THE IMPERIAL VALLEY COLLEGE AND YOU

These are exciting times for IVC, filled with opportunities for our students, our programs and the residents of our communities. The needs of the college are great, as we plan to extend our educational programs and facilities into the 21st century. We are preparing our students for the workforce of tomorrow with technological skills and critical thinking which will enable them to succeed in the not too distant future.

The Imperial Valley College Foundation needs your support as we enter the 21st century. Your financial contribution helps us help students who are committed to succeed and who are building their, and our community’s, future.

— Dr. Gilbert Dominguez, Superintendent/President, Imperial Valley College

We invite you to become a member of the Partnership Into the 21st Century campaign and pledge your support with a monthly contribution as low as $5.00 per month. Your tax deductible donation can be designated to those areas that are of specific concern to you and your family, or you can make your donation directly to our Greatest Needs fund. These funds are used for the things most needed by IVC, as determined by its Foundation Board of Trustees. For more information on gift giving programs such as memorials, deferred giving, or gifts of real estate or personal property, please contact:

Grace A. Sesma
Development Director
Imperial Valley College Foundation
P.O. Box 158
Imperial, CA 92251
(760) 355-6103

An Elementary Educational Fieldtrip Program is available to all first through eighth grade students from Imperial County public and private schools. It is sponsored by Imperial Valley College and the Imperial Valley College Foundation. The purpose of the program is to provide elementary school students a vision for the future by visiting a college campus.
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!

ANNOUNCEMENT OF COURSES

IMPERIAL COMMUNITY COLLEGE DISTRICT
P.O. BOX 158
Highway 111 and Aten Road
IMPERIAL, CALIFORNIA 92251-0158
Phone (760) 352-8320
IMPERIAL COUNTY
IMPERIAL VALLEY COLLEGE

ACCREDITED

by the

Accrediting Commission for Community and Junior Colleges of the
Western Association of Schools and Colleges
3402 Mendocino Avenue
Santa Rosa, CA 95403
an institutional accrediting body recognized by the Commission on Recognition of
Postsecondary Accreditation and the U.S. Department of Education

California State Department of Education

American Welding Society

Commission on Peace Officers Standards and Training

California Board of Registered Nursing

California Board of Vocational Nurse and Psychiatric Examiners

A

MEMBER

of

Association of California Community College Administrators
Association of Community College Trustees
California Association of Community Colleges
California Community Colleges Academic Senate
Community College League of California
Hispanic Association of Colleges and Universities
Imperial County School Boards’ Association
International Consortium for Educational and Economic Development
San Diego and Imperial Counties Community Colleges Association

APPROVED

for

The Veterans Administration

IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1997-1998

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San Diego and Imperial Counties Community Colleges Association

APPROVED

for

The Veterans Administration
IMPERIAL VALLEY COLLEGE
1997 - 1998 SCHOOL CALENDAR

1997

August
18 Monday Faculty Service Day (Orientation)
19 Tuesday Fall Semester Classes Begin

September
1 Monday Holiday (Labor Day)

November
10 Monday Holiday (Veteran’s Day)
27 Thursday Recess (Thanksgiving)
28 Friday Recess (Thanksgiving)

December
15 Monday Final Exams Begin
19 Friday Last Day of Final Exams
22 Monday First Day of Winter Recess (Christmas)

1998

January
9 Friday Last Day of Winter Recess (Christmas)
12-16 Monday-Friday Flex Week (No Classes)
19 Monday Holiday (King’s Birthday)
20 Tuesday Spring Semester Classes Begin

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

April
10 Friday Holiday (Good Friday)
13-17 Monday-Friday Spring Recess

May
18 Monday Final Exams for MONDAY NIGHT CLASSES ONLY
22 Friday Final Exams for MONDAY DAY CLASSES ONLY
25 Monday Holiday (Memorial Day)
26-29 Tuesday-Friday Final Exams for Tuesday through Friday Classes
30 Saturday Graduation (Faculty Service Day)
DIVISION CHAIRPERSONS

MR. JOSE LOPEZ
Chairperson of Division of Agriculture and Automotive Technology

MRS. MARY KAY BORCHARD
Chairperson of Division of Behavioral Science

MR. TODD HANSINK
Chairperson of Division of Business

DR. FRED FISCHER
Chairperson of Division of English

MR. DAVE DRURY
Chairperson of Division of Exercise Science, Wellness and Sport

DR. MITJL CAPET
Chairperson of Division of Humanities

DR. BETTY MARKS
Chairperson of Division of Nursing Education and Health Technologies

MR. JIMMY PENDLEY
Chairperson of Division of Science, Mathematics and Engineering

MR. RICHARD HANN
Chairperson of Division of Social Science

THE FACULTY

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M.A., San Diego State University

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M.A., University of Denver

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M.S., Clarkson College

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M.Ed., Southwest Texas State University

BILLINGS, ROBERT
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M.Ed., Southwest Texas State University

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Chairperson of Division of Behavioral Science
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M.S., National University

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Chairperson of Division of Humanities
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M.A., Northern Arizona University

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M.A., California State Polytechnic University, San Luis Obispo
M.A.T., University of North Carolina
Ed.D., Nova Southeastern University

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Chairperson of Division of Exercise Science, Wellness & Sport
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M.S., Brigham Young University

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B.S., M.S., Ph.D., University of California, Riverside

FISCHER, FRED
Professor, English
Chairperson of Division of English
B.A., California State University, Chico
M.A., San Francisco State University
M.A., Ed.D., Northern Arizona 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 Atem Road. This location is in the heart of Imperial Valley 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 1954.

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 an 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 earthing-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. Three other projects followed which were completed through community donations: The Janey Jackson Memorial Fountain, 1969; the renovation of the Holtville 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...
Terel Spencer, President Emeritus; the swimming pool complex, 1973; remodeling of the Student Union and the cafeteria in the College Center complex, 1977; and the preschool, 1981, which was constructed off Highway 111 on a section of the campus named Rider Park, honoring Amon R. Rider, deceased. Mr. Rider served as the first custodian and maintenance supervisor at the new campus in 1961. As a modernization of facilities to remove architectural barriers to the handicapped was completed in 1982.

On September 17, 1982, ceremonies were held to commemorate the 20th anniversary of the beginning of class instruction. From less than one thousand students a year in the early sixties, the college now enrolls approximately five thousand students each year. In 1987, the college celebrated its 25th anniversary at its current location by renovation of classrooms and programs leading to the signing of the U.S. Constitution two hundred years ago.

A 2.5 million dollar General Obligation Bond for IVC was approved by 73% of the voters in November, 1987. The money development by the Bond have allowed the college to do major campus refurbishing and other general improvements such as: Constructing and opening the Health Technologies Building in 1988; more than doubling the number of parking spaces; improving campus lighting; opening an off-campus center in El Centro for the External Campus program; providing a women's softball field; rejuvenating classrooms, the library, the college center, the counseling center, the print shop; doubling the size of the Meyer Center Business and Commerce; and computerizing the energy control system.

With the completion of construction for the Childhood Education Center scheduled for 1991, the college is preparing to provide higher educational opportunities for the increasing number of students both on and off campus.

MISSION AND GOALS

The urban isolation experienced by Imperial Valley College has created the opportunity for the institution to become a leader in instituting a wide range of educational programs, services, and innovations. In view of this privileged role, the overriding mission of Imperial Valley College is to serve our community today and in the future. We are both a leader for new ideas and a servant fulfilling the population's needs. Our offerings must reflect community interests and also present new ideas that will be of significance in the years ahead.

To fulfill this mission, we must know our constituency well. It is a unique one with highly diverse interests and educational backgrounds. The area is predominantly agricultural with a large minority population, and statistically, it is a low economic sector with Imperial Valley College providing the best opportunity for advanced education and training for many of the residents. As an educational institution, our primary responsibility is to offer high quality instruction with open access to all adults. Through our offerings, Imperial Valley College seeks to enrich the lives of our students, be it vocationally, academically, or avocationally. We must be sensitive to the individual and to his/her needs, with the belief that educated people build a strong community.

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 of 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 work force to upgrade their skills.

3. Develop a well-rounded focused 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 intellectually and spiritually. These special offerings may form part of a program or be ends in themselves.

5. Provide integrated support services for educational programs. The most important activities of successful education is more than time in a classroom; it is an integrated experience.

6. 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.

PROCESS - Special cultural and informational presentations open to all, entertainment, availability of resources and facilities, and various counseling and special programs relating to the community and dedicated to improving its services.

7. Maintain high standards through assessment, development, evaluation, improvement, and accountability. The commitment to excellence is an ongoing process. To fulfills its mission, Imperial Valley College must be current with its community and dedicated to improving its services.

8. Prepare students to make contributions, through knowledge, to the quality of life in the Imperial Valley. Education creates opportunities and makes choices possible. Improvement of self-concept heightens respect for others and for the environment. Ultimately it builds a solid community, a strong nation, a better world.

PROCESS - Timely needs surveys and community input, encouragement of substantiated development, meaningful evaluations of all aspects of the course program and subsequent improvements, accountability in pursuing our goals efficiently.

ACADEMIC FREEDOM STATEMENT

The common good of society depends upon the search for knowledge and its free exposition. Academic freedom is essential to both these purposes and is the right of reasonable exercise of civil liberties and responsibilities in an academic setting. As it protects each person's freedom to express opinions both inside and outside the classroom, to practice one's profession as teacher and scholar, librarian, or counselor, to carry out scholarly and teaching activities as one believes will contribute to and disseminate knowledge, to express and disseminate the results of scholarly activities in a reasonable manner, and to select, acquire, disseminate, and use documents in the exercise of one's professional responsibilities, all without interference, and all with due and proper regard for the academic freedoms of others. Academic freedom does not require neutrality, but rather makes possible, for example, the expression of competing views that may be socially, economically, or politically unacceptable, and which may be counter to the opinion of the majority. While academic freedom does not confer legal immunity, nor does it diminish the obligations of practitioners to meet their duties, their responsibilities, and their scholarly obligations to base research and teaching on an honest search for knowledge.

TYPES OF COURSES AND PROGRAMS

In order that Imperial Valley College may achieve its goal of serving all students who desire to learn, a variety of courses are offered. Some will require only entry level skills and other courses provide a general education for all students to assist them in living meaningful and productive lives in a complex society. Still other types of courses provide the basis for professional training offered by four-year colleges and universities. Regardless of the interests of the students, the first two years of college normally should be completed at Imperial Valley College. Thus students have an opportunity to begin their advanced education while still residing at home. Not only can this opportunity be of great financial assistance, but it offers an excellent transition between the high school campus and the college, and it often personal, four-year college campus. The intimate, though scholarly, atmosphere of the college; the opportunity for each student, faculty, and instructional personnel to know one another; the chance to participate in the counseling program; all offer invaluable opportunities to the student that might not be available in an institution where the very size of enrollment makes personal interest in every student more difficult. Not only can the student receive excellent personal assistance with work, but the opportunities for leadership in student affairs are increased.

Through the counseling program, a close scrutiny is given to the courses in which a student enrolls. The student plans ahead, sets goals and systematically includes those courses of study that will be of the greatest benefit.

Many of the needs of the student who seeks employment at the end of the sophomore year can be met by a variety of occupational courses. In addition to offering a breadth of education, they meet specifically those needs of the shortest possible time to prepare the student for a field of employment.

These courses also offer a well-organized general education program to meet the needs of the individual who has only two years to devote to post-high school education.

The community college program also includes courses of study which may be taken by adults who can demonstrate their ability to do college work but who have not had the opportunity to complete high school. Evidence of success in classes of college level will permit these adults to continue their educational endeavors.

Coordinated with the general divisions of courses at the college are five programs designed with specific types of students in mind: students who can devote only evenings to school; students who can only participate in regular classes on the main campus; students who can coordinate their college study with a program of employment; the outstanding high school 11th and 12th grade students who can profit by special work at the college level; and physically limited students.

1. The Evening College

The Evening College, composed of regular college classes that meet at night, offers an opportunity for work for the Associate in Arts degree or Associate in Science degree, to complete regular lower-division work in a four-year program, to make up any high school deficiencies, or simply to take vocational classes of interest that will add to general education.

Although evening college program requires more time to complete than day college, students find that with adequate planning and the assistance of a counselor, they are able to attain their higher education goals in a surprisingly short time.
3. The External Campus

The External Campus program provides Imperial Valley residents practical and convenient access to college courses for credit in all communities at approximately 98 locations. The network of centers throughout the district provides daytime and evening classes staffed by part-time faculty members of the main campus faculty, and two counselors.

The goal of the off-campus program is to offer expedited delivery capability, flexibility, and quality instruction to the 14 communities comprising the Imperial Valley College District. These community-based classes help solve the problems of isolation experienced by Imperial Valley residents. All classes are scheduled in frequent cycles throughout the year in such areas as: Office Technician, Legal Assistant, Hospital Nursing Assistant, Emergency Medical Technician, Microcomputer Operations, Spanish, ESL classes, Administration of Justice, and Fire Science.

Innovations include special training projects funded by the Private Industry Council for a variety of agencies in the County. Classroom facilities are made available through various agencies, churches, school districts, and San Diego State University, Imperial Valley campus.

4. 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 in work (work stations) and on-the-job training which has educational value for the students. The units of credit earned may be used to meet some of the graduation requirements.

5. Attendance of Local High School Students

Local high school students attending the college under the Honors or Vocational programs are restricted to a spectator's role in college student activities, and extracurricular participation is to be confined to the high school. Counseling is available at the college, but every effort will be made to have this responsibility to the high school counseling staffs.

Students must be authorized for attendance and shall receive appropriate college credit. High school credit for Honors or Vocational classes may be negotiated.

Students must attend high school for the minimum school day.

Administration of 11th & 12th Grade High School Students

The governing board of any two-year community college may admit to the community college as a special part-time student any 11th or 12th grade high school student whose admission is recommended by the high school principal. A principal of a high school may recommend a high school student as a special part-time student pursuant to rules and regulations which are adopted by the governing board of the district maintaining the high school.

The student is authorized attendance at community college as a special part-time student pursuant to this section and shall receive credit for community college courses completed in the same manner as if regularly enrolled at the community college.

Each special part-time student shall attend high school classes for at least the minimum school day.

Admittance of Pupil Who Has Completed 11th Grade to Summer Sessions: Creditizing Summer Session Attendance

The governing board of any two-year community college may admit to the summer session of the community college as a special student any high school student who has completed 11th grade and whose completion to summer session is recommended by the principal of the high school in which the student completed the 11th grade. A principal of a high school may recommend such a student as a special student pursuant to rules and regulations which may be adopted by the governing board of the district maintaining the high school. A principal of a high school shall not recommend a number of students who have completed the 11th grade in excess of 5 percent of the total number of students in the high school who have completed the 11th grade immediately prior to the time of recommendation.

The 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 allowances and apportionments from the State School Fund and the student shall receive credit for community college courses completed, in the same manner as if a legally enrolled community college student. (E.C. 76001)

5. Disabled Student Programs and Services

The Disabled Student Programs and Services program is designed to provide supportive services to students with physical disabilities, learning disabilities, and health problems. The program provides preferential registration, counseling, class scheduling, tutoring, mobility assistance, interpreting, braille transcribing, adaptive physical education, special parking, and nursing assistance.

6. Imperial Valley College Developmental PreSchool

The preschool is open five days a week from 7:45 a.m. to 3:45 p.m., concurrent with the college calendar. Child care services are available for preschool children 2 to 5 years of age whose parent(s) are IVCC students.

DEGREES

The Board of Trustees, on recommendation of the president and faculty of the college, is authorized in accordance with Article 12, Section 102, of the State Administrative Code, Title 5, to confer the Associate in Arts (A.A.) and the Associate in Science (A.S.) degree. Conditions under which the degrees are granted are outlined in the section on graduation requirements.

The community college degree is awarded to a student who fulfills a two-year organized program of work, either occupational- vocational-technical or lower-division four-year college. A student who wishes to transfer to the upper-division of a four-year college must satisfy the course, unit, and grade requirements of the college before enrolling.

SCHOLASTIC HONORS

Graduation Honors

"With Distinction" is accorded 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.

"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 in the previous semester show a 3.0 average or better in twelve or more units of work.

Alpha Gamma Sigma (Insective)

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

1. Completed 12 units in a minimum 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 by:

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

OR

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 enrolling 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 continuing membership for the semester the falling GPA would apply. There shall be no two consecutive grace periods.

Permanept Member: 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 either 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.

There are several types of aid available to needy, deserving students each year. This assistance is made available by the college district, the state and federal governments, civic groups, and individual citizens.

The college participates in available federal financial aid programs. In addition to the federal programs, there is aid available from the state and the local district in the forms of scholarships, work study grants, and loans.

Further information regarding financial assistance may be secured from the Financial Assistance Office located in the Counseling Center.

EXPENSES

All Fees and Tuition are due and payable at the time of registration. Registration in courses WILL NOT be finalized until the college has received full payment.

FEES

Enrollment Fee (Subject to Change) $13.00 per unit
Parking Fee $15.00 per vehicle (after late registration)
Each additional vehicle $20.00 per vehicle

NOTE: Students enrolled solely in off-campus classes are not required to pay the parking fee.
EXPLANATION OF FEES

The Enrollment Fee mandated by the California State Legislature, with the approval of the Governor, requires all California Community Colleges to charge students an Enrollment Fee each semester. The legislature has also provided for financial assistance and fee waivers for low income students who cannot afford to pay this fee and who qualify according to State guidelines. Information for financial assistance and fee waivers can be obtained from the Financial Assistance Office.

The Parking Fee provides administrative and operating funds for parking and transportation-related facilities.

TUITION

Nonresident and international students are required to pay tuition charges of $118.00 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 bank drafts. Personal checks cannot be accepted. Payment of nonresident and international student tuition cannot be deferred.

OTHER FEES/CHARGES

Insufficient 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 refunded 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 packet.

ACREDITATION

The college is officially accredited by the Accrediting Commission for Junior Colleges, Western Association of Schools and Colleges (WASC), the 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 potentials and training. Counseling is made available by professional counselors, well-trained 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 7:00 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. In 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 teams 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. IVCC competes in the Pacific Coast Conference. The Pacific Coast Conference includes San Mateo, Merced, Santa Barbara 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 program 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, evaluations 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 they meet the pre-requisites, or if they admit 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.

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 IVCC 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.
• Meeting with a counselor to develop a Student Educational Plan.
• Requesting additional services when needed.
• Completing their educational goals.

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.

REGULATIONS

ADMISSION

Admission to Imperial Valley College is governed by the laws of the State and such supplementary regulations as prescribed by the Board of Trustees. Students who register for eight or more units of work in a given semester or upon accumulation of eight or more units, are requested to (1) ensure that an official transcript of all work taken in high school and/or institutions of higher education is 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 certificates (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.

TRANSCRIPTS

Imperial Valley College furnishes two free transcripts. Thereafter, a fee of $2.00 per transcript charge will be assessed 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.

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 that the student believes are inaccurate or misleading.
3. The right to request the amendment of the student’s education records that the student believes are inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should 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.
4. The right to request the amendment of the student’s education records that the student believes are inaccurate or misleading. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and...
advice 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.

3. The right to request to disclose or to be provided with a list of persons or categories of persons to whom or to whom such disclosures were made in a particular calendar year. Written requests should be directed to the Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20220-4806

The following information will be available in the Admissions and Counseling offices on each enrolled student: name, address, telephone, date and place of birth or death, and sex. The date and place of birth or death, and sex. The date and place of birth of each parent or legal guardian; the name, address, and sex of each previous school attended; and the degrees and certificates awarded. Any student who does not wish his/her name included on the list 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 Translations) (Los estudiantes que estén calificados para el 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 Melvin Wendrick, P.O. Box 158, Imperial, CA 92251, (619) 352-8202, Ext. 312, tty (619) 355-4174. The Title IX officer for Imperial Valley College is Jan Magno, P.O. Box 158, Imperial, CA 92251, (619) 352-8202, Ext. 237.

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 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 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 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 unenrolled minor child maintains his/her place of abode is the residence of the unenrolled 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 classification until they obtain such classification.

1. Minors who remain in California after their parents have moved from the state, as long as the parents had been residents of California prior to the residence determination date.

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

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

4. 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, may exempt from nonresident tuition. The student must be on 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 exemption "until he or she has resided in the state the minimum time necessary to establish permanent residency.

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 requirement for physical presence and intent to make California their home.

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

a. Career Diplomat Visa
b. fiancee Visa

6. A student holding a valid credential authorizing service in a public school and employed in a certificated position in a public school district is a resident of the school district.

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

8. 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.

9. A student may be classified as a district resident if he/she lives with a parent who earns a living primarily by performing agricultural labor. If he/she has lived for one year in the 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 return, if he/she has sufficient income to have a personal income tax liability.

10. A student may be classified as a district resident if he/she earns a living 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 parents claim the student as a personal dependent on his/her state or federal income tax return, if he/she has sufficient income to have a personal income tax liability.

No one factor is decisive; however, the institution may look for certain objective manifestations of subjective intent on the part of one assuming that domicile 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 bank statement, or a certificate 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 checkbook.

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 in graduate two years or four semesters.

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 procedure) when there is clear evidence of successful student 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.
SHORT-TERM CLASSES

Enrollment procedure for short-term classes are the same as for regular classes. However, listed below are items which pertain to short-term classes only and should be noted:

1. Students may enroll in short-term classes up to one-fifth of the way through the class.
2. The last day to drop a short-term class with a "W" grade is three-fifths of the way through the class.
3. Fees may be refunded up to one-fifth of the way through the class.
4. Units and grades for the student will be recognized for the semester in which the class ends. Thus, if the class begins during the fall semester, crosses over and ends in the spring semester, the units and grades will be recorded for the spring semester.

CHANGES IN CLASS SCHEDULES

When registering, it is expected that a student's registration schedule shall not be completed on a trial basis; therefore, students are expected, at the time they file their registration, to make no further change. If a change must be made, students may add classes within a designated period at the beginning of each semester. Changes will be made by obtaining an add card and approval of the instructor and then filing with the Registrar's Office.

SCHOLARSHIP GRADING SYSTEM

Grades are based upon the quality of work done; that is, upon actual accomplishment in courses offered for credit. Grades showing the standing of students are issued at the end of each semester.

An overall grade point average of 2.0 (C) or higher must be earned in all work undertaken.

1. GRADES
   A  Superior
   B  Better Than Average
   C  Average
   D  Below Average
   F  Failing

   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 (I) 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 a "C" grade. Students must declare their intentions to the instructor by the sixth week of the semester.
   a. CR will reflect a letter grade of C or higher.
   b. NC will reflect incompletion of a credit class.
   c. CR grades are permissible in the student's major field at Imperial Valley College if permitted or allowed by the division or department.
   d. Students applying for CR must adhere to the same class standards or regulations as a student receiving a regular grade.
   e. A maximum of 16 units taken on a credit basis may be applied toward a degree.
   f. The CR grade will satisfy completion of prerequisite for sequence class.

3. WITHDRAWAL GRADES

   W-Withdrawal

   A student may withdraw from any course or from the college with a "W" grade by the end of the fourteenth week (or 75% of a term, whichever is less) of the semester by filing a drop card in the Registrar's Office. After the fourteenth week (or 75% of a term, whichever is less), a student may withdraw from any course or from the college, but a letter grade must be assigned.

   Any instructor may withdraw a student during the first fourteen weeks (or 75% of a term, whichever is less) for excessive absences or for disciplinary reasons.

   Grades at the time of withdrawal under either circumstance will be assigned in accordance with the following schedule:

   First 75% of class  
   "W" Grade
   Last 25% of class  
   "Letter Grade"

   All withdrawals are official after being processed by the Registrar's Office. Instructors may file a drop card with or without the student's signature through the fourteenth week (or 75% of a term, whichever is less) of the semester and it will be processed. Students will also have the opportunity to file a drop card through the fourteenth week (or 75% of a term, whichever is less) and it will be processed. A drop card filed by a student will be valid with or without the instructor's signature. If the instructor's signature does not appear, the instructor will be notified by the Registrar's Office.

   Students may be allowed to withdraw from a class or classes in extremis or under extraordinary circumstances after the last day of the fourteenth week (or 75% of a term, whichever is less) by petition of the student or his/her representative after consultation with the instructor(s).

   Extenuating circumstances are verified cases which are clearly beyond the control of the student; i.e., documented cases of serious accident, serious illnesses, or transfer of a student by military order.

4. PROFICIENCY ENROLLMENT

   Once a student has completed a proficiency in a subject area with a satisfactory grade, he/she may not take a lower proficiency level in that subject area. For example: A student cannot enroll in English 28B after having successfully completed English 1A. (This does not apply to vocational refresher courses.)

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. This card must be returned to the Registrar's Office prior to the completion of the repeated class.

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

   A student may repeat a certain course beyond the allowable number of designated times by enrolling under the Community Services option for fee or 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 finish all of the allowable semesters for repeating the class. (For example: Music 25AD would allow four semesters of repeated enrollment for this Music class - 25A, 25B, 25C and 25D). The student first 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:

   A - 4 grade points per unit
   A- 3 grade points per unit
   B+ 3 grade points per unit
   B 2 grade points per unit
   B- 1 grade point per unit
   C+ 0 grade points per unit
   C 0 grade points per unit
   NC - 0 grade points per unit
   CR - 0 grade points per unit; units not charged against the student
   NC and CR - 0 grade points per unit
   units not charged against the student
   W - 0 grade points per unit
   units not charged against the student

   The grade point average is computed by dividing total grade points earned by total units attempted less CR units. Thus, in any given semester, if the grade points earned total 28 and the total units attempted less CR units equals 14, the grade point average is 2.0.

7. CREDIT BY EXAMINATION

   An enrolled student may petition to take an examination in lieu of course work between the sixteenth and fourteenth weeks of each semester. A maximum of 25 units may be used toward graduation through this process. No more than 15 units per semester will be authorized. The fee will be $20.00 per unit plus $10.00 for administrative costs for each examination administered. The credit by examination petition is available in the Registration Office.

8. CREDIT FOR ADVANCED PLACEMENT EXAMINATIONS

   Imperial Valley College grants credit toward its associate degrees for successful completion of examinations of the Advanced Placement Program of The College Board. Students who present scores of three or better will be granted three to ten semester units of college credit per area of examination.

   High school students who intend to participate in this program should make the necessary arrangements with their high school and should indicate at the time they take the Advanced Placement Examinations that their test scores be sent to Imperial Valley College. To obtain credit and advanced placement, the student should contact the Imperial Valley College Admissions Office or see the Imperial Valley College counselor.

The Advanced Placement Credit table on this page indicates the units granted for the score attained and the course equivalents for each of the examinations offered.

<table>
<thead>
<tr>
<th>Course</th>
<th>Exam Score</th>
<th>Cr Allowed</th>
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<td>Fren 3 &amp; Fren 4</td>
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History 3,4,5 6 sem units Hist 17A & 17B
American 3,4,5 6 sem units Hist 4A and 4B
Mathematics
Calculus AB 3,4,5 5 sem units Math 3A
Calculus BC 3,4,5 10 sem units Math 3A and 3B
Statistics 3,4,5 3 sem units Math 12
Music 3,4,5 5 sem units Mus 8A and 9A
Music 3,4,5 5 sem units Mus 8B and 9B
Mut/InterLit 3,4,5 3 sem units Mus 30
Physics
B 3,4,5 10 sem units Phys 4A and 4B
C(Mech) 3,4,5 5 sem units Phys 4A
C(Eng)(Mag) 3,4,5 5 sem units Phys 4B
Political Science
Gov/Poli Am 3,4,5 6 sem units Pol S 1 and 2
Gov/Poli Comp 3,4,5 6 sem units Pol S 1 and 2
Psychology 3,4,5 3 sem units Psych 1A
Spanish Lang 3 8 sem units Span 3 OR
Spanish Lang 3 8 sem units Span 4 OR
Spanish Lang 3 8 sem units Span 20A and 23
Spanish Lang 3 8 sem units Span 20B and 23

Conditions:
1. Credit may not be earned at Imperial Valley College for courses which duplicate credit already allowed for Advanced Placement Examinations as listed under Imperial Valley College Course Equivalents.
2. Credit may be questioned only when the student has registered and enrolled in classes.
3. Credit granted by Imperial Valley College will be posted on the student’s permanent record.
4. Although Imperial Valley College grants credit for Advanced Placement Examinations, there is no guarantee that transfer institutions will do the same.

9. COLLEGE CREDIT FOR REGIONAL OCCUPATIONAL PROGRAM COURSES

Policy: Imperial Valley College grants credit toward the associate degree for completion of specific Regional Occupational Program (ROP) courses and high school courses which have been articulated with Imperial Valley College courses. IVC credit is granted for those courses only when:
1. The ROP course has been completed with at least a "B" grade.
2. The High School/ROP instructor has recommended the student.
3. The higher level course is completed with at least a "C" grade for a Business Office Technology or a Nursing course and at least a "B" grade for an Administration of Justice course.

Students who intend to participate in this program should follow the procedure listed below.

Procedure:
1. The student must be currently enrolled at Imperial Valley College.
2. The student must file an official ROP Certificate or an official high school transcript, which will include course grade and High School/ROP instructor recommendation with the Registrar at Imperial Valley College.
3. After the higher level course is completed at IVC with the required grade, the student must petition to receive credit for the articulated course. An IVC counselor must sign the petition and attach a copy of the ROP Certificate or high school transcript as well as a copy of the IVC transcript to the petition.

Institutions with Articulated Courses
Brawley High School
Calexico High School
Calipatria High School
Central Union High School
Holtville High School
Regional Occupational Program (ROP)
Southwest High School

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

10. ADVANCED PLACEMENT - NURSING

Students with previous nursing education and/or work experience may be eligible for advanced placement in the nursing curriculum. Credit may be granted for previous general education courses taken within five years. General education courses taken longer than five years ago will be evaluated on an individual basis. Evaluation of all previous academic and work experience is done on an individual basis by the nursing faculty. Details are available in the nursing office.

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.

a. 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).

b. Additional military credit will be considered by petition and presentation of proper documentation.

c. 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 is 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 done, it may not be rescinded.

SEASON GRADE REPORTS

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

STUDENT CONDUCT

It is assumed that the entry of a student into Imperial Valley College constitutes the student's acceptance of the Standards of Student Conduct and the regulations published by the college. The Standards may be found in the Handbook for Faculty Advisors and Student Leaders, which is available in the Office of Student Life and Community Services.

CAMPU5 REGULATIONS

A speed of 10 mph on campus must be strictly observed.

Smoking is prohibited in all buildings at Imperial Valley College.

ACADEMIC PROBATION

Academic Probation is a system of monitoring student progress in order to identify students who are experiencing difficulty in making satisfactory progress toward an appropriate educational objective, and providing special assistance to students in reassessing their educational objectives and guiding them to accomplish these 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.
Students are subject to the following two types of academic dismissal:

1. **Scholastic Dismissal**
   - Scholastic Dismissal occurs at the end of the Spring semester when a student has previously been placed on Scholastic Probation, and has a cumulative grade point average of 1.75 or less in the last three consecutive semesters of enrollment. The dismissed student will not be allowed to enroll during the next semester (except by Special Approval upon petition to the Admissions, Registration and Petition's Committee).

2. **Lack-of-Progress Dismissal**
   - Lack-of-Progress Dismissal occurs at the end of the Spring semester when a student has previously been placed on Lack-of-Progress Probation, and has 50% or more of recorded enrollment of "W", "F", or "NC" in the last three consecutive semesters of enrollment. The dismissed student will not be allowed to enroll during the next semester or during current summer session (except by special approval upon petition to the Admissions, Registration and Petition's Committee).

**ELIGIBILITY AND CERTIFICATION OF VETERAN STUDENT APPLICANTS**

Imperial Valley College (IVC) is an accredited institution of postsecondary education. It has the approval to offer eligible veterans and their dependent military service connected benefits under programs leading to an Associate Degree or transfer to a four-year institution. The Veterans Assistant, located in the Counseling Center, provides guidance and assistance to veterans and their eligible dependents in establishing their eligibility for student educational benefits.

The educational assistance program provided to eligible veterans and their dependents, is largely dependent on when the veteran served, the branch, and the Department of Veterans Affairs (DVA) administers several educational assistance programs for which basic eligibility may vary from one to another. Generally, only the DVA can determine an applicant's eligibility for educational assistance. In some instances, the specific military branch of service makes the eligibility determination.

The final responsibility for monitoring the process of qualifying for educational benefits rests with the individual applicant. Each applicant must read, understand, and comply with the many rules, regulations, and procedures that influence the benefit process. **FAILURE TO TAKE THE PROPER CLASSES CAN RESULT IN THE REDUCTION OR TERMINATION OF BENEFITS.**

All persons receiving educational benefits must personally contact the Veterans Assistant's Office if enrollment every semester is to continue their benefits. In addition, a Student Educational Plan (SEP) must be on file by the end of the first semester. This plan must be developed and reviewed by an academic counselor. The purpose of the SEP is to help you list all prerequisites and courses required for your degree, including general education and proficiency courses. The DVA will not process payment for any additional courses that are not in compliance with its educational assistance programs.

**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.

A. **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).

B. **Additional military credit** will be considered by petition and presentation of proper documentation.

C. **Total number of units of military credit is not to exceed 16.**

**Veteran/Dependent Student Lack-of-Scholastic Progress**

Students will not be certified for enrollment if placed on Scholastic or Lack-of-Progress Dismissal status. If you have previously been placed on Scholastic Probation and have a cumulative grade point average of less than 2.0 in the last two consecutive semesters of enrollment and are eligible for certification of Veteran Benefits, you will be dismissed at the end of each semester as a veteran student (lose veteran certification) as required under Veterans Administration approval criteria regulations.

Students who have previously been placed on Lack-of-Progress Probation and have 50% or more enrollment grades of "W", "F", or "NC" recorded in the last two consecutive semesters of enrollment will be dismissed at the end of each semester as a veteran student (lackestation certification) as required under Veterans Administration approval criteria regulations.

**Disabled Veterans**

Veterans who qualify for educational benefits as disabled veterans may be entitled to special educational benefits. Veterans should visit the DVA Regional Office, 2022 Camino del Rio North, San Diego, CA 92108 to determine their eligibility for disabled status.

**DVA Service Connected Disability Benefits Programs**

Veterans with disabilities are encouraged to investigate services offered through Disabled Students Programs and Services.

**Veterans' Dependents - War Orphans**

Students who are children or widows of veterans who died as a result of military service or are dependents of veterans who were totally disabled as a result of war service (or wartime military service since September 16, 1940) may be eligible for assistance from the Veterans Administration or the state of California. For eligibility, all necessary benefits should be made through the DVA Regional Office at 2022 Camino del Rio North, San Diego, CA 92108.

**Student's Liability**

The veteran/dependent student assumes full liability for any overpayment of veterans educational allowance benefits.

**Military Credit**

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**Student's Liability**

The veteran/dependent student assumes full liability for any overpayment of veterans educational allowance benefits.
GRADUATION REQUIREMENTS

ASSOCIATE DEGREES

Upon completion of the following requirements, students at Imperial Valley College will be granted the degree of Associate in Arts or Associate in Science, depending upon the major completed. Responsibility for filing a petition for graduation rests with the student. This petition is to be filed with the Registrar not later than the end of the 4th week of each semester and the 1st week of summer session. A $10.00 nonrefundable fee must accompany the petition for graduation.

Additional Associate Degree(s) or Major(s) may be earned if the student completes those required courses and units beyond the prior degree(s) or major(s). Courses used in one major may be utilized in other majors as they apply. If a student breaks continuous enrollment, both/also will be responsible for additional graduation requirements or required courses in the major as designated by the current catalog in effect.

The requirements for graduation represent State and institutional minimum general requirements as well as the firm commitment on the part of Imperial Valley College to the principles of general education. These requirements in general education are designed to develop the potential of every student, broaden their outlook, and contribute to the realization of the well-balanced whole person.

I. ACQUISITION OF MAJOR CONSISTING OF EIGHTEEN 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. - Administration of Justice
B. - Agricultural Business Management/Transfer
C. - Agricultural Engineering Technology
D. - Agricultural Science/Transfer
E. - Alcohol and Drug Studies
F. - Anthropology
G. - Art
H. - Automotive Body Repair and Painting
I. - Automotive Technology
J. - Banking/Management
K. - Banking: General Operations
L. - Behavioral Science
M. - Business Office Tech: Accounting Technician
N. - Business Office Tech.: Administrative Assistant
O. - Business Office Tech.: Office Technician
P. - Business Supervision
Q. - Computer Information Systems
R. - Correctional Science
S. - Early Childhood Education
T. - Early Childhood Education Infant/Toddler
U. - Emergency Medical Services
V. - English
W. - Environmental Technology
X. - Fire Technology
Y. - French
Z. - General Major
AA. - General Science
AB. - Graphic Arts
AC. - Human Relations
AD. - Humanities
AE. - Individual Interdisciplinary
AF. - Journalism
AG. - Legal Assistant
AH. - Liberal Studies - Elementary Teacher Preparation
AI. - Life Science
AJ. - Marketing-Sales Technology
AK. - Mathematics
AL. - Music
AM. - Nursing (Associate Degree-Registered)
AN. - Nursing (Vocational)
AO. - Patient Services Administration
AP. - Physical Education
AQ. - Physical Science
AR. - Pre-Engineering
AS. - Psychology
AT. - Real Estate
AU. - Recreation
AV. - Rehabilitation Technician for the Physically Limited
AW. - Small Business Management
AX. - Social Science
AY. - Spanish: Native
AZ. - Spanish: Non-native
BA. - Water Treatment Technology
BB. - Welding Technology

II. UNITS, GRADE POINT AVERAGE, RESIDENCE AND FINANCIAL AID 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 CPA edition.

D. Settlement of all financial obligations to the college.

III. INSTITUTIONAL REQUIREMENTS

A. American Institutions (select one sequence)
   1. History 17A and History 17B
   2. Pol S 1 and Pol S 2
   3. History 17A and Pol S 1
   4. History 17B and Pol S 2
   5. Social S 52 (Nontransferable; AA/AS degree only)

B. Health Education: Health Education 1 or Health Education 3 (Veterans only)

NOTE: This requirement is waived for students who have completed ADN or LPN 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.

C. Physical Education 25 AD (2 units) and One (1) Physical Education Activity Course (1 unit)

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 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.

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 or higher level Math. NOTE: The Elementary Algebra Test is NOT the placement examination.

B. Reading Competency: Score of 64 or higher on the Degree of Reading Power (DRP) or English 128 with a grade of “C” or better or English 11 with a grade of “C” or better.

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 area E, three (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

1. English Composition (3 units required) (with a grade of “C” or better)
   - Engl 1A Reading & Composition
   - OR
   - Engl 2B Basic English Composition

2. Communication & Analytical Thinking
   - Bus 15 Intro to Calculus w/ Applications (same as Math 15)
   - Bus 26 Intro to Statistics w/ Applications (same as Math 12 or Psych 13)
   - CIS 1 Intro. to Information Systems
   - CIS 10 Programming, in Cebol
   - CIS 12 Programming in Basic
   - (same as Math 57)
   - CIS 14 Programming in Fortran
   - (same as Math 47)
   - Engl 11 Reading IV: Anal & Crit Reading
   - Engl 50 Advanced Composition
   - Engl 51 Introduction to Linguistics
   - Engl 53A Creative Writing
   - Engl 55B Creative Writing
   - Engl 55 Intro. to Tech & Report Writing
   - Jm 1 Introduction to Journalism
   - Math A Intermediate Algebra
   - Math 2 Advanced Algebra & Trigonometry
   - Math 3A Analytic Geometry & Calculus
   - Math 10A Math for Elem. School Teachers
   - Math 12 Intro to Statistics w/ Applications (same as Bus 26 or Psych 13)
   - Math 15 Intro Calculus w/ Applications (same as Math 15)
   - Math 47 Programming in Fortran (same as CIS 14)
CERTIFICATION OF CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION REQUIREMENTS:

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

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

2. Written Communication (1 course required)
   Engl 1A (3)

3. Critical Thinking (1 course required)
   Engl 11 (3)
   Phil 10 (3)
   Engl 50 (3)
   Spch 10 (3)

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

1. Physical Science (1 course required)
   AgEnv 5 S 5 (3)
   Chem 12A (L) (5)
   Chem 12B (L) (4)
   Chem 1A (L) (5)
   Phys 4A (L) (5)
   Chem 1B (L) (5)
   Phys 4B (L) (5)
   Chem 2A (L) (4)
   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)
   Anim 8 (L) (4)
   Phys 1 (L) (4)
   Anim 10 (L) (5)
   Psych 2 (3)
   Ant 1 (3)
   Zool 1A (L) (4)
   Biol 3 (L) (4)
   Zool 1B (L) (4)

3. Math/Quantitative Reasoning (1 course required)
   Math 2 (5)
   Math 10A (3)
   Math 3A (5)
   Math 100 (3)
   Math 3B (5)
   Math 12/Bus 26/ (3)
   Math 4 (5)
   Psych 13 (3)
   Math 5 (3)
   Math 15/Bus 15 (4)
   Math 6 (3)

C. ARTS, LITERATURE, PHILOSOPHY, AND FOREIGN LANGUAGE (9 sem or 12 qt units) 3 courses must be completed with at least 1 course from the Arts category and 1 course from the Humanities category.

