten years ago must be repeated.
4. Nursing courses may be repeated one time. If a student is unsuccessful a second time, he/she must reapply to the program.

All Nursing (NURS) classes except NURS 2C & NURS 3C are six-week classes. NURS 2C & NURS 3C are semester classes. In addition, students are expected to schedule skills laboratory practice time.

NURS 1A (R) (4) INTRODUCTION TO PATIENT CARE I 2 Hrs. LeC. 6 Hrs. Lab.

Prerequisites: HT 3, Anat 10, Psych 1A, admission to the Nursing Program. Theory and skills in the role of the nursing assistant are introduced in the classroom and the skills laboratory. Components of the nursing process are studied. Parameters of health are defined and the physical and psychological needs of the normal individual explored. (CSU)

NURS 1A (V) (4) INTRODUCTION TO PATIENT CARE I 2 Hrs. LeC. 6 Hrs. Lab.

Prerequisites: HT 3, Anat 10, Psych 1A, admission to the Nursing Program. Theory and skills in the role of the nursing assistant are introduced in the classroom and the skills laboratory. Components of the nursing process are studied. Parameters of health are defined and the physical and psychological needs of the normal individual explored. (CSU)

NURS 1B (R) (4) INTRODUCTION TO PATIENT CARE II 2 Hrs. LeC. 6 Hrs. Lab.

Prerequisites: NURS 1A (R), NURS 1C (R) or permission of the instructor. Communication skills are presented in this course. Basic psychological and physiological concepts related to stress that cause psychological and physiological concepts related to stress that cause psychological and physiological concepts related to stress that cause psychological and physiological concepts related to stress that cause psychological and physiological concepts related to stress that cause psychological and physiological concepts related to stress that cause psychological and physiological concepts related to stress that cause physiological and psychological needs of the normal individual explored. (CSU)
**NURS 1B (V) (4)**
**INTRODUCTION TO PATIENT CARE II**
2 Hrs. Loc. 6 Hrs. Lab.
Prerequisite: NURS 1A (V), NURS 1C (V), or permission of the instructor. Communication skills are presented in this course. Basic psychological and psychosocial concepts related to stress that cause disruptions in the individual’s ability to adapt to his/her environment are presented in the classroom. Concurrently in clinical sessions, the student relates learned skills to the care of patients with well-defined commonly occurring illnesses in the hospital setting. (CSU)

**NURS 1C (R) (L5)**
**PHARMACOLOGY I**
1.5 Hrs. Loc.
Prerequisite: Admission to the Nursing Program or permission of the instructor. An introductory course in Pharmacology designed to assist the student to acquire basic skills in drug dosage calculations and the administration of medications. A skills laboratory requirement is included. Clinical application will be integrated into NURS 1B (R). (CSU)

**NURS 2A (R) (5.5)**
**THE MATURENITY CYCLE**
2.5 Hrs. Loc. 9 Hrs. Lab.
Prerequisite: NURS 1B (R), NURS 3C (R) or permission of the instructor. The nursing process is used to assess the needs of and devise a plan of care for the pregnant woman through the maternal cycle. Consideration is given to the physiological, psychosocial, cultural, and economic factors which have impact on the mother, infant, and the family as a whole. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 2A (V) (5.5)**
**THE MATURENITY CYCLE**
2.5 Hrs. Loc. 9 Hrs. Lab.
Prerequisite: NURS 1B (V), NURS 3C (V) or permission of the instructor. The nursing process is used to assess the needs of and devise a plan of care for the pregnant woman through the maternal cycle. Consideration is given to the physiological, psychosocial, cultural, and economic factors which have impact on the mother, infant, and the family as a whole. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 2B (R) (5.5)**
**COMMON HEALTH PROBLEMS I**
2.5 Hrs. Loc. 12 Hrs. Lab.
Prerequisite: NURS 2A (R) or permission of the instructor. The first of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems of the respiratory, reproductive and special senses systems are presented. Transition from wellness to illness is emphasized. Concepts acquired in previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychosocial, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 2B (V) (5.5)**
**COMMON HEALTH PROBLEMS I**
2.5 Hrs. Loc. 12 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 3C (V), or NURS 2B (V), or permission of the instructor. The second of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems is presented. Emphasis is placed on the immune, endocrine, hematological, cardiovascular, and musculoskeletal systems. Concepts acquired in previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychosocial, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 3A (R) (6.5)**
**COMMON HEALTH PROBLEMS II**
2.5 Hrs. Loc. 12 Hrs. Lab.
Prerequisite: NURS 2A (R), NURS 3C (R), and NURS 2B (R), or permission of the instructor. The second of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems is presented. Emphasis is placed on the immune, endocrine, hematological, cardiovascular, and musculoskeletal systems. Concepts acquired in previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychosocial, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 3A (V) (6.5)**
**COMMON HEALTH PROBLEMS II**
2.5 Hrs. Loc. 12 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 3C (V), and NURS 2B (V), or permission of the instructor. The second of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems is presented. Emphasis is placed on the immune, endocrine, hematological, cardiovascular, and musculoskeletal systems. Concepts acquired in previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychosocial, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 3B (R) (6.5)**
**COMMON HEALTH PROBLEMS III**
2.5 Hrs. Loc. 12 Hrs. Lab.
Prerequisite: NURS 2A (R), NURS 2C (R), NURS 2B (R), and NURS 3A (R), or permission of the instructor. The final nine-week course designed to provide a progressive and sequential study of common, well-defined health problems is presented in NURS 3B (R). The concepts from previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychosocial, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 3B (V) (6.5)**
**COMMON HEALTH PROBLEMS III**
2.5 Hrs. Loc. 12 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 2C (V), and NURS 2B (V), or permission of the instructor. The final nine-week course designed to provide a progressive and sequential study of common, well-defined health problems is presented in NURS 3B (V). The concepts from previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychosocial, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

**NURS 4A (R) (5.5)**
**PATIENT CARE MANAGEMENT AND CRITICAL THINKING**
2.5 Hrs. Loc.
Prerequisite: Admissions to the nursing program or permission of the instructor. To be taken concurrent with NURS 1A (R). An overview of the leadership and management process as it relates to management of patient care is presented. Clinical application is integrated into NURS 3A (R), NURS 3B (R) and all subsequent nursing courses. (CSU)

**NURS 4A (V) (5.5)**
**PATIENT CARE MANAGEMENT AND CRITICAL THINKING**
2.5 Hrs. Loc.
Prerequisite: Admissions to the nursing program or permission of the instructor. To be taken concurrent with NURS 1A (V). An overview of the leadership and management process as it relates to management of patient care is presented. Clinical application is integrated into NURS 3A (V), NURS 3B (V) and all subsequent nursing courses. (CSU)

**NURS 4B (R) (5.5)**
**ADVANCED NURSING**
2 Hrs. Loc. 10.5 Hrs. Lab.
Prerequisite: NURS 4A (R), NURS 4C (R) or permission of the instructor. In depth study of patients with increasingly complex health problems is presented. The nursing process is used to plan and implement nursing care for a group of patients. Concurrent clinical experience in geriatric and advanced medical-surgical nursing is an integral part. (CSU)

**NURS 4C (R) (1)**
**NURSING TRENDS**
1 Hr. Loc.
Prerequisite: NURS 3A (R), NURS 3B (R) or permission of the instructor. Current issues affecting nursing are discussed. Legislation, health care delivery system, and legal and ethical aspects of health care are integrated into the clinical component of NURS 4B (R). Upon successful completion of NURS 4A (R) and NURS 4C (R), the student is eligible to write the examination for Registered Nurse. (CSU)

**NURS 5 (1-3)**
**NURSING: TRANSITION COURSE**
1-3 Hrs. Loc.
Prerequisite: Completion of advanced placement requirements or permission of the instructor. This course is designed to prepare the advanced placement student to enter the appropriate level of the Associate Degree Nursing program. Students may take variable units from one to three, according to their placement status. Content includes the nursing process, fluids and electrolytes, pharmacology, maternity nursing and nursing interventions for selected patients. (CSU)

**NURS 6 (1)**
**NURSING: TRANSITION COURSE**
1 Hr. Loc.
Prerequisite: Completion of advanced placement requirements and admission to the Nursing Program. This course is designed to prepare the health assistant to obtain advanced placement into the vocational nursing program. Course content includes the nursing process and nursing care plans. A skills laboratory component is included. (Nontransferable, AAS degree only)
### IMPERIAL VALLEY COLLEGE

**GENERAL CATALOG 2000-2001**

**RN 37 (3)**

### BASIC ARRHYTHMIA RECOGNITION

1 Hr. Lab.

**Prerequisite:** Permission of the instructor. A basic program using a systematic approach to interpretation and recognition of cardiac arrhythmias in the monitored hospital patient and the appropriate intervention and/or nursing intervention required. Suitable for the ICU/CCU nurse or nursing assistant, beginning cardiovascular technician, medical/nursing nurse who cares for the patient on telemetry, or for inactive nurses who wish to update their knowledge and maintain their competency. (Same as HVNN 37) (CSU)

**RN 38 (3)**

### HOME HEALTH/NURSING

1.5 Hrs. Lab. 4.5 Hrs. Lab.

**Prerequisite:** ADN graduate or licensed RN. Addresses opportunities and challenges in home care through didactic and clinical experiences. Topics include current issues, reimbursement and regulations, roles and responsibilities of the home health nurse, documentation, quality assurance, interpersonal aspects, risk management and future trends in home health nursing. (CSU)

**RN 40 (2)**

### INTRAVENOUS THERAPY TECHNIQUE

2 Hrs. Lab.

**Prerequisite:** Permission of the instructor. A course of instruction in intravenous therapy which includes fluid solutions of electrolytes, nutrients, vitamins, blood and blood products. (Same as VN 40) (CSU)

**RN 41 (3)**

### PHYSICAL ASSESSMENT SKILLS

3 Hrs. Lab.

**Prerequisite:** Permission of the instructor. Class is limited to fifteen (15) students. This course is designed to delineate assessment parameters and variations common to the adult patient. Students will be given the opportunity to learn how to make rapid, accurate patient assessments. They will identify and discuss common findings, observe assessment techniques and do return demonstrations. Individuals who wish to improve their physical assessment skills are the focus of this course. (CSU)

### Vocational Nursing

Prospective students are advised to check with the college previous to each semester concerning continuing education courses to be offered. New courses are offered periodically to accommodate community health agency and health personnel needs are identified. An enrollment fee will be charged. All courses have been approved by the California Board of Vocational Nursing and Psychiatric Technician Examiners, BUNPTE, Provider No. 00294, and meet the requirements for relicensure.

**VN 37 (1)**

### BASIC ARRHYTHMIA RECOGNITION

1 Hr. Lab.

(Same as RN 37) (CSU)

**VN 40 (2)**

### INTRAVENOUS THERAPY TECHNIQUE

2 Hrs. Lab.

(Same as RN 40) (CSU)

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Graduates of Hospital Diploma Schools of Nursing

The A.S. Degree will be awarded to graduates of hospital diploma schools of nursing who meet all of the following criteria and complete the following program:

**Criteria**

1. Graduate of a state-accredited hospital school of nursing which had a curriculum covering the five basic areas of nursing (medicine, surgery, obstetrics, pediatrics, psychiatry).

2. Present California Registered Nurse License.

3. Present enrollment at Imperial Valley College.

**Program to be Completed**

Blanket credits for previous nursing courses completed .................................. 40 Units

(Corresponds to number of RN course units in IVC Associate Degree Nursing Program.)

**General Education courses to meet college requirements for graduation ........... 20 Units**

(In order to allow the graduate to articulate with baccalaureate programs in nursing, it is strongly recommended that the following courses be taken within the general education requirements: Anatomy 8, Human Physiology 1, Biology 21, Psychology 1A, Sociology 1, Psychology 35.)

Applicants for this degree must verify items 1 and 2 of the Criteria with the Nursing Director. Check with Counseling Center for procedure to follow.

### NUTRITION

**NUTR 1 (3)**

### SANITATION AND SAFETY CONTROL

3 Hrs. Lab.

**Prerequisite:** Permission of the instructor. This course includes the basic principles of sanitation and safety and the application of these principles to a food service operation including OSHA regulations. Emphasis will be placed on the principles of food preparation and storage; safety procedures and programs and fire prevention and control. (CSU)

**NUTR 2 (3)**

(CAN HEC 2)

### FOUNDATIONS OF NUTRITION

3 Hrs. Lab.

**Prerequisite:** Permission of the instructor. Scientific concept of nutrition relating to the function of nutrients in the basic life processes. Examines the major aspects of nutritional services within a health care facility, community or school food service programs. The course includes child and adult nutrition application to basic food and food service programs. (CSU)

**NUTR 3 (3)**

### FOOD PRODUCTION MANAGEMENT

2 Hrs. Lab. 2 Hrs. Lab.

**Prerequisite:** Permission of the instructor. Organization and management of food service operations, occupational levels and responsibilities. Quantity food preparation with emphasis on food production management, effective management of time and equipment, and the responsibilities of the production supervisor. (Nontransferable, AA/AS degree only)

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**PHIL 1A (3)**

### INTRODUCTION TO PHILOSOPHY

3 Hrs. Lab.

**Prerequisite:** Men's interpretation of the nature and meaning of reality. Emphasis placed upon the existence of God, free will, and mind-body problems. (CSU, UC)

**PHIL 1B (3)**

### INTRODUCTION TO PHILOSOPHY

3 Hrs. Lab.

The place of philosophy in intelligent living and the methods and significance of philosophical inquiry. Emphasis is placed upon problems of value and human nature. Phil 1B may be taken before Phil 1A. (CSU, UC)

**PHIL 10 (3)**

### LOGIC

3 Hrs. Lab.

An introduction to deductive and inductive logic. Attention focused upon the relationship between logic and language fallacies, and the uses of logic in everyday life. (CSU, UC)

**PHIL 11 (3)**

### ETHICS

3 Hrs. Lab.

An introduction to significant and typical value theories and systems, and of the concrete problems such theories seek to explain. Emphasis placed upon teaching students to critically analyze their own value systems. (CSU, UC)

**PHIL 25 (3)**

### RELIGIONS OF THE MODERN WORLD

3 Hrs. Lab.

An introduction to the various contemporary religions of the world with an emphasis on their historical development. Study of basic beliefs of such religions as Hinduism, Buddhism, Taoism, Zen. (CSU, UC)

**PHOT**

### PHOTOGRAPHY

PHOT 5AB (3)

**PHOTOGRAPHY**

2 Hrs. Lab. 2 Hrs. Lab. TBA

The basic theory, techniques, and skills of photography. An in-depth study of the camera, black and white film processing, printing, lighting techniques, presentation, and exhibition. Emphasis is placed on control of universally used processes, tools and materials with self-determination in choice of subject matter. (For the assignments the students will provide an adjustable camera, film, paper and basic processing equipment.) (CSU)

**PHYSICAL EDUCATION**

Unless exempt, each student is required for district policy to schedule one activity course each semester. A student may take A-B-C-D sections of the same course, but not in the same semester.
This course is designed to emphasize the basic fundamentals, skills and rules of the game of women's softball. (CSU) (UC credit limited. See a counselor.)

PE 3A/B (1-1-1-1)

PHYSICAL FITNESS, WOMEN

2 Hrs. Lab.

This course is designed to emphasize physical conditioning and development. Equips the student with a repertoire of exercises and conditioning activities which can be used to maintain physical fitness throughout college and adult life. (CSU) (UC credit limited. See a counselor.)

PE 4A/B (1-1-1-1)

BADMINTON, COED

2 Hrs. Lab.

Etiquette, rules, background, and techniques of playing badminton. (CSU) (UC credit limited. See a counselor.)

PE 5A/B/C/D (1-1-1-1)

SMOOTHING, COED

2 Hrs. Lab.

This course is concerned with teaching the student to successfully execute the proper techniques for smoothing. Skills, fundamentals, and safety knowledge are emphasized. (CSU) (UC credit limited. See the beginning of the intermediate swimmer. (CSU) (UC credit limited. See a counselor.)

PE 6A/B/C/D (2-2-2-2)

LIFEGUARD TRAINING/ADVANCED LIFESAVING

1.5 Hrs. Lect. 1.5 Hrs. Lab.

Prerequisites: Swim 500 yards continuously using each of the following strokes for a minimum of at least 50 yards each: crawl, breast stroke, elementary back stroke, and side stroke. Surface dive to a minimum depth of 9 feet and bring a 10 lb. weight up to the surface. Surface dive to a minimum depth of 5 feet and swim a minimum of 15 yards under water. Advanced swimming and survival skills and techniques of Lifeguard Training and Advanced Lifesaving. This course meets the aquatic skills required for the American Red Cross Lifeguard Training and Advanced Lifesaving courses. (CSU) (UC credit limited. See a counselor.)

