IMPERIAL VALLEY COLLEGE

Summer Schedule 2009

June 22nd - July 30th

Register Online at www.imperial.edu
Check WebSTAR for Class Updates

380 East Aten Road, Imperial, CA 92251
(760) 352-8320
President’s Message

Presidents are asked to write a message in every class schedule that is meant to stimulate those students who read these messages to succeed in their studies and to acquire competencies and learning outcomes designed to assist the student to be successful in work and in life. We try to inspire you to be the best student you can be and to acquire knowledge, leadership competencies, and life skills that will allow you to contribute to the improvement of our communities, our nation, and the world. We write these messages because we know our outstanding faculty and dedicated staff are providing the quality education that will allow you to fulfill your dreams, to acquire knowledge, and to develop the educational foundation to become successful in life and to reach goals you may have never thought were within reach.

So I’m writing this message to IVC students to allow our faculty and staff to help you attain everything you want from your IVC education. I am writing this message to inspire you to enjoy the fruits that education can provide, to explore yourself in a fascinating world of learning about culture, art, work, diversity, and joy. Education does open doors that would not be opened without a higher education. Graduates of community colleges and universities do make more money than those who graduate from high school or drop out of high school. Yet, the student at IVC must understand that obtaining the benefits is not something the IVC faculty and staff can give to the student. We can’t gift you success. We are not capable of injecting you with information that will make you a fantastic person filled with understanding of culture, of having the ability to lead in the future, and capable of being outstanding in your chosen career. We are only able to give you the opportunity to reach your goals and fulfill your dreams. You must be the catalyst that leads to your success as a student and in life. You need to put every ounce of your ability into learning. You must be inquisitive, appraise what you learn critically, understand and appreciate the differences of people from different religious, ethnic, and cultural backgrounds, and to open your mind to something that may even challenge your deep rooted values. You must apply yourself to your studies or to your occupational and career program to accomplish your dreams. In short, we will fill your educational life with possibilities, but you must take what we give you and mold it into your success story. The road to success in life goes through IVC but the end of the journey and how enjoyable the journey becomes is up to you. You can succeed. Your potential is unlimited. End the IVC Chapter in your book of life with success by giving your studies all you can give.

I wish you success!

Ed Gould, Ed. D.
Superintendent/President
MISSION STATEMENT

The mission of Imperial Valley College is to foster excellence in education that challenges students of every background to develop their intellect, character and abilities; to assist students in achieving their educational and career goals; and to be responsive to the greater community.

Executive Administration
Ed Gould, Ed. D.
Superintendent/President
Kathy Barry, RN. MSN
Vice President, Academic Services
Victor Jaime, Ed. D.
Vice President, Student Services
John Lau
Vice President, Business Services

Governing Board
Rebecca Ramirez, President
Carlos R. Acuña, Trustee
Rudy Cardenas Jr., Trustee
Norma Sierra Galindo, Trustee
Jerry D. Hart, Trustee
Romualdo J. Medina, Trustee
Louis Wong, Trustee

2009 Summer Schedule
Michael Nicholas, Design and Layout
Matthew Thale, Publication Data Input
### IMPORTANT DATES AND DEADLINES