<table>
<thead>
<tr>
<th>Arts Category</th>
<th>3 courses required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art 3A</td>
<td>Mus 7</td>
</tr>
<tr>
<td>Art 3B</td>
<td>Mus 20A</td>
</tr>
<tr>
<td>Art 4</td>
<td>Mus 20B</td>
</tr>
<tr>
<td>Art 5</td>
<td>Mus 30</td>
</tr>
<tr>
<td>Drama 5A</td>
<td>Mus 31</td>
</tr>
<tr>
<td>Drama 5B</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Humanities Category</th>
<th>3 courses required</th>
</tr>
</thead>
<tbody>
<tr>
<td>DSPS 10</td>
<td>Hist 4A</td>
</tr>
<tr>
<td>DSPS 11</td>
<td>Hist 4B</td>
</tr>
<tr>
<td>DSPS 12</td>
<td>Hist 50A*</td>
</tr>
<tr>
<td>Engl 1B</td>
<td>Hist 50B*</td>
</tr>
<tr>
<td>Engl 41</td>
<td>Hum 1A</td>
</tr>
</tbody>
</table>

| English 42A         | Hum 1B             |
| English 42B         | Hum 23             |
| English 43A         | Hum 26             |
| English 46A/46B     | JPN 1A             |
| English 46B/46C     | JPN 1B             |
| English 47          | Phil 1A            |
| Fren 1             | Phil 1B            |
| Fren 1A            | Phil 1B            |
| Fren 1B            | Phil 1B            |
| Fren 2             | Span 1             |
| Fren 2A            | Span 1A            |
| Fren 2B            | Span 1B            |
| Fren 3             | Span 2             |
| Fren 4             | Span 2A            |
| Fren 5             | Span 2B            |
| Fren 10            | Span 3             |
| Fren 11            | Span 4             |
| Germ 1             | Span 20A           |
| Germ 1A            | Span 20B           |
| Germ 1B            | Span 23            |
| Germ 2             | Span 23            |
| Germ 3             | Span 3             |
| Germ 4             | Span 4             |
| Germ 5             | Span 5             |

D. SOCIAL, POLITICAL, AND ECONOMIC INSTITUTIONS (9 sem or 12 qt units)

1. American Institutions (6 units required - choose one sequence) Completion of one of these sequences meets the U.S. History, Constitution and American Ideals requirement as per E.O. 405.
   - Hist 17A and 17B (3-3)
   - Hist 5 and 2 (3-3)
   - Hist 17A and Pol 51 (3-3)
   - Hist 17B and Pol 52 (3-3)

2. Select one course from a subject area not completed in Section D, Part 1.
   - Hist 45A (3)
   - Hist 45B (3)
   - Hist 50A* (3)
   - Hist 50B* (3)
   - Pol 3 (3)
   - Pol 5 (3)
   - Psych 1A (3)
   - Psych 1B (3)
   - Psych 17/Soc 17 (3)
   - Soc 1 (3)
   - Soc 2 (3)
   - Soc 10 (3)

E. LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT (3 sem or 4 qt units)

<table>
<thead>
<tr>
<th>U.S. History and Culture (3 sem or 4 qt units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hist 16  (3)</td>
</tr>
<tr>
<td>Hist 36  (3)</td>
</tr>
<tr>
<td>Hist 46  (3)</td>
</tr>
</tbody>
</table>

*Indicates course may only be counted in one area.
2. MATHMATICAL CONCEPTS/QUANITATIVE REASONING - 3 semester/4-5 quarter units.

Math 2** (5) Math 5 (3)
Math 3A** (5) Math 6 (3)
Math 3B (5) Math 12 (3)
Math 4 (5) Math 15** (4)

3. ARTS and HUMANITIES - 9 semester/12-15 quarter units. At least 3 courses with at least 1 from the Arts and 1 from the Humanities.

ART COURSES
Anth 16A (3) Mus 9A (3)
Anth 16B (3) Mus 9B (3)
Art 1A (3) Mus 9C (3)
Art 3B (3) Mus 9D (3)
Art 4 (3) Mus 20A (3)
Art 6 (3) Mus 20B (3)
Dram 5A (3) Mus 30 (3)
Dram 5B (3) Mus 31 (3)
Mus 7** (3)

HUMANITIES COURSES
Engl 1B (3) Hist 30* (3)
Engl 41 (3) Hist 45A* (3)
Engl 42A (3) Hist 50A* (3)
Engl 42B (3) Hist 50B* (3)
Engl 43B (3) Hum 1A (3)
Engl 46A/Span 28A (3) Hum 1B (3)
Engl 46B/Span 28B (3) Hum 25 (3)
Engl 47 (3) Hum 26 (3)
Engl 52 (3) Phil 1A (3)
Frem 2** (5) Phil 1B (3)
Frem 2A-2B** (2.5-5.2) Phil 11 (3)
Frem 3 (4) Phil 25 (3)
Frem 4 (4) Span 2** (5)
Frem 5 (3) Span 2A-2B** (2.5-2.5)
Frem 10 (3) Span 3** (5)
Frem 11 (3) Span 4** (5)
Germ 2 (4) Span 20A** (5)
Hist 4A** (3) Span 200** (5)
Hist 4B** (3) Span 25 (3)

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

Anth 2 (3) Hist 50A* (3)
Anth 4 (3) Hist 50B* (3)
Anth 6 (3) Pol S 1* (3)
Anth 8 (3) Pol S 2* (3)
ECE 20/Psych 20** (3) Pol S 3 (3)
Econ 1 (3) Pol S 14 (3)
Econ 2 (3) Psych 1A (3)
Geog 1* (3) Psych 1B (3)
Geog 2 (3) Psych 2* (3)
Geog 3 (3) Psych 3 (3)
Hist 4A* (3) Psych 4 (3)
Hist 6* (3) Psych 14 (3)
Hist 17A* (3) Psych 17/Soc 17 (3)
Hist 17B* (3) Psych 30** (3)
Hist 30* (3) Psych 35** (3)
Hist 45A* (3) Soc 1 (3)
Hist 45B* (3) Soc 2 (3)
Hist 5** (3)

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

PHYSICAL SCIENCE COURSES
Ast 21 (3) Chem 12B (L) (4)
Chem 1A (L) (5) Geog 1* (3)
Chem 1A-L (3) Phys 4A** (L) (5)
Chem 2A** (4) Phys 4B** (L) (5)
Chem 3 (L) (5) Phys 4C** (L) (5)
Chem 12A (L) (4)

BIOLOGICAL SCIENCE COURSES
Ag 14** (3) Hist 21 (L) (5)
Aest 6* (L) (4) Physio 1** (L) (4)
Aest 10** (L) (5) Psych 2* (3)
Anth (3) Zoal 1A (L) (4)
Biol 3** (L) (4)

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 on the College Board Advanced Placement exam in language other than English OR earn a satisfactory score on the SAT II Subject Test in languages other than English, (use a counselor for specific courses) OR complete with C grades or better, two years of formal schooling at the grade sixth level or higher in an institution where the language of instruction is not English OR complete 4-6 units from the courses below.

Fr 1** (5) JPN 1A-1B** (3-3)
Fr 1A-1B** (2.5-2.5) Spn 1**
Ger 1** (4) Spn 1A-1B** (2.5-2.5)
Ger 1A-1B** (2-2)

Validated by a more advanced course (course can also count in Area 3)

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

*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.
• Both courses must be taken to receive IGETC credit.

OCCUPATIONAL CURRICULA

Imperial Valley College has developed career programs which reflect employment opportunities of our county and region. Advisory committees work closely with the college to assure each student the best in education and real employment opportunities upon graduation.

In developing a major program, each student should plan on completing graduation requirements for the Associate in Arts or Associate in Science Degree. It is recommended that students should plan a broad educational background including general education courses.

It is most important that students consult with a counselor during their first semester in preparing programs to determine the appropriate sequence of courses. Further, it should be noted that the final responsibility for the selection of proper courses rests with the student.

Certificates
Occupational Certificates are awarded to convey that well-defined levels of proficiency have been attained in designated occupational fields. Certificate programs are available in some of the occupational areas for which the college offers the Associate Degree. To qualify for an Occupational Certificate, a student must:

1. Complete all courses listed for a particular certificate.
2. Achieve a "C" grade average (2.0 GPA) for all courses used to complete the certificate.
3. File a certificate petition with the Registrar not later than the end of the fourth week of each semester and the first week of the summer session.

CERTIFICATES

TIPOS DE CURSOS Y PROGRAMAS

Para que el colegio del Valle Imperial pueda lograr su meta de servir a todos estudiantes que desean una educación, una variedad de cursos están a la disposición del estudiante. Algunos de los cursos pueden ofrecer al estudiante oportunidades para obtener un trabajo. Otros cursos ofrecen educación general, la cual ayuda a todo estudiante a vivir vidas productivas dentro de una sociedad.

Certificates are offered in the following areas:
Administration of Justice
Agricultural Business Management
Agricultural Engineering Technology
Alcohol and Drug Studies
Field Archaeology
Automotive Body Repair and Painting
Automotive Technology
Banking: Administration
Banking: General Operations
Business Office Technologies: Accounting Technician
Business Office Technologies: Administrative Assistant
Business Office Technologies: Office Technician
Business Supervision
Computer Information Systems
Correctional Science
Crop Science
Early Childhood Education
Early Childhood Education Infant/Toddler
Electronics
Emergency Medical Technician I
Emergency Medical Technician II
Emergency Medical Technician-Paramedic
Fire Technology
Graphic Arts - Multi Media
Graphic Arts - Printing
Health Assistant
Home Health Aide
Human Relations
Legal Assistant
Library Technician
Marketing-Sales Technology
Medical Assistant
Medical Transcription Specialist
Nutrition Management - Dietary Manager
Nutrition Management - School Food Services Manager
Patient Services Administration Specialist
Pharmacy Technician
Real Estate
Recreation
Rehabilitation Technician for the Physically Limited
Small Business Management
Vocational Nursing
Waste Water Technology
Water Treatment Technology
Welding Technology
un programado de enseñanza vespertina toma más tiempo que un programa de estudio matutino, el estudiante podrá terminar en menor tiempo si sigue un programa de estudio adecuado y planeado conjuntamente con un asesor académico.

2. Colegio Esterno
El programa del Colegio Esterno ofrece a los residentes del Condado Imperial acceso conveniente y práctico a cursos del colegio. Esto se ofrece a través de toda la comunidad en 98 localidades en el condado. La mayoría de los centros ofrecen clases de turno matutino y vespertino. La facultad docente del colegio esterno es de media jornada. El colegio esterno también cuenta con personal administrativo y dos asesores académicos.

La meta del Colegio Esterno es de ofrecer un programa de estudio extenso, flexible, y de calidad a las 14 comunidades que se encuentran en el Distrito del Colegio Imperial. Estas clases ayudan a minimizar el problema de abandono, que afecta a un gran número de residentes del Valle Imperial. Las clases se ofrecen de una forma constante y sistemática durante todo el año. Se ofrecen clases en las siguientes áreas de estudio: Técnico Médico de Emergencias, Bienes y Raíces, Operaciones de Microcomputadoras, Español, y clases de Ingles. También se ofrecen clases de introducción en el campo de Tecnologías en Salud, Administración de Justicia, y Ciencia de Extinción de Incendios.

Los programas innovadores incluyen proyectos de capacitación centrados por el Concejo del Sector Privado para una variedad de agencias del Condado. Diferentes agencies, iglesias, distritos escolares y la Universidad de San Diego en el Valle Imperial facilitan el uso de sus instalaciones para llevar acabo tal capacitación.

3. El Programa de Trabajo y Estudio
El programa de trabajo es coordinado entre el Colegio de la Comunidad del Valle Imperial y los empresarios públicos e privados de la comunidad. El colegio provee la organización y la coordinación de los salones de clases y el personal. Las agencias emplean a los estudiantes que proporcionan los locales donde puedan trabajar y capacitarse. Las unidades que obtengan pueden utilizarse para reunir algunos de los requisitos para una diploma de graduación.

4. El Estudiante de Preparatoria (High School) que Asiste al Colegio
Los estudiantes de las preparatorias locales que asisten al colegio bajo un programa vocacional o académico tienen un programa de estudio diseñado para la preparatoria y el colegio, estudiantes sobrealumnos del onceavo o doceavo año de preparatoria que deseen cursar clases esenciales a nivel de colegio, y por último a los estudiantes que tengan alguna incapacidad física.

1. El Turno Vespertino de Clases en el Colegio
El turno vespertino de clases en el colegio, se compone de cursos regulares. Entonces, ofrece la oportunidad para que el estudiante adquiera un diploma/título (Associate in Arts Degree o Associate in Science Degree), también el estudiante puede tomar cursos para ingresar a una universidad/college, o mejorar cualquier deficiencia académica que haya tenido en la preparatoria, o simplemente tomar clases que le interesen.

Un programa de estudio de turno vespertino toma más tiempo que un programa de estudio matutino, el estudiante podrá terminar en menor tiempo si sigue un programa de estudio adecuado y planeado conjuntamente con un asesor académico.

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PROGRAMA DE ASISTENCIA FINANCIERA
El Colegio del Valle Imperial tiene la convicción de que cualquier estudiante que tiene la capacidad de beneficiarse de una enseñanza no se le debe negar una educación por falta de recursos económicos.

Cada año hay varios tipos de ayuda disponible para estudiantes con necesidades económicas. Esta asistencia es ofrecida por el distrito del colegio, el estado, el gobierno federal, grupos cívicos, y ciudadanos.

Si desea más información sobre asistencia financiera favor de comunicarse con la Oficina de Asistencia Financiera ubicada en el Centro de Asesoramiento.

GASTOS
Los cobros y cuotas de inscripción se tienen que pagar cuando usted se inscriba. Su inscripción en los cursos NO SE FINALIZARA hasta que la cuota de inscripción haya recibido el total del pago.

Explicación de Cuotas

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<tr>
<th>Descripción</th>
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<tr>
<td>Proporcionar un permiso de estacionamiento</td>
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PERMISO DE ESTACIONAMIENTO

TODOS los vehículos estacionados en las áreas de estacionamiento del colegio deberán tener un permiso de estacionamiento vigente. Si va a trazar un vehículo al colegio, favor de llenar la forma de registro adjunta a el paquete de inscripción.

Acreditación

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

Servicios de Asesoramiento Académico

En el Acento de Asesoramiento se ofrecen servicios profesionales, habilidades y entrenamiento en áreas académicas, vocacionales, y asesoramiento personal. El Centro de Acento de Asesoramiento está abierto de 8:00 a 5:00 p.m., y de 8:00 a 5:00 p.m. los Viernes durante el año escolar. Un Centro de Carreras se encuentra localizado en el Centro de Acento de Asesoramiento. El Centro de Carreras provee extensa información vocacional y de carreras.

Algunos de los servicios académicos incluyen a los estudiantes en el programación de sus metas académicas, como en el caso de los estudiantes de nivel superior, la responsabilidad de tomar las decisiones de graduación o los requerimientos para transferirse a otra universidad o colegio que tienen su asistencia por cada estudiante. El Centro de Acento de Asesoramiento nos asisten a los estudiantes a una biblioteca de documentos técnicos y de carreras.

Se puede acudir al acento para cualquier regulación, comentario o sugerencia. Después de su consulta, el acento regresará a su campus en el programa de asistencia financiera que el estudiante desea que se haga en el acento de asesoramiento académico.

Política de Reembolso

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

1. Un error en algún pago o cuota de matrícula
2. El pago o cuota de matrícula de una clase descontinuada
3. La solicitud de reembolso tendrá que llenarse y entregarse antes de que la clase se inscriba para poder recibir el reembolso de lo siguiente:

Paga de Inscripción
Paga de estacionamiento
Cuota de matrícula

ACTIVIDADES ESTUDIANTILES
Las actividades de los estudiantes están reglamentadas por la Asociación Estudiantil del Colegio.

ALUMNOS
Los estudiantes que desean asistir a actividades de la Asociación Estudiantil del Colegio.

biblioteca y el su a la carrera del estudiante.

ENTRE asistir a actividades de la Asociación Estudiantil del Colegio.

PROCESO DE MATRICULACIÓN

Matriculación es un proceso que promueve y sostiene los esfuerzos de estudiante de profesores de comunidades 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.
• Asistir al estudiante en tomar decisiones de carrera.
• Asistir a estudiantes en tomar decisiones de carrera.
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2. El derecho de solicitar emenda a las expedientes académicos que el estudiante cree que están equivocados o extraviados.

Los estudiantes pueden solicitar al Colegio la emenda del expediente académico que consideren que están equivocados o extraviados. Ellos deben escribir a oficial del Colegio responsable del expediente, claramente identificar la parte del expediente que ellos quieran cambiar y especificar por qué, esto está equivocado o extraviado.

Si el Colegio decide no oír ore conceder al estudiante solicitudes por el expediente expediente del estudiante, el Colegio notificará al estudiante de la decisión y avisará al estudiante de su derecho para tener una audiencia relacionada con la solicitud de emenda.

Información general respecto al procedimiento de la audiencia será proporcionada al estudiante cuando se notifican de su derecho a audiencia.

3. El derecho de consentimiento para divulgar información personal contenida en el expediente académico del estudiante, excepto para extender lo que FERPA autoriza divulgar sin consentimiento.

Una excepción que puede que los oficiales escuelas divulguen sin consentimiento, es divulgar con legítimo interés académico. Un oficial escolar es una persona empleada por el Colegio en una posición administrativa, supervisión, académica, investigación, personal de apoyo, incluyendo la unidad de personal de reemergencia de la ley y el personal de salud; una persona o compañía con la cual el Colegio tiene un contrato (como un abogado, auditor o agencia de colectas); una persona sirviendo en la Mesa Directiva Escolar; o un estudiante servindo a un Comité oficial, tal como los comités de disciplina o asesores; o un oficial invitado de otra escuela en desarrollo de su trabajo.

Un oficial escolar que tiene legítimo interés académico si el oficial escolar revisa un expediente académico para cumplir su responsabilidad profesional. Bajo solicitud, el colegio divulgará el expediente académico sin consentimiento de oficiales de otra escuela en el cual un estudiante busca o intenta inscribírse.

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

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Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave, S.W.
Washington, D.C. 20202-4806
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La siguiente información estará disponibles en las oficinas de Asesoría y Departamentos para cada uno de los estudiantes inscritos: nombre, abreviatura, teléfono, fecha y lugar de nacimiento, materiales y unidades en las cuales el estudiante se inscribió, fecha de asistencia, matrícula y fecha de terminación/baja, actividades y deportes que participa, campo de estudio, peso y estatura de los atletas, lo más reciente de las escuelas que asistieron, y lo calificaciones y certificados otorgados. Cualquier estudiante que no desea sus nombres y datos de la lista, debe llenar una solicitud requerida que se haga de la lista antes de la apertura del término escolar.

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

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**PLAN DE ACCION DE NO-DISCRIMINACION**


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

(Lo estudiantes que están calificados para entrar en el programa de educación vocacional no pueden ser excluidos debido a su limitado inglés.)

El encargado de llevar a cabo la apelación de la Sección 504 de la Ley de Rehabilitación de 1973 (Section 504 of the Rehabilitation Act of 1973) es el Sr. Melton Wendrick, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 312, TTL (760) 355-4174. La representante del Título IX en el colegio es la Sra. Jan Magno, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 257.

**REQUISITOS DE RESIDENCIA LEGAL**

Bajo el Código, un estudiante tiene que pagar por la instrucción que recibe a menos que justifique su residencia como estudiante, o que resena el requisito de cierto programa especial.

Toda persona inscrita o que estudiant版权声明 a colegio consultarlo, con el propósito expresado de ser admitido o matriculado es clasificado como "residente" o "no-residente".

El estudiante clasificado como "residente" será admitido sin tener que pagar la cuota de matricula del "no-residente". El estudiante clasificado como "no-residente" tendrá el derecho de pagar la cuota de matricula asignada por la mesa directiva.

1. "Un residente" es una persona que ha residido en California por lo menos un año y un día antes de matricularse.
2. "Un no-residente" es una persona que no ha residido en California por más de un año y un día antes de matricularse.

La "Fecha de Determinación de Residencia" tendrá que ser el mismo día que proceda al primer día de clases ya sea en el semestre o al término las clases de verano.

La política de residencia requiere que el estudiante radicado físicamente en California con el propósito de establecerse permanentemente.

Para determinar el lugar de residencia del estudiante, se hace referencia a lo siguiente:

1. Cualquier persona que esté casado o de 18 años de edad o mayor, y sin ninguna imposibilidad legal para establecer residencia.
2. Cualquier persona que desee adquirir un derecho de residencia.
3. La residencia puede cambiarse por medio de un acto de unión o interno.
4. La residencia de un padre con el cual un menor no casado vive se considera la residencia del menor soltero. Cuando el menor no vive con ninguno de los dos padres, se considerará el último lugar de residencia en el cual los jóvenes tuvo con sus padres. El joven puede establecer su propia residencia cuando los padres han fallecido y no se a asignado a algún tutor legal.
5. El menor no podrá cambiar su residencia si uno de sus padres aún vive, o por un oficio legal de su tutor, o por el derecho adoptivo por haber sido abandonado por sus padres, a menos que el joven califique para mantenerse a sí mismo.

Se puede pasar por alto algunos de los puntos de determinación de residencia ya citados. Si el estudiante por otra parte es clasificado como "no-residente", pero si cumple con una de las siguientes excepciones, se puede permitir la clasificación de "residente" hasta que obtenga la clasificación. Las excepciones son:

1. Menores que permanecen en California después que sus padres 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 mantienen a sí mismos y han vivido en California por un año antes del semestre, se les permitirá la clasificación de residente.
3. El estudiante que aún no es adulto por más de un año antes de la fecha de determinación de residencia, puede agregar el tiempo de residencia antes de cumplir los 18 años de edad el tiempo de residencia después que cumplen los 18 años de edad para obtener los requisitos de residencia.
4. A partir del 1ro. de Enero de 1995, todos estudiantes que sea miembros de la fuerza militar de los Estados Unidos asignado a California en fachac activa, excepto aquellos que fueron asignados a California por el propósito de obtener una educación, a estas personas no se les obligará pagar la cuota de no-residente, el estudiante deberá estar en fachac activa militar en la fecha determinada de residencia. Los dependientes de un miembro de la fuerza militar no se les otorga la excepción de las cuotas de no-residente. Un dependiente de un no-residente de la fuerza militar tiene derecho a un año de excepción "hasta que o ella halla vivido en California por el tiempo mínimo necesario para establecer residencia permanente."
5. El extranjero salvo que no sea excluido de establecer su domicilio en los Estados Unidos por el Acta de Inmigración y Nacionalidad puede ser elegiable para establecer residencia si responde a los requisitos de prueba física y el intento de hacer su hogar en California. El extranjero que tenga las siguientes clasificaciones puede establecer residencia utilizando las...
mismas reglas que se utilizan para evaluar a ciudadanos de los Estados Unidos:

a. Visa de Estudios (Career Diplomatic Visa)
b. Visa Fluenc (Fluenc Visa)

6. Un estudiante que tenga una credencial autorizada para brindar sus servicios profesionales a una escuela pública y que está empleado en una posición certificada por el distrito del colegio de la comunidad se le dará clasificación 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 es empleado de tiempo completo de una institución de estudios superiores en California, o que sus padres o esposa sean un empleado de tiempo completo, tiene el derecho de ser clasificado como residente si la institución de matrícula lo permite.

9. Un estudiante puede ser clasificado como residente si vive con sus padres y si sus padres se sienten con ingresos agrícolas, o son empleados por el estado de California u otros estados y han desempeñado tal trabajo en este estado por menos de dos meses dentro del año; los padres vivirán dentro de los límites del distrito del colegio; el padre reclama al estudiante como dependiente en los impuestos estatales y federales.

10. Un estudiante que trabaje en agricultura para el estado de California dos meses al año durante las últimas dos años podrá clasificarse como residente.

Niño factor es decisivo; sin embargo, la institución tiene el derecho de verificar la residencia legal del estudiante por medio de los siguientes documentos: licencia de manejo, recibo de luz, recibo de registración para votar, recibo de arrendamiento, contrato de renta, o recibo de renta con el nombre, domicilio y lugar de residencia, tarjeta de una biblioteca, documentación de impuestos federales o estatales, una cuenta de pago corriente de crédito, o una quebraja.

Es la responsabilidad del estudiante demostrar que está viviendo en California y que tiene el intento de establecer residencia en California.

El estudiante que no cumple todas las preguntas en el Cuestionario de Residencia o en el Cuestionario Suplementario de Residencia, se le puede clasificar como no-residente.

LISTA DE LIMITACIONES DE ESTUDIO

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

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 tienen pruebas que el estudiante a demostrado que ha sobresalido en sus estudios académicos.

Un estudiante que está inscrito en cualquier otra escuela o colegio (esto incluye cursos por correspondencia o estudios independientes) tendrá que reportar tal inscripción a la Oficina de Inscripción. No se podrá exceder el número de 18 unidades por semestre.

CLASES DE CORTA DURACIÓN

Los procedimientos de inscripción para clases de corta duración son iguales a las clases regulares. Sin embargo, a continuación se presenta una lista de puntos acerca de estas clases que se tienen que tomar en cuenta:

1. Los estudiantes pueden inscribirse en clases de corta duración hasta un quinto de la duración del curso.

2. El último día para retirarse de una clase con una "W" es de tres-quintos de la duración del curso.

3. Se pueden reembolsar las cuotas de pago hasta un quinto de la duración del curso.

4. Se registrarán las unidades en el último semestre que terminen las clases. Por ejemplo, si la clase empieza durante el semestre de otoño y continúa hasta el semestre de primavera, las unidades y calificaciones se registrarán en el semestre de primavera.

CAMBIOS EN LOS HORARIOS DE CLASES

Al inscribirse en cursos, se espera que el horario de clases que el estudiante sea estático; y que no se hagan cambios a 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 llenar una forma para agregar clases (add card) y la debida aprobación del maestro. Esta forma se entregará en la Oficina de Inscripciones.

SISTEMA DE CALIFICACIONES PARA RECAS

Las calificaciones se basan en la calidad de trabajo que esté logrando el estudiante al terminar la clase que se está tomando. Las calificaciones que indican el logro académico del estudiante se entregan cuando termina cada semestre.

Un promedio de 2.0 (C) o mejor tendrá que obtenerse en la clase.

1. Calificaciones

A Excelente
B Mejor que el Promedio Medio
C Promedio Medio
D Bajo Promedio
F Reprobado
J Clase No Terminada (Incomplete)

Se puede acordar un contrato de inomplete para TRABAJO NO TERMINADO, indicando las razones de salud u otra razón de fuerza mayor por las cuales no se terminó la clase.

Una indicación de Inomplete (I), que no se termine al finalizar las seis semanas del siguiente semestre, se convertirá automáticamente en una calificación. La calificación que se de utilizar para obtener el promedio de las calificaciones.

2. Grado de Crédito Solamente (Credit Grade)

Ciertos cursos designados por la división apropiada pueden tomar en cuenta para obtener calificación de crédito solamente. Los estudiantes que deseen la calificación de "C" deberán notificarlo a la oficina de residencia del semestre del estudiante.

3. Dejar Una Clase (Withdrawal Grade)

Un estudiante puede dejar cualquier clase 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 clase (drop card) en la Oficina de Inscripciones. Después de la semana número 14 o menos del 75% del semestre, el estudiante puede dejar una clase pero recibirá una calificación.

Cualquier instructor puede dar de baja de una clase a un estudiante durante las primeras 14 semanas o menos del 75% del semestre, por faltas excesivas a clases o por razones de disciplina.

Se asignarán las siguientes calificaciones por dejar una clase de acuerdo a la siguiente lista:

- Primer 75% de la clase
- Calificación de "W"
- Segundo 25% de la clase
- Calificación de "W"

Todas las calificaciones de "W" son oficialmente procesadas por la Oficina de Inscripción. El maestro puede entregar formas de abandono de clase con o sin la firma del estudiante durante las primeras 14 semanas o menos del 75% del semestre. Durante las primeras 14 semanas o menos del 75% del semestre, los estudiantes tendrán la oportunidad de entregar formas de abandono de clases. Si el estudiante entrega una forma de abandono de clases será procesada con la firma o sin la firma del maestro. El maestro será informado de la solicitud de abandono de clases del estudiante.

En casos de fuerza mayor al estudiante se le permitirá retirarse de una clase después del último día de la semana número 14 o menos del 75% del semestre entregando una petición después de haberlo consultado con su maestro.

Caso de fuerza mayor deberán ser verificados por el estudiante como tales, por ejemplo, un accidente o enfermedad seria, o la asignación del estudiante a otro lugar por orden militar.

4. Inscripción en Curso Preparatorio (Proiciency Enrollment)

Una vez que el estudiante ha terminado, un curso preparatorio con una calificación aceptable, no podrá tomar un curso preparatorio más bajo del que ya tomó en la misma área. Por ejemplo: Un estudiante no debe inscribirse en inglés 2B después de haber aprobado inglés 1A. (Eso no aplica a cursos de repaso vocacionales.)

5. Cómo Repetir una Clase (Repeated Classes)

Procedimiento para repetir una clase:

a. El estudiante que desee repetir una clase debe a que obtuvo una D o F de calificación tendrá que llenar una Forma de Repetición de Clase (Notice of Repeated Class Card). Esta forma se entregará a la Oficina de Inscripciones de la clase que se quiere repetir.

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 utilizan para calcular el promedio de calificaciones.

b. Bajo circunstancias especiales, un estudiante puede repetir un curso en el cual obtuvo una calificación de una C o más alto. La repetición de este curso es permitida por medio del proceso de Petición. Las calificaciones que se obtengan de clases repetidas no podrán utilizarse para calcular de nuevo el promedio de calificaciones previamente obtenidas.

6. Puntaje de Calificaciones (Grade Points)

Puntaje de calificaciones, unidades por semestre, se asignan de la siguiente forma:

A - 4 puntos por unidad
B - 3 puntos por unidad
C - 2 puntos por unidad
D - 1 punto por unidad
F - 0 puntos por unidad
Gr - 0 puntos por unidad, las unidades no se contarán contra el estudiante, las unidades no se contarán contra el estudiante.
Cualquier estudiante que termine más de seis unidades en determinado semestre y obtenga un promedio menor de 2.0 se le pondrá bajo Prueba Escolástica (Scholastic Probation). El estudiante permanecerá bajo Prueba Escolástica hasta que obtenga un promedio de 2.0 o mejor.

Bajo Prueba por Falta de Progreso

Al final de cada semestre, cualquier estudiante que se halla inscrito en 12 unidades o más y que halla obtenido calificaciones de W's, F's y NC's en el 50 porcentaje o más de esas unidades, será puesto bajo prueba por falta de progreso (Lack-of-progress-probation). Un estudiante que está bajo-prueba por falta de progreso, no será removido de esa prueba hasta que el porcentaje de unidades en W's, F's, y NC's ya terminadas sean de un 50 porcentaje o más de la inscripción registrada del estudiante.

ESTADO PROVISIONAL

Un estudiante nuevo que esta inscrito en más de seis unidades y que esta en una de las siguientes categorías será admitido bajo estado provisional:

1. El promedio de calificaciones en la preparatoria (High School) fue menos de un 2.0, o se excluye ciencia física y ciencia militar.

A = 4.0  B = 3.0  C = 2.0  D = 1.0  F = 0

2. Si el estudiante no es un graduado de preparatoria.

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 12 unidades de trabajo académico.

PETICIONES Y PROCESO DE AUDIENCIAS

El estudiante que ya no siente o que aún está asistiendo al colegio tiene el derecho de buscar y recibir respuestas 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 asesor a alguna de las reglas o requisitos del colegio.

Procedimiento Para Hacer La Petición

El estudiante utilizará una forma de petición (disponible en la Oficina de Inscripción) despues de ser revisada, se le informará sobre la decisión tomada. Si el estudiante no está satisfecho con la decisión se tomará, puede hacer otra petición, esta vez ante un comité.
Expulsión Escolarista

Esta expulsión ocurre al finalizar el semestre de primavera cuando el estudiante ha sido previamente puesto en prueba académica, y tiene un promedio total de puntos de 1.75 o menos en los últimos tres semestres consecutivos de inscripción. Los estudiantes que sean expulsados del colegio no se les permitirá inscribirse durante el próximo semestre, excepto con permiso especial después de haber hecho una petición al comité apropiado.

Expulsión por Falta de Progreso

La expulsión por falta de progreso (Luck-of-Progress Dismissal) ocurre al terminar el semestre de primavera en el cual el estudiante ha sido puesto previamente bajo prueba por falta de progreso, y tiene un 50% o más de inscripción acumulada de "W", "F", o "NC" en los últimos tres semestres consecutivos de inscripción. El estudiante que sea expulsado por falta de progreso no se le permitirá que se inscriba durante el siguiente semestre o la siguiente sesión de verano, excepto con permiso especial después de haber hecho una petición al comité apropiado.

ELIGIBILIDAD Y CERTIFICACION DE INSCRIPCION PARA VETERANOS DEL EJERCITO

El Colegio del Valle Imperial es una institución reconocida de educación post-secundaria. Tiene la autorización para ofrecer a veteranos elegibles y sus dependientes programas de beneficios relacionados con su servicio militar que puede conducir a un título (A.A. o A.S.) o a transferencia a una universidad de cuatro años. El Asistente de veteranos, localizado en el centro de Asesoramiento, ofrece orientación y asistencia a veteranos y sus dependientes elegibles para establecer su elegibilidad para sus beneficios educativos.

Para obtener información más detallada sobre la policía y reglamentos de Beneficios Veteranos consulte con un asesor académico.

EDUCACION FISICA Y DEPORTES

Como el colegio cuenta fuertemente en la eficacia de la educación física para la salud de todas las edades, sexo, o condición física, esta clase está disponible y apropiada para el cumplimiento físico y el nivel de cada estudiante.

Excepciones pueden ser concedidas para:
1. Incapacidad física (se requiere una nota médica)
   Al tiempo de pedir una petición para graduación, el estudiante deberá de presentar una habilidad mínima en lo siguiente:
   1. Un término próspero de la clase de PE 25AD está aparte un clase efectiva de PE en la unidad de actividad (3 unidades requeridas).

Todo estudiante que está inscrito en una clase de educación física tendrá que vestir apropiadamente. El vestuario apropiado incluye: tenis, pantalón corto, patines de entrenamiento camiseta u otros artículos similares para actividad vigorosa.

CAMBIOS EN EL CATÁLOGO

Cualquier reglamento adoptado por la administración del Colegio del Valle Imperial tendrá la misma validez que cualquier reglamento impreso en el catálogo y deberá anteceder, con una notificación pública, la decisión que se halle tenida sobre el mismo, esto aparecerá en el catálogo o en boletines oficiales del colegio.

REQUISITOS DE GRADUACION

Associate Degrees

Llevaron los siguientes requisitos, los estudiantes del colegio recibieron el diploma de Associate in Arts o Associate in Science, dependiendo en su área de especialización. El estudiante es responsable de entregar la solicitud de graduación. La solicitud deberá entregarse en la Oficina de Inscripción a no más tardar la cuarta semana de cada semestre y la primera semana de la sesión de verano. La solicitud se entregará junto con $10.00 dólares los cuales no serán reembolsados una vez pagados.

Un título (Associate Degree) adicional puede obtenerse si el estudiante termina los cursos apropiados y obtiene las unidades necesarias para el título adicional. Los cursos tomados para un título pueden utilizarse en otras especializaciones según se soliciten. Si el estudiante interrumpe sus estudios este será responsable por los requisitos adicionales o clases para el título de acuerdo a como está diseñado en el catálogo más reciente del colegio.

Los requisitos de graduación son estipulados por el estado y el colegio. Estos requisitos de educación general son diseñados para desarrollar el potencial académico del estudiante, ampliar sus oportunidades, y contribuir a la realización intelectual del individuo.

Para obtener una lista de especializaciones y los requisitos necesarios para el título (A.A. o A.S.) consulte con un asesor académico.

CALIFICACION POR CURSOS TOMADOS POR CORRESPONDENCIA Y CURSOS DE EXTENSION

Un estudiante puede hacer una petición para poder utilizar para graduación un máximo de seis (6) unidades de cursos tomados por correspondencia o cursos de extensión. Estos cursos tienen que satisfacer los siguientes requisitos:

1. Estos cursos se deben haber tomado en un colegio o universidad.
2. Estos cursos tienen que ser designados como preparatorias por parte del colegio o universidad.

La responsabilidad del estudiante entregar los comprobantes necesarios de los requisitos antes mencionados.

REQUISITOS PARA TRANSFERIRSE

Estudiantes que tengan planeado ingresar a 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 especialización.

Estos requisitos varían según las instituciones de estudios superiores. Se recomienda consultar el catálogo de la universidad a la cual planea transferirse para poder planear sus clases de acuerdo a los requisitos de esa institución. Se puede obtener más información en el Centro de Asesoramiento.

Las clases transferibles a las Universidades Estatales de California y a las Universidades de California están designadas en el catálogo con CSU y UC después de la descripción del contenido de la clase. Se dice que una clase puede ser transferida a otro colegio para un máximo de cuatro cursos por semestre y que la mayoría de las clases reconocen los requisitos de sus objetivos educacionales.

Estudiantes que planean transferirse a una Universidad Estatal de California pueden solicitar que el colegio certifique que han terminado sus clases de educación general. Estudiantes deben de terminar 30 unidades de educación general seleccionando clases en cinco áreas: Inglés y pensamiento analítico; el universo físico y sus formas de vida; arte, literatura, filosofía, y lenguas extranjeras; instituciones sociales, políticas y económicas; compraventa y acondicionamiento. Al certificar el colegio que un estudiante ha terminado sus clases de educación general, al transferirse a una Universidad Estatal el estudiante no tiene que tomar más clases de educación general de nivel preparatorio.

Las clases específicas de Educación General del sistema de la Universidad Estatal de California (CSU) pueden ser obtenidas con un asesor académico.

Unidades Transferibles

Las Universidades Estatales y de la Universidad de California aceptan un máximo de 70 unidades de colegios comunitarios. Solo 70 unidades pueden ser usadas para satisfacer requisitos hacia el título de licenciatura. Varias colegios y universidades privadas también aceptan 70 unidades de clases de nivel preparatorio cursadas en colegios comunitarios. Ninguna de las universidades acepta que clases de nivel preparatorio sean utilizadas para satisfacer requisitos de clases de nivel avanzado.
INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

Estudiantes interesados en IGETC tendrán el derecho a consultar con un asesor académico para recibir más información.

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 empleos después de su graduación del colegio.

Al desarrollar el estudiante su programa de especialización, el estudiante deberá planear en satisfacer los requisitos para un título de Associate Degree (A.A. o A.S.). Se recomienda que el estudiante planee un programa extenso de estudio incluyendo cursos de educación general.

Es de suma importancia que el estudiante consulte a 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 aprobados 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 algunas áreas vocacionales para las cuales el colegio también ofrece titulación. Para que un estudiante pueda recibir un certificado, el estudiante debe 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 utilice 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.

CURSOS DE INSTRUCCION

En la siguiente lista de cursos, el número de unidades se indica entre paréntesis después del número del curso.

Para hacer posible que se ofrezca un mayor número de clases para los estudiantes del Valle Imperial, muchas de los cursos en áreas especializadas se ofrecen en forma alterna. El estudiante debe considerar esto cuando hace planes de estudio a largo plazo.

Los números de las clases seguidas por una secuencia AB indican que la clase se puede tomar más de una vez, y se cubrirá el mismo material, para así obtener destreza 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 seguidas por una notación de (CRU, UC) indican que la clase es transferible a ese sistema universitario o en algunos casos a dos sistemas.

El estudiante deberá comunicarse con su asesor para determinar cuales clases aplican a su carrera.

PREREQUISITOS, COREQUISITOS, CONSULTAS EN LA PREPARACION RECOMENDADA Y LIMITACIONES PARA INSCRIBIRSE

Para obtener información detallada sobre la política de prerrequisitos consulte con un asesor académico.

SESSION DE VERANO

El calendario de la sesión de verano y requisitos 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 (preparatorios) que se enseñan en colegios comunitarios en cada disciplina académica. El sistema CAN asegura que los cursos en cierto colegio sean aceptados en otro colegio que participa en el sistema CAN. Por ejemplo: CAN Econ 2 en un colegio será aceptado en otro colegio como CAN Econ 2.

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

COURSES OF INSTRUCTION

In the following list of courses, the credit value of each course in quarter units is indicated by a number in parentheses after the course number.

To make it possible for a greater number of courses to be offered to the students of Imperial Valley, many courses in specialized fields are offered on alternate years only. The student should take this into consideration when making long-range program plans.

Course numbers followed by an AB sequence indicate that the course may be taken more than once, covering the same materials, to gain proficiency in the subject matter. Course numbers which have an A and B sequence with different course descriptions indicate that new or advanced materials are to be covered.

Course descriptions followed by the notation (CRU, UC) indicate that the course is transferable to the California State University system, to the University of California system, or both. A student should contact his/her counselor to determine which courses are applicable to his/her educational objective.

PREREQUISITE, COREQUISITE, ADVISORIES ON RECOMMENDED PREPARATION AND LIMITATIONS ON ENROLLMENT

The Imperial Community College District has adopted a policy in order to provide for the establishing, reviewing and challenging of prerequisites, corequisites, advisories on recommended preparation, and certain limitations on enrollment in a manner consistent with law and good practice. The board recognizes that, if these prerequisites, corequisites, advisories, and limitations are established unnecessarily or inappropriately, they constitute unjustifiable obstacles to student access and success and, therefore, the board adopts this policy which calls for caution and careful scrutiny in establishing them. Nonetheless, the board also recognizes that it is as important to have prerequisites in place where they are a vital factor in maintaining academic standards as it is to avoid establishing prerequisites where they are not needed. For these reasons, the board has sought to establish a policy that fosters the appropriate balance between these two concerns. (See Board Resolution 10665 for the complete policy)

Definitions:

Prerequisite means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.