PE 7A/B/C/D (2-2-2-2)

WATER SAFETY INSTRUCTOR TRAINING

1 Hr. Lect. 2 Hrs. Lab.

Prerequisite: Lifeguard Training Certificate and/or Advanced Lifesaving for the W.S.I. Certificate. A course designed to acquaint the student with the basic principles of being an aquatic instructor in the areas of infant and preschool children, progressive swimming courses in the following levels: A. Beginners; B. Advanced Beginners; C. Intermediate; D. Swimmers; E. Advanced Swimmers as well as the methods for teaching Basic Water Safety in addition to Emergency Water Safety. (CSU) (UC credit limited. See a counselor.)

PE 8A/B/C/D (1-1-1-1)

WEIGHT TRAINING, WOMEN

2 Hrs. Lab.

A course designed to present the basic fundamentals of weight training such as the weight apparatus, proper lifting techniques and basic knowledge of specific muscle groups. Equips the students with a variety of exercises and conditioning activities which can be used to maintain physical fitness throughout college and adult life. (CSU) (UC credit limited. See a counselor.)

PE 8A/B/C/D (1-1-1-1)

ADAPTED PHYSICAL EXERCISES, COED

2 Hrs. Lab.

Open only to students who are unable to participate in the regular physical education program. The course is specifically designed to meet the individual needs of these students. (CSU) (UC credit limited. See a counselor.)

PE 9A/B/C/D (1-1-1-1)

TEAM SPORTS

3 Hrs. Lab.

The course is designed to stimulate the development of mental and physical alertness and poise, and to encourage regular participation in a variety of sports. Includes coed activities. (CSU) (UC credit limited. See a counselor.)

PE 10A/B/C/D (1-1-1-1)

VOLLEYBALL, COED

2 Hrs. Lab.

A course designed to present the basic fundamentals of volleyball such as the serve, setting, spiking, and team play. Rules and class competition are included. (CSU) (UC credit limited. See a counselor.)

PE 11A/B/C/D (1-1-1-1)

TENNIS, COED

2 Hrs. Lab.

Teaches offensing and base training in the basic fundamentals of the game including history, rules, and etiquette. Social etiquette of the game is stressed along with the worthy use of leisure time. Tournament competition in singles and doubles is emphasized. (CSU) (UC credit limited. See a counselor.)

PE 12A/B/C/D (1-1-1-1)

ADVANCED TENNIS, COED

2 Hrs. Lab.

Recommended Preparation: PE 112AD. Review and practice of forehand, backhand, serve and volley, overhead smash, and lob. Emphasis on court strategy and tactics for singles and doubles competition. (CSU) (UC credit limited. See a counselor.)

PE 13A/B (1)

ADVANCED GOLF, COED

2 Hrs. Lab.

Recommended Preparation: PE 13A. Advanced training in strokes with irons, woods, and putters; includes rules and etiquette of the game. Actual participation upon a golf course and the worthy use of leisure time are emphasized. (CSU) (UC credit limited. See a counselor.)

PE 14A/B/C/D (1-1-1-1)

ADVANCED GOLF, COED

2 Hrs. Lab.

Recommended Preparation: PE 13A. Advanced training in strokes with irons, woods, and putters; includes rules and etiquette of the game. Emphasis on strategies and tournament play. (CSU) (UC credit limited. See a counselor.)

PE 15A/B/C/D (1-1-1-1)

SOFTBALL, COED

2 Hrs. Lab.

This course is designed to emphasize the fundamentals, knowledge of rules, coaching techniques, and basic knowledge of the game of softball. (CSU) (UC credit limited. See a counselor.)

PE 16A/B/C/D (2-2-2-2)

ADVANCED VOLLEYBALL, COED

2 Hrs. Lab.

Recommended Preparation: Completion of four semesters of PE 11AD and demonstratory competency in advanced skills. Continuation of PE 11AD. More advanced volleyball skills. More emphasis on tournament play and advanced strategy. More emphasis will be placed on spiking and blocking. (CSU) (UC credit limited. See a counselor.)
The swimmer executes movements in time with music as a solo performer or in time with other swimmers. Satisfies physical education activity class requirement. (CSU, UC credit limited. See a counselor.)

3 Hrs. (2-2-2) INTERCOLLEGIATE BASKETBALL AND P.E.
10 Hrs. Lab.
Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of basketball. Limited to students trying out for varsity team. The student must schedule for a minimum of 10 hours per week. (CSU, UC credit limited. See a counselor.)

3 Hrs. Lab.

INTERCOLLEGIATE TENNIS AND P.E.

PE 41AB (3-2) INTERCOLLEGIATE VOLLEYBALL AND P.E.
10 Hrs. Lab.
Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. The course should help develop a relationship of athletics to other matters such as exercise, recreation, sportsmanship, and competition. The student must schedule for a minimum of 10 hours per week. (CSU, UC credit limited. See a counselor.)

2 Hrs. Lab.

THERAPY OF BASEBALL
2 Hrs. Lab.
A history of the game, knowledge of rules, current and possible future trends in the game, coaching techniques, and scouting. Recommended for physical education majors, potential coaches, and recreation majors. (CSU credit limited. See a counselor.)

2 Hrs. Lab.

THERAPY OF BASKETBALL, COED
2 Hrs. Lab.
This course is designed for physical education majors, recreation majors, and potential coaches. Coaching techniques and theories, history, rules, and current and possible future trends in the game will be offered. (CSU, UC credit limited. See a counselor.)

PE 42AB (2-2) INTERCOLLEGIATE SOCCER AND P.E.
10 Hrs. Lab.
Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of soccer. Limited to students trying out for varsity team. The student must schedule for a minimum of 10 hours per week. (CSU, UC credit limited. See a counselor.)

2 Hrs. Lab.

A history of the game, knowledge of rules, current and possible future trends in the game the coaching techniques, and scouting. Recommended for physical education majors, potential coaches, and recreation majors. (CSU credit limited. See a counselor.)

INTERCOLLEGIATE SOCCER AND P.E.

INTERCOLLEGIATE VOLLEYBALL
2 Hrs. Lab.
This course is recommended for physical education majors, recreation majors, and potential coaches. History of the game, rules, coaching techniques, offensive and defensive strategies, practice organization, and possible future trends in volleyball will be offered. (CSU, UC credit limited. See a counselor.)

PE 43AB (2-3) INTERCOLLEGIATE SOFTBALL AND P.E.
16 Hrs. Lab.
Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of softball. Limited to students trying out for varsity team. The student must schedule for a minimum of 10 hours per week. (CSU, UC credit limited. See a counselor.)

3 Hrs. Lab.

A history of the game, knowledge of rules, current and possible future trends in the game the coaching techniques, and scouting. Recommended for physical education majors, potential coaches, and recreation majors. (CSU credit limited. See a counselor.)

PE 44ABCD (1-1-1-1) SELF-DEFENSE
2 Hrs. Lab.
A study of the art of self-defense through boxing, wrestling and elements of martial arts as it relates to self-defense. (CSU, UC credit limited. See a counselor.)

2 Hrs. Lab.

INTRODUCTION TO ATHLETIC TRAINING
2 Hrs. Lab.
Introductory course in recognition, assessment, management, care and prevention of injuries in physical activities. Includes techniques of applying supportive materials, rehabilitation of injuries, and use of therapeutic modalities. (CSU, UC credit limited. See a counselor.)

1 Hr. Lab.

A study of electricity, magnetism, atomic, and nuclear physics. (CSU, UC credit limited. See a counselor.)

1 Hr. Lab.

PHYSICS

INTERCOLLEGIATE PHYSICS FOR THE PHYSICALLY LIMITED
2 Hrs. Lab.
This course is designed to promote individual skill development for the physically limited student. (CSU, UC credit limited. See a counselor.)

1 Hr. Lab.

PHYSICS 50 (2) INTRODUCTION TO PHYSICAL EDUCATION
2 Hrs. Lab.
Principles and organization of physical education and areas of specialization within the field. (CSU, UC credit limited. See a counselor.)

INTRODUCTION TO PHYSICS FOR HEALTH PROFESSIONS

PE 51 (2) STRUCTURING INTRAMURALS
1 Hr. Lab. 2 Hrs. Lab.
Recommended Preparation: Basic knowledge and/or experience in competitive sports and recreational games. The course is designed to provide students experience in structuring various types of sports and recreation tournaments through assisting in the IVC intramural program. (CSU, UC credit limited. See a counselor.)
experiences. 'This is a political apprenticeship program. It is designed to provide the apprentice with a working knowledge of the welding process known as TIG. (Nontransferable, nondegree applicable)

The following courses have been developed as a part of a four-year apprenticeship program. Additional courses are in the process of being prepared. Applications should be directed to San Diego County Pipeline Joint Apprenticeship Committee, 3901 Center Street, San Diego, CA. For additional information contact the Dean of Vocational Education.

This course is designed to provide the apprentice with a working knowledge of the welding process known as TIG. (Nontransferable, nondegree applicable)

The following courses have been developed as a part of a four-year apprenticeship program. Additional courses are in the process of being prepared. Applications should be directed to San Diego County Plumbing Joint Apprenticeship Committee, 3901 Center Street, San Diego, CA. For additional information contact the Dean of Vocational Education.

This course will provide an introduction to industry and is designed to provide the apprentice with a working knowledge of the use and care of tools and piping materials. (Nontransferable, nondegree applicable)

Pol 5.1 (3) INTRODUCTION TO POLITICAL SCIENCE 3 Hrs. Lab. An introduction to the theories, principles, and problems of modern political life and the methods of studying and acquiring political knowledge. Illustrative materials drawn primarily from the American experience. This course and either Pol 5.2 or Hist 17A will meet graduation requirements in American Institutions. (CSU, UC)

Pol 5.2 (3) (CAN GOVT 12) AMERICAN GOVERNMENT AND POLITICS 3 Hrs. Lab. The origin, development and operation of local, state and national political institutions within the United States emphasizing the contemporary functions of the American political system. This course and either Pol 5.1 or Hist 17B will meet graduation requirements in American Institutions. May be taken before Pol 5.1. (CSU, UC)

Pol 5.3 (3) COMPARATIVE POLITICS 3 Hrs. Lab. Recommended Preparation: Pol 5.1 or Pol 5.2. A comparative study of modern political systems. Emphasis upon patterns of political action and problems of decision-making in various cultural contexts. (CSU, UC)

Psyc 1 (3) INTRODUCTION TO INTERNATIONAL RELATIONS 3 Hrs. Lab. An introductory course stressing the techniques of analysis of the basic factors making for conflict and adjustment in contemporary international relations. Problems of nationalism and imperialism, elements of national power, causes of war, methods of achieving peace, the role of international organizations, and the foreign policies of the major powers will be considered. Emphasis will be upon contemporary developments. (CSU, UC)

Psyc 1A (3) INTRODUCTION TO PSYCHOLOGY (CAN PSY 2) 3 Hrs. Lab. Recommended Preparation: Twelfth grade reading level highly recommended. An introduction to the study of human behavior and cognition. Includes consideration of many of the major topics in psychology including, but not limited to, the biology of behavior, learning, human development, child and youth sexuality, personality, mental disorders and therapy, and social processes. (CSU, UC)

Psyc 1B (3) LEARNING 3 Hrs. Lab. Recommended preparation: Successful completion of Psych 1A strongly recommended and the twelfth grade reading level highly recommended. This course will explore the role of learning in the adoption of humans and other animals to changing environment. Research methodology, Pavlovian and operant theories, applications and implications, and higher cognitive processes will be examined. (CSU, UC)

Psyc 3 (3) PSYCHOLOGY OF HUMAN SEXUALITY 3 Hrs. Lab. A study of the psychology of Human Sexuality. Includes anatomy and physiological functions, sexual dysfunctions, sexually transmitted diseases, infertility, contemporary sexual attitudes and behaviors, sexual deviations, and controversies and implications for the individual and the society. (CSU, UC)

Psyc 5 (3) PSYCHOLOGY OF EFFECTIVE BEHAVIOR 3 Hrs. Lab. A survey of some of the relevant psychological facts, principles, and concepts related to everyday living. Emphasis will be upon the techniques that may be applied to diverse research studies and issues. (CSU, UC)

Psyc 6 (3) CURRENT ISSUES IN PSYCHOLOGY 3 Hrs. Lab. Recommended Preparation: Psych 1A and Engli 12B. A detailed examination of recent research and publications in the area of psychology as a science, the biological bases of behavior, psychological bases and psychological disorders and therapeutic procedures. An up-to-date examination of related topics in the field of psychology. (CSU, UC)

Psyc 9 (3) INTRODUCTION TO COUNSELING 3 Hrs. Lab. A study of the theory, process, and practice of interviewing and counseling in community service and other counseling situations. The course is designed to assist the student to gain knowledge and develop skills in order to help a client or interviewee in counseling situations. Theories of counseling and basic helping skills will be presented, demonstrated, and practiced. (Same as Ads 9) (CSU, UC)
INTRODUCTION

3 Hrs. Lec.

The grief process will be explored as well as how one can help a person resolve a personal loss, whether it be by divorce, death, separation, the aging process, illness, retirement, changing neighborhoods, or by loss of financial security. Why some forms of grief in ourselves and others go unresolved will be explained and discussed. In addition, techniques for giving emotional support and for creating life as a challenge rather than a threat will be covered. Alternative models of caring for the terminally ill patient will be presented as well as the concept of "conscientious living-conscious dying". (CSU)

PSYCH 20 (3)

DEVELOPMENTAL PSYCHOLOGY OF CHILDREN

3 Hrs. Lec.

(Same as ECE 20) (CSU) UC credit limited. See a counselor.)

PSYCH 30 (3)

PSYCHOLOGY OF ADOLESCENCE

3 Hrs. Lec.

A study of human development from pre-adolescence through early and late adolescence to young adulthood. The course includes practical aspects of dealing with adolescent influences, settings and problem areas. (CSU) UC credit limited. See a counselor.

SOCIOLOGY

SOC 1 (3)

INTRODUCTORY SOCIOLOGY

3 Hrs. Lec.

An introductory course to the study of society. Major ideas, concepts, and methods is the study of society to include culture, social structure, social stratification, deviance, and social control, social change, and marriage in the family. (CSU, UC)

SOC 2 (3)

CONTEMPORARY SOCIAL PROBLEMS

3 Hrs. Lec.

This course deals with contemporary social problems and will cover those areas that are currently being defined by our society as problems/issues. Emphasis will be given to understanding these problems on the societal level, the group level, and from the standpoint of the individual. (CSU, UC)

SOC 10 (3)

SOCIOLOGY OF MINORITY GROUPS

3 Hrs. Lec.

This course includes the study of the theories of prejudice and discrimination of different groups within American society. It will cover an historical analysis of the problems of these groups and typical areas will include racism, sexism, agress, and ethical and religious discrimination. (Same as ADS 10) (CSU, UC)

SOC 15 (3)

SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE

3 Hrs. Lec.

(Same as SOC 4) (CAN SOC 2)

SOC 17 (3)

SOCIAL PSYCHOLOGY

3 Hrs. Lec.

(Stock as Psych 17) (CSU, UC)

SOC 30 (3)

CRIMINOLOGY

3 Hrs. Lec.

(Same as AD 30) (CSU)

SOC 33 (3)

MARRIAGE AND THE FAMILY

3 Hrs. Lec.

An introductory course to marriage and the family. Major ideas and concepts include: the history of love and marriage, myths and hidden realities, sex roles, singelhood and pairing, communication and conflict resolution, separation and divorce, remarriage. (CSU)

SOC 49 (3)

COMPUTERS AND SOCIETY

3 Hrs. Lec.

A general course designed to acquaint students with computers and their related social issues, such as: privacy, computer crime, the Internet, on line terrorism, and social change resulting from computer information systems. (CSU, UC)

SOCIOLOGY

SOC 50 (3)

HUMAN SERVICES IN A CHANGING SOCIETY

3 Hrs. Lec.

(Same as ADS 50) (CSU)
This course is one-half the content of the regular Spanish 2 course. Completion of the Spanish 2A and 2B sequence is the equivalent of Spanish 2 for a total of 5 units. A continuation of Spanish 1 or Spanish 1B. (CSU) (UC credit limited. See a counselor.)

This course is one-half the content of Spanish 2A and 2B sequence is the equivalent of Spanish 2. This course is a continuation of Spanish 1A. (CSU/UC credit limited. See a counselor.)

SPAN 3 (5)  
CULTURE AND LITERATURE  
5 Hrs. Lec.  
Prerequisite: The student must be able to speak and read English. The student can be successful in Span 3 only after having achieved all of the minimal performance objectives specified for both Spanish 1 and Spanish 2. Either a recent course in Span 2 or a recent 3 year high school Spanish course with good retention should enable the student to succeed in Span 3. A continuation of Span 2 covering the uses of all Spanish tenses with special emphasis on the subjunctive and imperative modes. (CSU/UC credit limited. See a counselor.)

SPAN 4 (5)  
INTERMEDIATE SPANISH  
5 Hrs. Lec.  
Prerequisite: The student must be able to speak and read English. The student can be successful in Span 4 only after having achieved all of the minimal performance objectives specified for Span 1, 2, and 3. A recent course in Spanish 3 or the recent completion of 4 years of high school Spanish with good retention should enable the student to succeed in Spanish 4. A continuation of Spanish 3 but with greater emphasis on the reading and writing skills. The student will work with all tenses and modes of the Spanish language. (CSU/UC credit limited. See a counselor.)