**NOTE:** The deadlines below are for full-term classes that begin June 22 and end July 30. Deadlines for short-term classes vary with the length of the class. Most deadlines are mandated in the CA Code of Regulations and are a percentage of the length of the class.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 15</td>
<td>New and former IVC students may file admission application for Summer and Fall 2009</td>
</tr>
<tr>
<td>May 20 – June 2</td>
<td>Priority registration for continuing and re-enrolling students</td>
</tr>
<tr>
<td>May 21</td>
<td>Registration for non-credit courses begins for all students. Priority registration not applicable.</td>
</tr>
<tr>
<td>June 3</td>
<td>Registration begins for students new to IVC and continues for current and former IVC students</td>
</tr>
<tr>
<td>June 4</td>
<td>Registration begins for students concurrently enrolled in grades K-12</td>
</tr>
<tr>
<td>June 21</td>
<td>Residency determination date</td>
</tr>
<tr>
<td>June 22</td>
<td>Classes begin. Starting this day, add authorization code from instructor required to register for ALL classes, filled or open.</td>
</tr>
<tr>
<td>June 22 - 24</td>
<td><strong>Late Registration.</strong> Beginning on first day each class meets, add authorization code from instructor required to register for that class, filled or open.</td>
</tr>
<tr>
<td>June 24</td>
<td>Deadline to register for full-term courses – last day to sign up for classes.</td>
</tr>
<tr>
<td>June 24</td>
<td>Deadline to drop full-term classes without owing fees and/or be eligible for refund.</td>
</tr>
<tr>
<td>June 24</td>
<td>Deadline to select CR/NC grading option for courses with that option (see section on Change Grading Options). Does not pertain to Non-credit Program courses.</td>
</tr>
<tr>
<td>June 25</td>
<td>Ticketing for parking violations in student spaces on main campus begins. Note: tickets are issued for reserved (faculty/staff), disabled, metered, 15-minute, and no-parking spaces year around.</td>
</tr>
<tr>
<td>June 28</td>
<td>Deadline to drop course without appearing on transcript (without receiving W). Note: fees will be charged and no refunds given for courses dropped after June 24 (see above).</td>
</tr>
<tr>
<td>June 29</td>
<td>Census</td>
</tr>
<tr>
<td>July 6</td>
<td>No classes, but College open.</td>
</tr>
<tr>
<td>July 9</td>
<td><strong>Deadline to apply to receive degree at the end of Summer term.</strong> Completed petition must be received in Admissions &amp; Records Office by this date. Students must meet with a counselor and have an evaluation completed and petition signed before this date.</td>
</tr>
<tr>
<td>July 21</td>
<td><strong>Deadline to drop courses</strong></td>
</tr>
<tr>
<td>July 27 – 30</td>
<td>Final exams</td>
</tr>
<tr>
<td>July 30</td>
<td>Last day of Summer term</td>
</tr>
<tr>
<td>August 24 – December 12</td>
<td>Fall Semester 2009</td>
</tr>
</tbody>
</table>
2009 Summer Success Institute
June 22-July 20

Are you interested in an exciting summer adventure designed to help you maximize your abilities in math or English and to improve your study skills? Sign up for the Summer Success Institute today!

Students may sign up for one of the following classes:
- English 86/87
- English 96/97
- Math 70
- English 88
- English 98
- Math 80

Students enrolled in these classes will attend class from 8:30 a.m. to 11:45 a.m. Monday through Thursday each week. Afternoon lab sessions focusing on study skills and tutor and teacher assisted class work will be conducted from 1:00 p.m. to 4:15 p.m. Attendance in class and in the labs is mandatory.

This summer, IVC is offering a special opportunity for students eager to develop their reading or writing or math skills. These classes are intended to help students in their college careers and to increase their skills for future job requirements.

- Success Institute classes are English 96/97, English 98, English 86/87, English 88, Math 70, and Math 80.
- Classes will meet Monday through Thursday beginning Monday June 22 and continuing for four weeks, ending on Monday July 20.
- Class meeting times are from 8:30 a.m. until 11:45 a.m. and a mandatory lab session will be held after lunch from 1:00 p.m. until 4:15 p.m.
- Mandatory labs will provide direction from counselors in study skills and personal development aimed at providing the best advice for improving one’s abilities as a student. The labs will also provide tutoring for the class by tutors trained especially for the class and assistance from the class instructor.
- Students attending these classes will receive book vouchers for class texts and for any required software, transportation vouchers (for gas or bus fare), and lunch each day between the class time and the lab time.

Call 760-355-6216 or 760-355-6449 for more information.
HELP YOURSELF - READ ALL THESE PAGES BEFORE REGISTERING

Anyone who is a high school graduate, or who is 18 years of age or older and no longer enrolled in high school, is welcome to enroll in Imperial Valley College. Select high school students who excel in academic areas and are seeking advanced education also may be allowed to enroll.