Corequisite means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course.

Advisory on Recommended Preparation means a condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

Limitations on Enrollment means a condition of enrollment which may include the following:

a. Auditions or tryouts for courses which include public performance or intercollegiate competition, such as a band, orchestra, theater, competitive speech, chorus, journalism, dance, and intercollegiate athletics.

b. Demonstrations of skill or knowledge for enrollment in an honors course or an honors section of a course.

The creation of blocks of 2 or more courses in which enrollment is limited in order to create a cohort of students.

Imperial Valley College does not establish prerequisites in communication or computational skills that apply to all courses across the curriculum. Basic skills prerequisites and corequisites are offered in sufficient numbers to accommodate students if the requirement is waived. Any prerequisite may be challenged by a student using the following process:

CHALLENGE PROCESS

Any student who does not meet the prerequisite or corequisite or who is not permitted to enroll in a class due to a limitation on enrollment, may file a student petition to challenge the requirement. The grounds for challenge as specified in Section 53210 (f) of Title 5 include the following:

1. The prerequisite or corequisite has not been established in accordance with the district policy.

2. The prerequisite or corequisite is in violation of Title 5.
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 Courserwork

POLICY: Students who have successfully completed a certified Basic Academy Program in Law Enforcement within the last three years, may petition for Imperial Valley College courserwork credit within the Administration of Justice curricular. Credit may be given upon documentation of Academy completion and Division Chair approval.

The following certified training academies meet the course requirements listed below:

- U.S. BORDER PATROL ACADEMY
  - AJ 28 3.0 Units Police Community Relations
- CALIFORNIA HIGHWAY PATROL ACADEMY
  - AJ 33 3.6 Units Traffic Control & Vehicle Code
  - AJ 41 3.6 Units Arrest & Firearms, Reserve Officer Module A
- CALIFORNIA P.O.S.T. BASIC ACADEMY
  - AJ 21 3.0 Units Intro to Administration of Justice
  - AJ 41 3.6 Units Arrest & Firearms, Reserve Officer Module A

CALIFORNIA DEPARTMENT OF CORRECTIONS

PROCEDURE: 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 see a counselor for assistance. At the time of submission of the petition the student must be enrolled.

AJ 21 (3)
INTRODUCTION TO THE ADMINISTRATION OF JUSTICE
3 Hrs. Lee.

The course will cover the philosophy of Administration of Justice in America and identify its various subsystems. It will examine the roles and role expectations of criminal justice agents and their interpersonal relationship in society. The concepts of crime causations, punishment and rehabilitation are introduced. This basic course provides a better understanding of the criminal justice system and enables the student to career opportunities. Ethics, education and training for professionalism in the system are discussed. (CSU UC credit limited. See a counselor.)

AJ 23 (3)
CONCEPTS OF CRIMINAL LAW
3 Hrs. Lee.

The course covers the historical development of law and constitutional provisions; definitions and the classification of crimes and their application to the system of administration of justice; legal research, study of case law, methodology, and concepts of law as a social force are presented, property, government and organized crime are discussed. (Same as CSI 23) (CSU UC)

AJ 25 (3)
LEGAL ASPECTS OF EVIDENCE
3 Hrs. Lee.

Recommended Preparation: AJ 21 & 23. Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degree of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. (CSU)

AJ 26 (3)
PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM
3 Hrs. Lee.

An in-depth study of the role and responsibilities of each segment within the administration of the justice system: law enforcement; judicial: corrections. A past, present and future exposure to each sub-system procedure, from initial entry to final disposition, and the relationship each segment maintains with its system member. (CSU)

AJ 28 (3)
POLICE COMMUNITY RELATIONS
3 Hrs. Lee.

Through interaction and study, the student will become aware of the responsibilities and role expectations among the various agencies and the public. Emphasis will be placed upon professional image and the development of positive relationships between members in the criminal justice system and the public. Concepts of human relations as they apply to administration of justice issues, future trends, and training will be discussed. (CSU, UC)

AJ 30 (3)
CRIMINOLOGY
3 Hrs. Lee.

This course explores the nature of crime, measurement and research of crime, the extent of crime, major theories of crime causation, criminal typologies, criminal justice system response to crime, and societal reaction to crime. (Same as SOC 30) (CSU)

AJ 32 (3)
POLICE FIELD OPERATIONS
3 Hrs. Lee.

Recommended Preparation: Eng 22/B/Eng 12B. The development, function and techniques of patrol; observation skills; development, traffic and preliminary investigative duties, handling complaints and requests for service, public and community relations and basic crime prevention. The mechanics of field interviews, search and arrests, controlling and police report essentials. Familiarization with basic police equipment and handling of community crime incidents. (CSU)

AJ 33 (3)
TRAFFIC CONTROL AND VEHICLE CODE
3 Hrs. Lee.

The study of traffic control and Vehicle Code problems. This course is designed to familiarize the student with the California Vehicle Code and interpret the various sections, thereby gaining and demonstrating the working knowledge of the Code. The student will demonstrate proper traffic control procedures as it relates to the Vehicle Code. (CSU)
AJ 34 (3) CRIMINAL INVESTIGATION
3 Hrs. LeC.
Fundamentals of investigation; techniques of crime scene recording and search; collection and preservation of physical evidence; modes of operation; sources of information; interview and interrogation; follow-up and case preparation. (CSU)

AJ 36 (3) TRAFFIC ACCIDENT INVESTIGATION AND REPORTING
3 Hrs. LeC.
Recommended Preparation: Engi 2B/Engi 12B. This course is designed to provide the student with the basic knowledge required to investigate, interview, and complete a traffic accident report. (CSU)

AJ 37 (3) JUVENILE CONTROL
3 Hrs. LeC.
Techniques of handling juvenile offenders and victims, prevention and repression of delinquency, diagnosis and referral, organization of community resources, juvenile law and juvenile procedure. (CSU)

AJ 38 (3) WILDLIFE LAW ENFORCEMENT
3 Hrs. LeC.
This course is designed to provide the students with the basic knowledge necessary to understand the importance of wildlife law enforcement as an essential tool of wildlife management in perpetuating, protecting, and managing of fish, wildlife, and other natural resources. (CSU)

AJ 39 (3) REPORT WRITING FOR ADMINISTRATION OF JUSTICE
3 Hrs. LeC.
Recommended Preparation: Engi 2B/Engi 12B. This course is designed to provide the student with a basic knowledge of how to conduct a successful preliminary investigation of a crime and how to record and report that information. Emphasis on practical aspects of report preparation and writing required by law enforcement officers in the course of their duties. Techniques of communicating facts, information, and ideas effectively in a simple, clear, and logical written form for use in the criminal justice system. (Same as CSI 22) (CSU)

AJ 40 (5-3) ADVANCED OFFICERS COURSE
1 Hr. LeC.
Corequisite: Current employment as a law enforcement officer. This course is designed to permit law enforcement personnel to be trained and study relevant topics within the field of Administration of Justice. (May be repeated for additional credit with new content.) (CSU)

RESERVE OFFICER PROGRAM
Imperial Valley College offers an extended format Peace Officer Reserve program. Students entering the program have three options on the career ladder.

Module A Upon successful completion the student is eligible to be hired for limited employment. The officer cannot provide general law enforcement services. The officer may be uniformed and armed but cannot be placed in jeopardy of harm or exposed to an environment where personal injury is likely. The officer may work alone if the specific task can be performed without injury.

Module B Upon successful completion the student is eligible to be hired as a fully powered peace officer while on duty. He or she must be in the immediate area of a regular police officer who possesses a P.O.S.T. Basic Certificate (or higher). The officer may work alone during "special assignments" as long as the activity is not general law enforcement in nature.

Module C Students who successfully complete the program will be granted a certificate from the Administration of Justice Department. The Imperial Valley College Reserve Officer Program is approved by the Administration of Justice Advisory Committee and fully accredited by the California Peace Officers Standards and Training Commission.

Admission to the Program
Students entering the program must be at least 18 years old, have applied for U.S. citizenship by completion of the class, have no felony convictions and be in good physical condition.

An application, oral interview and physical fitness test are part of the Module B/C curricula.

Successful completion of Engi 2B and Engi 12B is strongly recommended.

The Program is sequential and Module A is the required and beginning course. A grade of C or better is required to successfully complete the course.

Progression Policies
After successful completion of Reserve Officer Module A, the student may take Reserve Officer Module B. After successful completion of Reserve Officer Module B, the student may take Reserve Officer Module C. The student has the option to take the intensive one semester course, combining Module C and Module B. Sequence waivers must be approved by the P.O.S.T. Program Director prior to enrolling in the course.

The student must complete each Module with a grade of C or better to receive credit and/or continue to the next Module. Reserve Officer Program Courses may be repeated once only. If the student is unsuccessful the second time, he/she must contact the P.O.S.T. Program Director who will evaluate the student's academic situation and vocational goals with the student, and develop a plan of remediation.

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

AJ 41 (3.5) ARREST AND FIREARMS, RESERVE OFFICER MODULE A
3.6 Hrs. LeC.
Recommended Preparation: Engi 2B. Prerequisite: No felony convictions, ability to successfully participate in physical requirements of class, and U.S. citizen or have filed for U.S. citizenship. Designed to satisfy Reserve Officer Module A, training standards set forth by the Commission on Peace Officers 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; mandatory for all peace officers who do not possess a basic certificate awarded by P.O.S.T. Supply fee may be charged. (CSU)

AJ 41 (2.3) ARREST
2.2 Hrs. LeC.
Recommended Preparation: Engi 2B. Prerequisite: No felony convictions and have completed P.O.S.T. prerequisites. Designed to satisfy training standards set forth by the Commission on Peace Officers Standards and Training (P.O.S.T.) includes professional orientation, discretionary decision making, law, laws of arrest, laws of evidence, search and seizure, preliminary investigation overview, communication, community relations and arrest and control techniques. (CSU)

AJ 42 (3) RESERVE OFFICER MODULE B
5.1 Hrs. LeC.
Recommended Preparation: Engi 2B. Prerequisite: AI 41, no felony convictions, valid California driver's license, and P.O.S.T. examinations. Designed to satisfy Reserve Officer Module B training standards as set forth by the Commission on Peace Officers Standards and Training (P.O.S.T.). Includes professionalism, law, communication, vehicle operations, force and weaponry, patrol procedures, traffic, custody, physical fitness and defensive tactics. (Nontransferable, AA/DAS degree only)

AJ 44 (4) RESERVE OFFICER MODULE C
4 Hrs. LeC.
Recommended Preparation: Engi 2B. Prerequisite: AI 41, AI 43, no felony convictions, valid California driver's license, and P.O.S.T. examinations. Designed to satisfy Reserve Officer Module C training standards as set forth by the Commission on Peace Officers Standards and Training (P.O.S.T.). Includes professional orientation, police-community relations, laws, laws of evidence, patrol procedures, traffic and criminal investigation. A basic overview course in condensed version designed to prepare a student to be accepted by a law enforcement agency as a Reserve Officer. (Nontransferable, AA/DAS degree only)

AJ 45 (3) PEACE OFFICER RESERVE MODULE B/C
9 Hrs. LeC.
Recommended Preparation: Engi 2AE/Engi 12A, PE 16AD or PE 25AD and be in good physical condition. Prerequisite: AI 41, no felony convictions, and a valid California driver's license. An intensive course designed to prepare the student for placement as a Reserve within a law enforcement agency. The course combines Module B and Module C (AI 43/44) and complies with P.O.S.T. requirements. (Nontransferable, AA/DAS degree only)

AGRICULTURAL ENGINEERING TECHNOLOGY
AGET 28 (4) POWER TRANSMISSION AND MAINTENANCE
3 Hrs. LeC. 3 Hrs. Lab.
Selection, operation, adjustment and the maintenance of wheel and track type equipment commonly used in agriculture and industry. (Same as ATE 25) (CSU)

AGET 33A (4) FARM POWER
3 Hrs. LeC. 6 Hrs. Lab.
For the student with little or no automotive background. Design, construction and mechanical function of automobile engines including lubricating, cooling, fuel and electrical systems; clutches; and an understanding of the basic sciences relevant to such topics as internal combustion and energy conversion. (Same as Auto T 51) (CSU)

AGET 33B (4) FARM POWER
3 Hrs. LeC. 6 Hrs. Lab.
Recommended Preparation: Aget 33A or 2 years of high school auto mechanics. Review and advanced study of the internal combustion engine and service procedures in the use of automotive machine shop tools and machines for rebuilding the engine. (Same as Auto T 53) (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, hydraulic drives, differentials, and drive trains used in both wheel and track type equipment. (CSU)

AGET 35 (3) FLUID POWER
2 Hrs. LeC. 2 Hrs. Lab. (Same as Auto T 57) (CSU)

AGET 37 (3) SMALL GASOLINE ENGINES
2 Hrs. LeC. 2 Hrs. Lab. (Same as Auto T 39) (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 Anti 7Wdly 75) (Nontransferable, AA/DAS degree only)
AGRICULTURE

Many of the courses in the field of agriculture are offered on alternate years only. Students should keep this in mind as they plan their long-range programs of study with the assistance of their counselors.

AG 5 (3)
MAN AND HIS ENVIRONMENT
3 Hrs. Lec.
(Same as Env 5) (CSU, UC)

AG 14 (3)
ENTOMOLOGY
2 Hrs. Lec. 2 Hrs. Lab.
A basic study of insects with emphasis on classification, anatomy and physiology, and ecology. An insect collection is required. (CSU, UC)

AG 15 (1)
Pesticide Safety
1 Hr. Rec.
Pesticide safety training for employees who handle and use chemical pesticides. (Non-transferable, AA/AS degree only)

AG 20 (3)
ANIMAL SCIENCE
3 Hrs. Lec.
The distribution of and factors influencing domestic animals in the United States. The origin, characteristics, and adaptation of the important breeds and the influence of environment upon their development. Selection, feeding and management of sheep, swine and cattle on California farms. (CSU, UC)

AG 21 (3)
FEEDS AND FEEDING
3 Hrs. Lec.
Recommended Preparation: Ag 20. The basic principles of animal nutrition as they are applied to livestock feeding; the composition and use of food stuffs in their relation to feeding of farm animals; ration balancing. Identification and classification of feeds, methods of preparing feeds; relative value for each class of livestock. Digestion and utilization of feeds; feeding standards; economy in feeding; vitamins and minerals and feed sources. (CSU, UC)

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

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

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

AG 26 (3)
AGRICULTURAL BUSINESS ORGANIZATION AND MANAGEMENT
3 Hrs. Lec.
Recommended Preparation: Ag 25. Study of farm technological advance, marketing, consumer demand and other related factors as determinants of growth, types and forms of agricultural business organization. Focus on farm-related businesses considered from standpoint of professional functions, services and problems including, investments, mortgage and working capital requirements, credit and collections, business with banks, failures and reorganization. Emphasis on California farm-related industries. (CSU)

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

AG 28 (3)
COMPUTER APPLICATIONS IN AGRICULTURE
2 Hrs. Lec. 2 Hrs. Lab.
Introduction to terminology, progress, and commands used in computer application programs as applied to agriculture business and production. (CSU)

AG 29 (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 30 (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, problems 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 31 (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 32 (3)
POWER ELECTRICITY
2 Hrs. Lec. 2 Hrs. Lab.
Fundamentals of electrical wiring; circuit layout and problems, motor and branch circuit protection, safe use of electricity, motor maintenance, wiring buildings and houses. (CSU)

AG 40 (3)
SOILS
3 Hrs. Lec.
Recommended Preparation: Math X and Chem 2A. Physical, chemical and biological properties of soils as related to agriculture. Principles of soil-plant interrelations; 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, UC)

AG 42 (3)
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 (3)
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 44 A (2)
VEGETABLE GARDENING - COOL WEATHER
6 Hrs. Lab.
Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and processing, marketing, disease and pest control of California vegetable crops. (CSU)

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

AG 45 (3)
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 (3)
ORNAMENTAL PLANT IDENTIFICATION AND MATERIALS
3 Hrs. Lec.
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
2 Hrs. Lec. 3 Hrs. Lab.
A general course in ornamental horticulture with emphasis on nursery operation. Includes nursery structures and layout, seeding, transplanting, potting, baling, canning, fertilizing, pest control, plant diseases, and abnormalities. Propagating and planting mediums, their preparation and use. The use and maintenance of common tools and equipment. (CSU)

AG 48 (3)
TREE, SHRUBS AND VINES
3 Hrs. Lec.
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 wastelands. Poisonous weeds, their effects and prevention. (CSU)

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

AG 51 B (1)
APPLIED CROP MANAGEMENT
1 Hr. Lec.
The study of field management practices during spring months. (CSU)

AG 51 C (1)
APPLIED CROP MANAGEMENT
1 Hr. Lec.
The study and evaluation of cropping methods and crop rotation practices. (CSU)
AG 51D (1) APPLIED CROP MANAGEMENT 1 Hr. Lee.
The study and evaluation of cropping methods for the Imperial Valley. (CSU)

AG 65 (3) INTEGRATED PEST MANAGEMENT 3 Hrs. Lee.
Identification of pests (arthropods, rodents, and plant diseases) and beneficial (arthropods and diseases) in the crop system. Methods of reducing damage to acceptable levels with biological, chemical and cultural controls. Laws and safety requirements for using spray equipment and pesticides in California. (CSU)

ALCOHOL AND DRUG STUDIES

ADS 9 (3) INTRODUCTION TO COUNSELING 3 Hrs. Lee.
(Same as Hlth/Psy 9) (CSU)

ADS 10 (3) SOCIOLOGY OF MINORITY GROUPS 3 Hrs. Lee.
(Same as Soc 10) (CSU, UC)

PRACTICUM
1 Hr. Lee. 6 Hrs. Lab. Field experience per week
(Same as Hlth/Psy 11A) (CSU)

ADS 11B (3) PRACTICUM
1 Hr. Lee. 6 Hrs. Lab. Field experience per week
(Same as Hlth/Psy 11B) (CSU)

ADS 15 (3) SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE 3 Hrs. Lee.
(Same as Psych/Soc 15) (CSU)

ADS 50 (3) HUMAN SERVICES IN A CHANGING SOCIETY 3 Hrs. Lee.
History, philosophy and the development of thought in social work. A content area designed to identify and analyze the primary helping services in urban and rural America. Observation and reporting techniques will be emphasized. This course will identify new programs and careers in the emerging Human Services field. (Same as Soc 50) (CSU)

ADS 51 (3) ALCOHOLISM: INTERVENTION, TREATMENT AND RECOVERY 3 Hrs. Lee.
This course will serve as an introduction to assessment and treatment approaches to alcoholism and drug abuse. Alcoholism will be studied in its social and clinical context. Attention will be given to the basic theoretical approaches to the disease. This course will examine the various components of intervention, treatment and recovery. (CSU)

ADS 52 (3) PHYSIOLOGICAL EFFECTS OF ALCOHOL AND DRUGS 3 Hrs. Lee.
The course is designed to provide the student with information on the processing systems of the body and how they react to alcohol and drugs. This course will seek to explain where and how drugs act and why. The course will bring about an understanding of how drug 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)

ADS 53 (3) GROUP LEADERSHIP AND GROUP PROCESS 3 Hrs. Lee.
Prerequisite: ADS/Psych/H 10. This course introduces the student to group theory and process, and how groups affect the whole social scene. It will examine membership and in 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 problems of 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)

ADS 54 (3) 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 experimental in format and students will participate in exercises frequently to incorporate new skills and theory. (CSU)

ADS 55 (3) CRISIS INTERVENTION AND REFERRAL TECHNIQUES 3 Hrs. Lee.
Prerequisite: ADS/Psych/H 10. Techniques used to help clients experiencing crisis, identify options, and utilize resources are practiced and refined. Special attention will be given to the process of intervention, admitting, recording of information and selecting suitable methods to utilize. (Same as Psych 55) (CSU)

ADS 56 (3) 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 it relates to staff selection, supervision and program evaluation. (CSU)

INTRODUCTION TO ARCHAEOLOGICAL SITE SURVEYING

ANTH 3A (3) INTRODUCTION TO ARCHAEOLOGICAL EXCAVATIONS 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)

ANTH 3D (3) ADVANCED ARCHAEOLOGICAL SURVEY 2 Hrs. Lee. 5 Hrs. Lab.
Recommended Preparation: Anth 3A. Design a field excavation project; select proper equipment; organize a field crew. Conduct record and literature searches; microfiling the project area; pit or trench technique; conduct the dig; screening, selecting, and bagging artifacts and natural samples. Laboratory analysis and curation; photography; dating; report writing are included. (CSU)

ANTH 4 (3) CALIFORNIA INDIANS 3 Hrs. Lee.
The geography of California; tribal and linguistic regions; Native economy and diverse economic areas; Sacramento and San Joaquin Valleys; the Delta; transverse ranges; foothill country; Coast Range, Peninsular Ranges, and Sierra Nevada; the deserts. Influence of environment on cultural development; influences of Western civilization on Native life. (CSU, UC)

ANTH 6 (3) INDIANS OF NORTH AMERICA 3 Hrs. Lee.
Early migration across Beringia to the New World; demography and ecology of the American cultures in Alaska, Canada and the United States. Effect of European contact; revolutionary movements today. (CSU, UC)
O'Keeffe, discussed are: Elizabetta other. (CSU, UC) LeBrun, MIl)' Cassatt. the deve10pnent
World thr<JuF the Twenlieth CenIury .

Recommended Preparation: Art 16A. Advanced study of prehistoric pottery composition and forms; various firing techniques using pit construction; decorative motifs used by the Yuman and Shoshone cultures. (CSU, UC)

ART

ART 3A (3) (CAN ART 3)

ART 3B (3)

ART 4 (3)

ART 5 (3)

WOMEN ARTISTS

3 Hrs. Lee. 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 Sirani, Judith Leyster, Elisabeth Vigée Lebrun, Mary Cassatt, Karle Kolwitz, Frieda Kahlo, Georgia O'Keeffe. Helen Frankenthaler. The course will also address the special issues and problems concerning the study of women artists, past and present. (CSU, UC)

ART 16A (3)

WATERCOLOR PAINTING
2 Hrs. Lee. 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 credit limited. See a counselor.)

ART 16B (3)

WATERCOLOR PAINTING
2 Hrs. Lee. 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 acquired to include other water-based media. (CSU) (UC credit limited. See a counselor.)

ART 18A (3) (CAN ART 8)

DRAWING
2 Hrs. Lee. 4 Hrs. Lab.

A basic course in drawing involving analysis of line, form, tone, texture and color as essential media of expression. (CSU) (UC credit limited. See a counselor.)

ART 18B (3)

DRAWING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 18A with a focus on developing drawing as a terminal medium. (CSU, UC)

ART 18C (3)

DRAWING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 18C with special emphasis on the potter's wheel. (CSU) (UC credit limited. See a counselor.)

ART 19A (3) (CAN ART 10)

PAINTING
2 Hrs. Lee. 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 21A (3)

PAINTING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 21A. (CSU, UC)

ART 21B (3)

PAINTING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 21B. Advanced studio problems in painting. (CSU, UC)

ART 21C (3)

PAINTING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 21C (CSU, UC)

ART 22A (3)

PAINTING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 22A. Advanced studio problems in painting. (CSU, UC)

ART 22B (3)

PAINTING
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 22B with a focus on developing a personal figure style in drawing. (CSU, UC)

ART 23A (3)

CERAMICS
2 Hrs. Lee. 4 Hrs. Lab.

An introduction to ceramics; basic methods of forming, decorating, glazing and firing. (CSU) (UC credit limited. See a counselor.)

ART 23B (3)

CERAMICS
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 23A with emphasis on glaze formulation and decorating techniques. (CSU) (UC credit limited. See a counselor.)

ART 23C (3)

CERAMICS
2 Hrs. Lee. 4 Hrs. Lab.

A continuation of Art 23B with special emphasis on glaze techniques and decorating techniques. (CSU) (UC credit limited. See a counselor.)

ART 25A (3)

LIFE DRAWING
1 Hr. Lee. 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 26B (3)

LIFE DRAWING
1 Hr. Lee. 5 Hrs. Lab.

A continuation of Art 25A. Art 26B includes exploration of painting techniques using varied media. (CSU, UC)

ART 25C (3)

LIFE DRAWING
1 Hr. Lee. 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. Lee. 5 Hrs. Lab.

A continuation of Art 25C with a focus on developing a personal figure style in drawing. (CSU, UC)

ART 28 (3)

TECHNICAL CERAMICS
2 Hrs. Lee. 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 credit limited. See a counselor.)

ART 30A (3)

BEGINNING SCULPTURE
2 Hrs. Lee. 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, wood, plastic and metal. (CSU, UC)

ART 30B (3)

INTERMEDIATE SCULPTURE
2 Hrs. Lee. 4 Hrs. Lab.

Expansion of Art 30A with emphasis on discovering the medium that best relates to the students' individual expression. (CSU, UC)

ART 33A (3)

GALLERY DISPLAY
1 Hr. Lee. 4 Hrs. Lab.

Theories, techniques and practices of art gallery exhibition including experience in care and preservation of art and seeing an exhibition from beginning to end; methods of locating shows, booking shows, communicating with artists, unpacking and returning exhibitions. (CSU)

ART 40 (2)

EXPLORATION OF PAINTING TECHNIQUES
1 Hr. Lee. 2 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's work will take place on an individual basis. (CSU) (UC credit limited. See a counselor.)

ART 41 (3)

ART FUNDAMENTALS FOR EDUCATORS
4 Hrs. Lee. 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)

ART 50A (3)

ADVERTISING/GRAphic DESIGN
3 Hrs. Lee. 3 Hrs. Lab.

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 509 (3)  
ADVERTISING/GRAPHIC DESIGN  
2 Hrs. Lec. 4 Hrs. Lab.  
Continuing studies in the theories, techniques and practices of visual communications. Emphasis on advanced techniques and preparations of art for television commercials, books, package design, annual reports and corporate identity programs. (CSU)

ART 51 (1)  
DESKTOP PUBLISHING: ABDUS PAGEMAKER  
1 Hr. Lec.  
(Same as CR 45A) (CSU)

ASTRONOMY  
ASTR 21 (3)  
PRINCIPLES OF ASTRONOMY  
3 Hrs. Lec.  
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)

AUTOMOTIVE BODY AND PAINT  
AUTO 76 (5)  
AUTO BODY REPAIRING AND PAINTING  
3 Hrs. Lec. 6 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. Lec. 6 Hrs. Lab.  
Recommended Preparation: 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. Lec. 6 Hrs. Lab.  
Recommended Preparation: Weld 30. Prerequisite: Auto 71. Covers major collision repair including extensive frame and undercarriage damage, using modern equipment with step-by-step procedures. (CSU)

AUTO 73 (3)  
AUTO-CUSTOY CUSTOM REFINISHING AND SHOP MANAGEMENT  
1 Hr. Lec. 4 Hrs. Lab.  
Prerequisite: Auto 71 or Auto 72. Auto Body techniques and applied shop practices for advanced students who wish to include technical skills prior to obtaining employment in the industry. (CSU)

AUTOMOTIVE TECHNOLOGY  
Some courses in the field of Automotive Technology are offered on alternate years only. Students should keep this in mind as they plan their long-range programs of study with the assistance of their counselors. Enrollment in automotive technology courses requiring a prerequisite is not allowed unless the prerequisite automotive technology course is passed with a "C" grade or better.

AUTO 51 (4)  
ENGINE TECHNOLOGY  
2 Hrs. Lec. 6 Hrs. Lab.  
For the student with little or no internal combustion engine background. Design, construction and mechanical function of internal combustion engines including lubrication, cooling, fuel and electrical systems; and an understanding of the basic sciences relevant to such topics as internal combustion and energy conversion. (Same as ASTR 33A) (CSU)

AUTO 52 (3)  
MANUAL TRANSMISSIONS AND POWER TRAINS  
2 Hrs. Lec. 6 Hrs. Lab.  
Design, construction and mechanical function of clutches, manual transmissions, overdrives and power transmitting mechanisms. (CSU)

AUTO T 53 (4)  
BRAKES AND SUSPENSION  
2 Hrs. Lec. 6 Hrs. Lab.  
Study of manual and power braking systems, wheel alignment, spring suspension, tires, tire testing, wheel balancing, and wheel bearings. Diagnosis and services procedures on repair jobs. (CSU)

AUTO T 54 (3)  
CARBURETORS, FUEL INJECTION AND EXHAUST SYSTEMS  
2 Hrs. Lec. 3 Hrs. Lab.  
Advanced study of automotive fuel systems (carburetors, fuel pumps, intake manifolds, exhaust system and emission controls). Basic diagnosis and service procedures on systems. (CSU)

AUTO T 55 (4)  
AUTOMOTIVE MACHINE SHOP  
2 Hrs. Lec. 6 Hrs. Lab.  
Prerequisite: Auto 71 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 shop tools and machines for rebuilding the engine. (Same as ASTR 31B) (CSU)

AUTO T 56 (4)  
AUTOMOTIVE DIAGNOSTICS  
2 Hrs. Lec. 3 Hrs. Lab.  
Prerequisite: Auto T 54. Corequisite: Auto T 60. Trouble shooting the various components of the automobile using various test instruments. To include the study and servicing of various automotive smog devices. (CSU)

AUTO T 57 (3)  
FLUID POWER  
2 Hrs. Lec. 2 Hrs. Lab.  
A study of the principles and laws governing fluids. The design and function of hydraulic and pneumatic components, seals, fluid types, circuits and symbols. Latest developments in the control and transfer of energy and its relationship to automotive technology. (Same as ASTR 35) (CSU)

AUTO T 58 (3)  
AUTOMOTIVE AIR-CONDITIONING  
2 Hrs. Lec. 3 Hrs. Lab.  
The course is designed to impart knowledge and information needed by the student to enter and make progress in employment on a productive basis in the automotive air-conditioning service industry. (CSU)

AUTO T 59 (3)  
SMALL GASOLINE ENGINES  
2 Hrs. Lec. 2 Hrs. Lab.  
The history, design, construction and mechanical function of the gasoline engine, including tune-up and major repair of the electrical and mechanical systems. (Same as ASTR 37) (CSU)

AUTO T 60 (2)  
ELECTRICAL, STARTING, CHARGING, IGNITION AND RELATED ELECTRICAL SYSTEMS  
1 Hr. Lec. 3 Hrs. Lab.  
Advanced study of automotive electrical systems. Basic diagnosis and service procedures on the various systems. (CSU)

AUTO T 61A (4)  
AUTOMATIC TRANSMISSIONS  
2 Hrs. Lec. 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. Lec. 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 (3)  
AUTOMOTIVE ELECTRONICS  
2 Hrs. Lec. 3 Hrs. Lab.  
Prerequisite: Auto T 60 and Auto T 64 are recommended. This course is designed for technicians or students, certified or not, who want to serve the automotive electronic circuitry. The course provides a solid core of electronics based on microprocessor technology. Students will diagnose the various systems that include engine computer, transmission computer control, suspension, anti-lock brake systems, and various automotive instrumentation. (Nontransferable, AA/AS degree only)

AUTO T 63 (2)  
AUTOMOTIVE ELECTRONICS FUEL INJECTION  
2 Hrs. Lec. 3 Hrs. Lab.  
Prerequisite: Auto T 54 is recommended. This course covers the fundamentals of current electronic fuel injection systems, including electric body-injections, port fuel injection and central port fuel injection systems. The course also covers system and component operation and diagnosis of the fuel management system. In addition, course, includes student evaluation by hands-on practice of service procedures, component location, and testing on board diagnostic computer systems. (Nontransferable, nondegree applicable)

AUTO T 64 (1.5)  
COMPUTER COMMAND CONTROL FUNCTIONS  
1 Hr. Lec. 1.5 Hrs. Lab.  
Prerequisite: Auto T 54 and Auto T 60 or previous working experience. This course provides advanced instruction in diagnosis and shop practices in computer command control fundamentals. It includes operation and servicing of fuel management sensors and computers and review of basic electronic/gasoline systems. Emphasis shall be on eliminating incorrect diagnosis through practice using the scanner diagnostic tools and procedures. (Nontransferable, AA/AS degree only)

AUTO T 65 (3)  
BASIC MACHINE SHOP TECHNOLOGY  
2 Hrs. Lec. 3 Hrs. Lab.  
A general course designed for students desiring to work in the various areas of automotive technology involving machine shop operations. Skill is developed in the operation of lathes, milling machines, drill presses, grinders, shapers, band and bench tools, and heat treating. The proper use of materials, safety and care of equipment is emphasized. (CSU)

AUTO T 66 (3)  
ADVANCED MACHINE SHOP TECHNOLOGY  
2 Hrs. Lec. 3 Hrs. Lab.  
Recommended Preparation: Auto T 65. A course designed to develop advanced skills in the operation of lathes, milling machines, drill presses, grinders, shapers and sewing machines. The proper use of materials, safety and care of equipment is included. (CSU)

AUTO T 75 (2)  
BASIC SHOP SKILLS  
3 Hrs. Lab.  
This is a comprehensive course in tool usage, nomenclature and terminology of tools and equipment for the beginning student in the technologies. 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 AGT/Weld 75) (Nontransferable, AA/AS degree only)
### AUTO T 80 (3)
#### TUNE-UP SERVICING THE DIESEL ENGINE
2 Hrs. Rec. 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 engine disassembling, diagnosis calibrating, and testing different types of pumps and injectors. Models from GMC light trucks, Ford trucks, Chrysler trucks, and Mack automotive and light trucks will be examined. Proper shop procedures will be followed on servicing, testing the fuel system, checking and analyzing cylinder compression, checking exhaust smoke and testing diesel engine electrical circuits. (CSU)

### AUTO T 90C (3-3-3)
#### ADVANCED AUTO TECH SHOP PRACTICE
1 Hr. Rec. 4 Hrs. Lab.
Prerequisite: Successful completion of at least 14 units in automotive technology. Auto Tech applied shop practices is for advanced students who wish to refine technical skills prior to obtaining employment in the industry. (CSU)

### BIOLOGY

### BIOL 3 (4)
#### PRINCIPLES OF BIOLOGICAL SCIENCE
3 Hrs. Rec. 3 Hrs. Lab.
Not open to students with credit in Zoology or Botany. A consideration of basic biological phenomena. Designed for those students who intend to take only one semester of general biological science. (CSU) (UC credit limited. See a counselor.)

### BIOL 21 (5)
#### GENERAL MICROBIOLOGY
3 Hrs. Rec. 4 Hrs. Lab.
Prerequisites: One year each of high school chemistry and biology or one semester each at the college level. Provides students with fundamental concepts of the structures and physiology of nondisease 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)

### BIOL 22 (4)
#### MICROBIOLOGY FOR ADVANCED PLACEMENT OF NURSING STUDENTS
2 Hrs. Rec. 6 Hrs. Lab.
Prerequisite: One year of high school chemistry and biology or one semester each at the college level. For students currently accepted for advanced placement by the IVC Nursing Department. Provides the student with fundamental concepts of the structures and physiology of nondisease and disease producing microorganisms with lesser emphasis on nondisease producers than BIOL 21. Basic techniques for culturing, staining, and identifying bacteria. (Nontransferable, nondegree applicable)

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### BUSINESS

### BUS 1A (4)
#### PRINCIPLES OF FINANCIAL ACCOUNTING
4 Hrs. Rec. 1 Hr. Lab.
Recommended preparation: Math X or equivalent. Theory and practice of accounting applicable to recording and reporting of business transactions for proprietorships, partnerships, and corporations as they relate to internal use. Includes the study of asset, liability and equity accounts; revenue and expense recognition; inventory accounting; stockholder equity; earnings, and dividends; long-term bonds and investments; and statements of cash flows. (CSU, UC)

### BUS 1B (4)
#### PRINCIPLES OF MANAGERIAL ACCOUNTING
4 Hrs. Rec. 1 Hr. Lab.
Prerequisite: BUS 1A. Selection and analysis of accounting information for internal use by managers. Using financial information for planning and control purposes. (CSU, UC)

### BUS 2 (3)
#### INTRODUCTION TO BUSINESS
3 Hrs. Lab.
A basic beginning college course that introduces U.S. business and industry. Includes the nature and importance of business, forms of business ownership, organization, management, finance, marketing, government and legal regulations, pricing and taxes. Class activities include participation in team-building concepts. (CSU)

### BUS 3 (3)
#### BUSINESS MANAGEMENT
3 Hrs. Rec.
Recommended Preparation: Bus 2. A study of management theories and processes as they apply in 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. Rec.
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. Rec.
An introduction to the legal environment of business. The following topics are covered: sources of the law, judicial system, administrative law and governmental regulation, crimes and torts, protection of intellectual property, contracts, commercial paper, agency, labor law, legal forms of business organization, securities and the consumer and environmental law, warranties and product liability, bankruptcy, real property law and international law. Collaborative learning and the team approach are used in legal research, reading and understanding court opinions and writing briefs of cases. (CSU, UC)

### BUS 6 (3)
#### MANAGEMENT CONCEPTS OF SUPERVISION
3 Hrs. Rec.
A study of supervision management concepts that include definitions 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, communication, 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. Rec.
Study of Human Relations as they apply to management. Topics covered include model of organizational behavior, social systems and organizational culture, communications management, motivations, 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, equal employment opportunity, stress and counseling. Collaborative learning, team-building approaches are employed to enhance interpersonal skills. (Same as HI Rel 7) (CSU)

### BUS 8 (2)
#### HUMAN RESOURCES MANAGEMENT
2 Hrs. Rec.
Course describes 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. Rec.
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 functions on the accrual basis. (Formerly Bus 10A) (Nontransferable, AA/AS degree only)

### BUS 12 (3)
#### APPLIED BUSINESS LAW
3 Hrs. Rec.
A one-semester course covering courts and court procedures, contracts, sales contracts, businesses, 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 SALESMAHSHIP
3 Hrs. Rec.
A good approach to the study of salesmanship. Topics covered include an overview of personal selling and classification of sales 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 15 (4)
#### INTRODUCTORY CALCULUS WITH APPLICATIONS
4 Hrs. Rec.
(Same as Math 15) (CSU) (UC credit limited. See a counselor.)