SPAN 6 (3)  
BEGINNING CONVERSATIONAL SPANISH AND CULTURE  
2.5 Hrs. Lec.  
A course designed to give the student a basic ability in everyday Spanish. The course will emphasize vocabulary building, conversational skills, listening and comprehension, and culture. (CSU)

SPAN 7 (2)  
BEGINNING SPANISH AND CULTURE  
2.5 Hrs. Lec.  
A continuation of Spanish 6. (CSU)

SPAN 8A (5)  
BILINGUAL SPANISH  
5 Hrs. Lec.  
Prerequisite: Spanish speaking fluency, native or near-native or 1 year of high school Spanish. The course is designed to develop in the student the four basic language skills of listening, speaking, reading, and writing with a constant comparison between Spanish and English usage. Emphasis will be on the indicative tense: present, present imperfect, and future. These skills will be explored through reading in the contemporary culture of Spain, Latin America, and the Spanish speaking communities in the United States - Mexican, Cuban, Puerto Rican, and Sephardic. (CSU/UC credit limited. See a counselor.)

SPAN 20B (5)  
BILINGUAL SPANISH  
5 Hrs. Lec.  
Completion of Spanish 2A. Emphasis on the conditional and the subjunctive forms. (CSU/UC credit limited. See a counselor.)

SPAN 23 (3)  
BILINGUAL ORAL SPANISH  
3 Hrs. Lec.  
An intensive course in oral Spanish for students who have learned Spanish as a native language. It is intended for students who may read well and have good grammar but need more practice in oral structures. This course will include a brief grammar review and discussion of relevant everyday topics of social concern. Concurrent enrollment in Spanish 2B is recommended, but not required. (CSU/UC)

SPAN 25 (3)  
INTRODUCTION TO SPANISH AMERICAN LITERATURE  
3 Hrs. Lec.  
Introductory survey of representative movements, authors, and works of Spanish American literature from the Spanish Discovery to the present. Courses conducted in Spanish. (CSU/UC)

SPAN 26 (3)  
INTRODUCTION TO TRANSLATION AND INTERPRETATION  
2 Hrs. Lec.  
An introduction to students an introduction to translation and interpreting. There will be intensive vocabulary building and ear-training exercises; extensive and intensive reading on current events, cross-cultural training and research on career possibilities in these areas. (CSU)

SPAN 27 (4)  
SPANISH READING AND WRITING  
4 Hrs. Lec.  
A course designed to develop reading and writing skills for the student of Spanish. Emphasis will be placed on the process of writing as preparation for upper division work. In addition, the student will work on grammar, punctuation, and orthography. Selected readings from Chicanos, Spanish Americans, and Spanish literature will be included. (CSU)

SPAN 28A (3)  
THE MEXICAN AMERICAN IN LITERATURE  
3 Hrs. Lec.  
(Same as Engl 46A) (CSU/UC)

SPAN 28B (3)  
THE MEXICAN AMERICAN IN LITERATURE  
3 Hrs. Lec.  
(Same as Engl 46B) (CSU/UC)

SPAN 42 (3)  
INTRODUCTION TO MEXICAN AMERICAN STUDIES  
3 Hrs. Lec.  
An interdisciplinary survey of the historical role, culture, values, and artistic contributions of the Mexican Americans to the United States. From 1836 to the present. Course conducted in English. (CSU/UC)

SPAN 60ABC (1-1-1)  
LANGUAGE LABORATORY  
2 Hrs. Lab.  
Individualized language laboratory practice with prepared taped materials and tests in the language laboratory. Practice in listening comprehension and pronunciation. Supplementary course for beginning, intermediate, and advanced levels in Spanish. (Nontransferable, A/AAS degree only)

SPECIAL STUDIES

SPEC 51-87  
INTRODUCTION TO SPANISH AMERICAN LITERATURE  
3 Hrs. Lec.  
Introductory survey of representative movements, authors, and works of Spanish American literature from the Spanish Discovery to the present. Courses conducted in Spanish. (CSU/UC)

SPEC 51 or 81 (3-3)  
VOCATIONAL EDUCATION  
Hours by arrangement.

SPEC 53 or 83 (1-3)  
HUMANITIES  
Hours by arrangement.

SPEC 54 or 84 (3-3)  
ENGLISH  
Hours by arrangement.

SPEC 54 or 84 (3-3)  
NATURAL SCIENCE  
Hours by arrangement.

SPEC 55 or 85 (3-3)  
BEHAVIORAL SCIENCE & SOCIAL SCIENCE  
Hours by arrangement.

SPEC 56 or 86 (1-3)  
BUSINESS  
Hours by arrangement.

SPEC 57 or 87 (3-3)  
EXERCISE SCIENCE, WELLNESS & SPORT  
Hours by arrangement.

SPECIAL STUDIES - NONCREDIT

SPEC 58  
SUPERVISED TUTORING  
An individualized course of study in any discipline using materials available in the Learning Center. (Nontransferable, nondegree applicable)

SPEECH

SPCH 1 (3)  
PUBLIC SPEAKING  
3 Hrs. Lec.  
Recommended Preparation: Spch 1. A continuation of SPCH 1 with particular emphasis on organization and delivery, and study in the areas of parliamentary procedure, debate, discussion, and oral reading. Maximum credit six units. (CSU/UC credit limited. See a counselor.)

SPCH 10 (3)  
ARGUMENTATION AND DEBATE  
3 Hrs. Lec.  
Recommended Preparation: Spch 1. An introduction to the problems of evidence and inference, with emphasis on the application of logic to rational discussion of social problems. (CSU/UC)

THEATRE ARTS

THEA 1 (3)  
INTRODUCTION TO THEATRE  
3 Hrs. Lec.  
An introduction to the art of theatre to include the nature of theatrical presentation, elements of dramatic structure, and the contributions of the playwright, actor, designer, director, and audience. (CSU/UC)

THEA 20 (3)  
FUNDAMENTALS OF ACTING  
3 Hrs. Lec.  
An introduction to the interpretation of drama through the art of the actor. Development of individual insights, skills, and disciplines in the presentation of the dramatic materials to an audience. (CSU/UC)

THEA 21AB (3-3)  
INTERMEDIATE ACTING  
2 Hrs. Lec. 3 Hrs. Lab.  
Recommended Preparation: Thea 20. A continuation of Thea 20 with further emphasis on fundamental acting skills. Laboratory hours to be arranged. Maximum credit six units. (CSU/UC)

THEA 212ABC (1-1-1)  
REHEARSAL AND PERFORMANCE  
3 Hrs. Lab.  
Enrollment contingent upon participation in campus major dramatic production. Maximum credit 1 unit per semester for four semesters. Hours to be arranged. (CSU/UC)

WATER TREATMENT TECHNOLOGY

WT 1 (4)  
WATER TREATMENT PLANT OPERATOR I  
4 Hrs. Lec.  
This course will provide information needed to operate a basic fresh-water treatment plant as efficiently as possible. Course will consist of water sources and treatment, coagulation and flocculation, sedimentation, filtration, disinfection, corrosion control, taste and odor control, laboratory procedures, and plant operation and math. (CSU/UC)
WT 2 (4)
WATER TREATMENT PLANT OPERATOR II
4 Hrs. Loc.
Prerequisite: WT 1. Study of fresh-water treatment plant safety, iron and manganese control, flocculation, softening, demineralization, handling and disposal of process wastes, instrumentation, maintenance, administration, drinking water regulations, and treatment plant math.

WT 6 (3)
COMPUTATIONAL PROCEDURES FOR TREATMENT PLANT OPERATOR I
3 Hrs. Loc.
This course is designed to give water and waste water treatment operators a general knowledge of basic mathematics as applied to treatment plant operations. The subjects covered are: calculation of treatment plant problems; fractions; decimals; percentages; ratio; proportions; averages; areas; volumes; metric system conversion; and estimation.

WT 7 (3)
COMPUTATIONAL PROCEDURES FOR TREATMENT PLANT OPERATOR II
3 Hrs. Loc.
Prerequisite: WT 6. This course is designed to train operators in the effective operation of waste water treatment plants. Course will consist of the fundamentals of plant treatment, start-up operation, daily operation, interpretation of laboratory results, and process control.

WT 9 (4)
WASTE WATER TREATMENT I
4 Hrs. Loc.
Prerequisite: WT 6. This course is designed to train operators in the effective operation of waste water treatment plants. Course will consist of the fundamentals of plant treatment, start-up operation, daily operation, interpretation of laboratory results, and process control.

WELDING TECHNOLOGY
Enrollment in welding courses requiring a prerequisite is not allowed unless the prerequisite welding class is passed with a "C" grade or better.

WELD 31A (2)
OXY-ACTYLEN WELDING
1 Hr. Loc. 2 Hrs. Lab.
Theory, practice and application of joining metals by the oxy-acetylene process, includes metal melting, cutting, and oxygen welding. This course, together with Weld 31B, is equivalent to Weld 31. Not open to students who have completed Weld 31. (CSU)

WELD 31B (3)
ARC WELDING
2 Hrs. Loc. 4 Hrs. Lab.
A beginning study of arc welding for the technology oriented student.
The course consists of theory, practice and application of arc welding processes. Electrode selection and applications in different joint designs will be covered. This course, together with Weld 31A, is equivalent to Weld 31. Not open to students who have completed Weld 31. (CSU)

WELD 33 (3)
INERT GAS SHIELDED ARC WELDING
2 Hrs. Loc. 3 Hrs. Lab.
Theory, practice and application of Tungsten-Inert-Gas processes on aluminum, stainless steel, mild steel, and other exotic metals. (CSU)

WELD 36A (5)
ADVANCED WELDING
3 Hrs. Loc. 6 Hrs. Lab.
Prerequisite: Weld 31. A concentrated course in shielded metal arc welding. The student develops his/her welding skill to a proficienciesional entry level. Includes a review of oxy-acetylene cutting and safety. (CSU)

WELD 36B (5)
ADVANCED WELDING
3 Hrs. Loc. 6 Hrs. Lab.
Prerequisite: Weld 36A. Emphasis is on skill development for shielded metal arc welding of pipe and heavy structural plate. Gas metal arc welding process is included to further enhance the welder's abilities. Advanced processes for shielded metal arc welding, metal arc welding, and oxy-acetylene welding are presented in all phases of the class. (CSU)

WELD 36C (5)
ADVANCED WELDING - WELDER CERTIFICATION AND PRINT READING
3 Hrs. Loc. 6 Hrs. Lab.
Prerequisite: Weld 36B. Emphasis is on welding operator qualification testing. This course is for the experienced welder and for the student completing the final phase of the Welding Technology Program. A detailed study of blueprint reading is included to further develop the welder's abilities. (CSU)

WELD 38 (2)
SHEET METAL FUNDAMENTALS
1 Hr. Loc. 2 Hrs. Lab.
Theory and practice in the fundamentals of planning, layout, pattern development and fabrication of thin sheet metal into useful products. (CSU)

WELD 75 (3)
BASIC SHOP SKILLS
3 Hrs. Loc.
(Same as Ager/Arts Tech 75) (Nontransferable, AA/AS degree only)

COOPERATIVE WORK EXPERIENCE
Cooperative Work Experience is a program of on-the-job learning experiences for students placed in a job setting. It is an approved program with goals and activities formulated with industry under the direction of the College Work Experience Coordinator and instructors assigned to teach work experience.

Employers provide work locations (work stations) and on-the-job training which has educational value for the students. The college provides the instructional component, class facilities and personnel to coordinate the program. Sixteen units of work experience education may be allowed toward graduation with the Associate Degree.

There are two kinds of Work Experience as outlined.

Occupational Work Experience is a program for students who are in a vocational major or certificate program.

General Work Experience is a program for students in any major and need not be related to a vocational major.

Employment may be on or off campus; the student may or may not receive pay. The Cooperative Education Coordinator will assist the students in obtaining job placements.

APPLICATION OF COOPERATIVE WORK EXPERIENCE

The Occupational Cooperative Work Experience Program is designed to coordinate on-the-job training and classroom instruction. Supervised work experiences are related to the occupational goal of the individual student. Employment may be on or off campus; the student may or may not receive pay.
The Cooperative Education Coordinator will assist students in obtaining jobs.

Student qualifications: In order to participate in cooperative work experience education, students shall meet the following requirements:

1. Be a legal indentured or certified apprentice.

OR

2. Complete no less than seven units (summer session, one course) including Cooperative Work Experience Education.

AND

3. Have approval of the Cooperative Work Experience Education Coordinator.

4. Have occupational or education goals to which, in the opinion of the Coordinator, the Cooperative work experience will contribute.

5. Pursue a planned program of cooperative work experience education which, in the opinion of the Coordinator, includes new or expanded responsibilities or learning opportunities beyond those experienced during the previous employment.

A maximum of six units may be earned in general cooperative work experience, not to exceed three units each semester.

The number of units received each semester for on-the-job experience will be based on the total number of hours worked each semester or summer session as follows:

Paid Work

4.5 Hrs. of Lab/week for 1 unit - 75 Hrs. per semester or session
8.5 Hrs. of Lab/week for 2 units - 150 Hrs. per semester or session
12.5 Hrs. of Lab/week for 3 units - 225 Hrs. per semester or session
17.0 Hrs. of Lab/week for 4 units - 300 Hrs. per semester or session

Volunteer Work

3.5 Hrs. of Lab/week for 1 unit - 60 Hrs. per semester or session
7.0 Hrs. of Lab/week for 2 units - 120 Hrs. per semester or session
10.0 Hrs. of Lab/week for 3 units - 180 Hrs. per semester or session
13.5 Hrs. of Lab/week for 4 units - 240 Hrs. per semester or session

A maximum of six units may be earned in general work experience.

A maximum of sixteen units may be earned in occupational cooperative work experience, not to exceed four units each semester.

WEGEN 81ABCD (1-1-1-1)
WORK EXPERIENCE COORDINATING CLASS
1 Hr. Loc.
(Same as WEOCC 81AD) (CSU)

WEGEN 81ABCD (1-3, 1-3, 1-3)
GENERAL WORK EXPERIENCE (Parallel Plan)
Paid Work: 4.5-12.5 Hrs. Lab.
Volunteer Work: 3.5-18.0 Hrs. Lab.
Corequisite: Must be taken in conjunction with WEGEN/WEOCC 81AD. A program of on-the-job learning experiences designed to assist the student in developing occupational effectiveness. Placement need not be related to a vocational or occupational major. One unit of credit is earned for each 60 hours of volunteer work or 75 hours of paid work with a maximum of three units per semester. During each semester a student must complete a minimum of 7 units, including work experience. May be repeated a maximum of three times for a total of six units. (CSU)
MAJORS

Generally, 18 units of specified course work will satisfy the requirement for the major. However, some majors will require more than 18 units. Please note the specified number of required units at the beginning of each major description.

The following definitions apply to the major descriptions shown in this catalog:

1. Required courses are the specific courses which must be taken to fulfill the requirements in an area of study.

2. Acceptable courses are those from which the student may select in order to meet the total units requirement. The total number of units from the required course list, plus the number of units selected by the student from the acceptable course list, must equal at least the total unit count required for the major.

3. Courses recommended as electives are beyond the major’s requirement. These courses are suggested only, and selection from this list depends upon the student’s individual desires and the number of electives available within his/her own program.

Students may satisfy the major requirements in the following fields of study:

ADMINISTRATION OF JUSTICE
(MAJOR CODE: 0162)

Twenty-one units are required for the major

1. Required courses for the major

   AJ 21  Intro to the Admin of Justice .......................... 3
   AJ 23/CSI 23  Concepts of Criminal Law ........................ 3
   AJ 25  Legal Aspects of Evidence .................................... 3
   AJ 26  Prin & Proc of the Justice System .......................... 3
   AJ 28  Police Community Relations ................................. 3

2. Acceptable courses for the major (6 units from the following courses):

   AJ 20  Police Field Operations ........................................... 3
   AJ 34  Criminal Investigation .......................................... 3
   AJ 36  Traffic Accident Investigation & Reporting .................. 3
   AJ 41  Arrest & Firearms ................................................ 3.5
   AJ 51  Security Guard ( Arrest) ........................................... 0.5
   CSI 21  Intro to Corrections ............................................. 3
   CSI 31  Concepts of Probation & Parole ............................... 3

LEGAL STUDIES
(MAJOR CODE: 0163)

Twenty-one units are required for the major

1. Required courses for the major

   AE 21  Police Procedures .................................................. 3
   AE 22  Legal Aspects of Police Administration ...................... 3
   AE 23  Legal Aspects of Probation ...................................... 3
   AE 25  Legal Aspects of Parole ........................................... 3
   AE 26  Legal Aspects of Juvenile Delinquency ........................ 3
   AE 27  Legal Aspects of Courts .......................................... 3
   AE 28  Legal Aspects of Research ....................................... 3
   AE 29  Legal Aspects of Correction ..................................... 3
   AE 30  Legal Aspects of Correctional Facilities ..................... 3
   AE 31  Legal Aspects of Probation & Parole ......................... 3
   AE 32  Legal Aspects of Parole .......................................... 3

2. Acceptable courses for the major (6 units from the following courses):

   AE 30/Soc 30  Criminology ............................................... 3
   AE 32  Police Field Operations ............................................ 3
   AE 34  Criminal Investigation .......................................... 3
   AE 36  Traffic Accident Investigation & Reporting .................. 3
   AE 39/CSI 22  Report Writ for Admin of Justice .................. 3
   AE 41  Arrest & Firearms ................................................ 3.5
   AE 51  Security Guard (Arrest) ........................................... 0.5
   CSI 21  Intro to Corrections ............................................. 3
   CSI 31  Concepts of Probation & Parole ............................... 3

AGRICULTURAL BUSINESS MANAGEMENT
(MAJOR CODE: 0002)

The Agricultural Business Management major is the application of business concepts to the agricultural industry and emphasizes training in management for careers in agriculture. These careers may include management and operation of farms as well as in the management of firms that supply the service to farms and to those engaged in processing, marketing, distribution, and sales of farm products.