FOLLOW THESE 7 E-Z STEPS

1. Students who were enrolled past the first 2 weeks of classes in Fall Semester 2008, Winter Intersession 2009, or Spring Semester 2009 do not need to apply and should skip to Step # 2. Students who have not attended IVC before or who did not attend one or more of these terms, must first apply for admission. Go to the IVC homepage at http://www.imperial.edu and click on Application for Admission.

After your online application is received and processed (usually takes at least two working days), an e-mail will be sent informing you of your admission status or requesting additional information, if needed. If you do not have an e-mail address, one will be assigned to you.

Foreign students who wish to attend on an F-1 student visa also must submit a completed foreign student application packet in addition to the online application. Contact the Admissions and Records Office or go to http://www.imperial.edu, click on Admission, Registration, Student Records and then on Foreign/International Student Application Packet.

Students who will still be in high school in Fall Semester 2009 also must submit a Special Student Application for K-12 Concurrent Enrollment. A link to the application packet is provided on the IVC web page at www.imperial.edu. Click on Admission, Registration, Student Records and then on High School Concurrent Enrollment Application Packet. You may also obtain a copy from the IVC Admissions and Records Office or the counseling office of your local high school. Requirements for admission are included in the application packet.

2. Apply for financial aid if you wish to do so. Many programs are available to help with your educational expenses. Visit the Financial Aid Office in Building 100 or call 355-6266 for more information. Staff will be happy to assist you.

3. If you have attended another college or university, have your official transcript(s) sent to IVC: Office of Admissions and Records, IVC, PO Box 158, Imperial, CA 92251-0158. To be official, transcripts must be in unopened sealed envelopes from the reporting institution. If you are applying for financial aid, or may have taken courses at other institutions which might meet prerequisite requirements, it is crucial you have your transcripts sent immediately. For complete information on transfer of credit to IVC from other colleges or universities please refer to the later section entitled Transfer Credit.

4. Take the IVC assessment tests. If you plan to take English or math courses, and have not completed course work in those subjects at IVC or another college, before registering you should take the assessment tests in reading, writing, and math. Contact the Assessment Center at 355-6447 or visit the IVC Web page at www.imperial.edu and select For Students on the top menu bar, then Student Services on the left, and then Assessment Center also on the left.

5. Meet with a Counselor for help in selecting classes to reach your goals. To make an appointment call 760-355-6246. If possible, take copies of your high school and other college transcripts with you.

6. Register (sign up) for classes – see following sections to determine when and how to register.

7. Pay Fees – see section on Student Fees.

WebSTAR - Student*Teacher*Automated*Resources

Application for admission and registration for classes is done online over the internet. Registration is done through WebSTAR which is available seven days a week. You may use any computer with an internet connection.

Computers are available for student use on main campus in the Administration Building and the Casbah Room of the College Center. When possible, computers in labs also will be available. In addition, computers are provided in each of the extended campus offices in Brawley, El Centro and Calexico. Employees are available to help students in the Administration Building and Casbah Room as well as in each extended campus office.
REGISTRATION (Signing Up for Classes)

Registration is via the internet using WebSTAR except for students who will still be in high school.

Read E-Z Step number 1 on the previous page to determine if you need to complete the online application before signing up for classes.

Refer to the page at the beginning of this booklet entitled Important Dates and Deadlines to determine when registration begins and ends. Register as early as possible to have the best chance of getting the classes you want at the times you wish to take them.

CAUTION: Do not wait until deadline dates to register, add or drop classes. If you have any problems, you will need time to resolve them. Some deadline dates may fall on days when the College is closed. Staff members are available only during working hours. If you wait until the last minute to attempt to add or drop, you may not be able to get the help you need and will not be able to successfully complete your transaction.

For instructions on when and how to register read the following sections on: Plan Your Schedule of Classes; Priority Registration Assignments; Register or Add Classes.