### BUS 16 (3)
#### SMALL BUSINESS MANAGEMENT
3 Hrs. Rec.
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; explains the personal and professional planning for going into small business; explains 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 (3)
#### PERSONAL DEVELOPMENT FOR EMPLOYMENT
3 Hrs. Rec.
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. Rec. 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)
#### MATHEMATICAL CALCULATION
2 Hrs. Rec. 2 Hrs. Lab.
Recommended Preparation: Math X1. Develop skills required for rapid and accurate operation of calculating machines. (CSU)

### BUS 24 (3)
#### RECORDS MANAGEMENT
3 Hrs. Rec.
Lecture and supervised individual and group procedural activity designed to acquaint students with progressive filing and records management rules, procedures and techniques. Alphabetical, numeric, geographic and subject filing are studied. (CSU)
BUS 25AB (3-3)
KEYBOARDING: SPEED AND ACCURACY
2 Hrs. Lee. 3 Hrs. Lab.
Recommended Preparation: Ability to keyboard 20 net words per minute. An individual diagnostic, prescriptive method of developing accuracy and speed. Emphasis is placed on development of keyboarding speed and accuracy ratings between 20-90 net words per minute. (CSU)

BUS 26 (3) (CAN STAT 2)
INTRODUCTORY STATISTICS WITH APPLICATIONS
3 Hrs. Lee.
(Same as Math 12/Psych 11) (CSU, UC) of

BUS 28A (3)
CERTIFIED PROFESSIONAL SECRETARY I
3 Hrs. Lee.
This course provides the opportunity to learn about and experience, in mock form, the first three sections of the Certified Professional Secretary examination. Discussion of eligibility requirements, efficient note-taking principles, the application process, and study aids will be part of the course. (Nontransferable, nondegree applicable)

BUS 28B (3)
CERTIFIED PROFESSIONAL SECRETARY II
3 Hrs. Lee.
This course provides the opportunity to learn about and experience, in mock form, the second three sections of the Certified Professional Secretary examination. An overview of the Certified Professional Secretary exam will include fees, eligibility requirements, test dates and sites, preparation for the exam and organization for study. (Nontransferable, nondegree applicable)

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

BUS 29B (3)
WORD PROCESSING 2
2 Hrs. Lee. 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
2 Hrs. Lee. 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 31AC (3-3-3)
SHORTHAND THEORY-SPEEDBUILDING
2 Hrs. Lee. 3 Hrs. Lab.
Recommended Preparation: Word processing skills. A basic course in Gregg Shorthand. Theory and dictation practice. Designed for the needs of professional secretaries. (CSU)

BUS 39 (3)
OFFICE PROCEDURES
3 Hrs. Lee.
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 48 (3)
GRAMMAR AND USAGE
3 Hrs. Lee.
Recommended Preparation: Eng 2A and concurrent enrollment in BUS 44. A review of the parts of speech, the structure of the sentence, and punctuation. Exercises to improve English usage will begin with the writing of various sentence types and progress to the writing of single descriptive and expository paragraphs. Satisfies part of the graduation requirement in the area of office technology. (Same as HT 2) (Nontransferable, AA/AS degree only)

BUS 49 (3)
ESSENTIALS IN BUSINESS CORRESPONDENCE
3 Hrs. Lee.
Recommended Preparation: 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 50 (3)
BUSINESS COMMUNICATIONS
3 Hrs. Lee.
Recommended Preparation: BUS 49 and word processing skills. This course will teach the principles of effective communication, both written and oral. Emphasis will be placed on the organization, writing, and presentation of business documents and incorporates the basic principles of speaking effectively for business. (CSU)

BUS 51 (3)
MICROCOMPUTER KEYBOARDING
1 Hr. Lab. 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 commands needed to format documents. (CSU)

BUS 56 (3)
EFFECTIVE CUSTOMER SERVICE
.5 Hr. Lee.
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 relations, customer behavior styles, 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)

BUS 80 (3)
MEDICAL TERMINOLOGY
3 Hrs. Lee.
(Same as HT 3) (CSU)

BUS 81 (3)
MEDICAL TRANSCRIPTION
2 Hrs. Lee. 2 Hrs. Lab.
(Same as HT 4) (CSU)

BUS 82 (3)
PATIENT INFORMATION SYSTEMS
2 Hrs. Lee. 2 Hrs. Lab.
(Same as HT 5) (CSU)

BUS 83 (3)
MEDICAL INSURANCE
2 Hrs. Lee. 2 Hrs. Lab.
(Same as HT 6) (CSU)

BUS 84 (3)
PATIENT ADMINISTRATION SERVICES
3 Hrs. Lee.
(Same as HT 7) (CSU)

BUS 85 (3)
MANAGEMENT OF PATIENT SERVICES
2 Hrs. Lee.
(Same as HT 8) (CSU)

BUS 86 (3)
ADVANCED MEDICAL TRANSCRIPTION
2 Hrs. Lee. 2 Hrs. Lab.
(Same as HT 11) (CSU)

BUS 89 (3)
BUSINESS PROCEDURES AND PRACTICES FOR SECRETARIES
3 Hrs. Lee.
Practical instruction and exercises for secretaries. Emphasis on forms of pleadings, procedures for various actions (civil procedure, real estate, probate and conservatorships, family law); the law library and legal research; dictation of legal documents. (CSU)

BUS 90 (3)
REAL ESTATE PRINCIPLES
3 Hrs. Lee.
An analysis of the principles of real estate in California; history of California real estate, property, contractors, agency, listings, real estate financing, deeds, liens and encumbrances, escrows and title insurance, land descriptions, real estate mathematics, and real estate licensing and state regulations. (CSU)

BUS 91 (3)
REAL ESTATE PRACTICES
3 Hrs. Lee.
Course of study that covers the following topics: Real Estate Industry, Elements and Relationships of Real Estate Agency, Organization of Real Estate Office, Prospecting Methods and Listing Development, Basic Selling and Advertising Techniques, Preparation and Content of Real Estate Purchase Contract, Escrow and Title Insurance, Elements of Real Estate Financing, Sources of Funds, Taxation, Appraisal and Valuation, Property Management and Leasing, Real Estate Investment, and Specialized Transactions. (CSU)

BUS 92A (3)
LEGAL ASPECTS OF REAL ESTATE
3 Hrs. Lee.
Recommended Preparation: BUS 90 or employment in the real estate field as a licensee. A practical study of California Real Estate Law that includes: classes and elements of real property, laws of fixtures, land titles, estates, and other interests in real property, methods of ownership of real property, acquisition and transfer of real property, land descriptions, contracts for the sale of land, liens, restrictions on the use of property, liens, rights, duties and responsibilities for real estate brokers, consumers of transactions, probate proceedings, and rights and duties of adjoining owners. (CSU)

BUS 93 (3)
REAL ESTATE FINANCE
3 Hrs. Lee.
BUS 94A (3)
REAL ESTATE APPRAISAL
3 Hrs. Lect.
Recommended Preparation: Bus 90 or employment in the real estate field as a licensee. Methods and techniques for determination of loan, market and insurance values. Case study methods are employed; field work and demonstration appraisal reports are required. Principles of real estate valuation; cost, market data, summation and sales analysis methods of appraising are studied with an emphasis on residential properties. (CSU)

BUS 95 (3)
REAL ESTATE ECONOMICS
3 Hrs. Lect.
Recommended Preparation: Bus 90, Bus 91, Bus 92A, Bus 93 and Bus 94A. A practical study of the economic aspects of real estate designed to provide a group of the dynamic economic conditions and other factors underlying the real estate business in California. This is designed to be the senior course - the final course - in the real estate curriculum. (CSU)

CHEMISTRY
CHEM 1A (5) (CAN CHEM 2)
GENERAL INORGANIC CHEMISTRY
3 Hrs. Lect. 6 Hrs. Lab.
Recommended Preparation: High school algebra and chemistry and/or Chem 2A. Basic principles and calculations of chemistry with emphasis on stoichiometry and dimensional analysis are applied to various problem types. Fundamental principles and theory of atomic and molecular structure as related to type of bonding and molecular geometry. Study of kinetic molecular theory and the first law of thermodynamics, periodic relationships of elements, physical states of matter, solution chemistry, oxidation-reduction, introductory kinetics, and equilibrium studies are also investigated. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CHEM 1B (5) (CAN CHEM 4)
GENERAL ORGANIC CHEMISTRY
3 Hrs. Lect. 6 Hrs. Lab.
Prerequisite: Chem 1A. Detailed study of the three laws of thermodynamics and their relation to chemical reactions, rates of reactions and equilibrium. Survey of selected groups from the periodic table, oxidation-reduction with respect to concentration, nuclear processes and introductory organic and biochemical reactions. Laboratory exercises related to electrochemical studies and qualitative analysis. (CSU, UC)

CHEM 2A (4) (CAN CHEM 6)
INTRODUCTION TO CHEMISTRY
3 Hrs. Lect. 3 Hrs. Lab.
Recommended Preparation: High school algebra or equivalent. Elementary principles of general and inorganic chemistry with an introduction to organic and bio-chemistry. Previous science background is not required. This course is recommended for students who need only a one-semester general chemistry course, and also for students entering paramedical and allied health fields. This course will satisfy the prerequisite for Chemistry 1A. (CSU) (UC credit limited. See a counselor.)

CHEM 5 (4) (CAN CHEM 12)
QUANTITATIVE ANALYSIS
2 Hrs. Lect. 4 Hrs. Lab.
Recommended Preparation: Chem 1B. Theory and practice of volumetric, gravimetric and electrochemical methods of analysis with an introduction to instrumental techniques of analysis. (UC, UC)

CHEM 12A (5)
ORGANIC CHEMISTRY
3 Hrs. Lect. 4 Hrs. Lab.
Recommended Preparation: Chem 1A. A study of various reaction mechanisms as they pertain to both aliphatic and aromatic compounds. Stereochemical properties of compounds are investigated and related to structure. This course is intended for students majoring in chemistry, pre-medical and biology majors. (Formerly Chem 12) (UC, UC)

CHEM 12B (4)
ORGANIC CHEMISTRY
3 Hrs. Lect. 3 Hrs. Lab.
Prerequisite: Chem 12A. A continuation of Chem 12A with emphasis on aromaticity and electrochemical substitution, the mechanisms involved in the preparation and reactions of alcohols, amines, carboxylic acids, condensation reactions involving carbohydrates, salt haldes and biologically important compounds. (CSU)

COMPUTER INFORMATION SYSTEMS
CIS 12 (3)
PROGRAMMING IN BASIC
3 Hrs. Lect.
Recommended Preparation: CIS 1. A practical course covering the fundamentals of BASIC programming language as adapted to a variety of different applications. (Same as Math 57) (CSU) (UC credit limited. See a counselor.)

CIS 14 (5)
PROGRAMMING IN FORTRAN
3 Hrs. Lect.
(Same as Math 47) (CSU) (UC credit limited. See a counselor.)

CIS 15 (3)
PROGRAMMING IN C
3 Hrs. Lect.
Recommended Preparation: Knowledge of a computer programming language. A course in programming using C. Syntax of the language will be emphasized; and operating systems, comparative programming languages, data structures, graphics, numerical analysis, programming methodology, and scientific and business applications will also be covered. (Same as Math 59) (CSU)

CIS 12A (1-1)
INTRODUCTION TO INFORMATION SYSTEMS
2 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in a course requiring computer support. A hands-on lab class which supports those courses requiring computer completed assignments. The student may be involved using word processing, programming, integrated software packages or decision support applications. (CSU)

CIS 22 (3)
MICROCOMPUTER ACCOUNTING
3 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: CIS 1. Prerequisite: Bus 1A or Bus 10. A practical course in which students will have an opportunity to utilize computer 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. Lect.
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 25 (3)
MICROCOMPUTER OPERATING SYSTEMS: DOS
1 Hr. Lect.
Designed to familiarize computer users with the system software commands that control the computer. These commands cover management of internal communications, error checking, memory usage, data storage, data retrieval, data deletion and device configuration. (CSU)

CIS 26 (1)
WINDOWS OPERATING SYSTEM: WINDOWS
1 Hr. Lect.
Designed to familiarize computer users with the Windows operating system environment that 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. Lect.
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, sort and graphics. (CSU)

CIS 35A (1)
SPREADSHEET: LOTUS 123
1 Hr. Lect.
A beginning course in the creation and use of spreadsheet applications as a management tool. "What if" analysis and graphic presentations will be presented. (CSU)

CIS 35B (1)
SPREADSHEET: LOTUS 123
1 Hr. Lect.
Recommended Preparation: CIS 35A or CIS 1. A sequence to the CIS 35A course. This course develops expertise in work sheet applications, teaches use of graphic presentations in work sheets, develops data base use in spreadsheets and develops use of functions and macros. (CSU)

CIS 36 (1)
SPREADSHEET: SYMPHONY
1 Hr. Lect.
A beginning course in the creation and use of spreadsheet applications as a management tool. "What if" analysis and graphic presentations will be presented. (CSU)

CIS 37A (1)
SPREADSHEET: EXCEL
1 Hr. Lect.
A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphic presentation. (CSU)
CIS 37B (1) SPREADSHEET: EXCEL
1 Hr. Lee.
A sequence to the CIS 37A course. This course develops expertise in worksheet applications, teaches use of graphic presentations, develops data base use and includes macros. (CSU)

CIS 40A (1) DATA BASE: dBASE
1 Hr. Lee.
A course designed to present the basic data base concepts and to have the student become acquainted with business data base applications and their implementation. (CSU)

CIS 40B (1) DATA BASE: dBASE
1 Hr. Lee.
Recommended Preparation: CIS 40A or CIS 1. A course designed to develop application systems using the Applications Generator and the programming language of dBASE IV. (CSU)

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

CIS 45A (1) DESKTOP PUBLISHING: ALDUS PAGEMAKER
1 Hr. Lee.
Recommended Preparation: Knowledge of word processing applications. The course is designed to teach students to use desktop publishing equipment and software to include the microcomputer, the laser printer, and scanning equipment. This is a beginning course and will focus on the integration of text and graphics using design and electronic page assembly with a microcomputer-based system to produce professional quality documents. Such documents may include newsletters, brochures, forms, flyers, reports, schedules, advertisements, magazines, books, newspapers, letters, memos, and other correspondence. (Same as Art 51) (CSU)

CORRECTIONAL SCIENCE
CIS 21 (3) INTRODUCTION TO CORRECTIONS 3 Hrs. Lee.
Recommended Preparation: Engl 2B/128. A study and survey of the historical, philosophical and practical approaches to the control of crime and the correctional processes. The relationship of corrections within the criminal justice system and an overview of the organization and management within corrections. (CSU)

CIS 22 (3) REPORT WRITING FOR ADMINISTRATION OF JUSTICE 3 Hrs. Lee.
(Same as Ad 39) (CSU)

CIS 23 (3) CONCEPTS OF CRIMINAL LAW 3 Hrs. Lee.
(Same as Ad 21) (CSU)

CIS 24 (3) CORRECTIONAL INTERVIEWING AND COUNSELING 3 Hrs. Lee.
An overview of the techniques available to practitioners in Corrections in counseling and interviewing. The student will learn the use appropriate techniques and theories in consideration of the role played by the offender and the correctional worker. Introduces inmate subculture, violence and effects of crowding on inmates and staff, addresses coping techniques for correctional officers in a hostile prison environment while discussing causes and effects of abusive tactics. (CSU)

CIS 25 (3) CONTROL AND SUPERVISION OF INMATES 3 Hrs. Lee.
An overview of supervision of inmates in the local, state and federal correctional institutions. The issues of control in a continuum from institutional daily through crisis situations will be introduced and discussed. The course will emphasize the role played by the feedback and the correctional worker. Introduces inmate subculture, violence and effects of crowding on inmates and staff, addresses coping techniques for correctional officers in a hostile prison environment while discussing causes and effects of abusive tactics. (CSU)

CIS 31 (3) CONCEPTS OF PROBATION AND PAROLE 3 Hrs. Lee.
A survey of the historical development of probation and parole from early court procedures through modern practices with an emphasis on the operation of probation and parole agencies in California including such topics as probation and parole laws and procedures. (Formerly Ad 31) (CSU)

DISABLED STUDENT PROGRAMS AND SERVICES
DSPS 1 (3) UNDERSTANDING EXCEPTIONAL STUDENTS 2 Hrs. Lee. 1 Hrs. Lab.
Recommended Preparation: Psych 20/ECE 20 or Psych 1A. A psychoeducational approach to the study of exceptional students including, physical, mental, emotional, sensory, speech, and learning disabilities. Designed for parents, as well as for teachers and para-professionals working with exceptional students. Survey the entire exceptional spectrum from gifted to retarded through observation, participation and lecture. Students will learn how to develop teaching strategies for all the exceptions. (Same as ECE 27) (CSU)

DSPS Lab 2 (2-4) PRACTICAL EXPERIENCE TO WORK WITH THE PHYSICALLY LIMITED PERSON 1 Hr. Lee. 3 Hrs. Lab.
Recommended Preparation: DSPS 1 and Psych 1A or Psych 5. A course designed to extend the experience of Rehabilitation Technician majors who wish to explore a specific area of contact with physically limited individuals. Experience may be gained on the college campus or in the field with deaf, blind, or orthopedically handicapped individuals. This course may be repeated to provide experience in a second area. Course may be taken for credit or letter grade. (CSU)

DSPS 3 (1-4) SURVEY OF CAMPUS LIFE FOR THE PHYSICALLY LIMITED 1-4 Hrs. Lee.
This course is designed to help prepare the physically limited student for full or adaptive participation in community college activities, academic, social, vocational, and environmental. (CSU)

DSPS 4AB (2-2) LIVING WITH A HEARING LOSS 1 Hr. Lee.
A course designed to help reduce the communication barriers often present when a person has a hearing loss. The nature of each loss, the use of hearing aids, factors influencing lipreading ability, and problems arising from living with a hearing loss will be discussed. The course is designed especially for the mature person who has an acquired hearing loss. (Nontransferable, nondegree applicable)

This course is designed to help the physically limited students who have difficulty in adjusting to the educational complexities encountered in college level classes because of deficiencies in their educational backgrounds. (Nontransferable, nondegree applicable)

DSPS 7A/7BCD (1-4, 1-4, 1-4, 1-4) ACADEMIC SUPPORT SERVICES 1-4 Hrs. Lab.
This course is designed to provide academic support services to the physically limited and adaptive learning students who are taking classes in the area of natural science and math; behavioral and social science areas; humanities; fine arts and foreign language areas; English and speech areas; and vocational-occupational area. In addition, the course is designed to assist students in developing their basic skills. (Nontransferable, nondegree applicable)

DSPS 8AB/CDE (1-4, 1-4, 1-4, 1-4) COUNSELING AND GUIDANCE SUPPORT SERVICES 2-4 Hrs. Lab.
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 program, and personal, academic, and vocational counseling. Students are transitioned into college through assistance with registration, financial aid, career planning, and ultimately into employment and/or baccalaureate programs. (Nontransferable, nondegree applicable)

DSPS 10 (4) BEGINNING COMMUNICATION WITH THE DEAF 4 Hrs. Lee.
An introduction to American Sign Language and Signed English designed to provide basic communication skills 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 rights, as well as emphasizing vocabulary development, syntax and idiomatic expressions used by the "typical" deaf adult. (CSU, UC)

DSPS 11 (4) INTERMEDIATE COMMUNICATION WITH THE DEAF 5 Hrs. Lee.
Recommended Preparation: DSPS 10. Sign language vocabulary enrichment and finger spelling drill to increase speed, accuracy and rhythm in expressive and receptive ability. Emphasis will be placed upon clarity of performance and appropriateness of vocabulary. Ethics, certification, role, and procedures of professional interpreting will be examined. Provides introductory sign-to-voice and voice-to-sign interpreting practice. (CSU, UC)

DSPS 12 (3) ADVANCED COMMUNICATION WITH THE DEAF 3 Hrs. Lee.
Recommended Preparation: DSPS 11. Continues development of interpreting/translating skills. Students will have directed practice in interpreting in a variety of communication situations. Techniques of facial expression, body movement, and spatialization as it relates to American Sign Language will be studied. (CSU, UC)

DSPS 13A/13BCD (2-2-2-2) COMMUNICATION WITH THE DEAF IN THE COLLEGE CLASSROOM 3 Hrs. Lee. 2 Hrs. Lab.
Recommended Preparation: DSPS 12. Develops students' knowledge of interpreting in an educational setting. Directed study will be done of vocabulary, correct interpretation of idiomatic or technical terms, and problem solving in the interpreting process. Laboratory hours will provide practical application of sign-to-voice techniques and experimental development of sign-to-voice skills. (CSU)

DSPS 15A (4) READING AND SPEL-LING FOR STUDENTS WITH LEARNING DIFFERENCES 4 Hrs. Lee. 1 Hrs. 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 rules dealing with doubling the final consonant in one-syllable words. (Nontransferable, nondegree applicable)

DSPS 15B (5) READING AND SPEL-LING FOR STUDENTS WITH LEARNING DIFFERENCES 5 Hrs. Lee.
This course is a continuation of DSPS 15A with an emphasis on one-syllable words with a silent final e, words with digraphs, 50 right words, two-syllable words with short vowels and vowel-consonant 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. Lab. 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. Lab. 1 Hr. Lab. 
This course is a continuation of DSPS 15C with an emphasis on consonants, silent consonants, various spellings of vowels and consonant sounds, and spelling rules dealing with adding suffixes to any word.
(Nontransferable, nondegree applicable)

DSPS 23ABC (2-2-2) 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)

DSPS 24ABCD (1-1-1-1) GENERAL AND APPLIED MUSIC FOR THE VISUALLY HANDICAPPED
2 Hrs. Lab. 
A course to provide experience with general music in terms of literacy, rhythmic, tonal structure and style. Application of skills involving sensitivity to rhythm, pitch, sound and structure of music with individual and group participation in singing and in rhythmic accompaniment. Course designed for the visually handicapped.
(Nontransferable, nondegree applicable)

DSPS 27ABC (2-2-2) CURRENT ISSUES
2 Hrs. Lab. 
This course develops a set of skills that will improve the ability to comprehend, analyze and apply conversational techniques to current issues.
(Nontransferable, nondegree applicable)

DSPS 33 (3) INTRODUCTION TO AUDIOLOGY
3 Hrs. Lab. 1 Hr. Lab. 
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, interrelationship of hearing to speech and language development, and familiarization with audiological assessment and clinical procedures.
(CSU)

DSPS 34 (3) AUDIOMETRY AND HEARING CONSERVATION
3 Hrs. Lab. 1 Hr. Lab. 
Recommended Preparation: DSPS 33. This course includes identification of normal, abnormal and impaired hearing, hearing screening, industrial audiometry, and the role of the audiometricist, nurse-audiometricist, and speech-hearing therapist in the total conservation of hearing program.
(CSU)

DSPS 36 (5) COMPUTER ACCESS EVALUATION
1 Hr. Lab. 
Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed to help students with a disability or multiple disabilities, to understand their computer usage capabilities and to determine, through an instructor evaluation, the appropriate hardware and software.
(Nontransferable, nondegree applicable)

DSPS 36 (1) ADAPTED KEYBOARDING
2 Hrs. Lab. 
Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed to teach keyboarding basics to disabled students who must use adaptive learning technologies for successful access to computer hardware and software used for other mainstream basic skills support courses.
(Nontransferable, nondegree applicable)

DSPS 37 (1) COMPUTER ACCESS I
2 Hrs. Lab. 
Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. DSPS 36 is required if a student does not have adequate typing skills. Designed for students with visual, physical, language impairment, learning disabilities or deafness. This course provides training in the use of computer access technology which enhance a disabled student's ability to access and use PCs which are used for other basic skills support courses.
(Nontransferable, nondegree applicable)

DSPS 38 (2) COMPUTER ACCESS II
1 Hr. Lab. 2 Hrs. Lab. 
Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed for disabled students who have successfully completed Computer Access I. Students will enhance their computer access skills through the completion of assignments and/or projects. This will allow them to use PCs in other basic skills support courses.
(Nontransferable, nondegree applicable)

DSPS 39 (3) COMPUTER ACCESS PROJECTS
4 Hrs. Lab. 
Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. Instructor permission is required. The course is designed for students with a disability who require access to specialized adaptive technologies in order to complete assignments for other classes in which they are concurrently enrolled. (Nontransferable, nondegree applicable)

DSPS 48 (3) INTRODUCTION TO RESIDENTIAL SERVICES SPECIALIST
3 Hrs. Lab. 
An investigation of the characteristics of the developmentally disabled population. Basic philosophical and legal issues, history of treatment, current approaches, and state licensing requirements and regulations will be covered. Designed for persons involved in residential care for the developmentally disabled. (Nontransferable, AA/AS degree only)

DSPS 49 (3) TECHNIQUES FOR RESIDENTIAL SERVICES SPECIALIST
3 Hrs. Lab. 
Application of theories to practical skills and knowledge needed by persons involved in residential care for the developmentally disabled. Includes behavior management techniques, health and developmental needs, program planning and implementation and techniques for teaching appropriate social and other life skills. Designed for persons involved in residential care for the developmentally disabled. (Nontransferable, AA/AS degree only)

DSPS 50A (3) MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lab. 
This course will teach adults with Learning Differences to understand the number system used in the United States and to solve problems involving addition and subtraction of whole numbers. Emphasis will be placed on reading and writing whole numbers of all magnitudes, addition and subtraction of whole numbers, and their applications, and their applications. (Nontransferable, nondegree applicable)

DSPS 50B (3) MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lab. 
This course will teach adults with Learning Differences to solve problems involving addition, subtraction, multiplication, and division of fractions. (Nontransferable, nondegree applicable)

DSPS 50D (3) MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lab. 
Recommended Preparation: DSPS 50C. This course will teach adults with Learning Differences to solve problems involving decimals and percents. (Nontransferable, nondegree applicable)

DSPS 50E (3) MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lab. 
Recommended Preparation: DSPS 50D. This course will teach adults with Learning Differences to solve problems involving decimals and percents.

DRAM 5A (3) HISTORY OF WORLD DRAMA
3 Hrs. Lab. 
The study of the history of drama and theatre development from primitive times to the present. Emphasis will be placed on the correlation between staging and acting techniques and dramatic literature. (CSU, UC)

DRAM 5B (3) HISTORY OF WORLD DRAMA
3 Hrs. Lab. 
Covers the period from Ibsen to the present. (CSU, UC)

DRAM 20AB (3-3) FUNDAMENTALS OF ACTING
2 Hrs. Lab. 3 Hrs. Lab. 
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 material to an audience. (CSU, UC)

DRAM 21 (3) INTERMEDIATE ACTING
2 Hrs. Lab. 3 Hrs. Lab. 
A continuation of DRAM 20A with further emphasis on fundamental acting skills. Laboratory hours to be arranged. (CSU, UC)

DRAM 22ABCD (1-1-1-1) 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)

ECCE 39 (3) DEVELOPMENTAL PSYCHOLOGY OF CHILDREN
3 Hrs. Lab. 
A study of the developmental stages of children from conception through adolescence including the principles theories of development and their application. (Same as Psych 20) (CSU, UC)

EARLY CHILDHOOD EDUCATION

IMPERIAL VALLEY COLLEGE 1997-1998 Catalog
ECE 21 (3)  EARLY CHILDHOOD SOCIALIZATION: CHILDREN, FAMILY AND COMMUNITY 3 Hrs. Lec.
Study of the child in the family and community in relation to social, cultural, economic, ethical, and geographical influences on his/her growth and development. Community resources as they relate to the education, health, welfare, recreational and other activities of the child. (CSU)

ECE 22 (3)  ADVANCED DEVELOPMENTAL PSYCHOLOGY AND OBSERVATION 3 Hrs. Lec.
Advanced study of the principle theories of developmental psychology, including the study of assessment and observation as tools for understanding behavior and development. (CSU)

ECE 23 (3)  EARLY CHILDHOOD CURRICULUM I 3 Hrs. Lec.
A study of preschool curriculum and its application in the preschool environment. Students will learn to develop and write curriculum plans which incorporate developmental goals. Implementation of lesson plans at local preschools is required. (CSU)

ECE 24 (3)  EARLY CHILDHOOD CURRICULUM II 3 Hrs. Lec.
Advanced study and application of the preschool curriculum including techniques for enriching the preschool environment for creative expression. The value of play as an integral part of the preschool program and the role of interest centers and multicultural experiences for preschools is studied and applied in the preschool setting. (CSU)

ECE 25 (5)  FIELD EXPERIENCE 1.5 Hrs. Lec. 10 Hrs. Field Experience
Prerequisites: ECE/Pych 20, 21, 22 and 23. Supervised field work in an early childhood program under the direction of a Master Teacher and college supervisor. The student 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 development tasks of parenting. It includes family dynamics, parenting skills, adjustment to new roles and family structures, values clarification and family communication. It is designed for parents, prospective parents and child care providers. (CSU)

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

ECE 28 (3)  ADMINISTRATION AND SUPERVISION IN EARLY CHILDHOOD EDUCATION 3 Hrs. Lec.
Prerequisites: ECE/Pych 20, 21, 22 and 23, 24, 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. Lec.
This course will cover the fundamental principles of prenatal and infant development from conception to age two as 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. (Formerly ECE 34) (CSU)

ECE 30 (3)  INFANT/TODDLER CURRICULUM 3 Hrs. Lec.
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 post in 5 Hrs. Lab. TBA for the semester. (CSU)

ECE 31A (2)  HEALTH, SAFETY & NUTRITION FOR TEACHERS OF YOUNG CHILDREN 2 Hrs. Lec.
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 (3)  FIRST AID AND CPR FOR TEACHERS OF YOUNG CHILDREN 1 Hr. Lec.
First Aid, CPR Module B: American Red Cross or American Heart Association certification in infant, child and adult CPR and First Aid. (Same as HE 177) (CSU)

ECE 32 (3)  MULTILINGUAL AND MULTICULTURAL CURRICULUM FOR YOUNG CHILDREN 3 Hrs. Lec.
General introduction to life styles, values, and socioeconomic conditions of children from multicultural and multilingual families with special emphasis on ways in which these factors affect the teaching and learning process. Students are introduced to strategies, materials and resources designed to help them enhance the multilingual and multicultural experience of the children. (Formerly ECE 46) (CSU)

ECE 33 (3)  ADVANCED MANAGEMENT FUNCTIONS FOR THE OPERATION OF AN EARLY CHILDHOOD CENTER 2 Hrs. Lec. 3 Hrs. Lab.
Prerequisites: ECE/Pych 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 servicing children and families. (Formerly ECE 48) (CSU)

ECON 1 (3)  PRINCIPLES OF ECONOMICS 3 Hrs. Lec.
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 modeling. (CSU, UC)

ECON 2 (3)  PRINCIPLES OF ECONOMICS 3 Hrs. Lec.
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 2 Hrs. Lec. 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. Given broad overview of the varied aspects of teaching. (CSU)

ED 5 (2)  BASIC ELECTRICITY 2 Hrs. Lec. 3 Hrs. Lab.
Recommended Preparation: Math 12. 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)

EMT 1 (6.5)  EMERGENCY MEDICAL TECHNICIAN 1 5.5 Hrs. Lec. 1 Hr. Lab.
A course designed for individuals who will come in contact with victims of illness or injury primarily in an emergency, pre-hospital environment. This course would be of value to all emergency service personnel, including ambulance personnel, law enforcement, fire services, hospital emergency department, and other rescue personnel. Topics will include roles and responsibilities, evaluation and treatment of illness and injury. Procedures for dealing with life-threatening emergencies are presented. Hazardous materials training and semi-automatic defibrillation training are included. This course is approved by the Imperial County Emergency Medical Services Agency and is within the training guidelines of California Code of Regulations and the California Fire Service Training Education System (CFSTES). Successful completion will result in eligibility for certification as an EMT-I and EMT-D. Successful completion will also result in a Hazardous Materials First Responder Awareness Level Certificate from California Specialty Training Institute
EMT 1D (5)  
EMERGENCY MEDICAL TECHNICIAN 1 - DEFIBRILLATION  
3 Hrs. Lab.  
Prerequisites: Must possess a current EMT certification, be eligible for EMT 1 certification, or be currently enrolled in an EMT 1 course that is approved by the Imperial County Emergency Medical Services Agency.  
Tachycardia. This course will teach the student to perform all didactic and clinical field experiences. The student will be able to perform total patient assessment and care, using state and county guidelines for the management of advanced life support patients.  
Students must be aware of the intensity of the course that requires dedication to complete all clinical and field experiences. In addition to class and clinical time, students must complete the ALS runs with the ambulance to successfully complete the course.

EMT 1R (2)  
EMERGENCY MEDICAL TECHNICIAN 1 - REFRESHER  
2 Hrs. Lab.  
Prerequisites: Current EMT certification or have possessed an EMT certification within the past 4 years. A course designed to familiarize the EMT with course requirements. The course will review basic life support topics and procedures to include cardiopulmonary resuscitation training. Topics specific to Imperial County will be presented, as well as changes in policies and procedures. Updates and new materials will be included. Successful completion of this course will satisfy continuing education requirements for the EMT 1 and will enable the EMT 1 to be eligible for recertification in the state of California. This course is approved by the Imperial County Emergency Medical Services Agency and is within the training guidelines of the California Code of Regulations and the California Fire Service Training and Education Systems (CFSTES). (Same as FBE 105-R) (CSU)

EMT 2B (5)  
EMERGENCY MEDICAL TECHNICIAN 2B  
3 Hrs. Lab.  
Prerequisite: Successful completion of EMT 2A. This course is a continuation of EMT 2A. It is designed to teach professional public safety personnel limited advanced life support skills not covered in EMT 2A. It enables the student to put all laboratory and didactic materials together in clinical and field experiences. The student will be able to perform total patient assessment and care, using state and county guidelines for the management of limited advanced life support patients.  
Students must be aware of the intensity of the course that requires dedication to complete all clinical and field experiences. In addition to class and clinical time, students must complete the ALS runs with the ambulance to successfully complete the course.

EMT 3D/AD (2)  
EMERGENCY MEDICAL TECHNICIAN 2/REFRESHER  
2 Hrs. Lab.  
Prerequisite: Have a valid California Emergency Medical Technician 2 Certificate. A course designed for the active EMT 2 who wishes to re-certify for another two-year period. This course will review all prehospital treatment and protocols as delineated by the State of California’s Code of Regulations, Title 22 - Social Security Division 9 - Prehospital Emergency Medical Services, Chapter 3 - Emergency Medical Technician 2. The course is an intensive one, requiring the total concentration of the student for successful completion and the realization that more study and test requirements must be met. (CSU)

EMT 3R (5)  
EMERGENCY MEDICAL TECHNICIAN - FIRST RESPONDER, REFRESHER  
5 Hrs. Lab.  
A course for First Responders who provide first aid, including recognition of and immediate care for injury or sudden illness or medical emergencies, prior to the arrival of qualified emergency care personnel trained at a higher level and with a more advanced license or certification. This course is primarily for firefighters and law enforcement personnel and satisfies requirements under Title 22, Division 9, Section 1.5 of the California Code of Regulations, requiring regularly employed public safety personnel to be retrained to administer first aid, including CPR, a minimum of every 3 years. Topics reviewed will include components of the local EMS system, roles and responsibilities of first responders, including legal aspects and anatomy and physiology. Students will review vital and diagnostic signs and determination of extent of injuries. Procedures for dealing with life threatening emergencies will be reviewed, as they pertain to the first responder, including CPR and control of hemorrhage. Other medical and environmental emergencies will be reviewed, along with childbirth, disorders specific to infants and children, and communicable diseases. A competency pre-test will be given, as well as a final post-test. (Nontransferable, nondegree applicable)

EMERGENCY MEDICAL TECHNICIAN PARAMEDIC  

EMT-P C1 (3)  
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC  
CLINICAL, 1  
Hrs. Lab. 53 Hrs. Lab.  
Prerequisites: Successful completion of EMT-P D1 and EMT-P C2. May enter EMT-P C1 up to 1 year after completion of EMT-P D1 and EMT-P C2 and in the hands of the Clinical Training Coordinator and EMS Training Medical Director approval. Recommendation of the EMT Training Coordinator and EMT Training Medical Director. This course is the first of the clinical training curriculum. This portion of training enables the student to put all didactic and skills training together within the hospital setting. The student will be able to perform total patient assessment and care, using state and county guidelines for the paramedic. In-service and supervised practice at the paramedic level will be performed in the critical care unit, the emergency dept., the OB unit, the newborn nursery, the pediatric unit, the lab, and the operating room. The hospital practice shall not be limited to the development of practical skills alone, but shall include knowledge and techniques regarding patient evaluations, pathophysiology of medical and surgical conditions, family development of patient, report and care for and understanding of the patient’s illness. Students must be aware of the intensity of the course that requires dedication to successfully complete this phase of clinical training. (CSU)

EMT-P C2 (2)  
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC  
CLINICAL, 2  
4 Hrs. Lab.  
Prerequisites: Successful completion EMT-P D1, EMT-P D2 & EMT-P C1. Applicant may petition for exemption from this course providing: 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 hours equivalent to IVC’s EMT 2 program. Applicant completes all other program requirements. Applicant must pass EMT 2 proficiency exam with 80%. This is the 4th segment of the Emergency Medical Technician Paramedic Program. It is designed to enhance the paramedic's skill performance, critical thinking and decision making abilities, and overall administration of advanced life support treatment in the clinical hospital setting. It enables the paramedic student to put all advanced didactic and skills training together in the clinical setting. The student will be able to perform total patient assessment and care using state and county protocols, in the controlled, hospital pre-hospital training program. This course requires dedication and motivation to complete this clinical experience. (CSU)

EMT-P D1 (4)  
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC  
DIDACTIC 1  
7 Hrs. Lab.  
2 Hrs. Lab.  
Prerequisites: Current certification as an EMT 1, EMT 2 or certification within previous 12 months or current RN license. High School Graduates are welcome to complete this course. Students will have the option of reviewing and reinforcing patient care skills which proceeds from observation to working as a team member. The student will be under the direct supervision and observation of a trained supervisor. (Nontransferable, nondegree applicable)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
FIELD 2
13.3 Hrs. Lab.
Prerequisites: Successful completion of EMT-P D1, EMT-P D2, EMT-P C1, EMT-P C2, and EMT-F F1. Applicant may petition for exemption from EMT-F F1. 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 hours equivalent to IVC’s 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 for 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)

ENGLISH

New Students

New students are expected to complete the assessment process in reading and writing, culminating in the required counseling interview. Placement recommendations for enrollment in reading and writing classes will be made at the time of the counseling interview.

Continuing Students

When enrolled in a reading, writing, or ESL course, students must earn a grade of "C" or higher in order to advance to the next course level in the sequence.