Twenty-four units are required for the major

1. Required courses for the major

   Ag 22  Intro to Agricultural Economics ............................ 3
   Ag 25/Bus 3  Ag Business Management ............................ 3
   Ag 26  Agricultural Bus Organization .............................. 3
   Ag 27  Agri Sales & Svc Management .................................. 3
   CIS 1  Intro to Information Systems .................................. 3
   Econ 1  Principles of Economics ..................................... 3

2. Acceptable courses for the major (select a minimum of 6 units)

   Ag 15  Pesticide Safety .................................................... 1
   Ag 20  Animal Science .................................................... 3
   Ag 30  Food & Fiber in a Changing World ............................ 3
   Ag 40  Soils ................................................................. 3
   Bus 1A  Prin of Financial Accounting ............................... 4
   Bus 1B  Prin of Managerial Accounting .............................. 4
   Bus 5  Bus & the Legal Environment ................................... 3
   Chem 2A  Introduction to Chemistry ................................... 4

AGRICULTURAL ENGINEERING TECHNOLOGY
(MAJOR CODE: 0015)

Provides the student with technical knowledge of mechanization and the basic skills needed to succeed in production agriculture or one of the hundreds of agriculture support services in the Imperial Valley.

Twenty-one units are required for the major

1. Required courses for the major

   Agen 28  Power Equip Oper & Maint .................................. 4
   Agen 34  Power Transmission Systems ................................. 4
   Agen 37I  Auto T-39  Small Gasoline Engines ....................... 3
   Agen 39  Fundamentals of Diesel Power ............................. 4

2. Acceptable courses for the major (6 units from the following courses)

   Agen 25/Bus 3  Ag Business Management ............................ 3
   Agen 32  Irrigation & Drainage ......................................... 3
   Auto T 60  Automotive Electronics I .................................. 3
   Weld 31  Basic Welding .................................................. 3
The Agricultural Science major deals with the application of the various principles of the biological and physical sciences to agriculture. The course offerings are fundamental and broad in scope so that students can prepare for transfer or one of the hundreds of opportunities in the Animal Science or Soil Science.

Twenty-six units are required for the major.

I. Required courses for the major

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 20</td>
<td>Animal Science</td>
<td>3</td>
</tr>
<tr>
<td>Ag 21</td>
<td>Crop Science</td>
<td>3</td>
</tr>
<tr>
<td>Ag 31</td>
<td>Power Equipment &amp; Maintenance</td>
<td>4</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Introduction to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

II. Acceptable courses for the major (select a minimum of 9 units)

- Ag 10 Animal Science
- Ag 11 Agronomy
- Ag 12 Animal Nutrition
- Ag 13 Animal Reproduction
- Ag 14 Animal Health
- Ag 15 Animal Behavior
- Ag 16 Animal Genetics
- Ag 17 Animal Breeding
- Ag 18 Animal Breeding
- Ag 19 Animal Breeding
- Ag 20 Animal Breeding
- Ag 21 Animal Breeding
- Ag 22 Animal Breeding
- Ag 23 Animal Breeding
- Ag 24 Animal Breeding
- Ag 25 Animal Breeding
- Ag 26 Animal Breeding
- Ag 27 Animal Breeding
- Ag 28 Animal Breeding
- Ag 29 Animal Breeding
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- Ag 31 Animal Breeding
- Ag 32 Animal Breeding
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- Ag 38 Animal Breeding
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- Ag 89 Animal Breeding
- Ag 90 Animal Breeding
- Ag 91 Animal Breeding
- Ag 92 Animal Breeding
- Ag 93 Animal Breeding
- Ag 94 Animal Breeding
- Ag 95 Animal Breeding
- Ag 96 Animal Breeding
- Ag 97 Animal Breeding
- Ag 98 Animal Breeding
- Ag 99 Animal Breeding
- Ag 100 Animal Breeding

The total for these courses is 27 units.
## BUSINESS ADMINISTRATION (MAJOR CODE: 0214)

**Twenty-six units required for the major**

<table>
<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 1B</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 16</td>
<td>Principles of Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 21</td>
<td>Essentials of Business Correspondence</td>
<td>3</td>
</tr>
<tr>
<td>Bus 22</td>
<td>Microcomputer Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CSE 37A</td>
<td>Spreadsheet: Excel</td>
<td>1</td>
</tr>
<tr>
<td>CSE 37B</td>
<td>Spreadsheet: Excel</td>
<td>1</td>
</tr>
</tbody>
</table>

**Transfer students planning to major in these disciplines should take the ITV General Major and complete requirements listed in the catalog of the school to which they anticipate transferring.**

## BUSINESS MANAGEMENT (MAJOR CODE: 0216)

**Students who intend to pursue a four-year Business Degree should follow the Business Administration Major**

**Twenty-six units required for the major**

### I. Required courses for the major

<table>
<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 3/A 25 Business Management</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Business and the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CSE 21 AC</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

### II. Acceptable courses for the major (minimum of nine units from the following courses)

<table>
<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1B</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 2</td>
<td>Intro to Business</td>
<td>3</td>
</tr>
<tr>
<td>Bus 6</td>
<td>Management Concepts of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7</td>
<td>Human Relations in Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Bus 14</td>
<td>Practical Salesmanship</td>
<td>3</td>
</tr>
<tr>
<td>Bus 16</td>
<td>Small Business Management</td>
<td>3</td>
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<tr>
<td>Bus 41</td>
<td>Essentials in Bus Correspondence</td>
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<td>CSE 22</td>
<td>Microcomputer Accounting</td>
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<tr>
<td>CSE 37A</td>
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<td>Econ 1</td>
<td>Principles of Economics</td>
<td>3</td>
</tr>
<tr>
<td>Econ 2</td>
<td>Principles of Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

## BUSINESS MARKETING (MAJOR CODE: 0223)

**Students who intend to pursue a four-year Business Degree should follow the Business Administration Major**

**Twenty-six units required for the major**

### ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR", "C" OR BETTER

<table>
<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 3/A 25 Business Management</td>
<td>3</td>
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<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Business and the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CSE 21 AC</td>
<td>Intro to Information Systems</td>
<td>3</td>
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</table>

### I. Required courses for the major

<table>
<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
<th>UNITS</th>
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<tbody>
<tr>
<td>Bus 1B</td>
<td>Principles of Managerial Accounting</td>
<td>4</td>
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<tr>
<td>Bus 2</td>
<td>Intro to Business</td>
<td>3</td>
</tr>
<tr>
<td>Bus 6</td>
<td>Management Concepts of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7</td>
<td>Human Relations in Management</td>
<td>3</td>
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<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Bus 14</td>
<td>Practical Salesmanship</td>
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</tr>
<tr>
<td>Bus 16</td>
<td>Small Business Management</td>
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<tr>
<td>Bus 41</td>
<td>Essentials in Bus Correspondence</td>
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<tr>
<td>CSE 22</td>
<td>Microcomputer Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CSE 37A</td>
<td>Spreadsheet: Excel</td>
<td>1</td>
</tr>
<tr>
<td>CSE 37B</td>
<td>Spreadsheet: Excel</td>
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</tr>
<tr>
<td>Econ 1</td>
<td>Principles of Economics</td>
<td>3</td>
</tr>
<tr>
<td>Econ 2</td>
<td>Principles of Economics</td>
<td>3</td>
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</tbody>
</table>

## BUSINESS OFFICE TECHNOLOGIES: ADMINISTRATIVE ASSISTANT (MAJOR CODE: 0220)

Thirty-one units and skill level required for the major

### ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR", "C" OR BETTER

### I. Required courses for the major

<table>
<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Principles of Financial Accounting</td>
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</tr>
<tr>
<td>Bus 5</td>
<td>Business and the Legal Environment</td>
<td>3</td>
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<tr>
<td>Bus 23</td>
<td>Human Relations in Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29B</td>
<td>Machine Calculation</td>
<td>3</td>
</tr>
<tr>
<td>Bus 30</td>
<td>Technology for the Modern Office</td>
<td>3</td>
</tr>
<tr>
<td>Bus 32</td>
<td>Office Transcription</td>
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</tr>
<tr>
<td>Bus 39</td>
<td>Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 57</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

## BUSINESS OFFICE TECHNOLOGIES: ACCOUNTING TECHNICIAN (MAJOR CODE: 0236)

Twenty-six to Twenty-seven units and skill level required for the major

### ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR", "C" OR BETTER

### I. Required courses for the major

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<thead>
<tr>
<th>COURSES</th>
<th>PREREQUISITES</th>
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</tr>
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<tbody>
<tr>
<td>Bus 1B</td>
<td>Principles of Managerial Accounting</td>
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<td>Econ 2</td>
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</tbody>
</table>

## BUSINESS OFFICE TECHNOLOGIES: OFFICE TECHNICIAN (MAJOR CODE: 0209)

Thirty units and skill level required for the major

### ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR", "C" OR BETTER

### I. Required courses for the major

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<thead>
<tr>
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<th>UNITS</th>
</tr>
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<tbody>
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<tr>
<td>Bus 42</td>
<td>Business Communications</td>
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<tr>
<td>BUS 57</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
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## BUSINESS OFFICE TECHNOLOGIES: WORK EXPERIENCE CREDIT (MAJOR CODE: 0222)

### ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR", "C" OR BETTER

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### ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR", "C" OR BETTER

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<tr>
<td>Bus 5</td>
<td>Business and the Legal Environment</td>
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<tr>
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<td>3</td>
</tr>
<tr>
<td>BUS 57</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>
II. Acceptable courses for the major (select 3 units)

Bus 10 Practical Accounting ................. 3
CIS 1 Intro to Information Systems .......... 3

III. Required skill level for the major

Keyboarding skill level: 50 wpm. (Bus 25A/B, Keyboarding Speed & Accuracy, may be helpful in obtaining this speed level.)

COMPUTER INFORMATION SYSTEMS
(MAJOR CODE: 0215)

Twenty units required for the major

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER

I. Required courses for the major

Bus 1A Print of Financial Accounting ........ 4
CIS 1 Intro to Information Systems .......... 3

Select 6 programming units

CIS 10 Programming in COBOL ............... 3
CIS 12 Programming in BASIC ................ 3
CIS 15 Programming in C ..................... 3
CIS 21AC Computer Applications Lab - (1 Unit Max) ............... (1-1-1)
CIS 22 Microcomputer Accounting ............ 3
CIS 26 Windows 95 Operating System Lab .... 3
CIS 32B Word Processing/ Microsoft Word for Windows 1
CIS 34 Power Point ......................... 3
CIS 37B Spreadsheets/ Excel ............... 3
CIS 41A Data Base: Access .................. 3
CIS 42 Web Page Development ............... 3
Math 47 - Programming in Fortran ........... 3

Select at least 7 elective units (programming courses taken above may not be used to satisfy this requirement):

CIS 3 Intro to Telecommunications ............ 3
CIS 10 Programming in COBOL ............... 3
CIS 12 Programming in BASIC ................ 3
CIS 15 Programming in C ..................... 3
CIS 21AC Computer Applications Lab - (1 Unit Max) ............... (1-1-1)
CIS 22 Microcomputer Accounting ............ 3
CIS 26 Windows 95 Operating System Lab .... 3
CIS 32B Word Processing/ Microsoft Word for Windows 1
CIS 34 Power Point ......................... 3
CIS 37B Spreadsheets/ Excel ............... 3
CIS 41A Data Base: Access .................. 3
CIS 42 Web Page Development ............... 3
Math 47 - Programming in Fortran ........... 3

II. Required courses for the major (select a minimum of 6 units)

WOCOC 80ABC Work Exp Coord Class -(1-1-1-1)

WOCOC 82ABC Occupational Work Exp -(1-1-1-1-1-1-1-1)

CORRECTIONS SCIENCE
(MAJOR CODE: 0104)

Twenty-four units required for the major

I. Required courses for the major

CSCI 21 Intro to Corrections .................. 3
CSCI 22AJ 39 Report Writing ................ 3
CSCI 23AJ 23 Concepts of Criminal Law ....... 3

CSCI 24 Correctional Interviewing & Counseling .................. 3
CSCI 25 Control & Supervision of Inmates ......... 3

II. Select nine units from the following courses

AJ 21 Intro to Admin of Justice ............... 3
AJ 28 Police Community Relations .............. 3
AJ 34 Criminal Investigation .................. 3
AJ 37 Juvenile Control ........................ 3
AJ 41 Arrest & Firearms ....................... 3.5
AJ 51 Security Guard (AJ 250) ............... 0.5
CSCI 31 Concepts of Probation & Parole ......... 3

III. Recommended courses (do not fulfill major requirements)

Engl 1A, Psych 1A, Span (or other foreign language), CIS 1, PE 164BCD or PE 25, Spch 1.
## Imperial Valley College

### General Catalog 2000-2001

### Imperial Valley College

#### Human Relations

**Requirements:**

- **Arts of Emphasis:** Community Mental Health Worker, Counseling, School, Social Services, Personnel, Employment Counseling, and Supervision

- **Twentieth-four units required for the major:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psyh</td>
<td>Intro to Psychology</td>
</tr>
<tr>
<td>Psyh</td>
<td>Psych of Adjustment</td>
</tr>
<tr>
<td>Psyh</td>
<td>Intro to Counseling</td>
</tr>
<tr>
<td>Soc</td>
<td>Intro to Sociology</td>
</tr>
<tr>
<td>Soc</td>
<td>Intro to Social Problems</td>
</tr>
<tr>
<td>Soc</td>
<td>Sociology of Religion</td>
</tr>
<tr>
<td>Soc</td>
<td>Sociology of Science</td>
</tr>
</tbody>
</table>

### French

**Requirements:**

- **Three courses required for the major:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hist</td>
<td>History of Western Civilization</td>
</tr>
<tr>
<td>Hist</td>
<td>History of Modern Art</td>
</tr>
<tr>
<td>Hist</td>
<td>History of the Humanities</td>
</tr>
</tbody>
</table>

### General Science

**Successful completion of all courses offered in one subject field (Anatomy, Biology, Botany, Chemistry, Math, Physics, Physiology, and Zoology) may be combined with courses from at least two other subject fields (within the general area of Natural-Physical Science) to accumulate 18 hours for the General Science Major.**

The most reliable guide for appropriate course combinations in this major will be the catalog from the specific college to which the student will transfer.