ALWAYS verify you completed the process correctly after doing any registration transactions (initial registration, adding, or dropping) by reviewing your schedule. See the later section on Review and/or Print Your Schedule. Then review your fees (see later section on Review Fees).

PLAN YOUR SCHEDULE of CLASSES

Pay close attention to when and where the classes meet. When selecting classes using WebSTAR, use the following key for class meeting days:

- M = Monday
- T = Tuesday
- W = Wednesday
- R = Thursday
- F = Friday
- S = Saturday
- U = Sunday

Examples:
- MTWR = class meets on Monday, Tuesday, Wednesday and Thursday
- MW = class meets on Monday and Wednesday
- TR = class meets on Tuesday and Thursday

Many classes are offered off campus. The six-digit building and room number follow the name of the instructor in the printed Class Schedule. The first three digits are the building and the last three are the room number. For example, 200-203 is Building #200, room 203. Refer to the page containing location codes before the listing of classes for off-campus designations. Most off-campus locations will have alphabetical abbreviations before the room number. For instance, SHS-C-10 is Southwest High School, room C-10.

Not all classes are offered for the full semester. In this Class Schedule, start and end dates are indicated below class sections that meet for less than the full term. Each short-term class has an individual set of deadline dates to add, drop, be eligible for a refund, etc. Check with the Admissions and Records Office for deadline dates.

By California State law, you will not be allowed to register for courses that have any overlap of time, or for two classes with the ending time of one being the starting time of the other. Exceptions will not be made. Plan your schedule so you have enough time between classes to get to the next one. If it meets on a different campus, you will need to allow travel time. Leaving class early or arriving late is not acceptable.

The maximum number of units for which students may register is 19 in Fall and Spring, and 9 in Winter and Summer. Exceptions might be made for students who have a cumulative GPA of 2.50 or higher and special circumstances. See the Counseling Center. A normal class load in the Fall and Spring Semesters is considered to be 12-18 units plus a PE activity class. Students working full time are encouraged to carry a reduced load.

Once students have completed a proficiency in a subject area with a C or higher grade, they may not take a lower proficiency level in that subject area. For example: A student may not enroll in English 100 after having successfully completed English 101. (This does not apply to vocational refresher courses.)

Prerequisites are requirements that must be met before courses may be taken. Corequisites require that two courses be taken in the same semester. Recommended preparation is strongly recommended by the faculty for the student to have a good chance of successfully completing the course. All such requirements are listed under the course title in this Class Schedule and the Catalog.

Prerequisite requirements must be completed with a C grade or higher. (Continued on next page.)
Course Reference Numbers (CRN) are required for each course for which you wish to register. If using the printed Class Schedule, the five-digit number is listed before the time each class section meets. **Use this worksheet to plan your classes:**

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Units</th>
<th>Days</th>
<th>Time</th>
<th>Alternate Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Numero de Codigo</td>
<td>Curso</td>
<td>Unidades</td>
<td>Dias</td>
<td>Hora</td>
<td>Seccion Alternativa</td>
</tr>
</tbody>
</table>

**PRIORITY REGISTRATION ASSIGNMENTS**

Priority registration is available to continuing or former IVC students; assignments are based on the number of total units you have earned at IVC and at any other colleges from which we have received official transcripts and calculated total lower division transfer units (individual course evaluations may not be done yet). Re-enrolling students have the same assignment they would have had if they had not interrupted their enrollment. Students who have not attended IVC previously after leaving high school are considered “new” students and are not eligible for priority registration their first semester. For the date new students may begin registering, please refer to the bottom of the following page entitled *Priority Registration Times.*

**How to determine your priority registration time:**

1. You probably already know if you are an official participant in the Disabled Student Programs and Services (DSP&S), Associated Student Government (ASG), Athletic Program, ASPIRE, or Extended Opportunity Programs and Services (EOPS). If you are uncertain, contact:
   - DSP&S     2100 Building    355-6312 TDD  355-4174
   - ASG, Student Affairs Office  1000 Building    355-6455
   - Athletic Office    Gym     355-6235
   - ASPIRE     Transfer Center, 100 Building  355-6274 or
   - Student Services Specialist in Admissions and Records, Administration Building 355-6206
   - EOPS     100 Building    355-6407