ENGL 1A (3) (CAN ENGL 2) READING AND COMPOSITION
3 Hrs. Lect.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 2B. The standard course in freshman English. The course seeks to improve the student’s ability to understand serious and complex prose and to improve the student’s ability to write exposition that is thoughtful and clear. (CSU, UC)

ENGL 1B (3) (CAN ENGL 4) INTRODUCTION TO LITERATURE
3 Hrs. Lect.
Recommended Preparation: Successful completion of Engl 1A. Introduction to the study of poetry, fiction, and drama, with further practice in writing. It is recommended that the student take Engl 1A before Engl 1B. (CSU, UC)

ENGL 2A (3) BASIC ENGLISH COMPOSITION
3 Hrs. Lect.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 3B. Concurrent enrollment in an appropriate reading class is strongly recommended. Preparation for Engl 2A. This course provides students with the skills necessary to effective writing. It is recommended that the student take Engl 2A before Engl 2B. Provides developmental instruction approaching the college level in paragraph and short essay writing. The course follows in sequence from Engl 3B and is taught simultaneously with Engl 2B. (Nontransferable, nondegree applicable)

ENGL 2B (3) BASIC ENGLISH COMPOSITION
3 Hrs. Lect.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 2A. Concurrent enrollment in an appropriate reading class is strongly recommended. Preparation for Engl 1A. The course seeks to improve the student’s mastery of the short paragraph at the college level. The course follows in sequence from Engl 3B and is taught simultaneously with Engl 2A. (CSU)

ENGL 3A (3) WRITING FUNDAMENTALS
3 Hrs. Lect.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 4B. Concurrent enrollment in an appropriate reading class is strongly recommended. Preparation for Engl 3B. Intensive instruction in grammar and punctuation and the writing of short paragraphs. Designed for the student needing to acquire basic writing skills and to overcome language transfer interference. Follows in sequence from Engl 4B. Taught simultaneously with Engl 3B. (Nontransferable, nondegree applicable)

ENGL 2B (3) WRITING FUNDAMENTALS
3 Hrs. Lect.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 3A. Concurrent enrollment in an appropriate reading class is strongly recommended. Preparation for Engl 2A. A review of grammar and punctuation as well as instruction for writing paragraphs with clear topic sentences. Designed for the student needing to review basic writing skills. The course follows in sequence from Engl 4B. Taught simultaneously with Engl 3A. (Nontransferable, nondegree applicable)

ENGL 4A (4) ADVANCED GRAMMAR AND COMPOSITION FOR BILINGUALS
4 Hrs. Lect. 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 5. Advanced grammar and composition are emphasized. Satisfactory completion of this course qualifies the student for enrollment in Engl 4B. (Nontransferable, nondegree applicable)

ENGL 4B (5) THE WRITING PROCESS FOR BILINGUALS
3 Hrs. Lect.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 4A. The Writing Process for Bilinguals would be based on small-group and individual instruction using prewriting, brainstorming, and listing; rough draft-read-alouds and peer-editing; review of grammar, mechanics, and usage; vocabulary, spelling, and format; journal writing; and small and large group sharing of successful models for effective writing. (Nontransferable, nondegree applicable)

ENGL 5 (4) INTERMEDIATE GRAMMAR AND COMPOSITION FOR ESL
4 Hrs. Lect. 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 6. Concurrent enrollment in Engl 25 and Engl 35 is strongly recommended. Engl 5 is an intermediate course which takes the student from simple present and past tense usage to more complicated grammatical structures. Basic skills for simple compositions in English are also taught. (Nontransferable, nondegree applicable)

ENGL 5A (4) INTERMEDIATE GRAMMAR AND COMPOSITION FOR ESL
2 Hrs. Lect. 1/2 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 6B. Concurrent enrollment in Engl 25 and Engl 35 is strongly recommended. The course covers the first half semester’s work of Engl 5 and is offered for the convenience of night students who cannot attend class more than one night per week. This course, together with Engl 5B, is equivalent to Engl 5. Not open to students who have completed Engl 5. (Nontransferable, nondegree applicable)

ENGL 5B (2) INTERMEDIATE GRAMMAR AND COMPOSITION FOR ESL
2 Hrs. Lect. 1/2 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 6B. Concurrent enrollment in Engl 25 and Engl 35 is strongly recommended. The course covers the second half semester’s work of Engl 5 and is offered for the convenience of night students who cannot attend class more than one night per week. Satisfactory completion of Engl 5A and 5B is equivalent to Engl 5 and qualifies the student to enroll in Engl 4 and Engl 4A. Not open to students who have completed Engl 5. (Nontransferable, nondegree applicable)

ENGL 6 (4) BEGINNING GRAMMAR AND COMPOSITION FOR ESL
4 Hrs. Lect. 1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 7. Concurrent enrollment in Engl 26 and Engl 36 is strongly recommended. A beginning course in English designed for the student who has not had any formal English classes in the United States. The course will cover grammar, simple sentence writing, and paragraph writing. (Nontransferable, nondegree applicable)

ENGL 6A (2) BEGINNING GRAMMAR AND COMPOSITION FOR ESL
2 Hrs. Lect. 1/2 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 6A. Concurrent enrollment in Engl 26 and Engl 36 is strongly recommended. This course covers the first half semester’s work of Engl 6 and is offered for the convenience of night students who cannot attend class more than one night per week. This course will emphasize vocabulary building, conversational skills and listening comprehension. This course, together with Engl 6B, is equivalent to Engl 6. Not open to students who have completed Engl 6. (Nontransferable, nondegree applicable)

ENGL 6B (2) BEGINNING GRAMMAR AND COMPOSITION FOR ESL
2 Hrs. Lect. 1/2 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Engl 6A. Concurrent enrollment in Engl 26 and Engl 36 is strongly recommended. This course covers the second half semester’s work of Engl 6 and is offered for the convenience of night students who cannot attend class more than one night per week. (Nontransferable, nondegree applicable)

ENGL 7 (4) BASIC ESLCIVICS
4 Hrs. Lect. 1/3 Hr. Lab.
A course designed for nonnative speakers who have no knowledge of English and whose literacy in their native language is minimal. Basic English will give students the necessary literacy skills to enter Engl 6. (Nontransferable, nondegree applicable)

ENGL 12A (3.5) READING IV: ANALYTICAL AND CRITICAL READING
3 Hrs. Lect. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 12B and Engl 1A. Designed to help students develop the critical reading and thinking skills necessary for all types of college level reading. (CSU)

ENGL 12B (3.5) READING IV: INTERMEDIATE DEVELOPMENT
3 Hrs. Lect. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 12B and Engl 1A. Designed to help students 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 13A (3.5) READING III: INTERMEDIATE DEVELOPMENT
3 Hrs. Lect. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendations or completion of Engl 13B. A course at the upper intermediate level designed to refine those skills designated in Engl 13A/13B. Includes additional instruction in study skills, outlining,
ENGL 14B (3.5)
READING I: DEVELOPMENT FOR BILINGUALS
3 Hrs. LeC. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 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 12B (3.5)
READING II: INTERMEDIATE DEVELOPMENT
3 Hrs. LeC. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 12A. This course aims to build reading efficiency to college level to ensure reading competency for general education. IVC and/or successful completion of transfer level courses. Course work includes practice in whole chapter note-taking, vocabulary building, study reading, informed reading of literature, and reinforcement of critical thinking skills. (Nontransferable, AAS degree only)

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

ENGL 13A (3.5)
READING III: BASIC DEVELOPMENT
3 Hrs. LeC. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 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 13B (3.5)
READING III: BASIC DEVELOPMENT
3 Hrs. LeC. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 13B. 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 Eng 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 33 (3.5)
ADVANCED VOCABULARY BUILDING AND SPELLING FOR ESL
3 Hrs. LeC.
Recommended Preparation: Concurrent enrollment in Eng 25 & Eng 5. The student will work on English-Spanish cognates, roots and prefixes, idioms, general reading vocabulary, subject matter (e.g., psychology, history), reading vocabulary, parts of speech, dictionary skills, word connotations 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 22A (3-3)
VOCABULARY BUILDING
3 Hrs. LeC.
A concentrated study of affixes, root words, language change, varieties of meaning, the dictionary, and vocabulary in the various subject areas. (Nontransferable, nondegree applicable)

ENGL 22B (3-3)
ADVANCED VOCABULARY BUILDING AND SPELLING FOR ESL
3 Hrs. LeC.
Recommended Preparation: Eng 25 & Eng 5. The student will work on English-Spanish cognates, roots and prefixes, idioms, general reading vocabulary, subject matter (e.g., psychology, history), reading vocabulary, parts of speech, dictionary skills, word connotations 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 Eng 5. The intermediate ESL student will work on roots and prefixes, idioms, spelling, pronunciation, parts of speech, irregular verbs, and the learning of new words. 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 Eng 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 31 (3)
ADVANCED PUBLIC SPEAKING FOR BILINGUALS
3 Hrs. LeC.
Recommended Preparation: Eng 33. This course is designed to bring Eng 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 use of the library to provide appropriate materials for advanced study. Critical thinking skills will be emphasized. (Nontransferable, nondegree applicable)
ENGL 50 (3)
ADVANCED COMPOSITION
3 Hrs. Lect.
Prerequisite: Engl 1A. Emphasizes critical thinking in reading and writing beyond that achieved in Engl 1A. Written argumentation 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 Hrs. Lect.
Recommended Preparation: Engl 1A with a grade of B or better. Corequisite: Engl 50. A roundtable seminar, this course will emphasize reasoned evaluation and "strong sense" critical thinking. Through analytic reading, writing for critical analysis and clarification of like values, and roundtable discussions, students will evaluate the ideas and values assumptions of fifteen great thinkers in relation to their own ideas and values assumptions, as well as to those of other thinkers. (CSU)

ENGL 53 (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, teachers education, and anyone interested in extending his/her knowledge of language. Suitable for English speaking and bilingual students. (CSU, UC)

ENGL SSAB (3-5)
(CAN ENGL 6-ENGL 53A)
CREATIVE WRITING
3 Hrs. Lect.
Prerequisite: "C" or better in Engl 1A. 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)

ENGL 54 (3)
INTRODUCTION TO FILM HISTORY AND CRITICISM
2 Hrs. Lect. 2 Hrs. Lab.
The origin 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 art of film making. (CSU, UC)

ENGL 55 (3)
INTRODUCTION TO TECHNICAL AND REPORT WRITING
3 Hrs. Lect.
Recommended Preparation: Engl 2B or Engl 1A. Practical experience in writing various kinds of technical reports, descriptions, proposals, and evaluations. Writing assignments will be tailored to the interests of individual students. (CSU)

ENGL 59 (3)
GRAMMAR AND USAGE REVIEW
3 Hrs. Lect.
Recommended Preparation: Eligibility for Engl 2A. Review of traditional/structural grammar; review of usage rules regarding punctuation, mechanics, capitalization; review of spelling rules; practice in editing, correcting, and writing done by the student. (Nontransferable, AA/AS degree only)

ENGL 64ABC (1-1-1)
LANGUAGE LABORATORY
2 Hrs. Lab.
Corequisite Enrollment in ESL classes. Individual language laboratory practice with prepared taped materials and texts in the language laboratory. Practice in listening comprehension and pronunciation. Grammar and sentence development through structured lessons on tapes. Supplementary course for beginning, intermediate and advanced levels in ESL. (Nontransferable, nondegree applicable)

ENGL 64ABCD (1-1-1-1)
INDIVIDUALIZED WRITING SKILLS
2 Hrs. Lab.
Recommended Preparation: Eligibility for Engl 4A, Engl 14A, or higher. This is a course designed to provide supplemental work for students who are not enrolled in a course for independent study. A certified instructor diagnoses writing deficiencies and prescribes remediation. Individual assignments are given for improving problem areas in grammar, usage, rhetorical skills, and to eliminate non-English language interference. The course is designed to assist students in any course(s) requiring writing skills. The 36 required hours will be set by arrangement with the student and must be undertaken in the Reading/Writing Lab. (Nontransferable, nondegree applicable)

ENGL 64ABCD (1-1-1-1)
INDIVIDUALIZED READING SKILLS
2 Hrs. Lab.
Recommended Preparation: Eligibility for Engl 4A, Engl 14A, or higher. Students wishing to improve their reading skills independently may enroll in this one unit, individualized course. The lab instructor provides assignments leading to improvement in vocabulary skills, comprehension skills, and computer-assisted reading speed improvement. (Nontransferable, nondegree applicable)

ENGL 64AB (1-1)
SPELLING
1 Hrs. Lab.
Diagnosis of specific spelling problems and prescription of remedies; investigation of the basic spelling rules. (Nontransferable, nondegree applicable)

ENGL 64 (1)
LIBRARY RESOURCES AND RESEARCH PAPER
1 Hr. Lect.
Recommended Preparation: Eligibility for Engl 2A/12A. Use of library facilities, especially the card catalog, reference books, periodicals, and computer databases as a basis for research in any field. Techniques of preparation for a research paper with a bibliography are included. Discussion of various style guides

ENGL 95 (3)
HONORS

ENVIRONMENTAL SCIENCE
ENVT 5.5 (3)
MAN AND HIS ENVIRONMENT
3 Hrs. Lect.
The study of natural resources vital to man's existence. Emphasis on composition of the physical environment and problems associated with contamination of air, water and soil. (Same as Ag 5) (CSU, UC)

ENVIRONMENTAL TECHNOLOGY
ENVT 100 (4)
INTRODUCTION TO ENVIRONMENTAL TECHNOLOGY
4 Hrs. Lect.
Recommended Preparation: Engl 12B and Engl 2B level. General overview of the environmental technology area, including the history of past and current major pollution leading to current technologies. Management systems, source control and methodology designed to protect the human community are presented. The regulatory framework, where to find and how to read these regulations are addressed. Career opportunities in the areas of the handling and management of hazardous substances and worker safety will be discussed. (CSU)

ENVT 103 (3)
HAZARDOUS WASTE GENERATION/REDUCTION/TREATMENT
3 Hrs. Lect.
The study of industrial process and their generation of waste streams in selected industries to include: electroplating, metal finishing and printed circuit board production, oil refining and chemical production, geothermal, general manufacturing, commercial printing and graphic reproduction, agriculture, construction, mining and consumer services. The course centers on various raw materials used in industry, examining the changes that occur as they move through industrial processing and the material balance concept of inventory. The fiscal and ethical importance of waste minimization/treatment is stressed, and integrated with pollution prevention and environmentally conscious practices.

ENVT 105 (3)
HAZARDOUS MATERIALS MANAGEMENT APPLICATION
3 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: Engl 12B and Engl 2B, Envt 100 & Envt 103. This course examines requirements of federal, state, and local laws and regulations relating to hazardous materials. It will cover: California and Federal OSHA Hazards Communications, California Emergency Planning and Community Right to Know Laws, Safe Drinking Water and Toxic Enforcement Act, transportation and underground tank regulations will be addressed. Air and water quality issues will be examined with emphasis on applications of laws, regulations and procedures including identification of toxic air and water pollutants; new source review and permitting; and general planning and reporting functions.

ENV T 107 (3)
HAZARDOUS WASTE MANAGEMENT APPLICATION
2 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: Envt 100 & Envt 103. This course will include a study of the requirements and applications of Federal, State and local laws and regulations relating to Hazardous Waste Management. Emphasis applicable to industry including proper labeling, packaging, manifesting and manifesting of Hazardous wastes; testing requirements; permitting and general planning and permitting. It will also include a study of the requirements and applications of environmental sampling, methodology, equipment recognition and maintenance, calibration procedures, basic analytical techniques and data interpretation. Selecting and working with analytical service laboratories, development and use of sampling plans and performance of basic tests using typical field equipment will also be covered. (CSU)

ENV T 109 (3)
HEALTH EFFECTS OF HAZARDOUS MATERIALS
3 Hrs. Lect.
Recommended Preparation: Envt 100, Biol 3, Chem 1A. This is a seminar course that includes the basics of toxicology and will cover the health effects produced by exposure to chemical hazards. The course is an overview of toxicology including environmental and industrial processes, and will address various patterns of acute and chronic health effects. The second major focus will address the basic study of industrial hygiene regulations and standards, sources of information concerning hazardous agents, use of personal protective equipment, exposure guidelines and limits, monitoring and control of hazardous agents in the workplace and risk evaluation. Emphasis will be placed on ethical responsibilities of people handling hazardous materials and the proper safety attitude. (CSU)

ENV T 113AR (5)
SAFETY AND EMERGENCY RESPONSE
4 Hrs. Lect. 3 Hrs. Lab.
This course includes all of the content of: Envt 113A Hazardous Materials Awareness & Safety, Envt 113B Spill Control & Emergency Response. This course is designed to provide students with hands-on instruction in safety and emergency response to chemical and physical exposures in industrial and field settings. Topics include: hazard analysis, contingency planning, housekeeping and safety practices including proper use and selection of PPE, site control and evaluation, handling drums and containers, field sampling and monitoring, proper use of instruments, incident response planning, emergency response including field exercises in the use of PAFR (Powered Air Purifying Respirator) and SCBA (Self Contained Breathing Apparatus) and an understanding of the ICS system and satisfies the requirements for generalized employee training under OSHA (1910.126). Successful completion of this course includes a certificate of completion from the California Specialty Training Institute (CSTI) through the Office of Emergency Services (OES) at the First Responder Operational Level (FR). (CSU)
ENV T 113A (3) SAFETY AND EMERGENCY RESPONSE, FUNDAMENTALS OF HAZARDOUS MATERIALS FOR THE FIRST RESPONDER 3 Hrs. Lab. Recommended Preparation: Env T 100, Env T 103. This course covers the fundamental health and hazardous materials understanding, responsibilities, emergency procedures, and hazardous materials management. It offers credit within the Fire Technology curriculum. Credit may be given upon presentation of documentation of successful completion and Division Chair approval.

Students who have other previous education/training in course material or have completed the following courses may petition for IVC course work credit within the Fire Technology curriculum. Credit may be given upon presentation of documentation of successful completion and Division Chair approval.

PROCEDURE: To obtain IVC credit for completing an equivalent course in Fire Technology, the student must contact a counselor for assistance with the preparation and filing of a petition for credit with the Registrar’s Office.

FIRE 17 (1) EMERGENCY FIREFIGHTER/MEDICAL DISPATCHER 1 Hr. Lab. .5 Hr. Lab. Prerequisite: Current CPR card. A course to train public safety dispatchers to quickly and accurately interpret callers requesting medical aid, fire units or rescue services, and dispatch proper emergency vehicles and personnel. Communication between field units and dispatchers, prearrival instructions, triage calls, basic life support, record keeping, FCC regulations, and related responsibilities of dispatchers will be covered. (Nontransferable, AA/AS degree only)

FIRE 25 (1) PREPARING FOR INCIDENT COMMAND 1 Hr. Lab. Standard operating procedures for commanding the initial fire response resources at an emergency incident are introduced. Following selected objectives of the National Professional Qualifications Standards, this course will give the student an understanding of the basic concepts of Incident Command. (Nontransferable, nondegree applicable)

FIRE 64 (3) FUNDAMENTALS OF FIRE SERVICE OPERATIONS 3 Hrs. Lab. Recommended Preparation: Completion of or concurrent enrollment in FIRE 100. Provides the student with the fundamentals of fire department organization, management, and resources, and the use of these resources to control various emergencies. (CSU)

CORE courses required for an associate degree in Public Safety Technology. (CSU) (Formerly FS 61)

FIRE 103 (3) BUILDING CONSTRUCTION FOR FIRE PROTECTION 3 Hrs. Lab. Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course is the study of the components of building that relates to fire safety. The elements of construction and design of structures are covered to be key factors when inspecting buildings, preplanning fire operations, and operating at fires. The development and evolution of building and fire codes will be studied in relationship to past fires in residential, commercial, and industrial occupancies. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 104 (2) BEHAVIOR AND COMBUSTION 3 Hrs. Lab. Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course provides theory and fundamentals of how and why fires start, spread, and are controlled. An in-depth study of fire chemistry and physics, fire characteristics, fire behavior, and fire control techniques will be covered. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU) (Formerly FS 63)

FIRE 105 (6.5) HAZARDOUS MATERIALS 3.5 Hrs. Lab. 1 Hr. Lab. (Same as EMT 1) (CSU)

FIRE 105R (2) EMERGENCY MEDICAL TECHNICIAN I - REFRESHER 2 Hrs. Lab. (Same as EMT 1R) (CSU)

FIRE 106 (1) FIRST AID/CPR - PUBLIC SAFETY FIRST RESPONDER 1 Hr. Lab. 3 Hrs. Lab. A course for individuals who must provide first aid and/or CPR prior to the arrival/availability of pre-hospital care personnel with advanced training and certification/ licensure. This course is primarily for fire department and law enforcement personnel. It satisfies the minimum requirements for this type of personnel as outlined in the California Code of Regulations, approved by the California Emergency Medical Services Authority. Upon successful completion of this course, the participants will receive a completion certificate from IVC and a CPR course completion card through the American Heart Association. (CSU) (Formerly EMT 10)

FIRE 112 (3) INTRODUCTION TO FIRE FIGHTER 3 Hrs. Lab. Introduction to basic fire technology. Course will introduce fire service organization and responsibilities. Fire behavior, extinguishing theory, protection and safety will be presented. Fire equipment such as self-contained breathing apparatus, portable extinguishers, rope, knots, and hitches will be included. Course
FIRE 111 (2.5)
STREMS, NOZZLES, HOSE AND APPLIANCES
2 Hrs. Lect., 3 Hrs. Lab.
Prerequisite: FIRE 110. A course to continue with training in basic fire technology. Fire streams and nozzles, fire hose and appliance will be presented. Manipulative skills will be included. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 112 (2.5)
GROUND LADDERS, FORCIBLE ENTRY AND RESCUE
2 Hrs. Lect., 5 Hrs. Lab.
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ground ladders, forcible entry, and rescue techniques will be presented. Manipulative performance testing will be included. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part three of a six part program that will satisfy course requirements for California State Fire Fighter I certification requirements. (CSU)

FIRE 113 (2)
VENTILATION AND FIRE CONTROL
2 Hrs. Lect.
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ventilation and fire control techniques will be presented. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (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 Fighter I certification requirements. (CSU)

FIRE 114 (3.5)
FIRE FIGHTER I - ADVANCED
2.5 Hrs. Lect., 1 Hr. Lab.
Prerequisite: FIRE 110. A more advanced portion of basic Fire Fighter I training. Topics to be presented include: salvage and overhaul, fire protection water supplies, 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 I certification as specified by the California Fire Service Training and Education System (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 Fighter certification requirements. (CSU)

FIRE 116 (2)
FIRE HYDRAULICS
2 Hrs. Lect.
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 calculations and formulas as applied to the fire service, application of formulas and mental calculations of hydraulic problems, the pressure of fluids, fire pump operations and design, hose line construction and capability, water supply problems, and the capabilities of a community water supply. (CSU) (Formerly FS 90)

FIRE 128 (3)
FUNDAMENTALS OF HAZARDOUS MATERIALS FOR FIRST RESPONDER
3 Hrs. Lect.
(Same as Env T 113A) (CSU) (Formerly FS 65)

FIRE 20A (2)
DRIVER/OPERATOR - DRIVING
2 Hrs. Lect.
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 to apply for certification as a Fire Apparatus Driver/Operator through CFSTES. (CSU) (Formerly FS 89A)

FIRE 20B (2)
DRIVER/OPERATOR - PUMPING
2 Hrs. Lect.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed to meet the technical and practical requirements for using fire department pumpers as established by the State Fire Marshal. Includes the study of types and design of fire pumps, principles of pumping, review of applied math, hydraulic laws, methods for performing basic field hydraulics, application of mental hydrualics calculations and operations of pumps under fire ground conditions. Successful completion of this course will satisfy one of the requirements to be eligible for certification as a Fire Apparatus Driver/Operator through CFSTES. (CSU) (Formerly FS 89B)

FIRE 20A (1)
FIRE INVESTIGATION 1A
2 Hrs. Lect.
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 and other service personnel with the instructional terms and concepts associated with vocational education. It will provide a variety of methods and techniques for training their subordinates in accordance with the latest concepts in vocational education. Preparation techniques will be presented on how to develop, organize, and utilize instructional materials appropriate for teaching manipulative lessons. An opportunity to apply major principles of learning through teaching demonstrations will be provided. Successful completion of this course will satisfy one of the requirements to become a State Fire Fighter Training Fire Investigator. (CSU) (Formerly FS 97A)

FIRE 20B (1)
FIRE INSTRUCTOR 1B
2 Hrs. Lect.
Prerequisite: FIRE 20A. This course is designed as a continuation of Fire Instructor 1A. The course will continue to present various methods and techniques for training/teaching utilizing the latest concepts in educational. Opportunities to apply major principles of learning through practice teaching demonstrations will be given. Material and information will be given to assist the student prepare for Fire Officer Certification and Fire instructor requirements within the State of California. Successful completion of this course will satisfy one of the requirements to become a State Fire Training Registered Fire Instructor. (CSU) (Formerly FS 97B)

FIRE 202A (2)
FIRE PREVENTION 1A
2 Hrs. Lect.
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. A course designed for the initial response, "first in" officer at emergency scenes. This officer may be a company officer, senior engineer, firefighter, lieutenant, or acting officer. This course provides the Fire Company Officer with information and experience in command and control techniques at the scene of an emergency. The topics emphasize managerial and decision-making skills required for command. The materials covered in this course are applicable to all types and sizes of incidents. The course emphasis is centered on structural fire fighting. This course will satisfy one of the prerequisites for Fire Command 2B presented through the State Fire Academy. (CSU) (Formerly FS 94A)

FIRE 202B (2)
FIRE COMMAND 1B
2 Hrs. Lect.
Prerequisite: FIRE 202A. A course designed for the initial response company officer involved in hazardous materials incidents. Involves hazardous materials simulations, notification of other agencies, protective actions for firefighters, and containment techniques. This course will satisfy one of the prerequisites for Fire Command 2B presented through the State Fire Academy. (CSU) (Formerly FS 94B)

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 credits 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.
FREN 1 (5) (CAN FREN 2)
ELEMENTARY FRENCH
5 Hrs. Lab.
An intensive beginning course stressing the basic skills of listening, comprehension, speaking, reading and writing to develop control of the sounds and the basic forms and structure of French. Introduction to aspects of French culture and civilization. Students must plan for an hour of individual language laboratory by arrangement. Not open to students who have completed three years of high school French. (CSU, UC)

FREN 1A (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lab.
This course is one-half the content of the regular Fren 1 course. Completion of Fren 1A and 1B will be the equivalent of Fren 1, and 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 1B (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lab.
Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2 (5) (CAN FREN 4)
ELEMENTARY FRENCH
5 Hrs. Lab.
Continuing the development of all four language skills, emphasizing vocabulary building, increasing fluency and control of correct pronunciation, basic forms and structure. Students must plan for an hour of individual language laboratory by arrangement. (CSU, UC)

FREN 2A (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lab.
This course is one-half the content of the regular Fren 2 course. Completion of Fren 2A and 2B will be the equivalent of Fren 2, and 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 2B (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lab.
A continuation of Fren 2A. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 3 (4) (CAN FREN 8)
INTERMEDIATE FRENCH
4 Hrs. Lab.
An intermediate course offering review and expansion of grammar and vocabulary learned in Fren 1 and Fren 2. Emphasis on 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 4 (4) (CAN FREN 10)
INTERMEDIATE FRENCH
4 Hrs. Lab.
Completion 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. Lab.
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. Lab.
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 on contemporary life in countries where French is spoken. Student must plan for an additional hour of individual language laboratory by arrangement. (CSU, UC)

FREN 11 (3) INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lab.
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, UC)

FREN 9ABC (1-1-1) LANGUAGE LABORATORY
2 Hrs. Lab.
Individualized language laboratory practice with prepared 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, AAAS degree only)

GEOG 1 (3) (CAN GEOG 2)
PHYSICAL GEOGRAPHY
3 Hrs. Lab.
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)
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. Transferability to the health agencies is the responsibility of the student.

HA 15 (5) HEALTH ASSISTANT
3 Hrs. Loc. 6 Hrs. Lab.
Recommended Preparation: Eng 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 designed to provide theory and practical application of skills needed to function as a nurse assistant. (Nontransferable, AA/AS degree only)

HA 16 (5) HOME HEALTH AIDE
1 Hr. Loc. 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 curriculum is structured to provide the theory and practical skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 17 (5) HOME HEALTH AIDE
4 Hrs. Loc. 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
4.5 Hrs. Loc.
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, professional and telephonic communications are emphasized. (Nontransferable, AA/AS degree only)

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

HA 20 (4.5) SPECIMEN COLLECTION AND LABORATORY
2.5 Hrs. Loc. 6 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, preparation of capillary and venous blood samples, bacteriology, urinalysis, urines, stool and blood specimens. (Nontransferable, AA/AS degree only)

HA 21 (4.5) EXAM ROOM PROCEDURES
2.5 Hrs. Loc. 4 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, positioning, application of theory and practice in language and usage of abbreviations and symbols, instrument identification and usage, aseptic technique, diagnostic tests and procedures, EKG, minor surgical procedures, medical emergencies, CPR-health care provider level. (Nontransferable, AA/AS degree only)

HA 22 (4.5) PHARMACOLOGY AND ADMINISTRATION OF MEDICATION
3 Hrs. Loc. 6 Hrs. Lab.
Prerequisite: HA 21. This course is designed to prepare students to understand medical-legal/ethical aspects, drug classifications, medications, usage of PID, abbreviations and symbols, writing prescriptions, charting, pharmacy calls, storing medications, methods of administering medications: orally, sublingual, topically, vaginally, and rectally. Conversion of orders to intramuscular for injection, handling of and safety in using the syringe and needle, choosing correct size, identifying correct site for injection, injection technique of intradermal, subcutaneous and intramuscular (deep and Z-track), anaphylactic reactions, considerations of drug action and interactions. (Nontransferable, AA/AS degree only)

HA 23 (4) CLINICAL EXternship
12 Hrs. Lab.
Prerequisite: HA 22. This course is designed to enable students to put all didactic information and skills together in the work setting of clinic or doctor's 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 to days to attend the externship. The externship hours are similar to the schedule 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 ARITHMETICA RECOGNITION
1 Hr. Loc.
(Same as RNVN 37) (CSU)

HEALTH EDUCATION
HE 1 (3)
HEALTH EDUCATION
3 Hrs. Loc.

Prerequisites: HA 20. 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)
HT 5 (2) PATIENT INFORMATION SYSTEMS
2 Hrs. Lec. 1 Hrs. Lab.
Prerequisites: HT 368/Bus 80. 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. (Same as Bus 82) (CSU)

HT 6 (3) MEDICAL INSURANCE
3 Hrs. Lec.
Prerequisites: HT 368/Bus 80. 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. (Same as Bus 83) (CSU)

HT 7 (3) PATIENT ADMINISTRATION SERVICES
3 Hrs. Lec.
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 services, billing, collections, and outpatient accounts is emphasized. Interdepartmental communications are stressed. (Same as Bus 84) (CSU)

HT 8 (2) MANAGEMENT OF PATIENT SERVICES
2 Hrs. Lab.
Course is designed for persons interested in patient services in hospitals, clinics or doctors' offices. Managing the flow of intra and interpersonal information is presented. Theory of organizational behavior is reviewed and personnel supervision is included. The role of the manager/supervisor is stressed. (Same as Bus 85) (CSU)

HT 11 (3) ADVANCED MEDICAL TRANSCRIPTION
2 Hrs. Lec. 2 Hrs. Lab.
Prerequisites: HT 484/Bus 81 and Anat 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. (Same as Bus 86) (CSU)

HT 12 (6) PHARMACY TECHNICIAN I
5 Hrs. Lec. 3 Hrs. Lab.
Prerequisite: Math X, HT 368/Bus 80, and Anat 6. The Pharmacy Technician course is designed to develop knowledge and skill in identifying names, dosages, 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 clinical procedures traditionally carried out by the pharmacist will be included. (CSU)

HT 13 (6) PHARMACY TECHNICIAN II
5 Hrs. Lec. 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 parental admittance 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 YOUNG CHILDREN
1 Hr. Lec. (Same as ECE 31B) (CSU)

HISTORY

HIST 44A (3) HISTORY OF WESTERN CIVILIZATION
3 Hrs. Lec.
A survey 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 48B (3) HISTORY OF WESTERN CIVILIZATION
3 Hrs. Lec.
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 44A. (CSU, UC)

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

HIST 17B (3) UNITED STATES HISTORY
3 Hrs. Lec.
A survey of the 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 S 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. Lec.
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 (2) HISTORY OF IMPERIAL VALLEY
3 Hrs. Lec.
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 (2) ORAL HISTORY
3 Hrs. Lec.
Through tape-recorded interviews and written documentation, 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. Lec.
Hist 45A and 45B form a comparative history of the western hemisphere from ancient American history to the present, focusing on relationships between European, 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. Lec.
Hist 45A and 45B form a comparative history of the western hemisphere from ancient American history to the present, focusing on relationships between European, American Indians, and African-American cultures, institutions, and traditions. Hist 45B covers the nations and cultures of the American from independence to the present. (CSU, UC)

HIST 50A (3) EARLY WORLD HISTORY
3 Hrs. Lec.
Early World History defines and explains the interconnections of the diverse ancient civilizations that grew in Mesopotamia, Egypt, China, India, the classic West Asia, America and Oceania. A cultural overview of early modern times is included. This course meets the general education requirement for IVC and the California State University System. (CSU, UC)

HIST 50B (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 social, political, and industrial interconnections between western and non-western societies. This course meets the general education requirement for IVC and the California State University System. (CSU, UC)
youth and adult correctional institutions, welfare and vocational rehabilitation agencies, mental hospitals, state employment centers, educational institutions, and child care centers.

H REL 7 (3) HUMAN RELATIONS IN MANAGEMENT 3 Hrs. Lee. 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 8 (3) PERSONAL AND CAREER DEVELOPMENT 3 Hrs. Lee. This course examines the dynamics of self-awareness which are required when making a realistic career decision. Self-awareness will be approached through an interest inventory, basic skills test, and a values survey, supported by class discussions about personal interests, abilities, aptitudes, limitations, needs, values, 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)

H REL 88 (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lee. A course in the methods of efficient study which is designed to teach the student in adjusting to the demands of college study and improvement of learning skills. Includes a survey of the learning processes and the development of the techniques of learning, the use of tests, taking useful notes, outlining, scheduling, learning to concentrate and remember, the preparation for examinations, the use of the library, the management techniques, and interpersonal communication skills. (Nontransferable, AA/AAS degree only)

H REL 9 (3) INTRODUCTION TO COUNSELING 3 Hrs. Lee. 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 interviewer in counseling situations. Theories of counseling and basic helping skills will be demonstrated, presented, and practiced. (Same as ADS/Psych 5) (CSU)

H REL 11A (3) PRACTICUM 1 Hr. Lee. 6 Hrs. Lab. field experience per week. Recommended Preparation: H REL/ADS/Psych 9, Psych 1A or Soc 1. A course designed to provide opportunity for the student in Psychology, Human Relations, or Alcohol and Drug Studies to gain experience under supervised conditions such as those involving mental health, child development, youth corrections, welfare, homes for the neglected, homes for the aged, youth recreation, rehabilitations, centers for people with physical limitations, and educational settings. Students will be supervised by qualified instructional staff and professionally trained personnel. (Same as ADS/Psych 11A) (CSU)

H REL 11B (3) PRACTICUM 1 Hr. Lee. 6 Hrs. Lab. field experience per week. Prerequisite: H REL/ADS/Psych 11A. A continuation of H REL/ADS/Psych 11A with emphasis in gaining further experience in the same institution or agency or a different institution or agency. (Same as ADS/Psych 11B) (CSU)

H REL 16 (3) THE PSYCHOLOGY OF INTERPERSONAL RELATIONSHIPS 3 Hrs. Lee. (Same as Psych 16) (CSU)

H REL 61 (1) COLLEGE STUDY TECHNIQUES 1 Hr. Lab. A course which explores the study skills necessary to meet the academic demands of collegiate and college curricula. Special emphasis will be placed on the development of critical thinking skills, note-taking techniques, time management, test-taking strategies, and study habits. (Nontransferable, AA/AAS degree only)

H REL 62ABC (1-1-1) PERSONAL AND SOCIAL DEVELOPMENT 1 Hr. Lee. A course utilizing group dynamics, designed to encourage and develop insight into individual and group problems of adjustment, the utilization of personal potential, and the understanding of individual and group processes of development. (Nontransferable, AA/AAS degree only)

H REL 63A (5) ORIENTATION TO IV C 5 Hrs. Lee. A course required for all new matriculating students to assure that they will be acquainted with the college's programs, services, academic expectations, procedures and policies, campus grounds, and student life. Specifically addressed will be admissions, matriculation and its requirements, rules and regulations as they pertain to students, financial assistance, support services at the Learning Center, Reading/Writing Lab, Language Lab, Tutorial Support Services, and Disabled Student Programs and Services, teacher/student registration expectations, study skills, development of a preliminary Student Educational Plan, registration assistance, and campus life. (Nontransferable, AA/AAS degree only)

H REL 63B (5) STUDENT EDUCATIONAL PLAN 5 Hrs. Lee. An optional course to be taken after the successful completion of H REL 63A. This course expands on the foundation of information provided in H REL 63A by assisting each student to compile an individual needs analysis based on the student profile questionnaire completed in H REL 63A. Based on that needs analysis, specific information will be presented in the areas of transfer, vocational requirements, career exploration, choosing a major, decision making, campus organizations, student life, and assessment needs as necessary. (Nontransferable, AA/AAS degree only)

INDST 40-49 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) VOCATIONAL EDUCATION Hours by Arrangement

INDST 41 or 81 (1-3) HUMANITIES Hours by Arrangement
THIS PHYSICALLY
1.5-6 Un.
Prerequisite: Enrollment in high school foreign language or equivalent. Students must plan for one additional hour and individual language laboratory by arrangement. (CSU, UC)

JPN 1B (3)
ELEMENTARY JAPANESE
3 Hrs. Lec. 1 Hr. Lab.
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)

JRN 1 (3)
INTRODUCTION TO JOURNALISM
3 Hrs. Lec. Recommended Preparation: Eligibility for Engl 2B or Engl 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, UC)

JRN 2ABC (4-4-4)
NEWSPAPER PRODUCTION
3 Hrs. Lec. 2 Hrs. Lab.
Recommended Preparation: Jrn 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, UC)

JRN 10ABC (3)
CAREER JOURNALISM
3 Hrs. Lec. 2 Hrs. Lab.
The course focuses on the newspaper as a vehicle for communication. The students will prepare various news stories with speed and accuracy and analyze news sources. Interview techniques will be applied to specific reporting situations covering campus and community functions. The student will prepare their articles for publication in the Imperial Valley Press. (CSU)

LEGAL ASSISTANT

LEGAL 21 (3)
RESEARCH AND CRIMINAL LAW
3 Hrs. Lec.
An introductory course regarding the use of the legal library, research techniques and drafting legal documents. Includes the Penal Code and other criminal statutes and provides an understanding of the elements of crimes and defenses. (CSU)

LEGAL 22 (3)
CIVIL PROCEDURES AND FAMILY LAW
3 Hrs. Lec.
An introductory course in basic civil procedures, court systems, and procedures as they apply to federal, state, and civil laws. Includes topics in family law relevant to marriage, community property, dissolution, parent/child relations, and adoption. (CSU)

LEGAL 23 (3)
CIVIL DISCOVERY AND TORTS
3 Hrs. Lec.
A study of the fundamental principles of the law of torts and examination of the techniques of investigation involved in the lawyer's handling of tort claims, including various forms of pleadings. An examination of the rules of civil evidence and the admissibility of evidence, depositions, interrogatories, admissions, notices to produce, and related rules of discovery and evidence. (CSU)

LEGAL 24 (4)
CORPORATIONS AND BANKRUPTCY
3 Hrs. Lec.
This course covers the principles of agency, principal and third parties, formation and management of California corporations, the rights and liabilities of stockholders, and corporate reorganization and dissolution. It includes regulations of state and federal governments relating to income, deductions, exemptions, appreciation, and capital gains and losses. It also includes a study of the bankruptcy laws and procedures with topics on creditors' rights, debts' exemptions, and secured transactions. (CSU)

LEGAL 25 (5)
REAL ESTATE LAW FOR LEGAL ASSISTANTS
3 Hrs. Lec.
The study of the legal background in property ownership, with special reference to the law of California as it applies to community property, conveyances, deeds, trust deeds, mortgages, homesteads, real estate, etc. (CSU)

LEGAL 26 (3)
WILLS & TRUSTS - PROBATE
3 Hrs. Lec.
A study of the fundamental principles of the law of wills and trusts relating simple will and trust forms. An examination of the organization and jurisdiction of a California Probate Court including gift, inheritance and estate taxes, and practice in administration. (CSU)

LIBRARY TECHNICIAN

LIBRARY 51 (3)
INTRODUCTION TO LIBRARY SCIENCE
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 2A and 12A and completion of LIBRARY 51 or familiarity with the use of a personal computer. An introduction to all types of libraries and their organization. This course is designed for students interested in employment as library technicians. Basic philosophy, policies, terminology, procedures, tools, techniques, and services and current trends in today's library will be covered. (CSU)

LIBRARY 52 (3)
LIBRARY TECHNICAL SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 2A and 12A and completion of LIBRARY 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/AAS degree only)

LIBRARY 53 (3)
LIBRARY PUBLIC SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 2A and 12A and completion of LIBRARY 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, serials services, government information, public relations, and security issues. (Nontransferable, AA/AAS degree only)

LIBRARY 54 (3)
INTRODUCTION TO MEDIA SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 2A and 12A and completion of LIBRARY 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/AAS degree only)

LIBRARY 55 (3)
INFORMATION AND REFERENCE SERVICES
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 2A and 12A and completion of LIBRARY 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/AAS degree only)
MATHEMATICS

New Students

New students are expected to complete the assessment process in math, culminating in a required counseling interview. Placement recommendations for enrollment in math classes will be made at the time of the counseling interview.

Continuing Students

When enrolled in a math course, students must earn a grade of "C" or higher in order to advance to the next course level in the sequence.

MATH X (3) BEGINNING ALGEBRA

3 Hrs. Lab.

Recommended Preparation: Appropriate placement recommenda-
tion or Math 51. A one-semester course which covers the material generally included in a full year high school algebra course.

(Nontransferable, AA/AS degree only)

MATH A (3) INTERMEDIATE ALGEBRA

3 Hrs. Lab.

Recommended Preparation: Appropriate placement recommenda-
tion or Math X. This one semester course is equivalent to a second year algebra course offered a full year in high school. Topics covered include the real number system, polynomials, rational expressions, exponential and radical forms, linear and quadratic equations, relations, functions and graphs, systems of equations and inequalities. (Nontransferable, AA/AS degree only)

SPECIAL NOTE: Mathematics courses 51, X, and A are taught by some universities and state colleges as high school subjects. It is the responsibility of the student to check the catalog of that institution to which he/she expects to transfer to identify deficiencies which must be removed or to plan the sequence of courses which must be completed.

MATH 2 (5) ADVANCED ALGEBRA AND TRIGONOMETRY

5 Hrs.

Prerequisite: Math A or equivalent. This is a course intended for students who need a thorough foundation before attempting calculus. Included will be the study of the real number system, exponential, logarithmic, and trigonometric functions, the complex numbers, theory of equations, and systems of equations. (CU credit limited. See a counselor.)

MATH 3A (5) ANALYTIC GEOMETRY AND CALCULUS

5 Hrs.

Prerequisite: Math 2 or equivalent. Concepts dealing with limits, continuity, differentiation and applications, integration and applications, exponential and logarithmic functions, and other transcendental functions. (CU) (UC credit limited. See a counselor.)

MATHEMATICS

New Students

New students are expected to complete the assessment process in math, culminating in a required counseling interview. Placement recommendations for enrollment in math classes will be made at the time of the counseling interview.

Continuing Students

When enrolled in a math course, students must earn a grade of "C" or higher in order to advance to the next course level in the sequence.

MATH X (3) BEGINNING ALGEBRA

3 Hrs. Lab.

Recommended Preparation: Appropriate placement recommenda-
tion or Math 51. A one-semester course which covers the material generally included in a full year high school algebra course.

(Nontransferable, AA/AS degree only)

MATH A (3) INTERMEDIATE ALGEBRA

3 Hrs. Lab.

Recommended Preparation: Appropriate placement recommenda-
tion or Math X. This one semester course is equivalent to a second year algebra course offered a full year in high school. Topics covered include the real number system, polynomials, rational expressions, exponential and radical forms, linear and quadratic equations, relations, functions and graphs, systems of equations and inequalities. (Nontransferable, AA/AS degree only)

SPECIAL NOTE: Mathematics courses 51, X, and A are taught by some universities and state colleges as high school subjects. It is the responsibility of the student to check the catalog of that institution to which he/she expects to transfer to identify deficiencies which must be removed or to plan the sequence of courses which must be completed.

MATH 2 (5) ADVANCED ALGEBRA AND TRIGONOMETRY

5 Hrs.

Prerequisite: Math A or equivalent. This is a course intended for students who need a thorough foundation before attempting calculus. Included will be the study of the real number system, exponential, logarithmic, and trigonometric functions, the complex numbers, theory of equations, and systems of equations. (CU credit limited. See a counselor.)

MATH 3A (5) ANALYTIC GEOMETRY AND CALCULUS

5 Hrs.

Prerequisite: Math 2 or equivalent. Concepts dealing with limits, continuity, differentiation and applications, integration and applications, exponential and logarithmic functions, and other transcendental functions. (CU) (UC credit limited. See a counselor.)
MUS 10A (1) 
BEGINNING GROUP PIANO I 
1 Hr. Lab. 2 Hrs. Lab. 
A course structured to correlate those musical skills, techniques and understandings which are basic to comprehensive understanding music/sight at the early level of study. (CSU) (UC credit limited. See a counselor.)

MUS 10B (1) 
BEGINNING GROUP PIANO II 
1 Hr. Lab. 2 Hrs. Lab. 
A continuation of MUS 10A. (CSU) (UC credit limited. See a counselor.)

MUS 10C (1) 
INTERMEDIATE GROUP PIANO I 
1 Hr. Lab. 2 Hrs. Lab. 
A course structured for those students who have attained the performance skill competencies required in Beginning Group Piano. (CSU) (UC credit limited. See a counselor.)

MUS 11A (1) 
INTERMEDIATE GROUP PIANO II 
1 Hr. Lab. 2 Hrs. Lab. 
A continuation of MUS 10A. (CSU) (UC credit limited. See a counselor.)

MUS 11C (1) 
INTERMEDIATE GROUP PIANO III 
1 Hr. Lab. 2 Hrs. Lab. 
A continuation of MUS 10A. (CSU) (UC credit limited. See a counselor.)

MUS 12 (1) 
BEGINNING CLASS GUITAR 
1 Hr. Lab. 2 Hrs. Lab. 
A basic course on how to accompany with the guitar. Siren will be placed on tuning, chording, different types of strums and elements of music theory. (CSU) (UC credit limited. See a counselor.)