#### Natural Science

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anat</td>
<td>Human Anatomy</td>
</tr>
<tr>
<td>Anat</td>
<td>Human Anatomy &amp; Physiology</td>
</tr>
<tr>
<td>Biol</td>
<td>Principles of Biology</td>
</tr>
<tr>
<td>Biol</td>
<td>General Microbiology</td>
</tr>
<tr>
<td>Env</td>
<td>Principles of Environment</td>
</tr>
<tr>
<td>Phys</td>
<td>Principles of Physical Science</td>
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<tr>
<td>Zoöl</td>
<td>General Zoology</td>
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</table>

#### Physical Science

<table>
<thead>
<tr>
<th>Code</th>
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</thead>
<tbody>
<tr>
<td>Ans</td>
<td>Physical Anthropology</td>
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<tr>
<td>Chém</td>
<td>General Inorganic Chemistry</td>
</tr>
<tr>
<td>Chém</td>
<td>General Inorganic Chemistry</td>
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<tr>
<td>Chém</td>
<td>Quantitative Analysis</td>
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<td>Chém</td>
<td>Organic Chemistry</td>
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<tr>
<td>Geo</td>
<td>Physical Geography</td>
</tr>
<tr>
<td>Math</td>
<td>Analytic Geometry &amp; Calculus</td>
</tr>
<tr>
<td>Math</td>
<td>Analytic Geometry &amp; Calculus</td>
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<td>Calculus &amp; Differential Equations</td>
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<td>Phys</td>
<td>Principles of Physics</td>
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<tr>
<td>Phys</td>
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</table>

### French

**Twenty-one units required for the major:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Fren 1</td>
<td>Elementary French</td>
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<tr>
<td>Fren 2</td>
<td>Elementary French</td>
</tr>
<tr>
<td>Fren 3</td>
<td>Intermediate French</td>
</tr>
<tr>
<td>Fren 4</td>
<td>Intermediate French</td>
</tr>
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</table>

**Acceptable courses for the major (select a minimum of one course from the following courses):**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fren 5</td>
<td>Inner French</td>
</tr>
<tr>
<td>Fren 10</td>
<td>Inner Conversational French</td>
</tr>
<tr>
<td>Fren 11</td>
<td>Inner Conversational French</td>
</tr>
</tbody>
</table>

*Completion of Fren 1A and Fren 1B is equivalent to Fren 1 and completion of Fren 2A and Fren 2B is equivalent to Fren 2.*

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**Recommended courses for the major:**

- **200 courses for personnel already employed in Fire Technology or for students who have completed at least 15 units at the 100 level:**

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**Required courses for the major:**

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>Fren 1</td>
<td>French &amp; Reading</td>
</tr>
<tr>
<td>Fren 10</td>
<td>French</td>
</tr>
<tr>
<td>Fren 11</td>
<td>French</td>
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**Completion of Fren 1A and Fren 1B is equivalent to Fren 1 and completion of Fren 2A and Fren 2B is equivalent to Fren 2.**

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**Twenty-four units required for the major:**

<table>
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<tbody>
<tr>
<td>Fren 5</td>
<td>Inner French</td>
</tr>
<tr>
<td>Fren 10</td>
<td>Inner Conversational French</td>
</tr>
<tr>
<td>Fren 11</td>
<td>Inner Conversational French</td>
</tr>
</tbody>
</table>

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**Completion of Fren 1A and Fren 1B is equivalent to Fren 1 and completion of Fren 2A and Fren 2B is equivalent to Fren 2.**
Twenty-one units

The Liberal Studies Major, offered at Imperial Valley College, pertains to requirements at San Diego State University only. The Liberal Studies Major is designed primarily for students who intend to teach at the elementary level. The goal of the program is to provide an educational experience which prepares liberally educated individuals who are capable of thinking critically, clearly and effectively, and those who are also interested in analyzing evidence, and appreciating the connections between different subjects. In addition to teaching, the individuals who complete the liberal studies major could find employment opportunities in a variety of careers if they so choose.

Completion of the Liberal Studies major also fulfills General Education requirements for transfer to SDSU. Students who complete the Liberal Studies program do not have to satisfy sub-ject matter competency by passing the Multiple Subject Assess-ment of Teachers (MEAT) examination. Additional requirements for the College of Education that relate to teaching credential programs, are listed in the catalog of the transfer university to which the student will be transferring. If you are planning to pursue the Liberal Studies major at another institution, be aware that requirements may vary. SEE A COUNSELOR.

I. PREPARATION FOR THE MAJOR (As it pertains to San Diego State University ONLY. For other institutions please see a Counselor.)

LANGUAGE AND LITERATURE

1. Eng 1A Reading and Composition ............... 3
2. Eng 50 Advanced Composition .................. 3
3. Spch 1 Oral Communication ........................ 3
4. Engl 1B Introduction to Literature ............... 3
or Engl 42A Survey of World Literature ............ 3
or Engl 42B Survey of World Literature ............ 3

MATHEMATICS

5. Math 10A Number Systems in Elementary Mathematics 3 (Grade of "C" or better required for entrance into SDSU Multiple Subject Credential Program)
6. Math 10B Geometry in Elementary Mathematics 3

SCIENCE

7. Biol 3 Principles of Biological Science with Lab 4
8. Zool 1A General Zoology with Lab 4
or Chem 2A Intro to Chemistry with Lab 4
or Geog 1 Physical Geography ......................... 3

9. Lab Laboratory requirement (required) from either category 7 or 8

/liberal studies (MAJOR CODE: 0857)

A Minimum of 55 Units Distributed as follows

This major for an Associate Degree provides occupational-oriented students with an area of concentration within two disciplines to meet a specific job need.

The requirements for the major will be met by satisfactory completion of 9 (or more) units in each discipline.

The courses required will be approved by division chairpersons, a counselor, and the Dean of Vocational Education. The courses approved will be found on areas already established. The student will initiate the request for the major through the Counseling Office.

JOURNALISM (MAJOR CODE: 0851)

Twenty-one units required for the major

I. Required courses for the major

Jrn 1 Introduction to Journalism .................. 3
Jrn 2ABC Newspaper Production ..................... 3
Jrn 10 Career Journalism ............................ 3

II. Acceptable courses for the major (minimum of 6 units from the following courses)

Econ 1 Principles of Economics ..................... 3
Econ 2 Principles of Economics ..................... 3
Soc 1 Introductory Sociology ....................... 3
Soc 2 Contemporary Social Problems ............... 3
Pol S 1 Introduc. to Political Science ............. 3
Pol S 2* Amer. Government & Politics ............. 3
Bus 20 Beginning Keyboarding ....................... 3
Spch 1 Oral Communication .......................... 3
Engl 53AB Creative Writing ......................... 3
Engl 54 Intro to Film Hist & Criticism ............. 3

*If not used to satisfy the American Institutions requirement for graduation.

LEGAL ASSISTANT (MAJOR CODE: 0821)

Twenty-one units required for the major

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

I. Required courses for the major

Bus 5 Bus & the Legal Environment ................... 3
Legal 21 Research & Criminal Law .................. 3
Legal 22 Civil Procedures & Family Law .......... 3
Legal 23 Civil Discovery & Torts ..................... 3
Legal 24 Corporations & Bankruptcy ................. 3
Legal 25 Real Estate Law for Legal Assistants .... 3
Legal 26 Welfare-Probate ............................. 3

Social Science and History

10. Anth 2 Cultural Anthropology ..................... 3
11. Hist 4A History of Western Civilization ........ 3
12. Hist 18A U.S. History (Recommended) ......... 3
13. Hist 17B U.S. History (Recommended) ......... 3
14. Hist 45A Comparative History of the Americas 3
15. Hist 45B Comparative History of the Americas 3
16. Pol 51 Introduction to Political Science ...... 3
17. Pol 52 American Government & Politics ...... 3
19. Pol 51 Introduction to Political Science ...... 3
20. Pol 52 American Government & Politics ...... 3

Visual and Performing Arts and Humanities

13. Mus 7 Introduction to Music Foundation ....... 3
14. Art 3A History and Appreciation of Art ......... 3
15. Phil 1A Introduction to Philosophy .............. 3
16. Phil 1B Introduction to Philosophy .............. 3
17. Phil 11 Ethics ........................................ 3
18. Phil 25 Religions of the Modern World ......... 3

Physical Education

16. PE 61 PE in the Elementary School .......... 3

Human Growth and Development

17. Psych 1A Introduction to Psychology ......... 3

LIFE SCIENCE (MAJOR CODE: 0710)

Eighteen units required for the major

I. Required courses for the major (minimum of 18 units from the following courses)

Chem 1A General Inorganic Chemistry ......... 3
Chem 1B General Organic Chemistry ............ 3
Chem 2A General Microchemistry ................. 3
Chem 2B General Microchemistry ................. 3
Chem 5 Quantitative Analysis ....................... 3
Chem 12A Organic Chemistry ...................... 3
Chem 12B Organic Chemistry ...................... 3
Chem 2A Introduction to Chemistry .......... 3

Foreign Language Requirement (MAJOR CODE: 0851)

Competency (successfully completing the third college semester of fifth college quarter) is required in one foreign language as part of the preparation for the major. Refer to the SDSU Catalog section on "Graduation Requirements."
### Mathematics (MAJOR CODE: 6602)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 3A</td>
<td>Analytic Geometry &amp; Calculus</td>
<td>5</td>
</tr>
<tr>
<td>Math 3B</td>
<td>Analytic Geometry &amp; Calculus</td>
<td>5</td>
</tr>
<tr>
<td>Math 4</td>
<td>Calculus &amp; Differential Equations</td>
<td>5</td>
</tr>
<tr>
<td>Math 5</td>
<td>Elem Differential Equations</td>
<td>3</td>
</tr>
<tr>
<td>Math 6</td>
<td>Intro to Linear Algebra with</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Applications</td>
<td></td>
</tr>
</tbody>
</table>

### Music (MAJOR CODE: 0516)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mus 1A</td>
<td>Beginning Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 1B</td>
<td>Beginning Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 2A</td>
<td>Intermediate Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 2B</td>
<td>Intermediate Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 3A</td>
<td>Beginning Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 3B</td>
<td>Beginning Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 4A</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5A</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5B</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5C</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5D</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Musc 1A and 1B are recommended to be taken concurrently and in the sequence followed through 4A and 5D.

### Pre-Admission Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mus 10A</td>
<td>Beginning Group Piano I</td>
<td>1</td>
</tr>
<tr>
<td>Mus 11A</td>
<td>Intermediate Group Piano I</td>
<td>1</td>
</tr>
<tr>
<td>Mus 11B</td>
<td>Intermediate Group Piano I</td>
<td>1</td>
</tr>
<tr>
<td>Mus 12</td>
<td>Beginning Group Piano II</td>
<td>1</td>
</tr>
<tr>
<td>Mus 13</td>
<td>Intermediate Group Piano II</td>
<td>1</td>
</tr>
<tr>
<td>Mus 14</td>
<td>Beginning Group Piano III</td>
<td>1</td>
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<tr>
<td>Mus 15</td>
<td>Intermediate Group Piano III</td>
<td>1</td>
</tr>
<tr>
<td>Mus 21</td>
<td>Beginning Intermedia III</td>
<td>1</td>
</tr>
<tr>
<td>Mus 22</td>
<td>Intermediate Intermedia III</td>
<td>1</td>
</tr>
<tr>
<td>Mus 23</td>
<td>Beginning Group IV</td>
<td>1</td>
</tr>
<tr>
<td>Mus 24</td>
<td>Intermediate Group IV</td>
<td>1</td>
</tr>
<tr>
<td>Mus 25</td>
<td>Beginning Group V</td>
<td>2</td>
</tr>
<tr>
<td>Mus 26</td>
<td>Intermediate Group V</td>
<td>2</td>
</tr>
</tbody>
</table>

### Pre-Clinical Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mus 6A</td>
<td>Instrumental Ensemble</td>
<td>1</td>
</tr>
<tr>
<td>Mus 6B</td>
<td>College-Campus Band</td>
<td>1</td>
</tr>
</tbody>
</table>

Forty-eight units of nursing required for the major. Thirty-one course units required to complete the nursing program.

### General Catalog 2000-2001

#### Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mus 1A</td>
<td>Beginning Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 1B</td>
<td>Beginning Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 2A</td>
<td>Intermediate Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 2B</td>
<td>Intermediate Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 3A</td>
<td>Beginning Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 3B</td>
<td>Beginning Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 4A</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5A</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5B</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5C</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5D</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Musc 1A and 1B are required to perform in at least one of the above college music organizations every semester enrolled.

#### Music Theory

- **Mus 10A**: Beginning Group Piano I
- **Mus 11A**: Intermediate Group Piano I
- **Mus 11B**: Intermediate Group Piano II
- **Mus 12**: Beginning Group Piano II
- **Mus 13**: Intermediate Group Piano III
- **Mus 14**: Beginning Group Piano III
- **Mus 15A**: Intermediate Group Piano III
- **Mus 15B**: Beginning Group Piano IV
- **Mus 21**: Beginning Intermediate IV
- **Mus 22**: Intermediate Intermediate IV
- **Mus 23**: Beginning Group V
- **Mus 24**: Intermediate Group V
- **Mus 25**: Beginning Group V
- **Mus 26**: Intermediate Group V

#### Required courses (20 units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mus 1A</td>
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<td>2</td>
</tr>
<tr>
<td>Mus 2A</td>
<td>Intermediate Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 2B</td>
<td>Intermediate Musicanship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 3A</td>
<td>Beginning Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 3B</td>
<td>Beginning Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 4A</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5A</td>
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<tr>
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<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5C</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
<tr>
<td>Mus 5D</td>
<td>Intermediate Harmony</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: Musc 1A and 1B are recommended to be taken concurrently and in the sequence followed through 4A and 5D.

#### Performance Ensembles (20 units)

- **Mus 17ABC**: Chamber Singers
- **Mus 19ABC**: Chamber Orchestra
- **Mus 27ABC**: Concert Band
- **Mus 28ABC**: College Community Chorus
- **Mus 33ABC**: Symphony Orchestra
- **Mus 34ABC**: Pep Band

Note: All music majors are required to perform in at least one of the above college music organizations every semester enrolled.
IMPERIAL VALLEY COLLEGE

Part-Time Program Sequence
Vocational Nursing

Thirty-eight units required for the major. Fifteen support course units required to complete the nursing program.

Pre-Admission Requirements

Engl 1A Reading & Composition 3

Pre-Clinical Requirements

HT 3 Medical Terminology 3
Psych 1A Intro to Psychology 3
Anat 6 Anatomy & Physiology for Health Occupations 3

First Semester

Psych 35 Develop Psych: Cognition to Death 3
NURS 1A (V) Intro to Patient Care I 4
NURS 1B (V) Intro to Patient Care II 4
NURS 1C (V) Pharmacology I 1.5
NURS 1C (V) Patient Care Mgmt & Crit Think 2.5

TOTAL 9

Second Semester

NURS 2A (V) The Maternity Cycle 5.5
NURS 2B (V) Common Health Problems I 5.5
NURS 2C (V) Pharmacology II 2

TOTAL 13

Third Semester

NURS 3A (V) Common Health Problems II 6.5
NURS 3B (V) Common Health Problems III 6.5

TOTAL 13

PATIENT SERVICES ADMINISTRATION (MAJOR CODE: 6219)

Thirty-three units required for the major.

I. Required courses for the major

Anat 6 Anat & Phys for Health Occupations 3
Bus 6 Mgmt Concepts & Supervision 3
Bus 10 Practical Accounting 3
CIS 1 Intro to Information Systems 3
CIS 22 Microcomputer Accounting 3
Bus 40 Business English 3
HT 3 Medical Terminology 3
HT 4 Medical Transcription 3
HT 6 Medical Insurance 3
HT 7 Patient Administrative Services 3
HT 11 Advanced Transcription 3

IMPERIAL VALLEY COLLEGE

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II. Recommended courses for the major (not required)

Bus 7 Human Relations in Management 3
Bus 41 OR Intro to Bus Correspondence 3
Bus 42 Business Communications 3

PHYSICAL EDUCATION (MAJOR CODE: 0311)

Nineteen units required for the major.

I. Required courses for the major

HE 1 Health Education 3
HE 2 First Aid 3
PE 6A BCD Lifeguard Training/ Advanced Lifesaving 2
PE 50 Intro to Physical Education 2
PE 61 PE in the Elementary School 3

II. Select six (6) units from the following courses:

PE 3A BCD Physical Fitness, Women 1
PE 4A BCD Badminton, Coed 1
PE 5A BCD Swimming, Coed 1
PE 6A BCD Water Safety, Coed 2
PE 9A BCD Adapted Physical Exer, Coed 1
PE 10A BCD Team Sports 1
PE 11A BCD Volleyball, Coed 1
PE 12A BCD Tennis, Coed 1
PE 13A BCD Advanced Tennis, Coed 1
PE 17A BCD Physical Fitness, Coed 1
PE 18A BCD Guitar, Coed 1
PE 20A BCD Softball, Coed 1
PE 22A BCD Racquet & Handball, Coed 1
PE 23A BCD Basketball for Women 1
PE 24A BCD Basketball for Men 1
PE 26A BCD Modern Dance, Coed 1
PE 28A BCD Dance Theater, Coed 2
PE 29A BCD Jazz Dance, Coed 1
PE 30A BCD Song & Cheer 1
PE 32A BCD Intercollegiate Basketball & PE 2
PE 34A BCD Intercollegiate Baseball & PE 2
PE 38A BCD Intercollegiate Tennis & PE 2
PE 40A BCD Synchronized Swimming 1
PE 41A BCD Intercollegiate Volleyball & PE 2
PE 42A BCD Intercollegiate Soccer & PE 2
PE 43A BCD Intercollegiate Softball & PE 2
PE 44 Self-defense 1
PE 51 Structuring Instrumental 1
PE 52A BCD Theory of Baseball 2
PE 53A BCD Theory of Basketball, Coed 2
PE 56 Introduction to Athletic Training 2
PE 58 Psychology of Coaching 2
PE 99 Sports Officiating 3
PE 62A BCD PE for Special Olympics 1
Anat 8 Human Anatomy 3
Anat 10 Human Anatomy & Physiology 5

IMPERIAL VALLEY COLLEGE

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PHYSICAL-SCIENCE (MAJOR CODE: 0720)

Thirty-six units required for the major.

I. Required courses for the major

Chem 1A General Inorganic Chemistry 5
Chem 1B General Inorganic Chemistry 5
Chem 12A Organic Chemistry 5
Phys 4A Principles of Physics 5
Phys 4B Principles of Physics 5
Phys 4C Principles of Physics 5

II. Acceptable courses for the major (select a minimum of 6 units from the following courses)

Astr 21 Principles of Astronomy 3
Chem 5 Quantitative Analysis 4
Chem 12B Organic Chemistry 4
CIS 15 Programming in C 3
Env S WAG 5 Man & His Environment 3
Geog 3 Geographic Geography 3
Math 3A Analytic Geometry & Calculus 5
Math 3B Analytic Geometry & Calculus 5
Math 4 Calculus & Diferential Equations 5
Math 5 Elem Differential Equations 3
Math 6 Intro to Linear Algebra with Applications 3
Math 47 Programming in FORTRAN 3

PRE-ENGINEERING (MAJOR CODE: 6004)

Fifty-seven units required for the major.