2. Armed Forces: Current or former members of the Air Force, Army, Coast Guard, Marine Corps, National Guard, or Navy are eligible for the second priority group. A request form must be completed one time only and documentation provided (military ID card for current members, DD214 for former members). Contact the Admissions and Records office on the main campus in the Administration Building #10.

3. If you are not a member of one of these special programs and are currently attending IVC or have previously attended after leaving high school, you are a “Current or Former” student.

4. Determine how many total units you have earned at IVC and other colleges/universities from which official transcripts have been received and evaluated. Transfer units will include lower division course work only that transfers to IVC. Upper division credit units earned at four-year colleges/universities will not transfer to IVC and will not count toward your priority.

   Former and continuing students may determine their total by going to the IVC homepage at http://www.imperial.edu and after signing in, clicking on the following selections: WebSTAR, Student Services & Financial Aid, Student Records, Academic Transcript. Transcript Level should be All Levels; Transcript Type should be Web Transcript. Click on “Submit.” Your transcript will be displayed semester by semester. Scroll to the end and under “Earned Hours” review the overall total.

5. Find your registration day and time on the following *Priority Registration Times* chart.
**PRIORITY REGISTRATION TIMES – SUMMER 2009**

**DO NOT DELAY** You may begin the registration process at the time of your priority assignment or later. Register as early as possible to have the best chance of getting the classes you want.

<table>
<thead>
<tr>
<th>Student Type</th>
<th># Units Earned</th>
<th>Day</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>DSP&amp;S</td>
<td>61 or more</td>
<td>Wednesday</td>
<td>May 20</td>
<td>9:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>46 – 60.5</td>
<td>Wednesday</td>
<td>May 20</td>
<td>9:30 a.m.</td>
</tr>
<tr>
<td></td>
<td>31 – 45.5</td>
<td>Wednesday</td>
<td>May 20</td>
<td>10:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>16 – 30.5</td>
<td>Wednesday</td>
<td>May 20</td>
<td>10:30 a.m.</td>
</tr>
<tr>
<td></td>
<td>0.5 – 15.5</td>
<td>Wednesday</td>
<td>May 20</td>
<td>11:00 a.m.</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>Wednesday</td>
<td>May 20</td>
<td>11:30 a.m.</td>
</tr>
</tbody>
</table>

**ANY OF THE FOLLOWING:**

|                      | 61 or more     | Wednesday | May 20  | 12:00 noon |
|                      | 46 – 60.5      | Wednesday | May 20  | 12:30 p.m. |
|                      | 31 – 45.5      | Wednesday | May 20  | 1:00 p.m.  |
|                      | 16 – 30.5      | Wednesday | May 20  | 1:30 p.m.  |
|                      | 0.5 – 15.5     | Wednesday | May 20  | 2:00 p.m.  |
| Armed Forces* (see below) | 0              | Wednesday | May 20  | 2:30 p.m.  |

**EOPS**

|                    | 61 or more     | Wednesday | May 20  | 3:00 p.m.  |
|                    | 46 – 60.5      | Friday    | May 22  | 11:00 a.m. |
|                    | 31 – 45.5      | Tuesday   | May 26  | 1:00 p.m.  |
|                    | 16 – 30.5      | Wednesday | May 27  | 12:00 noon |
|                    | 0.5 – 15.5     | Thursday  | May 28  | 11:30 a.m. |
|                    | 0              | Monday    | June 1  | 9:00 a.m.  |