MUS 12A (1) 
BEGINNING CLASS GUITAR 
1 Hr. Lab. 2 Hrs. Lab. 
A continuation of MUS 12 with the following additions: 1. Reading music (standard musical notation). 2. A thorough presentation of bar chords including seventh, ninth, diminished, augmented, and various altered chords; 3. Advanced picking techniques. (CSU) (UC credit limited. See a counselor.)

MUS 15A (1) 
BEGINNING CLASS VOICE 
1 Hr. Lab. 2 Hrs. Lab. 
The student receives guidance in the performance and appreciation of the various types of solo songs while acquiring the facilities for good vocal technique. Principles are applied through group and individual singing. (CSU) (UC credit limited. See a counselor.)

MUS 15B (1) 
BEGINNING CLASS VOICE 
1 Hr. Lab. 2 Hrs. Lab. 
A continuation of MUS 15A. (CSU) (UC credit limited. See a counselor.)

MUS 16 (1) 
INTERMEDIATE CLASS VOICE 
1 Hr. Lab. 2 Hrs. Lab. 
A continuation of MUS 15B. (CSU) (UC credit limited. See a counselor.)

MUS 17ABCD (1-1-1-1) 
CHAMBER SINGERS 
2 Hrs. Lab. 1 Hr. Lab. 
A study and performance representative of music of all styles, sacred and secular, a cappella, and accompanied. A minimum of six outside performances required each semester. (CSU) (UC credit limited. See a counselor.)

MUS 18ABCD (1-1-1-1) 
CHAMBER ORCHESTRA 
2 Hrs. Lab. 1 Hr. Lab. 
A study and performance of literature for a small orchestra. Performances in local communities and on campus are required. Field trips to other musical events will be included to help students develop efficient listening and evaluating practices. Solo and ensemble rehearsals and performances are included. (CSU) (UC credit limited. See a counselor.)

MUS 19ABCD (1-1-1-1) 
INSTRUMENTAL ENSEMBLE 
2 Hrs. Lab. 1 Hr. Lab. 
A performance organization specializing in literature for string, brass, woodwinds, and percussion ensembles, or any combination thereof. Designed for musicians who wish to explore, rehearse, and perform literature of all styles and periods. (CSU) (UC credit limited. See a counselor.)

MUS 20A (3) 
HISTORY AND LITERATURE OF MUSIC 
3 Hrs. Lect. 
The historical development of music with a study of various types of music from stylistic periods as a medium of cultural development. Intended as a background toward further studies in music for the music major and persons interested in a thorough background for enjoying music. (CSU, UC)

MUS 20B (3) 
HISTORY AND LITERATURE OF MUSIC 
3 Hrs. Lect. 
A continuation of MUS 20A. (CSU, UC)

MUS 21ABCD (1-1-1-1) 
BRASS, WOODWIND AND PERCUSSION METHODS 
1 Hr. Lect. 2 Hrs. Lab. 
In-depth study and performance of literature for brass, woodwinds, and percussion instruments. (CSU) (UC credit limited. See a counselor.)

MUS 25ABCD (1-1-1-1) 
STAGE BAND 
2 Hrs. Lab. 1 Hr. Lab. 
A performance ensemble specializing in the literature of the stage and jazz band tradition. Students will be provided ensemble experiences necessary for developing and refining improvisation techniques and performance practices appropriate to jazz, rock, blues, and swing music traditions. (CSU) (UC credit limited. See a counselor.)

MUS 25ABCD (1-1-1-1) 
APPLIED MUSIC 
1 Hr. Lab. 5 Hrs. 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. Must one hour of class per week on campus for performance as scheduled and turn in weekly lesson attendance form. (CSU) (UC credit limited. See a counselor.)

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 music education. (CSU)

MUS 35ABCD (1-1-1-1) 
COLLEGE-COMMUNITY BAND 
2 Hrs. Lab. 1 Hr. Lab. 
A performance organization specializing in a wide range of literature for the wind band. The primary objective will be to provide the continuing music performing experiences needed by the students of the music college, and to offer the students of the music college training needed for secondary music positions. (CSU)

MUS 36 (3) 
INTRODUCTION TO MUSIC LITERATURE AND LISTSING 
3 Hrs. Lab. 
An introduction to music literature with emphasis on the listening experience. Students study the expressive materials of music and the major forms of literature. Emphasis placed on the skills and understanding necessary for lifelong music listening experiences. (CSU, UC)

MUS 31 (3) 
INTRODUCTION TO TWENTIETH-CENTURY MUSIC 
3 Hrs. Lect. 
An introduction to contemporary music. Study includes twentieth-century art music, country western, and popular music with emphasis on the social and artistic factors that influence the development of each. (CSU, UC)

MUS 32ABCD (1-1-1-1) 
APPLIED MUSIC 
1 Hr. Lab. 5 Hrs. 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. Must one hour of class per week on campus for performance as scheduled and turn in weekly lesson attendance form. (CSU) (UC credit limited. See a counselor.)

NATURAL SCIENCE 
N SCI 51 (3) 
SURVEY OF THE EARTH SCIENCES 
3 Hrs. Lab. 
A junior college general education course to acquaint the student with some principles of the earth sciences including sections on astronomy, meteorology, oceanography, geology, and physical geography. Not open to students with credit in Geog 1, Geog 2, Geol 1A, or Astro 1. (Nontransferable, AA/AS degree only)

NURSING 
Imperial Valley College offers a career ladder nursing program. Students entering the program currently have two options: 
1. Vocational Nurse - the student is eligible to write the state board examination for licensure as a vocational nurse upon completion of the program. (CSU)

2. Associate Degree Nurse - the student is eligible to write the state board examination for licensure as a registered nurse
Admission.

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 its equivalent.
2. Admission to the college.
3. Completion of ENGL 1A, ENGL 11, and MATH X.
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 your 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 1 prior to Fall admission and until August 1 for Spring admission. All students will be notified by mail approximately six weeks later.

Advanced Placement

Applicants who have had previous nursing education or nursing work experience in the following areas will be considered for advanced placement:

- Accredited Vocational or Practical Nursing Program
- Nurse’s Aide or nonaccredited Vocational Nursing Program
- Accredited Professional Nursing Courses
- Accredited Psychiatric Technician Courses

- Armed Services Nursing Courses
- Certified Nurse Assistant Courses

Eligibility for transfer/challenge credit and/or advanced placement is determined on an individual basis by the Division of Nursing. Courses in natural sciences, taken within five years, that meet program requirements will be accepted. Behavioral and social science courses will be evaluated for credit on an individual basis.

Licensed Vocational Nurses who seek advanced placement in the registered nursing curriculum have two alternatives: 1. complete the degree program, or 2. complete selected courses which meet the California Board of Registered Nurses thirty (30) unit option requirements. Specific details are available in the Nursing Office. Preference will be given to those applicants who have completed applications on file in the Nursing Office two months prior to starting nursing courses.

Licensed Vocational Nurses who have completed the Imperial Valley College Nursing Program may, after one year of employment as an LVN, complete the general requirements for Registered Nurse and then enroll in the fourth semester nursing classes. Specific details regarding transition from Vocational Nurse status to Registered Nurse status are available in the Nursing Office.

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 required course 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.

4. Nursing courses may be repeated one time. If a student is unsuccessful a second time, he/she must contact the Director of Nursing Education and Health Technology who will evaluate the student's academic situation and, with the student, will develop a plan of remediation.

All Nursing (NURS) classes except NURS 2C are nine-week classes. NURS 2C is a fourteen-week class. In addition, students are expected to schedule skills laboratory practice time.

NURS 1A (R) (4) INTRODUCTION TO PATIENT CARE I 2 Hrs. Lab. 6 Hrs. Lab.

Prerequisites: HT 1, Anat 10, Psych 1A, admission to the Nursing Program. Theory and skills basic to the provision of safe nursing care 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 (Y) (4) INTRODUCTION TO PATIENT CARE I 2 Hrs. Lab. 6 Hrs. Lab.

Prerequisites: HT 1, Anat 6, Psych 1A, admission to the Nursing Program. Theory and skills basic to the provision of safe nursing care 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. Lab. 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 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 and theory to the care of patients with well-defined commonly occurring illnesses in the hospital setting (CSU).

NURS 1B (Y) (4) INTRODUCTION TO PATIENT CARE II 2 Hrs. Lab. 6 Hrs. Lab.

Prerequisites: NURS 1A(Y), NURS 1C(Y) or permission of the instructor. Communication skills are presented in this course. Basic psychological and physiological 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 and theory to the care of patients with well-defined commonly occurring illnesses in the hospital setting (CSU).

NURS 1C (R) (1.5) PHARMACOLOGY I 1.5 Hrs. Lab.

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 1C (Y) (1.5) PHARMACOLOGY I 1.5 Hrs. Lab.

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 (Y, CSU).

NURS 2A (R) (5.5) THE MATERNITY CYCLE 2.5 Hrs. Lect. 9 Hrs. Lab.

Prerequisites: NURS 1B (R), NURS 2B (V), NURS 1C (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 throughout the maternity 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 (Y) (5.5) THE MATERNITY CYCLE 2.5 Hrs. Lect. 9 Hrs. Lab.

Prerequisites: NURS 1B (Y), NURS 2B (Y), NURS 1C (Y) 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 throughout the maternity 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. Lect. 9 Hrs. Lab.

Prerequisite: NURS 1B (R) and NURS 1C (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, psychological, emotional, cultural and social concepts are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

NURS 2B (Y) (5.5) COMMON HEALTH PROBLEMS I 2.5 Hrs. Lect. 9 Hrs. Lab.

Prerequisite: NURS 1B (Y) and NURS 1C (Y) 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, psychological, emotional, cultural and social concepts are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

NURS 2C (R) (2) PHARMACOLOGY II 2 Hrs. Lect.

Prerequisites: NURS 1B (R), NURS 1C (R) or permission of the instructor. This course focuses on those components of pharmacology related to safe nursing care. It includes information about the basic classification of drugs and principles of therapy related to the effects, actions, and therapeutic use of each drug. The nursing actions and rationale for nursing actions are covered.
Clinical application is integrated into the clinical nursing courses. (CSU)

NURS 2C (V) (2) 
PHARMACOLOGY II
2 Hrs. Lec.
Prerequisite: NURS 1B (V), NURS 1C (V) or permission of the instructor. This course focuses on those components of pharmacology related to safe nursing care. It includes information about the general classification of drugs and principles of therapy related to the effects, actions, and therapeutic use of each drug. The nursing actions and rationale for nursing actions are covered. Clinical application is integrated into the clinical nursing courses. (CSU)

NURS 3A (R) (6.5) 
COMMON HEALTH PROBLEMS II
2.5 Hrs. Lec. 12 Hrs. Lab.
Prerequisite: NURS 3A (R), NURS 3C (R), NURS 3B (R), NURS 3C (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. Emphasis is placed on the immune, endocrine, hematological, cardiovascular, and musculo-skeletal systems. Concepts acquired in previous courses are applied with increasing complexity in caring for individuals of all ages. Physiological, psychological, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent clinical experiences are provided whenever possible. In conjunction, appropriate nursing skills are learned in the classroom. (CSU)

NURS 3A (V) (6.5) 
COMMON HEALTH PROBLEMS II
2.5 Hrs. Lec. 12 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 2C (V), NURS 2B (V), NURS 3C (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. Emphasis is placed on the immune, endocrine, hematological, cardiovascular, and musculo-skeletal systems. Concepts acquired in previous courses are applied with increasing complexity in caring for individuals of all ages. Physiological, psychological, emotional, cultural, and social aspects are integrated into the planning and implementation of nursing care. Concurrent clinical experiences are provided whenever possible. In conjunction, appropriate nursing skills are learned in the classroom. (CSU)

NURS 3B (R) (6.5) 
COMMON HEALTH PROBLEMS III
2.5 Hrs. Lec. 12 Hrs. Lab.
Prerequisite: NURS 2A (R), NURS 2C (R), NURS 2B (R), NURS 3C (R), N5 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 Nursing 3B. The concepts from previous courses are applied with increasing complexity to the caring of individuals throughout the lifespan. The pathophysiology, treatment, and nursing management of common disorders involving the neurological, integumentary, gastrointestinal and renal systems are studied in a progressive sequence across the lifespan. Principles of growth and development are reinforced. The nursing process is utilized by the student to identify the problems and nursing interventions needed for selected patients in the clinical setting. (CSU)

NURS 3B (V) (6.5) 
COMMON HEALTH PROBLEMS III
2.5 Hrs. Lec. 13 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 2C (V), NURS 2B (V), NURS 3C (V), NS 3A (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 Nursing 3B. The concepts from previous courses are applied with increasing complexity to the caring of individuals throughout the lifespan. The pathophysiology, treatment, and nursing management of common disorders involving the neurological, integumentary, gastrointestinal and renal systems are studied in a progressive sequence across the lifespan. Principles of growth and development are reinforced. The nursing process is utilized by the student to identify the problems and nursing interventions needed for selected patients in the clinical setting. (CSU)

NURS 3C (R) (2.5) 
PATIENT CARE MANAGEMENT AND CRITICAL THINKING
1 Hr. Lab.
Prerequisite: NURS 2B (R) or permission of the instructor. To be taken concurrent with NURS 2A (R). An overview of the leadership and management process as it relates to management of patient care is presented. Concurrent clinical experience is integrated into NURS 3A (R), NURS 3B (R) and all subsequent nursing courses. (CSU)

NURS 3C (V) (2.5) 
PATIENT CARE MANAGEMENT AND CRITICAL THINKING
1 Hr. Lab.
Prerequisite: NURS 2B (V) or permission of the instructor. To be taken concurrent with NURS 2A (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 4A (R) (3.5) 
COMMON HEALTH PROBLEMS IV
2 Hrs. Lab. 4.5 Hrs. Lab.
Prerequisite: NURS 3A (R), NURS 3B (R) or permission of the instructor. This course is concerned with an individual's response to stress and crisis. The promotion of mental health, interventions needed for selected patients in the clinical setting. (CSU)

NURS 4B (R) (5.5) 
ADVANCED NURSING
2 Hrs. Lec. 18.5 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 arranged. (CSU)

NURS 4C (R) (I) 
NURSING TRENDS
1 Hr. Lab.
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. Upon successful completion of the course, the student is eligible to write the examination for Registered Nurse. (CSU)

NURS 5 (1-3) 
NURSING: TRANSITION COURSE
1-3 Hrs. Lab.
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 health conditions. (CSU)

NURS 6 (1) 
NURSING: TRANSITION COURSE
1 Hr. Lab.
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, AA/AS degree only)

NURSING CONTINUING EDUCATION
Registered 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 as 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 Nurse and Psychiatric Technician Examiners, BUNPT Provider No. 00294, and meet the requirements for relicensure. (CSU)

RN 37 (1) 
BASIC ARRHYTHMIA RECOGNITION
1 Hr. Lab.
(Same as HAVN 37) (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 as 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 Nurse and Psychiatric Technician Examiners, BUNPT Provider No. 00294, and meet the requirements for relicensure. (CSU)

VN 37 (1) 
BASIC ARRHYTHMIA RECOGNITION
1 Hr. Lab.
(Same as HAVN 37) (CSU)

VN 40 (2) 
INTRAVENOUS THERAPY TECHNIQUE
2 Hrs. Lab.
(Same as RN 40) (CSU)

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 credit for previous nursing courses completed... 40 Units
(Except where noted on each course list in the Imperial Valley College General Catalog.)

103
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.

NUTR 2 (3) (CAN H EC 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 services program. 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 responsibilities of the production supervisor. (Nontransferable, AA/AS degree only)

NUTR 4 (3) SUPERVISION FOR FOOD SERVICES
2 Hrs. Lab. 2 Hrs. Lab.
Prerequisite: Permission of the instructor. This course includes procedures and problems met by food service operations in developing labor management relationships. It includes the responsibility of selection, placement, orientation, training, counseling, rating and promotion of employees and understanding human behavior as it relates to personnel settings. (Nontransferable, AA/AS degree only)

NUTR 5 (3) MODIFIED DIETS
3 Hrs. Lab.
Prerequisite: Permission of the instructor and completion of core courses. The principles of nutrition as they relate to special and abnormal physical conditions including the effect of proper nutrition. Current knowledge and information on modified diets used in the treatment of abnormal physical conditions. Emphasis on rationale for the diet and how these modifications will improve the patient's condition. (CSU)

NUTR 6A (3) FIELD EXPERIENCE-DIETARY MANAGER
1 Hr. Lab. 4 Hrs. Lab.
Prerequisites: NUTR 1, 2, 3, and 4. Permission of the instructor. Supervised field experience in a dietary on-the-job setting at a health care facility. (Nontransferable, AA/AS degree only)

NUTR 6B (3) FIELD EXPERIENCE-SCHOOL FOOD SERVICES MANAGER
1 Hr. Lab. 4 Hrs. Lab.
Prerequisites: NUTR 1, 2, 3, and 4. Permission of the instructor. Supervised field experience in a dietary on-the-job setting at a school food facility. (Nontransferable, AA/AS degree only)

NUTR 7 (3) INTRODUCTION TO HOSPITALITY INDUSTRY
2 Hrs. Lab. 2 Hrs. Lab.
Prerequisite: Permission of the instructor and completion of core courses. Principles and practices of hospitality as it relates to food hotel services for the private and public sector. Personnel relations, public relations and community relation issues are explored. (CSU)

NUTR 8 (3) MENU PLANNING AND PURCHASING
3 Hrs. Lab.
Prerequisite: Permission of the instructor and completion of core courses. The principles of menu planning and purchasing of food services including family and child nutrition. Nutrition manager will learn to analyze information and examine issues and options so that they will be better able to plan menus that meet nutritional requirements, follow menu design principles, comply with budgetary constraints, and to plan menus that are acceptable. (Nontransferable, AA/AS degree only)

PHILOSOPHY

PHIL 1A (3) INTRODUCTION TO PHILOSOPHY
3 Hrs. Lab.
Prerequisite: Satisfaction of all prerequisites for PHI 1A.

PHIL 1B (3) INTRODUCTION TO PHILOSOPHY
3 Hrs. Lab.
Prerequisite: Permission of the instructor and completion of core courses. The principles of philosophy in intelligent living and the methods and significance of philosophical inquiry. Emphasis is placed on problems of value and human nature. Philosophy 1B may be taken before Philosophy 1A. (CSU, UC)

PHIL 18 (3) LOGIC
3 Hrs. Lab.
Prerequisite: Permission of the instructor and completion of core courses. An introduction to deductive and inductive logic. Attention focused upon the relationship between logic and language fallacies, and the use of logic in everyday life. (CSU, UC)

PHIL 11 (3) ETHICS
3 Hrs. Lab.
Prerequisite: Permission of the instructor and completion of core courses. 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.
Prerequisite: Permission of the instructor and completion of core courses. An introduction to the various contemporary religions of the world with an emphasis on their historical development. Study of basic beliefs of each religion as Hinduism, Buddhism, Taoism, Zen, (CSU, UC)

PHAS 5 (3) PHOTOGRAPHY
2 Hrs. Lee. 2 Hrs. Lab. TBA
The basic techniques, theories, 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-interpretation in choice of subject matter. (CSU, UC)

PHYSICAL EDUCATION

Unless exempt, each student is required by 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.

PE 1 (2) PHYSICAL EDUCATION ACTIVITY - MILITARY SERVICE
Prerequisite: Permission of the instructor and completion of core courses. The satisfactory completion of basic or recruit training and 180 days or more active service in the military of the United States of America. The student wishing credit for military service must present his/her DD214 or equivalent supporting document to the Veterans Assistant and register for the credit. If the student registers for the class for military credit and does not submit verification of service, he/she will be dropped as a Non-Show and will not receive credit. PE 1 does not count for units toward VA, Financial Aid, or full-time student status. These are not contact hours. May receive credit only once. (CSU)

PE 2ACBD (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 2ACBD (1-1-1-1) BADMINTON, COED
2 Hrs. Lab.
Enrollment is concerned with teaching the student successfully to execute the proper strokes for swimming. Skills, fundamentals, and safety knowledge are stressed from the beginner to the intermediate swimmer. (CSU) (UC credit limited. See a counselor.)

PE 2ABCD (2-2-2-2) LIFEGUARD TRAINING/ADVANCED LIFESAVING
1.5 Hrs. Lab. 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 7ABCD (2-2-2-2) WATER SAFETY INSTRUCTOR TRAINING
1 Hr. Lab. 2 Hrs. Lab.
Prerequisite: Lifeguard Training Certificate and/or Advanced Lifesaving for the W.S.I. Certificate. Course is 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 8ABCD (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)

PE 1ABCD (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 1ABCD (1-1-1-1) TEAM SPORTS
2 Hrs. Lab.
The course is designed to stimulate the development of mental and physicalalertness and poise, and to encourage regular participation in a variety of sports. Includes coeducational activities. (CSU) (UC credit limited. See a counselor.)

PE 11ABCD (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 12ABCD (1-1-1-1) TENNIS, COED
2 Hrs. Lab.
The course offers 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 13AB (1) ADVANCED TENNIS, COED
2 Hrs. Lab.
Recommended Preparation: PE 12AD. Review and practice of forehand, backhand, serve and volley, overhead smash and lobs. Emphasis on court strategy and tactics for singles and doubles competition. (CSU) (UC credit limited. See a counselor.)

PE 14ABCD (1-1-1-1) ADVANCED VOLLEYBALL, COED
2 Hrs. Lab.
Recommended Preparation: Completion of four semesters of PE 11AD and demonstrate 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.)

PE 15ABCD (1-1-1-1) ADVANCED PHYSICAL FITNESS, COED
2 Hrs. Lab.
Recommended Preparation: Completion of four semesters of PE 17AD and/or PE 3AD. Advanced instruction in weight training and body building practice and techniques. Emphasis placed on maximum development with more time devoted to individual programs of proper exercise and nutrition. (CSU) (UC credit limited. See a counselor.)

PE 16ABCD (1-1-1-1) LIFETIME FITNESS
2 Hrs. Lab.
This course is designed to equip students with the ability to engage in a lifetime fitness program. The course will focus on five areas: cardiovascular endurance, weight control, strength, flexibility, and relaxation. (CSU, UC)

PE 17ABCD (1-1-1-1) PHYSICAL FITNESS, MEN
2 Hrs. Lab.
The 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 18ABCD (1-1-1-1) GOLF, COED
2 Hrs. Lab.
Offers training in the fundamentals of strokes with irons, woods, and putters, 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 19ABCD (1-1-1-1) ADVANCED GOLF, COED
2 Hrs. Lab.
Recommended Preparation: PE 18AD. Advanced training in strokes with irons, woods, and putters; includes rules of the game and emphasis on strategies and tournament play. (CSU) (UC credit limited. See a counselor.)

PE 20ABCD (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. Emphasis on individual and team skills. (CSU) (UC credit limited. See a counselor.)

PE 21ABCD (2-2-2-2) ADVANCED SPORTS ACTIVITY, COED
1 Hr. Lab. 2 Hrs. Lab.
Recommended Preparation: Prior competitive background. This course is designed for students with previous experience in the sports of volleyball, softball, and basketball. The course will cover basic fundamentals as well as advanced team strategies found in competitive situations. A minimum of fifteen hours per semester for each student is required in outside activities such as community sports and recreational programs. (CSU) (UC credit limited. See a counselor.)

PE 22ABCD (1-1-1-1) RACQUETBALL AND HANDBALL, COED
2 Hrs. Lab.
Instruction and development of the handball skills. Presentation of singles and doubles play, including basic shots and strategy. (CSU) (UC credit limited. See a counselor.)

PE 23ABCD (1-1-1-1) BASKETBALL FOR WOMEN
2 Hrs. Lab.
Designed for women students interested in basketball. To offer basic and advanced fundamentals, team play, and strategy. (CSU) (UC credit limited. See a counselor.)

PE 24ABCD (1-1-1-1) BASKETBALL FOR MEN
2 Hrs. Lab.
An introduction to the fundamental skills and strategy of the game. Rules and class competition are included in the course. (CSU) (UC credit limited. See a counselor.)

PE 25ABCD (2-2-2-2) LIFETIME EXERCISE SCIENCE
1 Hr. Lab. 2 Hrs. Lab.
This course is designed to emphasize a comprehensive understanding of the entire scope of the fitness for life process. The student will be equipped to assess their present fitness status; with the ability to write a personalized fitness program; and engage in that fitness program. The course will focus on five areas: cardio-vascular endurance, weight control, strength, flexibility, and relaxation. (CSU, UC)

PE 26ABCD (1-1-1-1) MODERN DANCE, COED
2 Hrs. Lab.
Participation and instruction in rhythmic fundamentals, factors related to movement, movement fundamentals and dance skills, creative activity, and evaluation. Designed to develop the student’s ability to use expressive body movements in a creative art form. More complex individual dance sketches and small group dance studies. (CSU) (UC credit limited. See a counselor.)

PE 27ABCD (1-1-1-1) STEP AEROBICS, COED
2 Hrs. Lab.
Step aerobics involves stepping up and down from a 4 to 12 inch bench, while performing various upper body movements to the accompaniment of music. This course is a simple introduction to basic steps, leading to simple patterns of step choreography. Offers cardiovascular conditioning and strength training. (CSU)

PE 28ABCD (2-2-2-2) DANCE THEATER, COED
3 Hrs. Lab. 1 Hr. by arrangement
A performance group presenting all forms of dance and related theatre arts. A minimum of five outside performances required each semester. Meets physical education activity requirement. (CSU) (UC credit limited. See a counselor.)

PE 29ABCD (1-1-1-1) JAZZ DANCE, COED
2 Hrs. Lab.
A study of syncopated movement. (CSU) (UC credit limited. See a counselor.)
PE 43AB (3-2)  INTERCOLLEGIATE SOFTBALL AND P.E.
PE 44ABCD (1-1-1-1)  SELF-DEFENSE
PE 44ABCD (1-1-1-1)  INDIVIDUAL SPORTS FOR THE PHYSICALLY LIMITED
PE 44ABCD (1-1-1-1)  GROUP SPORTS FOR THE PHYSICALLY LIMITED
PE 51 (2)  INTRODUCTION TO PHYSICAL EDUCATION
PE 52AB (2-2)  THEORY OF BASEBALL
PE 52AB (2-2)  THEORY OF TRACK AND FIELD
PE 55AB (2)  THEOREY OF VOLLEYBALL
PE 55AB (2)  THEOREY OF SOFTBALL
PE 56 (2)  CARE AND PREVENTION OF ATHLETIC INJURIES
PE 57 (2)  PSYCHOLOGY OF COACHING
PE 59AB (3-3)  SPORTS OFFICIATING, MEN
PE 59AB (3-3)  SPORTS OFFICIATING, WOMEN
PE 60 (3)  PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL
PE 62AB (3-3)  PHYSICAL EDUCATION FOR SPECIAL OLYMPICS
PE 63 (3)  THE HISTORY AND APPRECIATION OF DANCE
PHYSICS

PLUMBING

POLITICAL SCIENCE

PE 62AB (3-3)  PHYSICAL EDUCATION FOR SPECIAL OLYMPICS

PE 63 (3)  THE HISTORY AND APPRECIATION OF DANCE

PHYSICS

PLUMBING

POLITICAL SCIENCE

PE 62AB (3-3)  PHYSICAL EDUCATION FOR SPECIAL OLYMPICS

PE 63 (3)  THE HISTORY AND APPRECIATION OF DANCE

PHYSICS

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PE 62AB (3-3)  PHYSICAL EDUCATION FOR SPECIAL OLYMPICS

PE 63 (3)  THE HISTORY AND APPRECIATION OF DANCE

PHYSICS

POLITICAL SCIENCE
PSYCHOLOGY

PSYCH 1A (3)
INTRODUCTION TO PSYCHOLOGY
3 Hrs. Lec.
Recommended Preparation: English 12B. 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, sleep and consciousness, personality, mental disorders and therapy, and social processes. (CSU, UC)

PSYCH 1B (3)
LEARNING
3 Hrs. Lec.
Prerequisite: Psychology 1A. This course will explore the role of learning in the adaptation of humans and other animals to their changing environment. Research methodology, Pavlovian and operant theories, applications and implications, and higher cognitive processes will be examined. (CSU, UC)

PSYCH 2 (3)
BIological PSYCHOLOGY
3 Hrs. Lec.
Recommended Preparation: Psychology 1A and English 12B. An exploration of the biological basis of human behavior. The development, structure and functions of the nervous system is thoroughly examined to provide insight into its complex relationship with human behavior, thought, and feelings. The history of neuroscience and methods of scientific inquiry are reviewed. (CSU, UC)

PSYCH 3 (3)
PSYCHOLOGY OF ADJUSTMENT
3 Hrs. Lec.
Recommended Preparation: English 12B. A study of the development of effective behaviors. Focuses on individual behavior such as self-control, stress and emotional reactions, self-image, motivation, self-deception, lifespan development and the major psychological theories, which address these behaviors. Effective group behaviors including interpersonal relationships, marriage, sex, and society are also examined. (CSU)

PSYCH 4 (3)
PSYCHOLOGY OF HUMAN SEXUALITY
3 Hrs. Lec.
A study of the psychology of Human Sexuality. Includes anatomy and physiology of sexual 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)

PSYCH 5 (3)
PSYCHOLOGY OF EFFECTIVE BEHAVIOR
3 Hrs. Lec.
A survey of some of the relevant psychological facts, principles, and concepts involved in the experience and problems of everyday living. An experimental approach, including emphasis upon effective behavior in real-life situations, interpersonal relations, values clarification, methods for successful study, and the art of taking responsibility for one's own life. (CSU)

PSYCH 6 (3)
CURRENT ISSUES IN PSYCHOLOGY
3 Hrs. Lec.
Recommended Preparation: Psychology 1A and English 12B. A detailed examination of recent research and publications in the areas of psychology as a science, the biological bases of behavior, psychological bases and psychological disorders and therapeutic processes. An up-to-date examination of selected topics in the field of psychology. (CSU, UC)

PSYCH 9 (3)
INTRODUCTION TO COUNSELING
3 Hrs. Lec.
Prerequisite: Co-requisite: Test current grade of B or better in Psych 1A and permission of the instructor. Corequisites: Concurrent enrollment in Psych 1A. This course involves supervised research in the field of Psychology. The research may be laboratory research on a topic approved by the instructor, or it may be done in a laboratory or field situation. The experiment or survey must be presented in an organized and formal manner as explained by the instructor. The research paper is to be in addition to any written work required in Psych 1A. (CSU, UC)

PSYCH 11A (3)
PRACTICUM
1 Hr. Lec. 6 Hrs. Lab. Field experience per week
(Same as ADS/REL 9)(CSU)

PSYCH 11B (3)
PRACTICUM
1 Hr. Lec. 6 Hrs. Lab. Field experience per week
(Same as ADS/REL 11A)(CSU)

PSYCH 13 (3)
INTRODUCTORY STATISTICS WITH APPLICATIONS
3 Hrs. Lec.
(Same as Bus 26/Math 13)(CSU, UC)

PSYCH 14 (3)
ABNORMAL PSYCHOLOGY
3 Hrs. Lec.
Recommended Preparation: Psychology 1A, Psychology 2, Psychology 3, and English 12B. Covers the major categories of mental disorders listed in the latest version of the Diagnostic and Statistical Manual of Mental Disorders (DSM). Draws upon important contributions from various disciplines and theoretical stances. Case studies and research-based explanations are examined. Controversial topics related to mental disorder are explored. (CSU, UC)

PSYCH 15 (3)
SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE
3 Hrs. Lec.
Recommended Preparation: Psychology 1A, Psychology 1B, Sociology 1 or Sociology 17. This course views drug use behavior from a sociological and psychological perspective. It includes an analysis of factors contributing to drug use, societal influence (peer group and the family), and personal psychodynamics and development. It examines illegal drug use as well as legal drug use, particularly of alcohol. Potential solutions and preventive methods which could be of practical value to parents and various professional and semi-professional workers will be addressed. (Same as ADS/Soc 15)(CSU)

PSYCH 16 (3)
THE PSYCHOLOGY OF INTERPERSONAL RELATIONSHIPS
3 Hrs. Lec.
An investigation of the dynamics of interpersonal relationships. Starting, developing, understanding, and improving one's relationships with others will be the focus of this course. Topics will include love, jealousy, acceptance, listening skills, communication skills, perception of self and others, and self-disclosure. The course involves lecture, discussion, and experimental techniques. (Same as H REL 16)(CSU)

PSYCH 17 (3)
SEXUALITY
3 Hrs. Lec.
The study of human sexuality and how it is influenced by the social context. Major concepts, problems and findings concerning the relationship of the individual and society. Includes construction of meaning, self-concept and social identity, group behavior and group membership. (Same as Soc 17)(CSU, UC)

PSYCH 18 (3)
RESEARCH METHODS IN PSYCHOLOGY
3 Hrs. Lec.
Recommended Preparation: Successful completion of Psychology 1A. This course introduces students to psychological research reports, as well as methods and critical analysis techniques that may be applied to diverse research studies and issues. (CSU)

PSYCH 19 (3)
THE PSYCHOLOGY OF LOSS
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 exiting 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 "conscious 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 22 (3)
ADVANCED DEVELOPMENTAL PSYCHOLOGY AND OBSERVATION
3 Hrs. Lec.
Advanced study of the principle theories of developmental psychology, including the study of assessment and observation as tools for understanding behavior and development. (CSU)

PSYCH 27 (3)
UNDERSTANDING EXCEPTIONAL STUDENTS
2 Hrs. Lec. 2 Hrs. Lab.
(Same as ECE 27/DPSPS 1)(CSU)

PSYCH 30 (3)
PSYCHOLOGY OF ADOLESCENCE
3 Hrs. Lec.
A study of human development from pre-adolescence through early and later 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.)

PSYCH 35 (3)
DEVELOPMENTAL PSYCHOLOGY: CONCEPTION TO DEATH
3 Hrs. Lec.
A study of human development from conception to death, including conception, prenatal development, infancy, toddlerhood, preschool years, middle childhood, adolescence, early adulthood, middle adulthood, later adulthood, and death. The course covers psychodynamic theories of development, current research, and major developmental tasks. (CSU)(UC credit limited. See a counselor.)
INTRODUCTION TO CRISIS COUNSELING
3 Hrs. Lec.
Recommended Preparation: Psych 1A. A course designed to familiarize the student with basic understanding of the causes, manifestations, and treatment of emotional illness, especially relevant to crisis situations. (CSU)

GROUP LEADERSHIP AND GROUP PROCESS
3 Hrs. Lec.
(Same as ADS 53) (CSU)

CRISIS INTERVENTION AND REFERRAL TECHNIQUES
3 Hrs. Lec.
(Same as ADS 55) (CSU)

GROUP LEADERSHIP AND GROUP PROCESS
3 Hrs. Lec.
(Same as ADS 53) (CSU)

RECREATION
3 Hrs. Lec.
A theory and activity course designed to present instruction, material, and information necessary to effectively conduct social recreation in chubs, playgrounds, recreation centers, churches, and camps. Emphasis is on the social development and integration of individuals into group programs, including planning, programming, and conducting social recreation activities. (CSU)

OUTDOOR RECREATION
2 Hrs. Lec. 3 Hrs. Lab.
History, development, principles, and trends of organized camping, nature and conservation, and outdoor recreation. Laboratory and field trips, including camping and hiking activities. Practical skills in first aid, outdoor cooking and backpacking. Leadership training in camp counseling. Required for recreation majors. (Will not satisfy PE requirement.) (CSU)

RECREATION FOR SPECIAL GROUPS
2 Hrs. Lec. 4 Hrs. Lab.
Field work in therapeutic recreation in the community. The special groups emphasis area is dedicated to understanding and serving individuals and groups in our society who exhibit special recreational needs. Students must plan for two additional hours by arrangement. (CSU)

RECREATION (1-1-1-1)
RECREATION FOR SPECIAL GROUPS
2 Hrs. Lab.
Intensive therapeutic recreation for severely disabled persons in the community. Through repetitive instruction, the student will develop individual and group skills in recreational activities modified for their developmental disabilities. (Nontransferable, nondegree applicable)

SOCIAL SCIENCE
SOC 52 (3)
INTRODUCTION TO AMERICAN GOVERNMENT
3 Hrs. Lec.
An introductory course to the foundations and major characteristics of the governments of the United States and California, stressing the political habits of the American people within an historical setting. This course will meet the graduation requirement in American Institutions at Imperial Valley College, but is offered to students who do not intend to transfer to senior institutions. Not open to students with credit in Hist 17AB or Pol 5 1, 2. (Nontransferable, AA/AS degree only)

SOCIOLOGY
SOC 1 (3) (CAN SOC 2)
INTRODUCTORY SOCIOLOGY
3 Hrs. Lec.
An introductory course to the study of society. Major ideas, concepts, and methods in 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) (CAN SOC 4)
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. 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 19 (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, ageism, and ethnic and religious discrimination. (Same as ADS 10) (CSU, UC)

SOC 15 (3)
SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE
3 Hrs. Lec.
(Same as ADS/Psych 15) (CSU)

SOC 17 (3)
SOCIAL PSYCHOLOGY
3 Hrs. Lec.
(Same as Psych 17) (CSU, UC)

SOC 38 (3)
CRIMINOLOGY
3 Hrs. Lec.
(Same as Pol S 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, singlehood 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: robotics, computer crime, privacy, and computer technological as an agent of social change. This course does not include hands-on experience with computers. (CSU, UC)

HUMAN SERVICES IN A CHANGING SOCIETY
3 Hrs. Lec.
(Same as ADS 50) (CSU)

SPANISH
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 FVC 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 Spanish for three years in high school are recommended to take the third semester of the college level course.

SPAN 1 (5) (CAN SPAN 2)
ELEMENTARY SPANISH
5 Hrs. Lec.
Prerequisites: The student must be able to speak and read English. Not open to students with native ability in Spanish. (See Span 20A) For additional oral practice, concurrent enrollment in Span 5A is recommended. The beginning Spanish course is based on a contrastive analysis between Spanish and English and is designed to develop in the English-speaking student rudimentary abilities in the four basic language skills: hearing, speaking, reading, and writing. The main emphasis is on the present tense of both regular and irregular verbs. The student will be familiarized with those features of Hispanic culture which reflect the different frame of reference from which the native speaker of Spanish views the world. (CSU, UC)

SPAN 1A (2.5)
ELEMENTARY SPANISH
2.5 Hrs. Lec.
This course is one-half the content of the regular Span 1 course. Completion of Span 1A and 1B sequence will be the equivalent of Span 1, and the total of 5 units. (CSU) (UC credit limited. See a counselor.)

SPAN 1B (2.5)
ELEMENTARY SPANISH
2.5 Hrs. Lec.
This course is one-half the content of the regular Span 1 course. Completion of Span 1A and 1B sequence will be the equivalent of Span 1, and the total of 5 units. (CSU) (UC credit limited. See a counselor.)

SPAN 2 (5) (CAN SPAN 4)
ELEMENTARY SPANISH
5 Hrs. Lec.
A continuation of Span 1 with the main emphasis on the imperfect, pretense, and present perfect forms for both regular and irregular verbs. (CSU, UC)

SPAN 2A (2.5)
ELEMENTARY SPANISH
2.5 Hrs. Lec.
This course is one-half the content of the regular Span 2 course. Completion of the Span 2A and 2B sequence is the equivalent of Span 2 for a total of 5 units. A continuation of Span 1 or Span 1B. (CSU) (UC credit limited. See a counselor.)

SPAN 2B (2.5)
ELEMENTARY SPANISH
2.5 Hrs. Lec.
This course is one-half the content of the regular Span 2 course. Completion of the Span 2A and 2B sequence is the equivalent of Span 2 for a total of 5 units. A continuation of Span 1 or Span 1B. (CSU) (UC credit limited. See a counselor.)
SPAN 2B (2.5)
ELEMENTARY SPANISH
2.5 Hrs. Lee.
This course is one-half the content of Span 2. Completion of the Span 2A and 2B sequence is the equivalent of Span 2. This course is a continuation of Span 2A. (CSU) (UC credit limited. See a counselor.)

SPAN 3 (5) (CAN SPAN B)
INTERMEDIATE SPANISH
5 Hrs. Lee.
Prerequisite: The student must be able to speak and read English. The student must be successful in Span 3 only after having achieved all of the minimal performance objectives specified for both Span 1 and Span 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 moods. (CSU) (UC credit limited. See a counselor.)

SPAN 4 (5) (CAN SPAN 10)
INTERMEDIATE SPANISH
5 Hrs. Lee.
Prerequisite: The student must be able to speak and read English. The student must 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 Span 3 or the recent completion of 4 years of high school Spanish with good retention should enable the student to succeed in Span 4. A continuation of Span 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 5A (2.5)
BEGINNING CONVERSATIONAL SPANISH AND CULTURE
2.5 Hrs. Lee.
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 5B (2.5)
BEGINNING CONVERSATIONAL SPANISH AND CULTURE
2.5 Hrs. Lee.
A continuation of Span 5A. (CSU)

SPAN 20A (5)
BILINGUAL SPANISH
5 Hrs. Lee.
Prerequisite: Spanish speaking fluency, native or near-native or 3 years 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 tenses: present, pretérito, imperfecto, 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. Lee.
Continuation of Span 20A. Emphasis on the conditional and the subjunctive forms. (CSU) (UC credit limited. See a counselor.)