I. Required courses for the major

Chem 1A General Inorganic Chemistry 5
Chem 3A Analytic Geometry & Calculus 5
Chem 3B Analytic Geometry & Calculus 5
Chem 4 Calculus & Differential Equations 5
Phys 4A Principles of Physics 5
Phys 4B Principles of Physics 5

II. Acceptable courses for the major (select a minimum of 12 units)

Chem 1B General Inorganic Chemistry 5
Chem 3 Quantitative Analysis 4
Chem 12 Organic Chemistry 5
Chem 12B Organic Chemistry 4
CIS 15 Programming in C 5
Chem 5 Elem Differential Equations 3
Chem 6 Intro to Linear Algebra with Applications 3
Chem 12 Introductory Statistics with Applications 3
Chem 47 Programming in FORTRAN 3

It is essential that engineering students enroll in mathematics during the first semester. Students majoring in engineering and planning to attend only two years at IVC are advised to give priority to lower division requirements for the major, as they are prerequisites for most upper division engineering courses. If the student also wishes to complete both general education requirements, it will necessitate at least one additional year at IVC.

Some of the courses in categories I and II will be offered only once every two years. See a counselor for specific on course offerings or any questions regarding the engineering program.

PSYCHOLOGY (MAJOR CODE: 0183)

Twenty-one units required for the major.

I. Required courses for the major

Psych 1A Intro to Psychology 3
Psych 1B Learning 3
Psych 2 Biological Psychology 3

Minimum of 12 units from any of the following courses

Psych 3 Psych of Adjustment 3
Psych 4 Psych of Human Sexuality 3
Psych 6 Current Issues in Psychology 3
Psych 8/9 AGS 9 Intro to Counseling 3
Psych/H Ret/ ADS 11A or 11B Practicum 3

Math 12 Introductory Statistics with Applications 3
Psych 14 Abnormal Psychology 3
Psych 15/15S Roc 15 of Drug Use 3
Psych 16 The Psychology of Interpersonal Relationships 3

Psych 17/17S Soc 17 Social Psychology 3
Psych 18 Research Methods in Psychology 3
Psych 30 Psychology of Adolescence 3
Psych 35 Develop Psych: Cognition to Death 3

REAL ESTATE (MAJOR CODE: 6212)

Eighteen units required for the major.

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR," "C" OR BETTER

I. Required courses for the major

Bus 90 Real Estate Principles 3
Bus 91 Real Estate Practices 3
Bus 92A Legal Aspects of Real Estate 3
Bus 92B Real Estate Financing 3
Bus 94A Real Estate Appraisal 3
Bus 95 Real Estate Economics 3
Eigbteen units

I. Required courses for the major

Rec 70 Introduction to Leisure .......................... 3
Rec 71 Social Recreation ................................... 3
Rec 72 Outdoor Recreation ............................... 3
Rec 73 Recreation for Special Groups ................. 4
Art 22A Design ............................................. 3
PE 6A6CD Lifeguard Training/Advanced Lifesaving ....... 2
PE 59 Sports Officiating ................................... 3
PE 61 PE in the Elementary School ...................... 3
PE 62AB PE for Special Olympics ....................... 3

II. Acceptable courses for the major (2 or 3 units to be selected from the following courses)

PE 3ABC PE Physical Fitness, Women ..................... 1
PE 4ABC PE Badminton, Coed ............................ 1
PE 5ABC PE Swimming, Coed ............................. 1
PE 10ABC Team Sports ................................... 1
PE 11ABC PE Volleyball, Coed ............................ 1
PE 12ABC PE Tennis, Coed ............................... 1
PE 14ABC PE Adv. Volleyball, Coed ....................... 1
PE 17ABC PE Physical Fitness, Coed ..................... 1
PE 20ABC Softball, Coed ................................. 1
PE 23ABC PE Basketball for Men ........................ 1
PE 29ABC PE Jazz Dance, Coed ........................... 1

REHABILITATION TECHNICIAN FOR THE PHYSICALLY LIMITED (MAJOR CODE: 1100)

Eighteen units required for the major

I. Required courses for the major

DSPS 1V Understanding Encap Students .................. 3
DSPS 2A Practicum Exper to Work with the Physically Limited Person 2
PsyCh 1A OR Intro to Psychology ........................ 3
PsyCh 5 Psych of Effective Behavior .................... 3

II. A minimum of 6 units must be taken from Section II

AMSL 10 American Sign Language 1 ........................ 4
AMSL 11 American Sign Language 2 ........................ 4
AMSL 12 American Sign Language 3 ........................ 4
AMSL 13 American Sign Language 4 ........................ 4
AMSL 14 American Sign Language 5 ........................ 4
AMSL 16A Interpreting Amer Sign Lang 1 .................. 4
AMSL 16B Interpreting Amer Sign Lang 2 .................. 4
DSPS 33 Intro to Audiology .................................. 3
DSPS 34 Audiology & Hearing Conserv .................... 3
DSPS 40 Intro to Residen Svs Speech ...................... 3
DSPS 41 Tech for Residen Svs Speech ..................... 3
HA 15 Health Assistant ..................................... 3

III. Additional units to complete the major may be utilized from the courses under Section III

PE 65AB PE for Special Olympics ........................ 3
DSPS 2B Practicum Exper to Work with the Physically Limited Person 2
PsyCh 3 Psych of Adjustment ................................ 3
PsyCh 49A Intro to Couseling .............................. 3
PsyCh 5 Social Psychology .................................. 3
Soc 17 Social Psychology .................................. 3
ECE 20 Develop Psych of Children ........................ 3
Rec 73 Recreation for Special Groups ................. 4
Soc 1 Introductory Sociology .............................. 4
Soc 2 Soc Controversial Problems ....................... 3

SOCIAL-SCIENCE (MAJOR CODE: 0900)

I. Required courses for the major

The requirements for a major in Social Science may be satisfied by taking 18 units from the following list to include at least one course from each of the seven fields:

Anthropology

Anth 1 Physical Anthropology ............................ 3
Anth 2A Cultural Anthropology ........................... 3
Anth 2A 4A Intro to Arch Site Surveying ................ 3
Anth 2B Intro to Arch Excavations ....................... 4
Anth 4 California Indians ................................. 3
Anth 6 Indians of North America ........................ 3

Economics

Econ 1 Principles of Economics ........................... 3
Econ 2 Principles of Economics ........................... 3

Geography

Geog 1 Physical Geography ................................ 3
Geog 2 Cultural Geography ................................. 3

History

Hist 4A Hist of Western Civilization ...................... 3
Hist 4B Hist of Civilization ............................... 3
Hist 17A United States History ............................ 3
Hist 17B United States History ............................ 3
Hist 30 Mexico & the Americas Southwest ............... 3
Hist 31 History of Imperial Valley ........................ 3
Hist 36 Oral History ....................................... 3
Hist 45A Comp History of the Americas .................. 3
Hist 45B Comp History of the Americas .................. 3
Hist 50A Early World History .............................. 3
Hist 50B Modern World History ........................... 3

Philosophy

Phil 1A Intro to Philosophy ................................ 3
Phil 1B Intro to Philosophy ................................ 3
Phil 11 Ethics ............................................... 3
Phil 25 Religions of the Mod World ....................... 3

Political Science

Pol S 1 Intro to Political Science .......................... 3
Pol S 2 American Govt & Politics ......................... 3
Pol S 3 Comparative Politics ............................. 3
Pol S 14 Intro to International Relations ............... 3

Social Science

Soc 52 Intro to American Government ................... 3

Sociology

Soc 1 Introductory Sociology .............................. 3
Soc 2 Contemp Social Problems .......................... 3
Soc 10V Sociology of Minority Groups ................. 3
Soc 33 Marriage & the Family ............................ 3

SPANISH: NATIVE SPEAKER (MAJOR CODE: 0600)

Twenty-six units required for the major

I. Required courses for the major

Span 20A Bilingual Spanish ................................ 5
Span 20B Bilingual Spanish ................................ 5
Span 21A Spanish ................................. 3
Span 25 Intro to Spanish American Lit .................. 3
Span 27 Spanish Reading and Writing ................... 3
Span 42 Intro to Mexican American Studies ............ 3

II. Acceptable courses for the major (select a minimum of 3 units from the following courses)

Span 26 Intro to Trans & Inter ........................... 3
Span 28A The Mexican American in Lit ................ 3
Span 28B The Mexican American in Lit ................ 3
Span 60ABC Language Lab ................................ 1
Mus 29ABC Espanolantes ................................. 1

SPANISH: NON-NATIVE (MAJOR CODE: 0670)

Twenty-nine units required for the major

I. Required courses for the major

Span 1* Elementary Spanish ............................. 3
Span 2* Elementary Spanish ............................. 3
Span 3 Intermediate Spanish ............................. 3
Span 4 Intermediate Spanish ............................. 3
Span 27 Spanish Reading and Writing ................... 3

II. Acceptable courses for the major (select a minimum of 5 units from the following courses)

Mus 29ABC Espanolantes ................................. 1
Span 23 Bilingual Oral Spanish ........................... 3
Span 23 Spanish American in Lit ....................... 3
Span 26 Intro to Trans & Inter ........................... 3
Span 28A The Mexican American in Lit ................ 3
Span 28B The Mexican American in Lit ................ 3
Span 42 Intro to Mexican American Studies ............ 3
Span 60ABC Language Lab ................................ 1

*Completion of Span 1A and Span 1B is equivalent to Span 1 and completion of Span 2A and Span 2B is equivalent to Span 2.

IMPERIAL VALLEY COLLEGE

GENERAL CATALOG 2000-2001

IMPERIAL VALLEY COLLEGE

GENERAL CATALOG 2000-2001

TRANSLATION STUDIES (MAJOR CODE: 0218)

This major is a program of course work selected from courses transferable to the University of California at Los Angeles. The associate degree will be awarded to students who meet all the following requirements:

*Complete all Imperial Valley College graduation requirements
*Complete 60 transferable units
*Complete requirements for one of the following: CSU General Education, IGETC, or approved TAC contract for UCSD

**MUST SEE A COUNSELOR TO COMPLETE THIS MAJOR**

(It is strongly recommended that the student complete as much lower division major preparation as possible for the college or university to which he/she plans to transfer.)

COMPLETION OF THIS MAJOR DOES NOT GUARANTEE ADMISSION TO ANOTHER COLLEGE OR UNIVERSITY

WATER TREATMENT TECHNOLOGY

(MAJOR CODE: 1000)

Twenty-two units required for the major

I. Required courses for the major

WT 1 Water Treat Plant Oper .............................. 4
WT 3 Water Treat Plant Oper .............................. 4
WT 6 Computational Proced for Treatment ............... 3
WT 7 Computational Proced for Treatment ............... 3
WT 9 Waste Water Treatment ............................. 4
WT 10 Waste Water Treatment ............................. 4

II. Recommended courses for the major

Bus 3/Ag 25 Business Management ....................... 3
Bus 6 Mgmt Concepts of Supervision ..................... 3
Bus 7 Human Relations in Management ................... 3
Chem 1A General Inorganic Chemistry ................... 5
Chem 2A Intro to Chemistry ............................. 4

WELDING TECHNOLOGY (MAJOR CODE: 0907)

The practice of joining metals by welding is becoming more of a science every day. Imperial Valley College recognizes this and consequently has maintained a two-year Associate Degree program in Welding Technology. This program is designed to train students to become a production welding technician. The student will learn all aspects of welding technology, welding equipment, welding techniques, and welding safety. The welding facility consists of an indoor, air-conditioned laboratory equipped with oxy-acetylene, arc welders, Tig welders, Mig welders, and resistance welders.

This is a two-year program designed to prepare students for the trade of welding. Students will learn all aspects of welding technology, welding equipment, welding techniques, and welding safety. The welding facility consists of an indoor, air-conditioned laboratory equipped with oxy-acetylene, arc welders, Tig welders, Mig welders, and resistance welders.

The welding facility consists of an indoor, air-conditioned laboratory equipped with oxy-acetylene, arc welders, Tig welders, Mig welders, and resistance welders.

The welding facility consists of an indoor, air-conditioned laboratory equipped with oxy-acetylene, arc welders, Tig welders, Mig welders, and resistance welders.
Twenty-five units required

I. Required courses for the major

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weld 31 OR</td>
<td>Basic Welding</td>
<td>5</td>
</tr>
<tr>
<td>Weld 31A &amp;</td>
<td>Oxy-Acetylene Welding (2)</td>
<td></td>
</tr>
<tr>
<td>Weld 31B</td>
<td>Arc Welding (3)</td>
<td></td>
</tr>
<tr>
<td>Weld 36A</td>
<td>Advanced Welding</td>
<td>5</td>
</tr>
<tr>
<td>Weld 36B</td>
<td>Advanced Welding</td>
<td>5</td>
</tr>
<tr>
<td>Weld 36C</td>
<td>Adv Weld - Welder Certification &amp; Blueprint Reading</td>
<td>5</td>
</tr>
</tbody>
</table>

**CERTIFICATE PROGRAMS**

**ADMINISTRATION OF JUSTICE**
(CERTIFICATE CODE: 5220)

Twenty-one to 24.5 units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 21</td>
<td>Intro to Admin of Justice</td>
<td>3</td>
</tr>
<tr>
<td>AJ 23CSI 31</td>
<td>Concepts of Criminal Law</td>
<td></td>
</tr>
<tr>
<td>AJ 25</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>AJ 26</td>
<td>Prin. &amp; Proc of the Justice System</td>
<td>3</td>
</tr>
<tr>
<td>AJ 28</td>
<td>Police Community Relations</td>
<td></td>
</tr>
<tr>
<td>AJ 37</td>
<td>Juvenile Control</td>
<td>3</td>
</tr>
<tr>
<td>Engi 12B*</td>
<td>Basic English Composition</td>
<td></td>
</tr>
<tr>
<td>Engi 12B+</td>
<td>Reading III: Inter Develop (if required)</td>
<td>3.5</td>
</tr>
</tbody>
</table>

*or demonstrated reading and writing competencies which meet graduation requirements

**AGRICULTURAL BUSINESS MANAGEMENT**
(CERTIFICATE CODE: 5046)

Twenty-five units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 15</td>
<td>Pesticide Safety</td>
<td>1</td>
</tr>
<tr>
<td>Ag 22</td>
<td>Intro to Agricultural Economics</td>
<td>3</td>
</tr>
<tr>
<td>Ag 25Bus A</td>
<td>Ag Business Management</td>
<td>3</td>
</tr>
<tr>
<td>Ag 26</td>
<td>Agricultural Bus Organization</td>
<td>3</td>
</tr>
<tr>
<td>Ag 27</td>
<td>Agri Sales &amp; Service Management</td>
<td>3</td>
</tr>
<tr>
<td>Ag 30</td>
<td>Food &amp; Fiber in a Chang World</td>
<td></td>
</tr>
<tr>
<td>Ag 40</td>
<td>Soils</td>
<td></td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

Select one course from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 14</td>
<td>Entomology</td>
<td>3</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

**AGRICULTURAL ENGINEERING TECHNOLOGY**
(CERTIFICATE CODE: 5845)

Provides the student with technical knowledge of mechanization and the basic skills needed to succeed in production agriculture or one of the hundreds of agriculture support services in the Imperial Valley.