SPAN 23 (3)
BILINGUAL ORAL SPANISH
3 Hrs. Lee.
An intensive course in oral Spanish for students who have learned Spanish as a native language. It is intended for students who must 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 Span 23B is recommended, but not required. (CSU) (UC credit limited. See a counselor.)

SPAN 25 (3)
INTRODUCTION TO SPANISH AMERICAN LITERATURE
3 Hrs. Lee.
Introductory survey of representative movements, authors, and works of Spanish American literature from the Spanish Discovery to the present. Course conducted in Spanish. (CSU, UC)

SPAN 26 (3)
INTRODUCTION TO TRANSLATION AND INTERPRETATION
2 Hrs. Lee. 2 Hrs. Lab.
This course is designed to give students an introduction to theory and practice in translating 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 28A (3)
THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lee.
(Same as Eng 46A) (CSU, UC)

SPAN 28B (3)
THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lee.
(Same as Eng 46B) (CSU, UC)

SPAN 42 (3)
INTRODUCTION TO MEXICAN AMERICAN STUDIES
3 Hrs. Lee.
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 texts in the language laboratory. Practice in listening comprehension and pronunciation. Supplementary course for beginning, intermediate, and advanced levels in Spanish. (Nontransferable, AA/AS degree only)

SPECIAL STUDIES

SPEC 51-87
COURSE DESCRIPTION
Course content, prerequisites, and unit credit to be determined by the Division and the Office of Instruction in relation to community- student interest and available staff. Not offered every semester. Courses numbered 52-55 are (CSU) (UC credit limited. See a counselor.) Courses numbered 51, 56 and 57 are (CSU). Courses numbered 81-87 are (Nontransferable, nondegree applicable).

SPEC 51 or 81 (1-3)
VOCATIONAL EDUCATION
Hours by arrangement

SPEC 52 or 82 (1-3)
HUMANITIES
Hours by arrangement

SPEC 53 or 83 (1-3)
ENGLISH
Hours by arrangement

SPEC 54 or 84 (1-3)
NATURAL SCIENCE
Hours by arrangement

SPEC 55 or 85 (1-3)
SOCIAL SCIENCE
Hours by arrangement

SPEC 56 or 86 (1-3)
BUSINESS
Hours by arrangement

SPEC 57 or 87 (1-3)
HEALTH, PHYSICAL EDUCATION AND RECREATION
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) (CAN SPCH 4)
ORAL COMMUNICATION
3 Hrs. Lee.
Recommended Preparation: Eng 2B or higher. Training in the fundamental processes involved in oral communication with emphasis on organizing material, outlining, constructing, and delivering various forms of speeches. (CSU) (UC credit limited. See a counselor.)

SPCH 2AB (3-3)
INTERMEDIATE PUBLIC SPEAKING
3 Hrs. Lee.
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. (CSU) (UC credit limited. See a counselor.)

SPCH 10 (2) (CAN SPCH 6)
ARGUMENTATION AND DEBATE
3 Hrs. Lee.
An introduction to the problems of evidence and inference, with emphasis on the application of logic to rational discussion of social problems. (CSU, UC)

WATER TREATMENT TECHNOLOGY

WT 1 (4)
WATER TREATMENT PLANT OPERATOR 1
4 Hrs. Lee.
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)
WT 2 (4) WATER TREATMENT PLANT OPERATOR II 4 Hrs. Lab. 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. (CSU)

WT 6 (3) COMPUTATIONAL PROCEDURES FOR TREATMENT PLANT OPERATOR I 3 Hrs. Lab. 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; proportion; averages; area; volumes; metric system conversions; and estimation. (CSU)

WT 7 (3) COMPUTATIONAL PROCEDURES FOR TREATMENT PLANT OPERATOR II 3 Hrs. Lab. Prerequisite: WT 6. 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: mathematics pertaining to waste water collection; preliminary treatment; primary treatment; secondary treatment; trickling filters; secondary clarifiers, and activated sludge. (CSU)

WT 9 (4) WASTE WATER TREATMENT I 4 Hrs. Lab. 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 waste water treatment, start-up operation, daily operation, interpretation of laboratory results, and process control. (CSU)

WT 10 (4) WASTE WATER TREATMENT II 4 Hrs. Lab. Prerequisite: WT 9. Course will consist of waste water maintenance, plant safety, sampling, laboratory procedures, hydraulics, records, process control - activated sludge, sludge digestion, solids handling, and possible approaches to solving operational problems. (CSU)

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) ADVANCED WELDING 2 Hrs. Lab. Emphasis on a detailed study of arc welding for the technology oriented student. Course consists of study, practice and application of arc welding processes. Electrode selection and applications in different joint designs will be covered. This course, together with WELD 31B, is equivalent to WELD 31. Not open to students who have completed WELD 31. (CSU)

WELD 31B (3) ADVANCED WELDING 3 Hrs. Lab. 4 Hrs. Lab. Prerequisite: WELD 31A. A concentrated course in shielded metal arc welding. The student develops his/her welding skill to a professional entry level. Includes a review of oxy-acetylene cutting and welding. (CSU)

WELD 36A (5) ADVANCED WELDING - OXY ACETYLENE WELDING 5 Hrs. Lab. 6 Hrs. Lab. Prerequisite: WELD 36A. Emphasis is on oxy-acetylene welding and cutting. 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 36B (5) ADVANCED WELDING - OXY ACETYLENE WELDING 6 Hrs. Lab. 7 Hrs. Lab. Prerequisite: WELD 36A. 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. Lab. 2 Hrs. Lab. Theory and practice in the fundamentals of planning, layout, pattern development and fabrication of flat sheet metal into useful products. (CSU)

WELD 75 (3) BASIC SHOP SKILLS 3 Hrs. Lab. (Same as AGTEC/Auto T 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 certification program.

General Work Experience is a program for students in any major and need not be related to a vocational major.

Ordinary experience may be on or off campus; the student may or may not receive pay. The Cooperative Education Coordinator will assist students in obtaining jobs.

OCCUPATIONAL COOPERATIVE WORK EXPERIENCE

The Occupational Cooperative Work Experience Program is designed to coordinate on-the-job training and classroom instruction. Supervised employment is 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. Complete no less than seven units (summer session, one course) including Cooperative Work Experience Education.
2. Have approval of the Cooperative Work Experience Education Coordinator.
3. Have occupational or education goals to which, in the opinion of the Coordinator, the Cooperative Work Experience Education will contribute.
4. Participate in 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
10.5 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.
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student
maximum
.. r

for each 60 hours of volunleer

Lee.

Must
devlcping occupaliooal effectiveness. Placement need

WORK EXPERIENCE (PoraUoI

of
oo-the-job

and

relationsJUps

Lab.

During each semester a
student must complete a minimum of 7
units per semester including Work Experience. (CSU)

ZOOL IA (4)
GENERAL ZOOLOGY
2 Hrs. Loc. 6 Hrs. Lab.
Recommended Preparation: One year of a high school laboratory

science. ZooI IA may be taken before ZooI 1A. Introduction to

basics of animal biology with reference to structure,

functions, classification, heredity, and the environment of animals

in general with special emphasis on the invertebrates. (CSU, UC)

ZOOL IB (4)
GENERAL ZOOLOGY
2 Hrs. Loc. 6 Hrs. Lab.
Recommended Preparation: One year of a high school laboratory

science. Introduction to comparative anatomy and physiology,

devopment of vertebrate forms and their interrelationships. (CSU, UC)

WEOCC 82ABCD (1-4, 1-4, 1-4, 1-4)
OCCUPATIONAL WORK EXPERIENCE (Parallel Plan)
Paid Work: 4.5-17.0 Hrs. Lab.
Volunteer Work: 3.5-12.5 Hrs. Lab.
Corquisite: Must be taken in conjunction with WEOCC/WEGEN
80AD. 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. (Formerly WEOCC B1) (CSU)

Recommended Preparatim:
One of the following fields

to the
major

of

Major.

Required courses for the major

AJ 21
Intro to the Admin of Justice
AJ 23/CSI 23
Concepts of Criminal Law
AJ 25
Legal Aspects of Evidence
AJ 26
Prin & Proced of the Justice System
AJ 28
Police Community Relations

I. Required courses for the major

AJ 30
Criminology
AJ 32
Police Field Operations
AJ 33
Traffic Control & Vehicle Code
AJ 34
Criminal Investigation
AJ 36
Traffic Accident Investigation

II. Acceptable courses for the major (6 units from the following courses)

AJ 37
Juvenile Control
AJ 38
Wildlife Law Enforcement
AJ 39/CSI 22
Report Writ for Admin of Justice
AJ 41
Arrest & Finances, Reserve Officer Module A

CJS 21
Intro to Corrections
CJS 31
Concepts of Probation & Parole

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 desire
and the total 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: 0102)

Twenty-one units required for the major

I. Required courses for the major

II. Acceptable courses for the major (select a minimum of 6 units)

AGRICULTURAL BUSINESS MANAGEMENT/ TRANSFER
(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 the management and operation of farms as well as in the
management of firms that supply the service to farms and by those
engaged in processing, marketing, distribution, and sales of farm
products.

Twenty-four units required for the major

I. Required courses for the major

Ag 22
Intro to Agricultural Economics
Ag 25/Bus 3
Ag Business Management
Ag 26
Agricultural Bus Organization
Ag 27
Agrl Sales & Svc Management
CJS 1
Intro to Information Systems
Econ 3
Principles of Economics

II. Acceptable courses for the major (select a minimum of 6 units)

Ag 15
Pesticide Safety
Ag 20
Animal Science
Ag 30
Food & Fiber in a Changing World
Ag 40
Suits
Bus 1A
Prin of Financial Accounting
Bus 1B
Prin of Managerial Accounting
Bus 5
Bus & the Legal Environment
Chem 2A
Introduction to Chemistry

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 required for the major

I. Required courses for the major

Agt 28
Power Equip Oper & Maint
Agt 34
Power Transmission Systems
Agt 35
Fluid Power
Agt 37
Small Gasoline Engines
Agt 39
Fundamentals of Diesel Power

(continued on next page)
**IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1997-1998**

II. Acceptable courses for the major (3 units from the following courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 25/Bus 3</td>
<td>Ag Business Management</td>
</tr>
<tr>
<td>Ag 32</td>
<td>Irrigation &amp; Drainage</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Elec, Start, Charg., Ign., &amp; Related Elec. Systems</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
</tr>
</tbody>
</table>

**AGRICULTURAL SCIENCE/TRANSFER (MAJOR CODE: 0008)**

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 required for the major

### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 20</td>
<td>Animal Science</td>
</tr>
<tr>
<td>Ag 40*</td>
<td>Soils</td>
</tr>
<tr>
<td>Ag 42</td>
<td>Intro to Crop Science</td>
</tr>
<tr>
<td>Agst 28</td>
<td>Power Equip Oper &amp; Maint</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
</tr>
</tbody>
</table>

### II. Acceptable courses for the major (select a minimum of 9 units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 14</td>
<td>Ectonomy</td>
</tr>
<tr>
<td>Ag 21*</td>
<td>Feeds &amp; Feeding</td>
</tr>
<tr>
<td>Ag 30</td>
<td>Food &amp; Fiber in a Changing World</td>
</tr>
<tr>
<td>Ag 32*</td>
<td>Irrigation &amp; Drainage</td>
</tr>
<tr>
<td>Ag 41*</td>
<td>Fertilizers</td>
</tr>
<tr>
<td>Ag 43</td>
<td>Field &amp; Cereal Crops</td>
</tr>
<tr>
<td>Ag 45*</td>
<td>Vegetable Production</td>
</tr>
<tr>
<td>Chem 2A</td>
<td>Introduction to Chemistry</td>
</tr>
</tbody>
</table>

*Ag 21 Feeds & Feeding. Prerequisite: Ag 20; choose this class if Animal Science emphasis

### III. Recommended courses (do not fulfill major requirements)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psy 3</td>
<td>Psychology of Adjustment</td>
</tr>
<tr>
<td>Psy 4</td>
<td>Psychology of Human Sexuality</td>
</tr>
<tr>
<td>Psy 16</td>
<td>H Rel 16 The Psychology of Interpersonal Relationships</td>
</tr>
<tr>
<td>Psy 30</td>
<td>Psychology of Adolescence</td>
</tr>
<tr>
<td>Psy 35</td>
<td>Developmental Psychology: Conception to Death</td>
</tr>
<tr>
<td>Soc 33</td>
<td>Marriage and the Family</td>
</tr>
</tbody>
</table>

### ANTHROPOLOGY (MAJOR CODE: 0011)

Twenty-seven units required for the major

#### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anth 1</td>
<td>Physical Anthropology</td>
</tr>
<tr>
<td>Anth 2</td>
<td>Cultural Anthropology</td>
</tr>
<tr>
<td>Anth 3A</td>
<td>Intro to Arch Site Surveying</td>
</tr>
<tr>
<td>Anth 3B</td>
<td>Intro to Arch Excavations</td>
</tr>
<tr>
<td>Anth 4</td>
<td>California Indians</td>
</tr>
<tr>
<td>Geog 1</td>
<td>Physical Geography</td>
</tr>
</tbody>
</table>

#### II. Acceptable courses for the major (minimum of 9 units required from the following courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anth 3C</td>
<td>Advanced Arch Survey</td>
</tr>
<tr>
<td>Anth 3D</td>
<td>Advanced Arch Excavations</td>
</tr>
<tr>
<td>Anth 6</td>
<td>Indians of North America</td>
</tr>
<tr>
<td>Anth 8</td>
<td>Indians of the Southwest</td>
</tr>
<tr>
<td>Anth 16A</td>
<td>Prehistoric Ceramics</td>
</tr>
<tr>
<td>Anth 16B</td>
<td>Prehistoric Ceramics</td>
</tr>
</tbody>
</table>

### ALCOHOL AND DRUG STUDIES (MAJOR CODE: 6415)

Twenty-seven units required for the major

#### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADS 3/Psych 9</td>
<td></td>
</tr>
<tr>
<td>H Rel 9</td>
<td>Introduction to Counseling</td>
</tr>
<tr>
<td>ADS 11A &amp; B/Psych 11A &amp; B</td>
<td></td>
</tr>
<tr>
<td>H Rel 11A &amp;</td>
<td></td>
</tr>
<tr>
<td>H Rel 11B</td>
<td>Practicum</td>
</tr>
</tbody>
</table>

### ART (MAJOR CODE: 6509)

Twenty-four units required for the major

#### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art 20A*</td>
<td>Drawing</td>
</tr>
<tr>
<td>Art 20B</td>
<td>Drawing</td>
</tr>
<tr>
<td>Art 22A</td>
<td>Design</td>
</tr>
<tr>
<td>Art 3A History &amp; Appreciation of Art</td>
<td></td>
</tr>
<tr>
<td>Art 3B</td>
<td>History &amp; Appreciation of Art</td>
</tr>
</tbody>
</table>

#### II. Additional courses for the major (select a minimum of 9 units from the following courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art 4</td>
<td>History &amp; Appreciation of Art</td>
</tr>
<tr>
<td>Art 5</td>
<td>Women Artists</td>
</tr>
<tr>
<td>Art 18A Watercolor Painting</td>
<td></td>
</tr>
<tr>
<td>Art 21A</td>
<td>Painting</td>
</tr>
<tr>
<td>Art 21B</td>
<td>Painting</td>
</tr>
<tr>
<td>Art 22B</td>
<td>Design</td>
</tr>
<tr>
<td>Art 23A</td>
<td>Ceramics</td>
</tr>
<tr>
<td>Art 23B</td>
<td>Ceramics</td>
</tr>
<tr>
<td>Art 25A</td>
<td>Life Drawing</td>
</tr>
<tr>
<td>Art 25B</td>
<td>Life Drawing</td>
</tr>
<tr>
<td>Art 30A</td>
<td>Beginning Sculpture</td>
</tr>
<tr>
<td>Art 33ACD Gallery Display</td>
<td></td>
</tr>
<tr>
<td>Art 41</td>
<td>Art Fund for Educators</td>
</tr>
<tr>
<td>Art 50A</td>
<td>Advertising/Graphics Design</td>
</tr>
</tbody>
</table>

*Should be taken first semester, if possible, to allow for sequence of Art 20B, Art 21AB, and Art 25AB.

### AUTOMOTIVE BODY REPAIR AND PAINTING (MAJOR CODE: 1000)

Twenty-seven units required for the major

#### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto 70</td>
<td>Auto Body Repair &amp; Painting</td>
</tr>
<tr>
<td>Auto 71</td>
<td>Auto Body Repair &amp; Paint</td>
</tr>
<tr>
<td>Auto 72</td>
<td>Auto &amp; Light Truck Major</td>
</tr>
<tr>
<td>Auto 73</td>
<td>Auto Body Custom Refurbishing</td>
</tr>
<tr>
<td>Auto T 53</td>
<td>Brakes &amp; Suspension</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
</tr>
</tbody>
</table>

#### II. Acceptable courses for the major (minimum of 5 units from the following list may be accepted as major credits if the equivalent of Auto 70 has been completed in high school (two years of high school auto body))

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 51</td>
<td></td>
</tr>
<tr>
<td>Art 33A</td>
<td>Engine Tech, or equivalent</td>
</tr>
<tr>
<td>Auto T 54</td>
<td>Car &amp; Fuel Inject &amp; Exhaust Systems</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
</tr>
</tbody>
</table>

#### WE Cooperative Work Experience

### AUTOMOTIVE TECHNOLOGY (MAJOR CODE: 1001)

Thiry-three units required for the major

#### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 51/</td>
<td></td>
</tr>
<tr>
<td>Auto T 53</td>
<td>Manual Trans &amp; Power Trains</td>
</tr>
<tr>
<td>Auto T 54</td>
<td>Brakes &amp; Suspension</td>
</tr>
<tr>
<td>Auto T 55</td>
<td>Carb. Fuel Inject &amp; Exhaust Systems</td>
</tr>
<tr>
<td>Auto T 56</td>
<td>Air-conditioning &amp; Heating Systems</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Elec, Start, Char., Ign., &amp; Related Elec. Systems</td>
</tr>
<tr>
<td>Auto T 61A</td>
<td>Automatic Transmissions</td>
</tr>
<tr>
<td>Auto T 62</td>
<td>Automatic Electronics</td>
</tr>
<tr>
<td>Auto T 63</td>
<td>Automatic Electronics Fuel Injection</td>
</tr>
</tbody>
</table>

#### II. Recommended courses for the major (not required for the major)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 55/</td>
<td></td>
</tr>
<tr>
<td>Auto T 59</td>
<td>Automotive Machine Shop</td>
</tr>
<tr>
<td>Auto T 61B</td>
<td>Automatic Transmissions</td>
</tr>
<tr>
<td>Auto T 64</td>
<td>Computer Controlled Fuel Injection</td>
</tr>
<tr>
<td>Auto T 65</td>
<td>Basic Machine Shop Technology</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
</tr>
</tbody>
</table>

### RANKING: ADMINISTRATION (MAJOR CODE: 0203)

Twenty-seven to twenty-eight units required for the major

#### I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Prize of Financial Accounting</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
</tr>
<tr>
<td>Bus 751</td>
<td>Human Relations in Mgmt</td>
</tr>
<tr>
<td>Bus 30</td>
<td>Technology for the Modern Office</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
</tr>
<tr>
<td>Econ 1</td>
<td>Principles of Economics</td>
</tr>
<tr>
<td>WEDCC 80ABCD</td>
<td>Work Esper Coordinator Class</td>
</tr>
<tr>
<td>WEDCC 80ABCD</td>
<td>Occupational Work Experience</td>
</tr>
</tbody>
</table>

#### II. Acceptable courses for the major (select 1)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1B</td>
<td>Prize of Managerial Accounting</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>Bus 14</td>
<td>Practical Salesmanship</td>
</tr>
<tr>
<td>Bus 29B</td>
<td>Word Processing 2</td>
</tr>
<tr>
<td>Bus 39</td>
<td>Office Procedures</td>
</tr>
</tbody>
</table>

#### III. Required skill level

Keyboarding skill level 40 wpm. (Bus 25AB, Keyboarding Speed & Accuracy, may be helpful in obtaining this speed level.)
# BANKING: GENERAL OPERATIONS (MAJOR CODE: 0205)

Twenty-seven units required for the major

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Prin of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 23</td>
<td>Machine Calculation</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29A</td>
<td>Word Processing</td>
<td>1</td>
</tr>
<tr>
<td>Bus 40MT 2</td>
<td>Grammar &amp; Usage</td>
<td>3</td>
</tr>
<tr>
<td>Bus 41 OR</td>
<td>Essentials of Bus Correspondence (3)</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>WECCO 8ABC D* Work Exp Coord Class</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>WECCO 82ABC D* Occupational Work Experience</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**I. Required courses for the major**

**II. Acceptable courses for the major (select two courses)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1B</td>
<td>Prin 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 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

**III. Required skill level for the major**

Keyboarding skill level 40 wpm. (Bus 25AB, Keyboarding Speed & Accuracy, may be helpful in obtaining this speed level.)

## BUSINESS OFFICE TECHNOLOGIES: ADMINISTRATIVE ASSISTANT (MAJOR CODE: 0207)

### Thirty units and skill level 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>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Business and the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7/H Rel 7</td>
<td>Human Relations in Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 23</td>
<td>Machine Calculation</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29B</td>
<td>Word Processing 2</td>
<td>3</td>
</tr>
<tr>
<td>Bus 30</td>
<td>Technology for the Modern Office</td>
<td>3</td>
</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>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>WECCO 8ABC D* Work Exp Coord Class</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>WECCO 82ABC D* Occupational Work Exp</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

*It is recommended that the work experience courses be taken after completion of at least 12 units in the major.

### BUSINESS OFFICE TECHNOLOGIES: OFFICE TECHNICIAN (MAJOR CODE: 0209)

### Twenty-nine units and skill level 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>Bus 1A**</td>
<td>Prin of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 23</td>
<td>Machine Calculation</td>
<td>3</td>
</tr>
<tr>
<td>Bus 24</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29A</td>
<td>Word Processing 1</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29B</td>
<td>Word Processing 2</td>
<td>3</td>
</tr>
<tr>
<td>Bus 30</td>
<td>Technology for the Modern Office</td>
<td>3</td>
</tr>
<tr>
<td>Bus 39</td>
<td>Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>Bus 41 OR</td>
<td>Essentials in Bus Correspondence (3)</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>WECCO 8ABC D* Work Exp Coord Class</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>WECCO 82ABC D* Occupational Work Exp</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

*It is recommended that the work experience courses be taken after completion of at least 12 units in the major.

**II. Acceptable courses for the major (select three units)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 37A</td>
<td>Spreadsheet: Excel</td>
<td>1</td>
</tr>
</tbody>
</table>

### BUSINESS SUPERVISION (MAJOR CODE: 0208)

### Twenty-two units 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>Bus 2</td>
<td>Intro to Business</td>
<td>3</td>
</tr>
<tr>
<td>Bus 3/Ag 25</td>
<td>Business Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Business &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 6</td>
<td>Mgmt Concepts of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7/H Rel 7</td>
<td>Human Relations in Mgmt</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1 AND</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 21ABC</td>
<td>Computer Applications Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

NOTE: A 1-unit course from EACH of the following subject areas may be substituted for CIS 1 and CIS 21ABC: Windows Operating Systems, Word Processing, Spreadsheet, Data Base

### BUSINESS TRANSFER (MAJOR CODE: 0214)

### Twenty units 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>Bus 1A</td>
<td>Prin of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 1B</td>
<td>Prin of Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Business and the Legal Environment</td>
<td>3</td>
</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>
</tr>
</tbody>
</table>

**II. Acceptable courses for the major (select a minimum of 3 units)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 2</td>
<td>Intro to Business</td>
<td>3</td>
</tr>
<tr>
<td>Bus 15</td>
<td>Introductory Calculus with</td>
<td>3</td>
</tr>
<tr>
<td>Math 15</td>
<td>Applications</td>
<td>4</td>
</tr>
<tr>
<td>Bus 23</td>
<td>Machine Calculation</td>
<td>3</td>
</tr>
<tr>
<td>Bus 26</td>
<td>Introductory Statistics with</td>
<td>3</td>
</tr>
<tr>
<td>Math 12</td>
<td>Applications</td>
<td>3</td>
</tr>
<tr>
<td>Psych 13</td>
<td>Applications</td>
<td>3</td>
</tr>
<tr>
<td>WECCO 8ABC D* Work Exp Coord Class</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>WECCO 82ABC D* Occupational Work Exp</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

*It is recommended that the work experience courses be taken after completion of at least 12 units in the major.*
Early Childhood Education

Thirty units required for the major

I. Required courses for the major

ECE 20/Psyh 20 Develop Psych of Children 3
ECE 21 Early Child Social: Children, Family & Community 3
ECE 22 Adv Develop Psych & Obsr 3
ECE 23 Early Childhood Curric 1 3
ECE 24 Early Childhood Cuuric II 3
ECE 25 Field Experience 3
ECE 26 Principles of Parenting 3
ECE 28 Admin & Supervision in ECE 3
ECE 28A Health, Safety & Nutrition for Teachers of Young Children 2
ECE 31B/ HT 17 First Aid & CPR for Teachers of Young Children 1
ECE 29 Infant/Toddler Development 3

All courses used for ECE Infant/Toddler Major programs must be completed with a grade of "C" or better.

Emergency Medical Services (MAJOR CODE: 0410)

Successful completion of application process. Acceptance into program by EMT Training Coordinator and EMT Training Medical Director. Contact Nursing Division for specifics.

 Forty-five to one-unit hours required for the major

I. Required courses for the major

EMT-P D1 Emer Med Tech - Para Didactic 1 8
EMT-P D2 Emer Med Tech - Para Didactic 2 8
EMT-P C1 Emer Med Tech - Para Clinical 1 3
EMT-P C2 Emer Med Tech - Para Clinical 2 3
EMT-P F1 Emer Med Tech - Para Field 1 9.5
EMT-P F2 Emer Med Tech - Para Field 2 8
Bus 6 Management Concepts & Supv 3

Bus 7H Rel.7 Human Relations in Management 3

English (MAJOR CODE: 0510)

Eighteen units required for the major

I. Required courses for the major

Engl 1A Reading & Composition 3
Engl 1B Intro to Literature 3
Engl 42A-42B Survey of World Literature (3-3)

Engl 43A-43B Survey of English Literature 3-3
Engl 50 Advanced Composition 3

II. Acceptable courses for the major (3 units from the following courses)

Engl 41 Survey of American Literature 3
Engl 42A, 42B Survey of World Literature 3
Engl 43A, 43B Survey of English Literature 3
Engl 46A The Mexican American in Lit 3
Engl 46B The Mexican American in Lit 3
Engl 47 Intro to the Bible as Literature 3
Engl 52 Intro to Linguistics 3
Engl 53A Creative Writing 3
Engl 54 Intro to Film Hist & Criticism 3

Engl 42A or 42B or 43A or 43B if not used for required courses under 1. above.

Computers Information Systems (MAJOR CODE: 0125)

Twenty-three units required for the major

I. Required courses for the major (select a minimum of 20 units)

Bus 1A Price of Financial Accounting 4
CIS 1 Intro to Information Systems 3
CIS 10 Programming in COBOL 3
CIS 12/ Math 57 Programming in BASIC 3
CIS 21ABC Computer Applications Lab 1
CIS 26 Windows Opera Sys: WIndows 95 1
CIS 31B Word Proc: WordPerfct for Windows 1
CIS 37B Spreadsheet Excel 1
CIS 41A Data Base: Access 1
WECC 80ABCD* Work Exp Corr Class 1
WECC 82ABCD* Work Exp Work Exp 1

*It is recommended that the work experience courses be taken after completion of at least 12 units in the major.

II. Acceptable courses for the major (select a minimum of 3 units)

CIS 3 Intro to Telecommunications 3
CIS 15/ Math 59 Programming in C 3
CIS 22 Microcomputer Accounting 3

CORRECTIONAL SCIENCE (MAJOR CODE: 0104)

Twenty-four units required for the major

I. Required courses for the major

CISI 21 Intro to Corrections 3
CISI 22/ AJ 29 Report Writing for Administration 3
CISI 23/ AJ 23 Concepts of Criminal Law 3
CISI 24 Criminal Interviewing & Counseling 3
CISI 25 Control & Supervision of Inmates 3

II. Acceptable courses for the major (9 units from the following courses)

AJI 21 Intro to Admin of Justice 3
AJI 28 Police Community Relations 3
AJI 34 Criminal Investigation 3
AJI 37 Juvenile Control 3
CISI 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 16ABCD or PE 23ABC, Spch 1

Fire Technology (MAJOR CODE: 1003)

Twenty-eight and one-half units required for the major

I. Required courses for the major

Fire 100 Fire Protection Organization 3
Fire 101 Fire Prevention Technology 3
Fire 102 Fire Protection Equipment 3
Fire 103 Building Construction for Fire Protection 3
Fire 104 Fire Behavior and Combustion 3
Fire 105/ EMT I Emergency Medical Technician 1 6.5
CIS 1* Intro to Information Systems 3

*Engl 42A or 42B or 43A or 43B if not used for required courses under 1. above.

Environmental Technology (MAJOR CODE: 0715)

Thirty-one to forty units required for the major

I. Required courses for the major

Env T 100 Intro to Environmental Tech 4
Env T 103 Hazard Waste Generation/ Reduction Treatment 3
Env T 105 Hazard Materials Management 3
Env T 107 Hazard Waste Management 3
Env T 109 Health Effects of Hazardous Materials 3
Env T 113 Safety & Emergency Response 5

OR Env T 113A/Fire 120 AND Safety & Emergency Response Haz Mat Awareness & Safety 2

Biol 3* Principles of Biological Science 4
Chem 1A General Inorganic Chemistry 4
Chem 2A* Introduction to Chemistry 4

*See a counselor if taken in high school.
II. Select 4 units from the following acceptable courses for the major:

AI 39/CSE 22  Report Writing forAdmin of Just .......................... 3
Fire 110  Intro to Fire Technology ........................................... 3
Fire 111  Streams, Nozzles, Hose & Apparel ........................... 2.5
Fire 112  Good Ladders/Firehose Entry/Rescue ............................ 2.5
Fire 113  Ventilation & Fire Control .......................................... 2
Fire 114  Basic Fire Technology - Advanced ............................... 3.5
Fire 116  Fire Hydraulics ....................................................... 4
Fire 120  Env T 113A  Fund of Haz Mat - First Responder ................. 3
Fire 200A ** Drive/Operator - Driver ......................................... 2
Fire 200B ** Drive/Operator - Pumping ..................................... 2
Fire 201A ** Fire Investigation 1A ............................................ 2
Fire 201B ** Fire Investigation 1B ............................................ 2
Fire 204A ** Fire Prevention 1A .............................................. 2
Fire 204B ** Fire Prevention 1B .............................................. 2
Fire 210A ** Fire Instructor Training 1A .................................. 2
Fire 210B ** Fire Instructor Training 1B .................................. 2
Fire 220A ** Fire Command 1A .............................................. 2
Fire 220B ** Fire Command 1B .............................................. 2

* Recommended

** 200 courses for personnel already employed in Fire Technology or for students who have completed at least 12 units at the 100 level.

FRENCH
(MAJOR CODE: 0666)
Twenty-one units required for the major

I. Required courses for the major
Fren 1*  Elementary French .................................................. 5
Fren 2*  Elementary French .................................................. 5
Fren 3  Intermediate French ................................................... 4
Fren 4  Intermediate French ................................................... 4

II. Acceptable courses for the major (select a minimum of one course from the following courses)
Fren 5  Inter French Read & Writ ..............................................
Fren 10  Inter Conversational French ....................................... 3
Fren 11  Inter Conversational French ....................................... 3

*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.

GENERAL MAJOR
(MAJOR CODE: 0222)"
III. Must select six units from the following:

<table>
<thead>
<tr>
<th>Art 3A</th>
<th>Hist &amp; Appreciation of Art</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art 3B</td>
<td>Hist &amp; Appreciation of Art</td>
<td>3</td>
</tr>
<tr>
<td>Art 4</td>
<td>Hist &amp; Appreciation of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>Art 5</td>
<td>Women Artists</td>
<td>3</td>
</tr>
<tr>
<td>Art 20A</td>
<td>Drawing</td>
<td>3</td>
</tr>
<tr>
<td>Art 22A</td>
<td>Design</td>
<td>3</td>
</tr>
<tr>
<td>Art 23A</td>
<td>Ceramics</td>
<td>3</td>
</tr>
<tr>
<td>Art 25A</td>
<td>Life Drawing</td>
<td>3</td>
</tr>
<tr>
<td>Art 33ABCD</td>
<td>Gallery Display</td>
<td>2</td>
</tr>
<tr>
<td>Art 40</td>
<td>Preparatory of Paint Tech</td>
<td>2</td>
</tr>
<tr>
<td>Mus 7</td>
<td>Intro to Music Foundations</td>
<td>2</td>
</tr>
<tr>
<td>Mus 8A</td>
<td>Beginning Musicianship</td>
<td>2</td>
</tr>
<tr>
<td>Mus 9A</td>
<td>Beginning Harmony</td>
<td>2</td>
</tr>
<tr>
<td>Mus 17ABCD</td>
<td>Chamber Singers</td>
<td>1</td>
</tr>
<tr>
<td>Mus 18ABCD</td>
<td>Chamber Orchestra</td>
<td>1</td>
</tr>
<tr>
<td>Mus 19ABCD</td>
<td>Instrumental Ensemble</td>
<td>1</td>
</tr>
<tr>
<td>Mus 20A</td>
<td>Hist &amp; Lit of Music</td>
<td>3</td>
</tr>
<tr>
<td>Mus 28ABCD</td>
<td>College-Community Chorus</td>
<td>1</td>
</tr>
<tr>
<td>Mus 30</td>
<td>Intro to Music Lit &amp; Listening</td>
<td>1</td>
</tr>
<tr>
<td>Mus 31</td>
<td>Intro to 20th Century Music</td>
<td>3</td>
</tr>
<tr>
<td>Mus 33ABCD</td>
<td>Symphony Orchestra</td>
<td>1</td>
</tr>
<tr>
<td>Mus 64ABCD</td>
<td>Community Band</td>
<td>1</td>
</tr>
<tr>
<td>PE 28ABCD</td>
<td>Dance Theatre</td>
<td>2</td>
</tr>
<tr>
<td>PE 63/64m 21</td>
<td>The Hist &amp; Apprec of Dance</td>
<td>3</td>
</tr>
</tbody>
</table>

IV. Must select three units from the following:

| Hist 4A | Hist of West Civilization | 3 |
| Hist 4B | Hist of West Civilization | 3 |
| Phil 1A | Intro to Philosophy | 3 |
| Phil 1B | Intro to Philosophy | 3 |
| Phil 25 | Religions of the Mod World | 3 |

V. Must select six units from the following:

| DSPS 10 | Beg Communication with the Deaf | 5 |
| DSPS 11 | Inter Commun with the Deaf | 5 |
| Dram 1A | Hist of World Drama | 3 |
| Dram 5B | Hist of World Drama | 3 |
| Dram 20A | Fundamentals of Acting | 3 |
| Dram 22ABCD | Rehearsal & Performance | 3 |
| Eng 1B | Intro to Literature | 3 |
| Eng 42A | Survey of World Literature | 3 |
| Eng 42B | Survey of World Literature | 3 |
| Eng 46A | The Mexican American in Lit | 3 |
| Eng 53A | Creative Writing | 3 |
| Frem 1 | Elementary French | 3 |
| Frem 2 | Elementary French | 3 |
| Jpn 1A | Elementary Japanese | 3 |
| Jpn 1B | Elementary Japanese | 3 |
| Mus 26ABCD | Rehearsal & Performance | 3 |
| Sphc 1 | Oral Communication | 3 |
| Sphc 2AB | Intermediate Public Speaking | 3 |
| Sphc 10 | Argumentation & Debate | 3 |
| Span 1 | Elementary Spanish | 3 |
| Span 2 | Elementary Spanish | 3 |
| Span 20A | Bilingual Spanish | 3 |
| Span 20B | Bilingual Spanish | 3 |

INDIVIDUAL INTERDISCIPLINARY MAJOR (MAJOR CODE: 0315)

This major for an Associate Degree provides occupational-oriented students with an area of concentration within two divisions to meet a specific job need.

The requirements for the major will be met by satisfactory completion of 9 (or more) units in each division.

The courses required will be approved by division chairpersons, a counselor, and the Dean of Vocational-Technical Education. The courses approved will be from courses already established. The student will initiate the request for the major through the Counseling Office.

JOURNALISM (0515)

Twenty-one units required for the major

<table>
<thead>
<tr>
<th>I. Required courses for the major</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jm 1 Introduction to Journalism</td>
</tr>
<tr>
<td>Jm 2ABC Newspaper Production</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>II. Acceptable courses for the major (minimum of 6 units from the following courses)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Econ 1 Principles of Economics</td>
</tr>
<tr>
<td>Econ 2 Principles of Economics</td>
</tr>
<tr>
<td>Engl 1B Intro to Literature</td>
</tr>
<tr>
<td>Soc 1 Introductory Sociology</td>
</tr>
<tr>
<td>Soc 2 Contemporary Social Problems</td>
</tr>
<tr>
<td>Pol S 1 Intro to Political Science</td>
</tr>
<tr>
<td>Pol S 2 Government &amp; Politics</td>
</tr>
<tr>
<td>Bus 20 Beginning Keyboarding</td>
</tr>
<tr>
<td>Sphc 1 Oral Communication</td>
</tr>
<tr>
<td>Eng 43AB Creative Writing</td>
</tr>
<tr>
<td>Eng 54 Intro to Film Hist &amp; Criticism</td>
</tr>
</tbody>
</table>

*If not used to satisfy the American Institutions requirement for graduation.

LEGAL ASSISTANT (MAJOR CODE: 0201)

Twenty-one units required for the major

<table>
<thead>
<tr>
<th>I. Required courses for the major</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 5 Bus &amp; the Legal Environment</td>
</tr>
<tr>
<td>Legal 21 Research &amp; Criminal Law</td>
</tr>
<tr>
<td>Legal 22 Civil Procedures &amp; Family Law</td>
</tr>
<tr>
<td>Legal 23 Civil Discovery &amp; Torts</td>
</tr>
<tr>
<td>Legal 24 Corporations &amp; Bankruptcy</td>
</tr>
<tr>
<td>Legal 25 Real Estate Law for Legal Assistants</td>
</tr>
<tr>
<td>Legal 26 Wills-Trusts-Probate</td>
</tr>
</tbody>
</table>

LIBERAL STUDIES (MAJOR CODE: 0517)

A Minimum of 35 Units Distributed as follows

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 liberal 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 requirement for transfer to SDSU. Students who complete the Liberal Studies program do not have to subject major competency by passing the Multiple Subject Assessment of Teachers (MSAT) 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.)

<table>
<thead>
<tr>
<th>LANGUAGE AND LITERATURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1A Reading &amp; Composition</td>
</tr>
<tr>
<td>ENGL 50 Advanced Composition</td>
</tr>
<tr>
<td>ENGL 21 Oral Communication</td>
</tr>
<tr>
<td>ENGL 42A Survey of World Literature</td>
</tr>
<tr>
<td>ENGL 42B Survey of World Literature</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MATHEMATICS</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 10A Math for Elem School Teachers</td>
</tr>
<tr>
<td>MATH 10B Math for Elem School Teachers</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SCIENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 3 Principles of Biological Science with Lab</td>
</tr>
<tr>
<td>ZOOL 1A General Zoology with Lab</td>
</tr>
<tr>
<td>ASTR 21 Elementary Astronomy</td>
</tr>
<tr>
<td>CHEM 2A Intro to Chemistry with Lab</td>
</tr>
<tr>
<td>GEOG 1 Physical Geography</td>
</tr>
<tr>
<td>LAB Laboratory requirement (required) from either category 7 or 8</td>
</tr>
</tbody>
</table>

SOCIAL SCIENCE AND HISTORY

<table>
<thead>
<tr>
<th>10. ANTH 2 Cultural Anthropology</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 2 Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>SOC 1 Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>HIST 4A History of Western Civilization</td>
<td>3</td>
</tr>
<tr>
<td>HIST 4B History of Western Civilization</td>
<td>3</td>
</tr>
<tr>
<td>HIST 50A Early World History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 50B Modern World History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17A U.S. History (Recommended)</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17B U.S. History (Recommended)</td>
<td>3</td>
</tr>
<tr>
<td>HIST 45A Comparative History of the Americas</td>
<td>3</td>
</tr>
<tr>
<td>HIST 45B Comparative History of the Americas</td>
<td>3</td>
</tr>
<tr>
<td>POL S 1 Introduction to Political Science</td>
<td>3</td>
</tr>
<tr>
<td>POL S 2 American Government &amp; Politics</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17A U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17B U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>POL S 2 American Government and Politics</td>
<td>3</td>
</tr>
</tbody>
</table>

VISUAL AND PERFORMING ARTS AND HUMANITIES

<table>
<thead>
<tr>
<th>13. MUS 7 Introduction to Music Foundations</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 7 Introduction to Music Foundations (Grade of &quot;C&quot; or better required for entrance into SDSU Multiple Subject Credential Program)</td>
<td>3</td>
</tr>
<tr>
<td>ART 3A History of And Appreciation of Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 3B History of And Appreciation of Art</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 1A Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 1B Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 11 Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 25 Religions of the Modern World</td>
<td>3</td>
</tr>
</tbody>
</table>

PHYSICAL EDUCATION

| 16. PE 61 PE in the Elementary School | 3 |
Eighteen units required for

REQUIRED COURSES FOR MUSC 21 Program

I. Required courses for the major

MATH (MAJOR CODE: 0602)

Twenti-seven units required for the major

I. Required courses for the major

MATH 3A Analytic Geometry & Calculus

MATH 3B Analytic Geometry & Calculus

MATH 4 Calculus & Differ Equations

MATH 5 Elem Differential Equations

MATH 6 Intro to Linear Algebra with Applications

II. Acceptable courses for the major (minimum of six units from the following courses)

Math 12

Bus 26/27

Psych 13

Psych 47

CIS 14

CIS 58

CIS 59

CIS 15

Phys 4A

Phys 4B

Phys 4C

(maximum of 6 units from the following courses)

Chem 1A General Inorganic Chemistry

Chem 1B General Inorganic Chemistry

Chem 5 Quantitative Analysis

Chem 12A Organic Chemistry

Chem 12B Organic Chemistry

Chem 2A Introduction to Chemistry

MARKETING - SALES TECHNOLOGY

(MAJOR CODE: 0211)

Twenty-one to twenty-three units required for the major

I. Required courses for the major

Bus 2 Introduction to Business

Bus 4 Principles of Marketing

Bus 5 Bus & the Legal Environment

Bus 14 Practical Salesmanship

CIS 1 Intro to Information Systems

II. Acceptable courses for the major (6 units from the following courses)

Bus 1A Prin of Financial Accounting

Bus 1B Prin of Managerial Accounting

Bus 3/Ag 25 Business Management

Bus 7/Ag 7 Human Relations in Management

Bus 10 Practical Accounting

III. AREA OF SPECIALIZATION:

A major of specialization will be required for students seeking the multiple subject credential to teach in the elementary schools. The area of specialization may also require selection of lower division prerequisites. Check the catalog of the transfer university and select the area that best meets your needs.