Twenty-six units required for the certificate

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ager 28</td>
<td>Power Equip &amp; Maint</td>
<td>4</td>
</tr>
<tr>
<td>Ager 34</td>
<td>Power Transmission Systems</td>
<td>4</td>
</tr>
<tr>
<td>Ager 27T</td>
<td>Small Gasoline Engines</td>
<td>3</td>
</tr>
<tr>
<td>Ager 39</td>
<td>Fundamentals of Diesel Power</td>
<td>4</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
<td>5</td>
</tr>
</tbody>
</table>

II. Acceptable courses for the certificate (units from the following)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Automotive Electronics I</td>
<td>3</td>
</tr>
</tbody>
</table>

**ALCOHOL AND DRUG STUDIES**
(CERTIFICATE CODE: 5145)

Twenty-seven units required for the certificate

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADS 9/8</td>
<td>Intro to Counseling</td>
<td>3</td>
</tr>
<tr>
<td>ADS 58/15</td>
<td>Criminal &amp; Psychological</td>
<td>3</td>
</tr>
<tr>
<td>Soc 15/psych 15</td>
<td>Dynamics of Drug Use</td>
<td>3</td>
</tr>
<tr>
<td>ADS 59/50</td>
<td>Human Svcs in a Chang Society</td>
<td>3</td>
</tr>
<tr>
<td>ADS 51</td>
<td>Alcolmol: Interventions</td>
<td>3</td>
</tr>
<tr>
<td>ADS 52</td>
<td>Physiological Effects of Alcohol &amp; Drugs</td>
<td>3</td>
</tr>
</tbody>
</table>

Minimum of 6 units from any two of the following courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADS 53/Psy 53</td>
<td>Group Leadership &amp; Group Process</td>
<td></td>
</tr>
<tr>
<td>ADS 54</td>
<td>Family Counseling Approaches to Alcohol &amp; Drug Abuse</td>
<td></td>
</tr>
<tr>
<td>ADS 55/Psy 55</td>
<td>Crisis Intervention &amp; Referral Techniques</td>
<td></td>
</tr>
<tr>
<td>ADS 56</td>
<td>Program Management Techniques</td>
<td></td>
</tr>
</tbody>
</table>

Minimum of 3 units from any of the following

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADS 10/Soc 10</td>
<td>Sociology of Minority Groups</td>
<td>3</td>
</tr>
<tr>
<td>ADS 57ABCD</td>
<td>Current Issues in Drug</td>
<td>1-3</td>
</tr>
</tbody>
</table>

**AUTOMOTIVE ELECTRONICS**
(CERTIFICATE CODE: 5024)

AUTOMOTIVE TECHNOLOGY COURSES MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 54C</td>
<td>Engine Performance III</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54A</td>
<td>Engine Performance II</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 53B</td>
<td>Suspension &amp; Wheel Alignment</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 53A</td>
<td>Automotive Brakes</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 53R</td>
<td>Air Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 53S</td>
<td>Automotive Electronics I</td>
<td>3</td>
</tr>
</tbody>
</table>

**AUTOMOTIVE BRAKES, SUSPENSION AND WHEEL ALIGNMENT**
(CERTIFICATE CODE: 5022)

AUTOMOTIVE TECHNOLOGY COURSES MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
</tbody>
</table>

**AUTOMOTIVE BODY REPAIR AND PAINTING**
(CERTIFICATE CODE: 5010)

Certificate Requirements are under going revision - Please see a counselor

Twenty-seven units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto 70</td>
<td>Auto Body Repair &amp; Painting</td>
<td>5</td>
</tr>
<tr>
<td>Auto 71</td>
<td>Auto Body Repair &amp; Paint</td>
<td>5</td>
</tr>
<tr>
<td>Auto 72</td>
<td>Auto &amp; Light Truck Major</td>
<td>5</td>
</tr>
<tr>
<td>Auto 73</td>
<td>Auto Body Custom Refinishing</td>
<td>5</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
<td>5</td>
</tr>
</tbody>
</table>

The following courses may be substituted for any of the above required courses except Auto T 70 & Auto T 71:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
</tbody>
</table>

**AUTOMOTIVE POWER TRAIN**
(CERTIFICATE CODE: 5025)

AUTOMOTIVE TECHNOLOGY COURSES MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 52</td>
<td>Manual Transmissions &amp; Power Trains</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 61A</td>
<td>Automatic Transmissions</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 61B</td>
<td>Adv. Automotive Transmission</td>
<td>4</td>
</tr>
<tr>
<td>Math 51</td>
<td>Basic Math or equivalent</td>
<td>3</td>
</tr>
</tbody>
</table>

**AUTOMOTIVE TECHNOLOGY**
(CERTIFICATE CODE: 5020)

Thirty-nine units required for the certificate

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 51</td>
<td>Engine Technology</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 52</td>
<td>Manual Trans &amp; Power Trains</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 53A</td>
<td>Automotive Brakes</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 53B</td>
<td>Suspension &amp; Wheel Alignment</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 54A</td>
<td>Engine Performance I</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54B</td>
<td>Engine Performance II</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54C</td>
<td>Engine Performance III</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Automatic Electronics I</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 61A</td>
<td>Automatic Transmissions</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 62</td>
<td>Automatic Electronics II</td>
<td>4</td>
</tr>
</tbody>
</table>

II. Recommended courses for the certificate (Not required)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>C8S 1</td>
<td>CIS 15 Computer Literacy or Windows</td>
<td></td>
</tr>
<tr>
<td>Math 51</td>
<td>CIS 16 Basic Mathematics</td>
<td></td>
</tr>
<tr>
<td>Math 51</td>
<td>CIS 25 26 Computer Literacy or Windows</td>
<td></td>
</tr>
<tr>
<td>Wolf 31</td>
<td>CIS 27 Basic Welding</td>
<td></td>
</tr>
<tr>
<td>WECC 3</td>
<td>CIS 28 RACCD Work Exp Core Class</td>
<td></td>
</tr>
<tr>
<td>ZABCD</td>
<td>CIS 29 Zenith Occupation Exp &amp; Work Exp Core Class</td>
<td></td>
</tr>
</tbody>
</table>

*Student must satisfy the Imperial Valley College mathematics competency requirements for the certificate.*
I. Required courses for the certificate

Bus 1A  Principles of Financial Accounting  4
Bus 2  Introduction to Business  3
Bus 4  Principles of Marketing  3
Bus 5  Management Concepts of Supervision  3
Bus 7  Human Relations in Management  3
Bus 10  Practical Accounting  3
Bus 14  Practical Salesmanship  3
Bus 16  Small Business Management  3
Bus 37A  Spreadsheet: Excel  1
Econ 1  Principles of Economics  3
Econ 2  Principles of Economics  3
WECC 1  General Work Experience  1
WECC 3  Computer Applications Lab  1

II. Acceptable courses for the certificate (Minimum of nine units from the following courses)

Bus 1B  Principles of Managerial Accounting  4
Bus 2  Introduction to Business  3
Bus 4  Principles of Marketing  3
Bus 6  Management Concepts of Supervision  3
Bus 7  Human Relations in Management  3
Bus 10  Practical Accounting  3
Bus 14  Practical Salesmanship  3
Bus 16  Small Business Management  3
Bus 23  Machine Calculation  3
Bus 24  Records Management  3
Bus 29A  Word Processing 1  3
CIS 1  Intro to Information Systems  3
CIS 37A  Spreadsheet: Excel  1
CIS 37B  Spreadsheet: Excel  1
Econ 1  Principles of Economics  3
Econ 2  Principles of Economics  3
WECC 1  General Work Experience  1
WECC 3  Computer Applications Lab  1

*I is recommended that the work experience courses be taken after completion of at least 12 units in the certificate.

**It is recommended that Bus 10 be taken as preparation for Bus 1A.

I. Required courses for the certificate

Bus 1A  Principles of Managerial Accounting  4
Bus 3/A  Business Management  3
Bus 4  Principles of Marketing  3
Bus 5  Business and the Legal Environment  3
Bus 42  Business Communication  3
CIS 1  Intro to Information Systems  3
CIS 21AC  Computer Applications Lab  1

II. Acceptable courses for the certificate (Minimum of six units from the following courses)

Bus 1A  Principles of Managerial Accounting  4
Bus 2  Introduction to Business  3
Bus 4  Principles of Marketing  3
Bus 6  Management Concepts of Supervision  3
Bus 7  Human Relations in Management  3
Bus 10  Practical Accounting  3
Bus 14  Practical Salesmanship  3
Bus 16  Small Business Management  3
Bus 37A  Spreadsheet: Excel  1
CIS 37B  Spreadsheet: Excel  1
Econ 1  Principles of Economics  3
Econ 2  Principles of Economics  3
WECC 1  General Work Experience  1
WECC 3  Computer Applications Lab  1

*I is recommended that the work experience courses be taken after completion of at least 12 units in the certificate.

**It is recommended that the work experience courses be taken after completion of at least 12 units in the certificate.

I. Required courses for the certificate

Bus 23  Machine Calculation  3
Bus 24  Records Management  3
Bus 29A  Word Processing 1  3
Bus 29B  Word Processing 2  3
Bus 30  Technology for the Modern Office  3
Bus 32  Office Transcription  1
Bus 39  Office Procedures  3
Bus 42  Business Communications  3
CIS 37A  Spreadsheet: Excel  1

WECC 1  General Work Experience  1
WECC 3  Computer Applications Lab  1

*I is recommended that the work experience courses be taken after completion of at least 12 units in the certificate.
### COMPUTER INFORMATION SYSTEMS (CERTIFICATE CODE: 5085)

Twenty units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 12</td>
<td>Programming in BASIC</td>
<td>3</td>
</tr>
<tr>
<td>CIS 10</td>
<td>Programming in COBOL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 15</td>
<td>Programming in C</td>
<td>3</td>
</tr>
<tr>
<td>Math 47</td>
<td>Programming in Fortran</td>
<td>3</td>
</tr>
</tbody>
</table>

Select 6 Programming units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 12</td>
<td>Programming in BASIC</td>
<td>3</td>
</tr>
<tr>
<td>CIS 10</td>
<td>Programming in COBOL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 15</td>
<td>Programming in C</td>
<td>3</td>
</tr>
<tr>
<td>Math 47</td>
<td>Programming in Fortran</td>
<td>3</td>
</tr>
</tbody>
</table>

### CORRECTIONAL SCIENCE

(CERTIFICATE CODE: 5122)

Twenty-four units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSI 21</td>
<td>Intro to Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CSI 22</td>
<td>Principles of Accounting</td>
<td>4</td>
</tr>
<tr>
<td>CSI 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

Select seven elective units (programming courses taken above may not be used to satisfy this requirement):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 12</td>
<td>Programming in BASIC</td>
<td>3</td>
</tr>
<tr>
<td>CIS 10</td>
<td>Programming in COBOL</td>
<td>3</td>
</tr>
<tr>
<td>CIS 15</td>
<td>Programming in C</td>
<td>3</td>
</tr>
<tr>
<td>Math 47</td>
<td>Programming in Fortran</td>
<td>3</td>
</tr>
</tbody>
</table>

### EARLY CHILDHOOD ASSISTANT

(CERTIFICATE CODE: 5116)

Six units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 21</td>
<td>Early Childhood Social: Children, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 23</td>
<td>Early Childhood Curriculum I</td>
<td>3</td>
</tr>
</tbody>
</table>

### EARLY CHILDHOOD ASSOCIATE TEACHER

(CERTIFICATE CODE: 5118)

Fifteen units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 29</td>
<td>Early Childhood Education Infant/Toddler</td>
<td>3</td>
</tr>
<tr>
<td>ECE 21</td>
<td>Early Childhood Social: Children, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 23</td>
<td>Early Childhood Curriculum I</td>
<td>3</td>
</tr>
<tr>
<td>ECE 31/A</td>
<td>Early Childhood Social: Children, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 31/B</td>
<td>Early Childhood Social: Children, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>HT 17</td>
<td>Early Childhood Infant/Toddler</td>
<td>1</td>
</tr>
</tbody>
</table>

### EARLY CHILDHOOD EDUCATION INFANT/TODDLER

(CERTIFICATE CODE: 5112)

Eighteen units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 29</td>
<td>Early Childhood Education Infant/Toddler</td>
<td>3</td>
</tr>
<tr>
<td>ECE 21</td>
<td>Early Childhood Social: Children, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 23</td>
<td>Early Childhood Curriculum I</td>
<td>3</td>
</tr>
<tr>
<td>ECE 31/A</td>
<td>Early Childhood Education Infant/Toddler</td>
<td>3</td>
</tr>
<tr>
<td>ECE 31/B</td>
<td>Early Childhood Education Infant/Toddler</td>
<td>3</td>
</tr>
<tr>
<td>HT 17</td>
<td>Early Childhood Education Infant/Toddler</td>
<td>1</td>
</tr>
</tbody>
</table>

Note: To be eligible for the State of California Children Development Permit: Associate Teacher students must complete the following experience requirements: 50 days of three or more hours per day within two years.

All courses used for the Early Childhood Education Infant/Toddler program must be completed with a grade of "C" or better.

### ELECTRONICS

(CERTIFICATE CODE: 5120)

Fourteen units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELE 1A</td>
<td>Basic Electricity &amp; Electronics</td>
<td>4</td>
</tr>
<tr>
<td>ELE 1B</td>
<td>Electronics</td>
<td>4</td>
</tr>
<tr>
<td>ELE 2A</td>
<td>Advanced Electronics</td>
<td>3</td>
</tr>
<tr>
<td>ELE 2B</td>
<td>Adv. Electronics</td>
<td>3</td>
</tr>
</tbody>
</table>

### IMPEL VALLEY COLLEGE GENERAl CATALOG 2000-2001

### EMERGENCY MEDICAL TECHNICIAN I

(CERTIFICATE CODE: 5130)

Seven and one-half units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMT F P D 1</td>
<td>EMT Paramedic - Didactic</td>
<td>8</td>
</tr>
<tr>
<td>EMT F P D 2</td>
<td>EMT Paramedic - Didactic</td>
<td>2</td>
</tr>
</tbody>
</table>

### EMERGENCY MEDICAL TECHNICIAN II

(CERTIFICATE CODE: 5131)

Twelve units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMT 2 A</td>
<td>EMT Paramedic II</td>
<td>7</td>
</tr>
<tr>
<td>EMT 2 B</td>
<td>EMT Paramedic II</td>
<td>5</td>
</tr>
</tbody>
</table>

### EMERGENCY MEDICAL TECHNICIAN PARAMEDIC

(CERTIFICATE CODE: 5133)

Successful completion of application process. Acceptance into program by EMT Training Coordinator and EMT Training Medical Director. Contact Nursing Division for specifics.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMT F P D 1</td>
<td>EMT Paramedic - Didactic</td>
<td>8</td>
</tr>
<tr>
<td>EMT F P D 2</td>
<td>EMT Paramedic - Didactic</td>
<td>2</td>
</tr>
</tbody>
</table>

### AUTO TECHNOLOGY COURSES MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 51</td>
<td>Auto Technology</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 55</td>
<td>Automotive Machine Shop</td>
<td>4</td>
</tr>
<tr>
<td>Math 51</td>
<td>Basic Math or equivalent</td>
<td>3</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
<td>4</td>
</tr>
</tbody>
</table>

### ENGINE PERFORMANCE

(CERTIFICATE CODE: 5021)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 60</td>
<td>Engine Electronics</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54A</td>
<td>Engine Performance I</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54B</td>
<td>Engine Performance II</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54C</td>
<td>Engine Performance III</td>
<td>3</td>
</tr>
</tbody>
</table>

---

**Note:** The text contains a table and several course codes and descriptions, but the context or specific details of each course are not fully visible due to the nature of the image.
**ENVIRONMENTAL TECHNOLOGY (CERTIFICATE CODE: 5137)**

Thirty-one to forty units required for the certificate

1. Required Courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EnvT 100</td>
<td>Intro to Environmental Technology</td>
<td>3</td>
</tr>
<tr>
<td>EnvT 103</td>
<td>Hazard Waste Generation/Reduction Treatment</td>
<td>3</td>
</tr>
<tr>
<td>EnvT 105</td>
<td>Hazard Materials Management</td>
<td>3</td>
</tr>
<tr>
<td>EnvT 110</td>
<td>Health Effects of Hazardous Materials</td>
<td>3</td>
</tr>
<tr>
<td>EnvT 113</td>
<td>Safety &amp; Emergency Response</td>
<td>5</td>
</tr>
</tbody>
</table>

**FIRE TECHNOLOGY (CERTIFICATE CODE: 5140)**

Twenty-five and one-half units required for the certificate

1. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRE 100</td>
<td>Fire Protection Organization</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 101</td>
<td>Fire Prevention Technology</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 102</td>
<td>Fire Protection Equipment &amp; Systems</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 103</td>
<td>Building Construction for Fire Protection</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 104</td>
<td>Fire Behavior and Combustion</td>
<td>3</td>
</tr>
<tr>
<td>EMT 1</td>
<td>Emergency Medical Technician</td>
<td>7.5</td>
</tr>
</tbody>
</table>

2. Select 4 units from the following acceptable courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 390CL 22A</td>
<td>Report Writing</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 110</td>
<td>Introduction to Fire Technology</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 111</td>
<td>Streams, Nozzles, Hose &amp; Apparel</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 112</td>
<td>Hand Ladders/Forcible Entry/Rescue</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 113</td>
<td>Ventilation and Fire Control</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 114</td>
<td>Basic Fire Technology-Advanced</td>
<td>3.5</td>
</tr>
<tr>
<td>FIRE 116</td>
<td>Fire Hydraulics</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 120</td>
<td>Fund of Fire. First Responder</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 200A**</td>
<td>Driver/Operator - Driver</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 200B**</td>
<td>Driver/Operator - Pumping</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 201A</td>
<td>Fire Investigation</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 201B**</td>
<td>Fire Investigation IB</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 204A</td>
<td>Fire Prevention A</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 204B**</td>
<td>Fire Prevention IB</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 210B**</td>
<td>Fire Instructor - Training IB</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 220AB**</td>
<td>Fire Command A</td>
<td>2</td>
</tr>
<tr>
<td>FIRE 220BB**</td>
<td>Fire Command B</td>
<td>2</td>
</tr>
</tbody>
</table>

*Recommended

**-200 courses for personnel already employed in Fire Technology or for students who have completed at least 12 units at the 100 level.