Chosen area of specialization:

Prerequisite(s):

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)

Anat 8 Human Anatomy

Anat 10 Human Anatomy & Physiology

Biol 3 Prin of Biological Science

Biol 21 General Microbiology

Phys 1 Human Physiology

Zool 1A General Zoology

Zool 1B General Zoology

Env 3/Ag 5 Man & His Environment

Anth 1 Physical Anthropology

IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1997-1998

NURSING

Associate Degree Nursing

(MAJOR CODE: 0402)

Pre-Admission Requirements

Engl 1A Reading & Composition

NURS 1A (R) Intro to Patient Care I

NURS 1B (R) Intro to Patient Care II

NURS 1C (R) Pharmacology I

NURS 1D (R) Pharmacology II

NURS 2A (R) Maternity Cycle

NURS 2B (R) Common Health Problems I

NURS 2C (R) Common Health Problems II

Pre-Clinical Requirements

Psych 19/20	 Freud Psych: Conception to Death

Biol 21	 General Microbiology

NURS 1A (R) Intro to Patient Care I

NURS 1B (R) Intro to Patient Care II

NURS 1C (R) Pharmacology I

NURS 1D (R) Pharmacology II

NURS 2A (R) Maternity Cycle

NURS 2B (R) Common Health Problems I

NURS 2C (R) Common Health Problems II

Required (minimum of 5 units from the following courses)

NURS 10A Beginning Group Piano I

NURS 32ABCD Applied Music

NURS 17ABCD Chamber Singers

NURS 18ABCD Chamber Orchestra

NURS 27ABCD Concert Band

NURS 28ABCD College-Community Choir

NURS 33ABCD Symphony Orchestra

NURS 34ABCD Pep Band

Note: All music majors are required to perform in at least one of the above college music organizations every semester enrolled.

II. Recommended as electives (do not fulfill major requirements)

NURS 10B Beginning Group Piano II

NURS 11A Intermediate Group Piano I

NURS 11B Intermediate Group Piano II

NURS 12 Beginning Class Guitar

NURS 13 Intermediate Class Guitar

NURS 15A Beginning Class Voice

NURS 15B Beginning Class Voice

NURS 16 Intermediate Class Voice

NURS 19ABCD Instrumental Ensemble

NURS 20A History & Literature of Music

NURS 20B History & Literature of Music

NURS 21ABCD Brass, Woodwind & Percussion Methods

NURS 25ABCD Stage Band

NURS 26ABCD Rehearsal & Performance

NURS 29ABCD Estudantina

NURS 31 Intro to 20th Century Music

NURS 64ABCD College-Community Band

TOTAL 20

Second Semester

NURS 2A (R) Maternity Cycle

NURS 2B (R) Common Health Problems I

NURS 2C (R) Common Health Problems II

TOTAL 13

Third Semester

Humanities Elective

NURS 3A (R) Common Health Problems II

NURS 3B (R) Common Health Problems III

TOTAL 16

Fourth Semester

Sph 1 Oral Communication

NURS 4A (R) American Institutions Course

NURS 4B (R) Human Health Problems IV

NURS 4C (R) Human Health Problems V

TOTAL 16

(continued on next page)
**IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1997-1998**

**Vocational Nursing**  
(MAJOR CODE: 0403)

Thirty-eight units of nursing required for the major. Fifteen support course units required to complete the vocational nursing program.

### Pre-Admission Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng 1A Reading &amp; Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 3**

### Pre-Clinical Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 1A Intro to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Anat 6 Human Anatomy &amp; Physiology</td>
<td>5</td>
</tr>
</tbody>
</table>

**TOTAL 11**

**First Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 35</td>
<td>3</td>
</tr>
<tr>
<td>Biol 21 General Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>NURS 1A Intro to Patient Care I</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1B Intro to Patient Care II</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1C (R) Pharmacology I</td>
<td>1.5</td>
</tr>
<tr>
<td>NURS 3C (R) Care Patient Mgmt &amp; Crit Think</td>
<td>2.5</td>
</tr>
</tbody>
</table>

**TOTAL 20**

### Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 2A (R) The Maternity Cycle</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2B (R) Common Health Problems I</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2C (R) Pharmacology II</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL 13**

### Third Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>NURS 3A (R) Common Health Problems II</td>
<td>6.5</td>
</tr>
<tr>
<td>NURS 3B (R) Common Health Problems III</td>
<td>6.5</td>
</tr>
</tbody>
</table>

**TOTAL 16**

### Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sph 1 Oral Communication</td>
<td>3</td>
</tr>
<tr>
<td>American Institutions Course</td>
<td>3</td>
</tr>
<tr>
<td>NURS 4A (R) Common Health Problems IV</td>
<td>3.5</td>
</tr>
<tr>
<td>NURS 4B (R) Advanced Nursing</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 4C (R) Nursing Trends</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL 16**

**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

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng 1A Reading &amp; Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 3**

### Pre-Clinical Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3 Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 1A Intro to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Anat 6 Anatomy &amp; Physiology for Health Occupations</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 9**  
(continued on next page)
II. Acceptable courses for the major (select a minimum of 6 units from the following courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Astro 21</td>
<td>Principles of Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>Chem 5</td>
<td>Quantitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Chem 12B</td>
<td>Organic Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>Env S/Ag 5</td>
<td>Man &amp; His Environment</td>
<td>3</td>
</tr>
<tr>
<td>Geog 1</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>Math 3A</td>
<td>Analytical Geometry &amp; Calculus</td>
<td>5</td>
</tr>
<tr>
<td>Math 3B</td>
<td>Analytical 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>4</td>
</tr>
<tr>
<td>Math 6</td>
<td>Intro to Linear Algebra with Applications</td>
<td>3</td>
</tr>
<tr>
<td>Math 47/</td>
<td>Programming in FORTRAN</td>
<td>3</td>
</tr>
<tr>
<td>Math 58</td>
<td>Computer Programming in Pascal</td>
<td>3</td>
</tr>
<tr>
<td>Math 59/</td>
<td>Programming in C</td>
<td>3</td>
</tr>
</tbody>
</table>

PRE-ENGINEERING (MAJOR CODE: 0604)

Fourty-seven units 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>Chem 1A</td>
<td>General Inorganic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>Math 3A</td>
<td>Analytical Geometry &amp; Calculus</td>
<td>5</td>
</tr>
<tr>
<td>Math 3B</td>
<td>Analytical 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>Phys 4A</td>
<td>Principles of Physics</td>
<td>5</td>
</tr>
<tr>
<td>Phys 4B</td>
<td>Principles of Physics</td>
<td>5</td>
</tr>
<tr>
<td>Phys 4C</td>
<td>Principles of Physics</td>
<td>5</td>
</tr>
</tbody>
</table>

II. Acceptable courses for the major (select a minimum of 12 units)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chem 1B</td>
<td>General Inorganic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>Chem 5</td>
<td>Quantitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Chem 12A</td>
<td>Organic Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>Chem 12B</td>
<td>Organic Chemistry</td>
<td>4</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 Applications</td>
<td>3</td>
</tr>
<tr>
<td>Math 12/Bus</td>
<td>Programming in Pascal</td>
<td>3</td>
</tr>
<tr>
<td>Psych 13</td>
<td>Introductory Statistics with Applications</td>
<td>3</td>
</tr>
<tr>
<td>Math 47/</td>
<td>Programming in FORTRAN</td>
<td>3</td>
</tr>
<tr>
<td>Math 58</td>
<td>Computer Programming in Pascal</td>
<td>3</td>
</tr>
<tr>
<td>Math 59/</td>
<td>Programming in C</td>
<td>3</td>
</tr>
</tbody>
</table>

Prior to enrollment in any of these courses, engineering students should consult the catalog of the institution to which they plan to transfer and determine which courses on this list are applicable to their particular major. They should then enroll for as many of these applicable courses as possible.

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 so as to be prepared for most upper division engineering courses. If the student also wishes to complete his/her 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 specifics on course offerings or any questions regarding the engineering program.

II. Acceptable courses for the major (2 or 3 units to be selected from the following courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 3ABCD</td>
<td>Physical Fitness, Women</td>
<td>1</td>
</tr>
<tr>
<td>PE 4ABCD</td>
<td>Badminton, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 5ABCD</td>
<td>Swimming, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 10A/BCD</td>
<td>Team Sports</td>
<td>3</td>
</tr>
<tr>
<td>PE 11A/BCD</td>
<td>Volleyball, Coed</td>
<td>3</td>
</tr>
<tr>
<td>PE 12A/BCD</td>
<td>Tennis, Coed</td>
<td>3</td>
</tr>
<tr>
<td>PE 14A/BCD</td>
<td>Adv Volleyball, Coed</td>
<td>3</td>
</tr>
<tr>
<td>PE 17A/BCD</td>
<td>Physical Fitness, Men</td>
<td>3</td>
</tr>
<tr>
<td>PE 20A/BCD</td>
<td>Softball, Coed</td>
<td>3</td>
</tr>
<tr>
<td>PE 21A/BCD</td>
<td>Basketball for Women</td>
<td>3</td>
</tr>
<tr>
<td>PE 24A/BCD</td>
<td>Basketball for Men</td>
<td>3</td>
</tr>
<tr>
<td>PE 29A/BCD</td>
<td>Jazz Dance, Coed</td>
<td>1</td>
</tr>
</tbody>
</table>

REHABILITATION TECHNICIAN FOR THE PHYSICALLY LIMITED (MAJOR CODE: 1103)

Eighteen units 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>Bus 90</td>
<td>Real Estate Principles</td>
<td>3</td>
</tr>
<tr>
<td>Bus 91</td>
<td>Real Estate Principles</td>
<td>3</td>
</tr>
<tr>
<td>Bus 92A</td>
<td>Legal Aspects of Real Estate</td>
<td>3</td>
</tr>
<tr>
<td>Bus 93</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>Bus 94A</td>
<td>Real Estate Appraisal</td>
<td>3</td>
</tr>
<tr>
<td>Bus 95</td>
<td>Real Estate Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

II. A minimum of 6 units must be taken from Section II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HA 15</td>
<td>Health Assistant</td>
<td>5</td>
</tr>
<tr>
<td>DES 10</td>
<td>Integrated Comm with the Deaf</td>
<td>4</td>
</tr>
<tr>
<td>DES 11</td>
<td>Integrated Comm with the Deaf</td>
<td>4</td>
</tr>
<tr>
<td>DES 33</td>
<td>Intro to Audiology</td>
<td>3</td>
</tr>
<tr>
<td>DES 34</td>
<td>Audiology &amp; Hearing Conserv</td>
<td>3</td>
</tr>
<tr>
<td>DES 40</td>
<td>Tech for Residential Svcs Spec</td>
<td>3</td>
</tr>
</tbody>
</table>

III. Additional units to complete the major may be utilized from the courses under Section III

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 62AB</td>
<td>PE for Special Olympics</td>
<td>3</td>
</tr>
<tr>
<td>DES 2B</td>
<td>Practicum Exper to Work with the Physically Limited Person</td>
<td>2</td>
</tr>
<tr>
<td>DES 13</td>
<td>Communication with the Deaf</td>
<td>3</td>
</tr>
<tr>
<td>DES 13ABC</td>
<td>Communication with the Deaf in the College Classroom</td>
<td>1</td>
</tr>
<tr>
<td>Psych 3</td>
<td>Psych of Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>Psych 9H/9L</td>
<td>ADS 9 into Counseling</td>
<td>3</td>
</tr>
<tr>
<td>Psych 17</td>
<td>Soc 17</td>
<td>3</td>
</tr>
<tr>
<td>Psych 20</td>
<td>Soc 2</td>
<td>3</td>
</tr>
<tr>
<td>ECE 20</td>
<td>Develop Psych of Children</td>
<td>3</td>
</tr>
<tr>
<td>Rec 73</td>
<td>Recreation for Special Groups</td>
<td>3</td>
</tr>
<tr>
<td>Soc 1</td>
<td>Introductory Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Soc 2</td>
<td>Contemp Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>Spch 1</td>
<td>Oral Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

SMALL BUSINESS MANAGEMENT (MAJOR CODE: 0225)

Twenty-six units 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>Bus 1A</td>
<td>Prin of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 2</td>
<td>Intro to Business</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 6</td>
<td>Mgmt Concepts of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>Bus 14</td>
<td>Professional Salesmanship</td>
<td>3</td>
</tr>
<tr>
<td>Bus 16</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

SOCIAL SCIENCE (MAJOR CODE: 0990)

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 three of the seven fields:

**Anthropology**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</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 Art Arch Excavations</td>
<td>3</td>
</tr>
<tr>
<td>Anth 3B</td>
<td>Intro to Art Arch Excavations</td>
<td>3</td>
</tr>
<tr>
<td>Anth 4</td>
<td>California Indians</td>
<td>3</td>
</tr>
<tr>
<td>Anth 6</td>
<td>Indians of North America</td>
<td>3</td>
</tr>
</tbody>
</table>

**Economics**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<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>
</tr>
</tbody>
</table>

**Archaeology**

(continued on next page)
**Geography**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geog 1</td>
<td>Physical Geography</td>
</tr>
<tr>
<td>Geog 2</td>
<td>Cultural Geography</td>
</tr>
</tbody>
</table>

**History**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hist 4A</td>
<td>History of Western Civilization</td>
</tr>
<tr>
<td>Hist 4B</td>
<td>History of Western Civilization</td>
</tr>
<tr>
<td>Hist 17A</td>
<td>United States History</td>
</tr>
<tr>
<td>Hist 17B</td>
<td>United States History</td>
</tr>
<tr>
<td>Hist 30</td>
<td>Mexico &amp; the American Southwest</td>
</tr>
<tr>
<td>Hist 33</td>
<td>History of Imperial Valley</td>
</tr>
<tr>
<td>Hist 45A</td>
<td>Comp History of the Americas</td>
</tr>
<tr>
<td>Hist 45B</td>
<td>Comp History of the Americas</td>
</tr>
<tr>
<td>Hist 50A</td>
<td>Early World History</td>
</tr>
<tr>
<td>Hist 50B</td>
<td>Modern World History</td>
</tr>
</tbody>
</table>

**Philosophy**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phil 1A</td>
<td>Intro to Philosophy</td>
</tr>
<tr>
<td>Phil 1B</td>
<td>Intro to Philosophy</td>
</tr>
<tr>
<td>Phil 11</td>
<td>Ethics</td>
</tr>
<tr>
<td>Phil 25</td>
<td>Religions of the Mod World</td>
</tr>
</tbody>
</table>

**Political Science**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pol S 1</td>
<td>Intro to Political Science</td>
</tr>
<tr>
<td>Pol S 2</td>
<td>American Govt &amp; Politics</td>
</tr>
<tr>
<td>Pol S 3</td>
<td>Comparative Politics</td>
</tr>
<tr>
<td>Pol S 14</td>
<td>Intro to International Relations</td>
</tr>
</tbody>
</table>

**Social Science**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSCI 52</td>
<td>Intro to American Government</td>
</tr>
</tbody>
</table>

**Sociology**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soc 1</td>
<td>Introductory Sociology</td>
</tr>
<tr>
<td>Soc 2</td>
<td>Contemp Social Problems</td>
</tr>
<tr>
<td>Soc 10</td>
<td>Sociology of Minority Groups</td>
</tr>
<tr>
<td>Soc 33</td>
<td>Marriage &amp; the Family</td>
</tr>
</tbody>
</table>

**Spanish: Non-Native Speaker (MAJOR CODE: 0668)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Span 26</td>
<td>Intro to Trans &amp; Inter</td>
</tr>
<tr>
<td>Span 28A</td>
<td>The Mexican American in Lit</td>
</tr>
<tr>
<td>Span 28B</td>
<td>The Mexican American in Lit</td>
</tr>
<tr>
<td>Span 50ABC</td>
<td>Language Lab</td>
</tr>
<tr>
<td>Mus 29ABC</td>
<td>Estudiantina</td>
</tr>
</tbody>
</table>

**WELDING TECHNOLOGY (MAJOR CODE: 1007)**

The practice of joining metals by welding is becoming more of a science every day. Imperial Valley College recognizes this and consequently has instituted a two-year Associate Degree program in Welding Technology. This program is designed to train technicians by giving the student ample laboratory welding practice along with related theory, plus a firm background in associated subjects such as mechanics and metalworking techniques.

The welding facility consists of an indoor, air-conditioned laboratory equipped with oxy-acetylene, arc welders, Tig welders, Mig welders, and resistance welders.

Graduates from this program will find many opportunities for employment with aircraft industries, shipbuilding companies, construction crews, etc. The future is almost unlimited for the student with interests along these lines.

**Twenty units required for the major**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weld 31 OR Basic Welding</td>
<td></td>
</tr>
<tr>
<td>Weld 31A &amp; Oxy-Acetylene Welding (2)</td>
<td></td>
</tr>
<tr>
<td>Weld 31B &amp; Arc Welding (3)</td>
<td></td>
</tr>
<tr>
<td>Weld 36A &amp; Advanced Welding</td>
<td></td>
</tr>
<tr>
<td>Weld 36B &amp; Advanced Welding</td>
<td></td>
</tr>
<tr>
<td>Weld 36C &amp; Arc Weld - Welder Certification</td>
<td></td>
</tr>
</tbody>
</table>

**WATER TREATMENT TECHNOLOGY (MAJOR CODE: 1000)**

Twenty-two units required for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>WT 1</td>
<td>Water Treat Plant Oper I</td>
</tr>
<tr>
<td>WT 2</td>
<td>Water Treat Plant Oper II</td>
</tr>
<tr>
<td>WT 6</td>
<td>Computational Proc for Treatment</td>
</tr>
<tr>
<td>WT 7</td>
<td>Computational Proc for Treatment</td>
</tr>
<tr>
<td>WT 9</td>
<td>Waste Water Treatment I</td>
</tr>
<tr>
<td>WT 10</td>
<td>Waste Water Treatment II</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</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 21</td>
<td>Intro to Admin of Justice</td>
</tr>
<tr>
<td>AJ 23CSI 23</td>
<td>Concepts of Criminal Law</td>
</tr>
<tr>
<td>AJ 25</td>
<td>Legal Aspects of Evidence</td>
</tr>
<tr>
<td>AJ 26</td>
<td>Prn &amp; Proc of the Justice System</td>
</tr>
<tr>
<td>AJ 28</td>
<td>Police Community Relations</td>
</tr>
<tr>
<td>AJ 37</td>
<td>Juvenile Control</td>
</tr>
<tr>
<td>Eng 28A</td>
<td>Basic English Composition</td>
</tr>
<tr>
<td>Eng 12B*</td>
<td>Reading III: Inter Develop</td>
</tr>
</tbody>
</table>

*A 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</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 15</td>
<td>Pesticide Safety</td>
</tr>
<tr>
<td>Ag 23</td>
<td>Intro to Agricultural Economics</td>
</tr>
<tr>
<td>Ag 25/BUS 3</td>
<td>Ag Business Management</td>
</tr>
<tr>
<td>Ag 26</td>
<td>Agricultural Bus Organization</td>
</tr>
<tr>
<td>Ag 27</td>
<td>Agri Sales &amp; Service Management</td>
</tr>
<tr>
<td>Ag 30</td>
<td>Food &amp; Fiber in a Changing World</td>
</tr>
<tr>
<td>Ag 40</td>
<td>Soils</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
</tr>
</tbody>
</table>

**Select one course from the following:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 14</td>
<td>Entomology</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
</tr>
</tbody>
</table>

**AGRICULTURAL ENGINEERING TECHNOLOGY (CERTIFICATE CODE: 5045)**

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**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 28</td>
<td>Power Equip Oper &amp; Maint</td>
</tr>
<tr>
<td>Ag 34</td>
<td>Power Transmission Systems</td>
</tr>
<tr>
<td>Ag 35</td>
<td>Auto T 57 &amp; Fluid Power</td>
</tr>
<tr>
<td>Ag 37</td>
<td>Auto T 59 &amp; Small Gasoline Engines</td>
</tr>
<tr>
<td>Ag 39</td>
<td>Fundamentals of Diesel Power</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
</tr>
</tbody>
</table>

**II. Acceptable courses for the certificate (3 units from the following)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 54</td>
<td>Cars, Fuel Inject. &amp; Exhaust Systems</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Elec. Start, Chang., Ign., &amp; Related Elec. Systems</td>
</tr>
<tr>
<td>Auto T 65</td>
<td>Basic Machine Shop Tech</td>
</tr>
</tbody>
</table>

**ALCOHOL AND DRUG STUDIES (CERTIFICATE CODE: 5145)**

**Twenty-seven units required for the certificate**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADS 9/PSYC 9</td>
<td>Intro to Counseling</td>
</tr>
</tbody>
</table>

---

(continued on next page)
AUTOMOTIVE BODY REPAIR AND PAINTING  
(CERTIFICATE CODE: 5010)  

Twenty-seven units required for the certificate  

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</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 Body Repair</td>
<td>5</td>
</tr>
<tr>
<td>Auto 73</td>
<td>Auto Body Custom Refinishing &amp; Shop Management</td>
<td>5</td>
</tr>
<tr>
<td>Auto T 53</td>
<td>Brakes &amp; Suspension</td>
<td>4</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
<td>3</td>
</tr>
</tbody>
</table>

The following courses may be substituted for any of the above required courses except Auto 70 & Auto 71:  

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 54</td>
<td>Car, Fuel Injection, &amp; Exhaust Systems</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
</tbody>
</table>

AUTOMOTIVE TECHNOLOGY  
(CERTIFICATE CODE: 5020)  

Thirty-three units required for the certificate  

Each course must be completed with a minimum grade of "C" for each course in the certificate program.  

I. Required courses for the certificate*  

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 51/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aget 33A</td>
<td>Engine Technology</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 52</td>
<td>Manual Trans &amp; Power Train</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 53</td>
<td>Brakes &amp; Suspension</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 54</td>
<td>Car, Fuel Injection &amp; Exhaust Systems</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 56</td>
<td>Diagnostics</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Elec, Start, Charge, Ignition &amp; Related Elec. Systems</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 61A</td>
<td>Automatic Transmission</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 62</td>
<td>Automatic Electronics</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 63</td>
<td>Automotive Electronic Fuel Injection</td>
<td>3</td>
</tr>
</tbody>
</table>

II. Recommended courses for the certificate (do not fulfill requirements for the certificate)  

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 55/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aget 33B</td>
<td>Automotive Shop</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 59/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aget 37</td>
<td>Small Gasoline Engines</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 61B</td>
<td>Adv Automatic Transmissions</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 64</td>
<td>Computer Control System</td>
<td>1.5</td>
</tr>
<tr>
<td>Auto T 65</td>
<td>Basic Machine Shop Tech</td>
<td>3</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
<td>5</td>
</tr>
</tbody>
</table>

*Student must satisfy the Imperial Valley College mathematics competency requirements for this certificate.
BUSINESS OFFICE TECHNOLOGIES: OFFICE TECHNICIAN (CERTIFICATE CODE: 9054)

Twenty-seven units and skill level 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>Bus 23</td>
<td>Machine Calculation</td>
<td>3</td>
</tr>
<tr>
<td>Bus 24</td>
<td>Records Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29A</td>
<td>Word Processing 1</td>
<td>3</td>
</tr>
<tr>
<td>Bus 29B</td>
<td>Word Processing 2</td>
<td>3</td>
</tr>
<tr>
<td>Bus 30</td>
<td>Technology for the Modern Office</td>
<td>3</td>
</tr>
<tr>
<td>Bus 39</td>
<td>Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>Bus 40/41</td>
<td>Grammar &amp; Usage</td>
<td>3</td>
</tr>
<tr>
<td>Bus 41 OR</td>
<td>Essay in Bus Correspondence (3)</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>CIS 37A</td>
<td>Spreadsheet; Excel</td>
<td>1</td>
</tr>
<tr>
<td>WECC 80ABC</td>
<td>Work Exp Corr Class</td>
<td>3</td>
</tr>
<tr>
<td>WECC 82ABC</td>
<td>Occupational Work Exp</td>
<td>1</td>
</tr>
</tbody>
</table>

II. Acceptable courses for the certificate (select a minimum of 2 units)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 3</td>
<td>Intro to Telecommunications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 15</td>
<td>Math 59 Programming in C</td>
<td>3</td>
</tr>
<tr>
<td>CIS 22</td>
<td>Microcomputer Accounting</td>
<td>3</td>
</tr>
<tr>
<td>CIS 31A</td>
<td>Word Proc; WordPerfect for Windows</td>
<td>3</td>
</tr>
<tr>
<td>CIS 37A</td>
<td>Spreadsheet; Excel</td>
<td>1</td>
</tr>
</tbody>
</table>

CORRECTIONAL SCIENCE (CERTIFICATE CODE: 5223)

Twenty-four 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>CSI 21</td>
<td>Intro to Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CSI 22/23</td>
<td>Report Writing for Admin. of Justice</td>
<td>3</td>
</tr>
<tr>
<td>CSI 23/24</td>
<td>Concepts of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CSI 24</td>
<td>Correctional Interviewing &amp; Counseling</td>
<td>3</td>
</tr>
<tr>
<td>CSI 25</td>
<td>Control &amp; Supervision of Inmates</td>
<td>3</td>
</tr>
</tbody>
</table>

II. Acceptable courses for the certificate (9 units from the following courses)

<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 28</td>
<td>Police Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>AJ 34</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>AJ 37</td>
<td>Juvenile Control</td>
<td>3</td>
</tr>
<tr>
<td>CIS 31</td>
<td>Concepts of Probation &amp; Parole</td>
<td>3</td>
</tr>
<tr>
<td>Engl 1A*</td>
<td>Reading &amp; Composition</td>
<td>3</td>
</tr>
</tbody>
</table>

COMPUTER INFORMATION SYSTEMS (CERTIFICATE CODE: 5085)

Twenty-two 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>Bus 2</td>
<td>Intro to Business</td>
<td>3</td>
</tr>
<tr>
<td>Bus 3/4</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 6</td>
<td>Mgmt Concepts of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7/8</td>
<td>Hum Rel &amp; Hum Relations in Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 41 OR</td>
<td>Essay in Bus Correspondence (3)</td>
<td>3</td>
</tr>
<tr>
<td>Bus 42</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1 AND</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 21ABC</td>
<td>Computer Applications Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

CROP SCIENCE (CERTIFICATE CODE: 5048)

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>Ag 14</td>
<td>Entomology</td>
<td>3</td>
</tr>
<tr>
<td>Ag 15</td>
<td>Pesticide Safety</td>
<td>3</td>
</tr>
<tr>
<td>Ag 40</td>
<td>Soil</td>
<td>3</td>
</tr>
<tr>
<td>Ag 41</td>
<td>Fertilizers</td>
<td>3</td>
</tr>
<tr>
<td>Ag 42</td>
<td>Intro to Crop Science</td>
<td>3</td>
</tr>
<tr>
<td>Ag 43</td>
<td>Field &amp; Cereal Crops</td>
<td>3</td>
</tr>
<tr>
<td>Ag 45</td>
<td>Vegetable &amp; Weed Control</td>
<td>3</td>
</tr>
</tbody>
</table>

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>Elm 1A</td>
<td>Basic Electricity &amp; Electronics</td>
<td>4</td>
</tr>
<tr>
<td>Elm 1B</td>
<td>Electronics</td>
<td>4</td>
</tr>
<tr>
<td>Elm 2A</td>
<td>Adv Electronics</td>
<td>4</td>
</tr>
<tr>
<td>Elm 2B</td>
<td>Adv Electronics</td>
<td>4</td>
</tr>
</tbody>
</table>

EMERGENCY MEDICAL TECHNOLOGICAL I (CERTIFICATE CODE: 5130)

Six 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 1</td>
<td>Emergency Medical Tech 1</td>
<td>6.5</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 2A</td>
<td>Emergency Medical Tech 2A</td>
<td>7</td>
</tr>
<tr>
<td>EMT 2B</td>
<td>Emergency Medical Tech 2B</td>
<td>7</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-P D1</td>
<td>EMT Paramedic - Didactic 1</td>
<td>8</td>
</tr>
<tr>
<td>EMT-P D2</td>
<td>EMT Paramedic - Didactic 2</td>
<td>8</td>
</tr>
<tr>
<td>EMT-P C1</td>
<td>EMT Paramedic - Clinical 1</td>
<td>3</td>
</tr>
<tr>
<td>EMT-P C2</td>
<td>EMT Paramedic - Clinical 2</td>
<td>3</td>
</tr>
<tr>
<td>EMT-P F1</td>
<td>EMT Paramedic - Field 1</td>
<td>9.5</td>
</tr>
<tr>
<td>EMT-P F2</td>
<td>EMT Paramedic - Field 2</td>
<td>9.5</td>
</tr>
</tbody>
</table>

FIRE TECHNOLOGY (CERTIFICATE CODE: 5140)

Twenty-five and one-half 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>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>Hldg 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>FIRE 105/EMT</td>
<td>Emergency Medical Technician 1</td>
<td>6.5</td>
</tr>
</tbody>
</table>

II. Select 4 units from the following acceptable courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 39C</td>
<td>Report Writing for Admin of Justice</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 110</td>
<td>Intro to Fire Technology</td>
<td>3</td>
</tr>
<tr>
<td>FIRE 111</td>
<td>Streams, Nozzles, Hose &amp; Appliance</td>
<td>2.5</td>
</tr>
<tr>
<td>FIRE 112</td>
<td>Grnd Ladders/Fire/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 Haz Mat - First Responder</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: *Course titles and codes are subject to change. Please check the latest catalog for the most current information.
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

I. Required courses for the certificate

Psych 1A Intro to Psychology .................. 3
Psych 3 Psychology of Adjustment ............ 3
Psych PHR W AIDS 9 Intro to Counseling .......................... 3
Soc 1 Introductory Sociology .................. 3

II. 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.

Aesth 2 Cultural Anthropology ................. 3
Bus 6 Mgmt Concepts of Supervision ........ 3
Bus 7HR Rel 7 Human Relations in Management 3
CIS 1 Intro to Information Systems ............ 3
ECE 26 Principles of Parenting ............... 3
H Rel 8 Personal & Career Development ...... 3
H Rel 10/ 14 Bus/26/ 12/16 3
Psych 10 Small Group Leadership .............. 3
Psych 1B Learning ............... 3
Psych 2 Biological Psychology ................. 3
Psych 3 Psych of Effective Behavior .......... 3
Psych 13/Bus/26/ 12/16 3
Math 12 Introductory Statistics with Applications 3
Psych 15/ 16 Social & Psychological ......... 3
Soc 15/ADUS 15 Dynamics of Drug Use ........ 3
Psych 16/ 17 The Psych of Interpersonal Relationship ......... 3
H Rel 16 Relationships .......................... 3
H Rel 17/18 Soc 17 Social Psychology .......... 3
Psych 18 Research Methods in Psychology ..... 3
Psych 20/ECE 20 Develop Psych of Children .... 3
Psych 30 Psychology of Adolescence ........ 3
Psych 35 Developmental Psychology: Conception to Death 3
Psych 40 intro to Crisis Counseling .......... 3
Soc 2 Contemporary Social Problems .......... 3

LEGAL ASSISTANT
(Certificate Code: 5230)

Twenty-one units required for the certificate

Bus 5 Bus & the Legal Environment ............ 3
Leg 21 Research & Criminal Law ............... 3
Leg 22 Civil Procedures & Family Law .......... 3
Leg 23 Civil Discovery & Torts .................. 3

*(continued on next page)
### PATIENT SERVICES ADMINISTRATION SPECIALIST (CERTIFICATE CODE: 5135)

Twenty-one units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 294</td>
<td>Work Processing</td>
<td>1</td>
</tr>
<tr>
<td>HT 3Bus 40</td>
<td>Grammar &amp; Usage</td>
<td>3</td>
</tr>
<tr>
<td>HT 3Bus 80</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>HT 3Bus 81</td>
<td>Medical Transcription</td>
<td>3</td>
</tr>
<tr>
<td>HT 5Bus 82</td>
<td>Patient Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>HT 6Bus 83</td>
<td>Medical Insurance</td>
<td>3</td>
</tr>
<tr>
<td>HT 7Bus 84</td>
<td>Patient Administrative Services</td>
<td>3</td>
</tr>
</tbody>
</table>

### PHARMACY TECHNICIAN (CERTIFICATE CODE: 5340)

Twenty-one units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math X</td>
<td>Beginning Algebra</td>
<td>3</td>
</tr>
<tr>
<td>HT 3Bus 80</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Anat 6</td>
<td>Anatomy &amp; Physiology for Health Occupations</td>
<td>3</td>
</tr>
<tr>
<td>HT 12</td>
<td>Pharmacy Technician I</td>
<td>3</td>
</tr>
<tr>
<td>HT 13</td>
<td>Pharmacy Technician II</td>
<td>3</td>
</tr>
</tbody>
</table>

### REAL ESTATE (CERTIFICATE CODE: 5260)

Upon the satisfactory completion of the following 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.

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>Bus 90</td>
<td>Real Estate Principles</td>
<td>3</td>
</tr>
<tr>
<td>Bus 91</td>
<td>Real Estate Practices</td>
<td>3</td>
</tr>
<tr>
<td>Bus 92A</td>
<td>Legal Aspects of Real Estate</td>
<td>3</td>
</tr>
<tr>
<td>Bus 93</td>
<td>Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>Bus 94A</td>
<td>Real Estate Appraisal</td>
<td>3</td>
</tr>
<tr>
<td>Bus 95</td>
<td>Real Estate Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

### RECREATION (CERTIFICATE CODE: 5270)

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>Rec 70</td>
<td>Introduction to Leisure</td>
<td>3</td>
</tr>
<tr>
<td>Rec 71</td>
<td>Social Recreation</td>
<td>3</td>
</tr>
<tr>
<td>Rec 72</td>
<td>Outdoor Recreation</td>
<td>3</td>
</tr>
<tr>
<td>Rec 73</td>
<td>Recreation for Special Groups</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>(continued on next page)</td>
<td></td>
</tr>
</tbody>
</table>

### SMALL BUSINESS MANAGEMENT (CERTIFICATE CODE: 5060)

Twenty-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>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 2</td>
<td>Introduction to Business</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 6</td>
<td>Management Concepts of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>Bus 15</td>
<td>Practical Salesmanship</td>
<td>3</td>
</tr>
<tr>
<td>Bus 16</td>
<td>Small Business Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CIS 2/AB</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

### VOCATIONAL NURSING (CERTIFICATE CODE: 5390)

Fifty-three units required for the certificate

#### Pre-Admission Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng 1A</td>
<td>Reading &amp; Composition</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>(continued on next page)</td>
<td></td>
</tr>
</tbody>
</table>

#### Pre-Clinical Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 1A</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Anat 6</td>
<td>Anatomy &amp; Physiology for Health Occupations</td>
<td>3</td>
</tr>
</tbody>
</table>

Total 9

### Second Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 35</td>
<td>Develop Psych: Concepts to Death</td>
<td>3</td>
</tr>
<tr>
<td>NURS 1A (V)</td>
<td>Introductions to Patient Care</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1B (V)</td>
<td>Intro to Patient Care II</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1C (V)</td>
<td>Pharmacology I</td>
<td>3</td>
</tr>
<tr>
<td>NURS 2C (V)</td>
<td>Pharmacology II</td>
<td>2</td>
</tr>
</tbody>
</table>

Total 15

### Third Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 2A (V)</td>
<td>The Maternity Cycle</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2B (V)</td>
<td>Common Health Problems I</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2C (V)</td>
<td>Pharmacology II</td>
<td>5</td>
</tr>
</tbody>
</table>

Total 13
### WASTE WATER TECHNOLOGY (CERTIFICATE CODE: 5315)

<table>
<thead>
<tr>
<th>Fourteen units required for the certificate</th>
<th>Pattern Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>WT 6 Comp Proc for Treatment Plant Operator I</td>
<td>(Recommended for welders with a future in general service industries)</td>
</tr>
<tr>
<td>WT 7 Comp Proc for Treatment Plant Operator II</td>
<td>Twenty-one units required for the Pattern Three certificate</td>
</tr>
<tr>
<td>WT 9 Waste Water Treatment I</td>
<td>Weld 31 OR Basic Welding</td>
</tr>
<tr>
<td>WT 10 Waste Water Treatment II</td>
<td>5</td>
</tr>
<tr>
<td>Weld 31A &amp; Oxy-Acetylene Welding (2)</td>
<td>Weld 36A Advanced Welding</td>
</tr>
<tr>
<td>Weld 31B Arc Welding (3)</td>
<td>Auto Tech 65 Basic Machine Shop Tech</td>
</tr>
<tr>
<td>Weld 36A Advanced Welding</td>
<td>Eight units selected from agriculture and/or automotive technology courses</td>
</tr>
<tr>
<td>Weld 38 Sheet Metal Fundamentals</td>
<td>8</td>
</tr>
</tbody>
</table>

### WATER TREATMENT TECHNOLOGY (CERTIFICATE CODE: 5310)

<table>
<thead>
<tr>
<th>Fourteen units required for the certificate</th>
<th>Pattern Four</th>
</tr>
</thead>
<tbody>
<tr>
<td>WT 1 Water Treat Plant Oper I</td>
<td>(Recommended for the experienced welder who wishes to advance his/her general capabilities in welding and fabrication processes.)</td>
</tr>
<tr>
<td>WT 2 Water Treat Plant Oper II</td>
<td>Twelve units required for the Pattern Four certificate</td>
</tr>
<tr>
<td>WT 6 Comp Proc for Treatment Plant Operator I</td>
<td>Weld 36B Advanced Welding</td>
</tr>
<tr>
<td>WT 7 Comp Proc for Treatment Plant Operator II</td>
<td>5</td>
</tr>
<tr>
<td>Plant Operator II</td>
<td>Weld 36C Adv Weld - Welder Certification &amp; Blueprint Reading</td>
</tr>
<tr>
<td>Twelve units selected from agriculture courses</td>
<td>Weld 38 Sheet Metal Fundamentals</td>
</tr>
<tr>
<td>8</td>
<td>2</td>
</tr>
</tbody>
</table>

### WELDING TECHNOLOGY (CERTIFICATE CODE: 5320)

One of the following four patterns of study will fulfill requirements for a certificate in Welding Technology.

#### Pattern One

(Recommended for Agriculture and Agricultural Services)

<table>
<thead>
<tr>
<th>Twenty units required for the Pattern One certificate</th>
<th>Pattern One</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weld 31 OR Basic Welding</td>
<td>5</td>
</tr>
<tr>
<td>Weld 31A &amp; Oxy-Acetylene Welding (2)</td>
<td>Weld 36A Advanced Welding</td>
</tr>
<tr>
<td>Weld 31B Arc Welding (3)</td>
<td>Weld 38 Sheet Metal Fundamentals</td>
</tr>
<tr>
<td>Weld 36A Advanced Welding</td>
<td>Eight units selected from agriculture courses</td>
</tr>
<tr>
<td>Weld 38 Sheet Metal Fundamentals</td>
<td>8</td>
</tr>
</tbody>
</table>

#### Pattern Two

(Recommended for air-conditioning mechanics and construction personnel)

<table>
<thead>
<tr>
<th>Eighteen units required for the Pattern Two certificate</th>
<th>Pattern Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weld 36A Advanced Welding</td>
<td>5</td>
</tr>
<tr>
<td>Weld 36B Advanced Welding</td>
<td>Weld 38 Sheet Metal Fundamentals</td>
</tr>
<tr>
<td>Weld 38 Sheet Metal Fundamentals</td>
<td>Ag 36 Agricultural Construction</td>
</tr>
<tr>
<td>Ag 36 Agricultural Construction</td>
<td>Ag 38 Power Electricity</td>
</tr>
<tr>
<td>Ag 38 Power Electricity</td>
<td>3</td>
</tr>
</tbody>
</table>
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  - Requirements for University of California
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