**FIELD ARCHAEOLOGY (CERTIFICATE CODE: 5900)**

Twenty-four to twenty-five units and 100 hours of field work required for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anth 1</td>
<td>Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>Anth 2</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>Anth 3A</td>
<td>Intro to Arch. Survey</td>
<td>3</td>
</tr>
<tr>
<td>Anth 3B</td>
<td>Intro to Archaeological Excavations</td>
<td>3</td>
</tr>
<tr>
<td>Anth 3C</td>
<td>Adv Archaeological Survey</td>
<td>3</td>
</tr>
<tr>
<td>Anth 3D</td>
<td>Adv Arch Excavations</td>
<td>3</td>
</tr>
<tr>
<td>Anth 4</td>
<td>California Indians</td>
<td>3</td>
</tr>
</tbody>
</table>

Three units to be selected from the following courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biol 1</td>
<td>Intro to Biological Science</td>
<td>4</td>
</tr>
<tr>
<td>Geog 1</td>
<td>Intro to Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>Zool 1A</td>
<td>General Zoology</td>
<td>4</td>
</tr>
<tr>
<td>Zool 1B</td>
<td>General Zoology</td>
<td>4</td>
</tr>
</tbody>
</table>

**HEALTH ASSISTANT (CERTIFICATE CODE: 5190)**

Five units required for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HA 15</td>
<td>Health Assistant</td>
<td>5</td>
</tr>
</tbody>
</table>

**HEMODIALYSIS TECHNICIAN (CERTIFICATE CODE: 5192)**

Ten units required for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 18</td>
<td>Hemedodialysis Technician I</td>
<td>4</td>
</tr>
<tr>
<td>HT 19</td>
<td>Hemedodialysis Technician II</td>
<td>6</td>
</tr>
</tbody>
</table>

**HOME HEALTH AIDE (CERTIFICATE CODE: 5195)**

One and one-half units required for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HA 16</td>
<td>Home Health Aide</td>
<td>1.5</td>
</tr>
</tbody>
</table>

**HUMAN RELATIONS (CERTIFICATE CODE: 5210)**

Areas of emphasis: Community Mental Health Worker, Counseling, School, Social Services, Personnel, Employment Counseling and Supervision

Twenty-four units required for the certificate

1. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 1A</td>
<td>Intro to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 2</td>
<td>Psychology of Development</td>
<td>3</td>
</tr>
<tr>
<td>Psych 3</td>
<td>Psychology of Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>Psych 4</td>
<td>Psychology of Aging</td>
<td>3</td>
</tr>
<tr>
<td>ECE 101</td>
<td>Intro to Counseling</td>
<td>3</td>
</tr>
<tr>
<td>Soc 1</td>
<td>Introductory Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

2. With the approval of his/her counselor and the Division Chairperson, the student will select a minimum of 9 units (depending on areas of emphasis) from the following courses.

It is considered advisable for students in certain areas of emphasis to take more than 9 units from the list below.

- Anth 2 | Cultural Anthropology | 3 |
- Bus 6 | Mgmt Concepts of Supervision | 3 |
- Bus 7 | Human Relations in Management | 3 |
- CIS 1 | Intro to Information Systems | 3 |
- ECE 26 | Principles of Parenting | 3 |
- HRT 8 | Personal & Career Development | 3 |
- Psych 1 | Introduction to Psychology | 3 |
- Psych 2 | Biological Psychology | 3 |
- Psych 3 | Psych of Effective Behavior | 3 |
- Psych 4 | Intro to Crisis Counseling | 3 |
- Psych 5 | Contemporary Social Problems | 3 |

**LEGAL ASSISTANT (CERTIFICATE CODE: 5230)**

Fifteen units required for the certificate

All Required Courses for this Certificate Must Be Completed with a Grade of "C" or Better

1. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lib 51</td>
<td>Intro to Library Science</td>
<td>3</td>
</tr>
<tr>
<td>Lib 52</td>
<td>Library Technical Services</td>
<td>3</td>
</tr>
<tr>
<td>Lib 53</td>
<td>Library Public Services</td>
<td>3</td>
</tr>
<tr>
<td>Lib 54</td>
<td>Introduction to Media Services</td>
<td>3</td>
</tr>
<tr>
<td>Lib 56</td>
<td>Information and Reference Services</td>
<td>3</td>
</tr>
</tbody>
</table>

**LIBRARY TECHNICIAN (CERTIFICATE CODE: 5240)**

Twenty-six and one-half units required for the certificate

Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HA 18</td>
<td>Administrative Medical Assistant I</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 19</td>
<td>Administrative Medical Assistant II</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 20</td>
<td>Specimen Labels &amp; Lab Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 21</td>
<td>Exam Room Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 21</td>
<td>Pharmacology &amp; Admin of Medications</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 23</td>
<td>Clinical Examination</td>
<td>4</td>
</tr>
</tbody>
</table>

**MEDICAL ASSISTANT (CERTIFICATE CODE: 5185)**

Twenty-six and one-half units required for the certificate

Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HA 18</td>
<td>Administrative Medical Assistant I</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 19</td>
<td>Administrative Medical Assistant II</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 20</td>
<td>Specimen Labels &amp; Lab Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 21</td>
<td>Exam Room Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 22</td>
<td>Pharmacology &amp; Admin of Medications</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 23</td>
<td>Clinical Examination</td>
<td>4</td>
</tr>
</tbody>
</table>

**MEDICAL OFFICE ASSISTANT (CERTIFICATE CODE: 5181)**

Twelve units required for certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HA 18</td>
<td>Administrative Medical Assistant I</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 19</td>
<td>Administrative Medical Assistant II</td>
<td>4.5</td>
</tr>
</tbody>
</table>

**IMPERIAL VALLEY COLLEGE GENERAL CATALOG 2000-2001**

**IMPERIAL VALLEY COLLEGE GENERAL CATALOG 2000-2001**

**LIBRARY TECHNICIAN (CERTIFICATE CODE: 5240)**

Fifteen units required for the certificate

All Required Courses for this Certificate Must Be Completed with a Grade of "C" or Better

1. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lib 51</td>
<td>Intro to Library Science</td>
<td>3</td>
</tr>
<tr>
<td>Lib 52</td>
<td>Library Technical Services</td>
<td>3</td>
</tr>
<tr>
<td>Lib 53</td>
<td>Library Public Services</td>
<td>3</td>
</tr>
<tr>
<td>Lib 54</td>
<td>Introduction to Media Services</td>
<td>3</td>
</tr>
<tr>
<td>Lib 56</td>
<td>Information and Reference Services</td>
<td>3</td>
</tr>
</tbody>
</table>

**MEDICAL ASSISTANT (CERTIFICATE CODE: 5185)**

Twenty-six and one-half units required for the certificate

Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HA 18</td>
<td>Administrative Medical Assistant I</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 19</td>
<td>Administrative Medical Assistant II</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 20</td>
<td>Specimen Labels &amp; Lab Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 21</td>
<td>Exam Room Procedures</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 22</td>
<td>Pharmacology &amp; Admin of Medications</td>
<td>3.5</td>
</tr>
<tr>
<td>HA 23</td>
<td>Clinical Examination</td>
<td>4</td>
</tr>
</tbody>
</table>

**MEDICAL OFFICE ASSISTANT (CERTIFICATE CODE: 5181)**

Twelve units required for certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
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<tr>
<td>HT 3</td>
<td>Medical Terminology</td>
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<tr>
<td>HA 18</td>
<td>Administrative Medical Assistant I</td>
<td>4.5</td>
</tr>
<tr>
<td>HA 19</td>
<td>Administrative Medical Assistant II</td>
<td>4.5</td>
</tr>
</tbody>
</table>
NUTRITION MANAGEMENT

DIETARY MANAGER

(Certificate Code: 5265)

Courses required for a Certificate of Achievement by the State of California, Department of Health Services, Licensing and Certification Division. Students must achieve a minimum grade of "C" in each of the required courses.

NUTR 1 Sanitation & Safety Control ........................................... 3
NUTR 2 Foundations of Nutrition .................................................. 3
NUTR 3 Food Production Management ............................................. 3
NUTR 4 Supervision for Food Services ............................................ 3
NUTR 7 Intro to Hospitality & Food Services .................................... 3
NUTR 8 Menu Planning & Purchasing ............................................. 3

Plus the following:

NUTR 5 Modified Diet ................................................................. 3
NUTR 6A Field Experience .............................................................. 3

NUTRITION MANAGEMENT

SCHOOL FOOD SERVICES MANAGER

(Certificate Code: 5255)

Courses required for a Certificate of Achievement by the State of California, Department of Health Services, Licensing and Certification Division. Students must achieve a minimum grade of "C" in each of the required courses.

NUTR 1 Sanitation & Safety Control ................................................. 3
NUTR 2 Foundations of Nutrition ..................................................... 3
NUTR 3 Food Production Management .............................................. 3
NUTR 4 Supervision for Food Services ............................................. 3
NUTR 7 Intro to Hospitality & Food Services .................................... 3
NUTR 8 Menu Planning & Purchasing ............................................ 3

Plus the following:

NUTR 6B Field Experience .............................................................. 3

PATIENT SERVICES ADMINISTRATION SPECIALIST

(Certificate Code: 5135)

Twenty-one units required for the certificate

Bus 29A Word Processing 1 .......................................................... 3
Bus 40 Business English ............................................................... 3
H T 3 Medical Terminology ........................................................... 3
H T 4 Medical Transcription .......................................................... 3
H T 5 Patient Information Systems .................................................. 3
H T 6 Medical Insurance ............................................................... 3
H T 7 Patient Administrative Services .......................................... 3

PHARMACY TECHNICIAN

(Certificate Code: 5340)

Twenty-one units required for the certificate

Math X Beginning Algebra .......................................................... 3
H T 3 Medical Terminology ........................................................... 3
A S S 6 Anat & Physiology for Health Occupations ................................. 3
H T 12 Pharmacy Technician ............................................................ 6
H T 13 Pharmacy Technician II ......................................................... 6

REAL ESTATE

(Certificate Code: 5260)

Eighteen units required for the certificate

All required courses for this certificate must be completed with a grade of "C", "C" or better.

Bus 90 Real Estate Principles ....................................................... 3
Bus 91 Real Estate Practices .......................................................... 3
Bus 92A Legal Aspects of Real Estate ............................................ 3
Bus 93 Real Estate Finance ............................................................ 3
Bus 94A Real Estate Appraisal ....................................................... 3
Bus 95 Real Estate Economics ........................................................ 3

Upon the satisfactory completion of the listed courses, the student will be eligible for the California Junior College Real Estate Certificate which is issued in cooperation with the California Division of Real Estate and the California Real Estate Association under their Education and Research Program.

RECREATION

(Certificate Code: 5276)

Eighteen units required for the certificate

I. Required courses for the certificate

Rec 70 Introduction to Leisure ..................................................... 3
Rec 71 Social Recreation .............................................................. 3
Rec 72 Outdoor Recreation .......................................................... 3
Rec 73 Recreation for Special Groups ............................................. 4

(Two or 3 units to be selected from the following courses)

Act 22A Design
PE 5ABCDF Lifespan Training/Advanced Lifesetting
PE 59 Sports Officiating .............................................................. 3
PE 61 PE in the Elementary School .............................................. 3
PE 62AB PE for Special Olympics ................................................ 3

II. Acceptable courses for the certificate (2 or 3 units to be selected from the following courses)

PE: 3ABCDF Physical Fitness, Women .......................................... 1
PE: 4ABCDF Badminton, Coed ..................................................... 1
PE 5ABCD Swimming, Coed ....................................................... 1
PE 10ABCDF Team Sports ............................................................ 1
PE 11ABCDF Volleyball, Coed ...................................................... 1
PE 12ABCDF Tennis, Coed .......................................................... 1
PE 14ABCDF Adv Volleyball, Coed ............................................... 1
PE 17ABCDF Physical Fitness, Coed ............................................. 1
PE 20ABCDF Softball, Coed ........................................................ 1
PE 23ABCDF Basketball for Women .............................................. 1
PE 24ABCDF Basketball for Men ................................................. 1
PE 29ABCDF Jazz Dance, Coed ..................................................... 1

VOCATIONAL NURSING

(Certificate Code: 5296)

Fifty-three units required for the certificate

Pre-Admission Requirements

Eng 1A Reading & Composition ................................................... 3

Pre-Clinical Requirements

H T 3 Medical Terminology ......................................................... 3
Psy 1A Introduction to Psychology ................................................ 3

First Semester

Psy 35 Develop Psych: Conception to Death ........................................ 3
NURS 1A (V) Intro to Patient Care I .............................................. 4
NURS 2A (V) Intro to Patient Care II .............................................. 4
NURS 3C (V) Patient Care Mgmt & Crit Think .................................. 2.5

Second Semester

NURS 1A (V) Common Health Problems I ......................................... 5.5
NURS 2A (V) Common Health Problems II ....................................... 5.5
NURS 2C (V) Pharmacology II ........................................................ 2

WASTE WATER TECHNOLOGY

(Certificate Code: 5315)

Fourteen units required for the certificate

WT 6 Comp Proc for Treatment .................................................... 3
WT 7 Comp Proc for Treatment ..................................................... 3
WT 9 Waste Water Treatment II ..................................................... 4
WT 10 Waste Water Treatment ...................................................... 4
<table>
<thead>
<tr>
<th>Pattern Four</th>
<th>INDEX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weld 36B: Advanced Welding</td>
<td>A</td>
</tr>
<tr>
<td>Weld 36C: Adv Weld - Welder Certification &amp; Blueprint Reading</td>
<td>5</td>
</tr>
<tr>
<td>Weld 38: Sheet Metal Fundamentals</td>
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WATER TREATMENT TECHNOLOGY (CERTIFICATE CODE: 5310)

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<td>WT 2</td>
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<td>WT 6</td>
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<td>WT 7</td>
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WELDING TECHNOLOGY (CERTIFICATE CODE: 5320)

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<tr>
<td>Weld 31A &amp; Oxy-Acetylene Welding (2)</td>
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<tr>
<td>Weld 31B Arc Welding (3)</td>
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<tr>
<td>Weld 36A Advanced Welding</td>
<td>5</td>
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<tr>
<td>Weld 38 Sheet Metal Fundamentals</td>
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<td>Eight units selected from agriculture courses</td>
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PATTERN ONE

(Recommended for Agriculture and Agricultural Services)

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<td>Weld 31A &amp; Oxy-Acetylene Welding (2)</td>
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<tr>
<td>Weld 31B Arc Welding (3)</td>
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<tr>
<td>Weld 36A Advanced Welding</td>
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<tr>
<td>Weld 38 Sheet Metal Fundamentals</td>
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<tr>
<td>Eight units selected from agriculture courses</td>
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PATTERN TWO

(Recommended for air-conditioning mechanics and construction personnel)

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<th>Course</th>
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<tr>
<td>Weld 36A Advanced Welding</td>
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<td>Weld 36B Advanced Welding</td>
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<td>Weld 38 Sheet Metal Fundamentals</td>
<td>2</td>
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<td>Ag 36 Agricultural Construction</td>
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<td>Ag 38 Power Electricity</td>
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PATTERN THREE

(Recommended for welders with a future in general service industries)

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<td>Weld 31A &amp; Oxy-Acetylene Welding (2)</td>
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<td>Weld 31B Arc Welding (3)</td>
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<td>Weld 36A Advanced Welding</td>
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<tr>
<td>AutoTech 65 Basic Machine Shop Tech</td>
<td>3</td>
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<tr>
<td>Eight units selected from agriculture and/or automotive technology courses</td>
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<tr>
<td>General Catalog 2000-2001</td>
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<td><strong>Faculty, Emeritus</strong> 11</td>
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<td><strong>Family Educational Rights &amp; Privacy Act of 1974</strong> 19</td>
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<td><strong>Requirements for California State Universities</strong> 30</td>
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<td><strong>Human Relations</strong> 91</td>
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<td><strong>Imperial Valley College</strong> 13</td>
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<td><strong>Intersegmental General Education Transfer Curriculum (IGETC)</strong> 55</td>
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<td><strong>Japanese</strong> 92</td>
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<td><strong>Library</strong> 35</td>
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<td><strong>Library Technician</strong> 94</td>
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<td><strong>Major Requirements</strong> 117-134</td>
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<td><strong>Requirements for Four-Year Institution</strong> 34</td>
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<td><strong>Requirements, Institutional</strong> 32</td>
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<td><strong>Residence Requirements</strong> 20</td>
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<td><strong>College Credit for Regional Occupational Program Courses</strong> 24</td>
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<td><strong>Grading System</strong> 22</td>
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<td><strong>Housing</strong> 17</td>
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<td><strong>Scholarships</strong> 17</td>
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<td><strong>Scholastic Dismissal</strong> 29</td>
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<td><strong>Scholastic Probation</strong> 29</td>
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<td><strong>Social Science</strong> 110</td>
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<td><strong>Society, Honor</strong> 17</td>
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<td><strong>Trustees, Board of</strong> 34</td>
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<td><strong>Tuition</strong> 18</td>
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<td><strong>University of California</strong> 34</td>
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