**CURRENT & FORMER IVC STUDENTS**

|                  | 100 or more    | Thursday  | May 21  | 9:00 a.m.  |
|                  | 90 – 99.5      | Thursday  | May 21  | 10:00 a.m. |
|                  | 80 – 89.5      | Thursday  | May 21  | 12:00 noon |
|                  | 70 – 79.5      | Thursday  | May 21  | 2:00 p.m.  |
|                  | 61 – 69.5      | Friday    | May 22  | 9:00 a.m.  |
|                  | 56 – 60.5      | Friday    | May 22  | 1:00 p.m.  |
|                  | 51 – 55.5      | Tuesday   | May 26  | 9:00 a.m.  |
|                  | 46 – 50.5      | Tuesday   | May 26  | 11:00 a.m. |
|                  | 41 – 45.5      | Tuesday   | May 26  | 3:00 p.m.  |
|                  | 36 – 40.5      | Wednesday | May 27  | 9:00 a.m.  |
|                  | 31 – 35.5      | Wednesday | May 27  | 11:00 a.m. |
|                  | 26 – 30.5      | Wednesday | May 27  | 1:00 p.m.  |
|                  | 21 – 25.5      | Wednesday | May 27  | 3:00 p.m.  |
|                  | 16 – 20.5      | Thursday  | May 28  | 9:00 a.m.  |
|                  | 11 – 15.5      | Thursday  | May 28  | 1:00 p.m.  |
|                  | 6 – 10.5       | Friday    | May 29  | 9:00 a.m.  |
|                  | 0.5 – 5.5      | Monday    | June 1  | 9:00 a.m.  |
|                  | 0              | Tuesday   | June 2  | 10:00 a.m. |

**NEW – Have never attended IVC after leaving high school**

|                  |               | Wednesday | June 3  | 9:00 a.m.  |

**CONCURRENTLY ENROLLED IN GRADES KINDERGARTEN – 12**

|                  |               | Thursday  | June 4  | 9:00 a.m.  |

Online registration is not available to K-12 students because admission is granted for specific courses. The Special Student Application for K-12 Concurrent Enrollment must be submitted and approved each semester. The deadline for submission to guarantee consideration for Summer term is June 1. Registration must be completed in person after admission is granted.

*ARMED FORCES: Current or former members of the Air Force, Army, Coast Guard, Marine Corps, National Guard, or Navy are eligible for this priority registration group. A request form must be completed and documentation provided (military ID card for current members, DD214 for former members). See the Admissions and Records Office on main campus in the Admin. Building #10.
SIGNING ON TO WebSTAR

2. Click on WebSTAR
3. For User ID, input your social security number or student ID (9 digits, begins with G00).
4. Enter your PIN. If you have not used WebSTAR before, it is your six-digit birthdate to start with (mmddyy).
5. Click on LOGIN.
6. If you have not used WebSTAR before, you must use your birthdate as your first PIN. You will then be required to change it to another number. Re-enter your current PIN, which is your six-digit birthdate. Then, input a new PIN, which must be six digits, numbers only. Do not tell anyone else what your PIN is.
7. Enter a security question. If you forget your PIN in the future, you will be asked this question and if you know the answer, your PIN can be released to you. Keep it short and a question that not just anyone will know the answer to. Some examples: Dog’s name? Nephew’s name? Mother’s maiden name? Favorite car?
8. Input the answer.
9. Click on Submit.
10. If you agree to the terms of usage, click on Continue.

REGISTER OR ADD CLASSES

Registration for full-term classes must be completed NO LATER THAN Wednesday, June 24. Do not wait until deadline dates to register, add or drop classes. If you have any problems, you will need time to resolve them. Staff members are available only during working hours. If you wait until the last minute to attempt to add or drop, you may not be able to get the help you need.

If you need assistance, visit the Admissions and Records Office in the Administration Building on main campus or one of the extended campus offices in Brawley, El Centro, or Calexico. Or, call (760) 352-8320.

After following the instructions in the earlier section entitled Signing On To WebSTAR:

1. Click on Student & Financial Aid menu.
2. Click on Registration.
3. Click on Add/Drop Classes.
4. If registration activities are on-going for more than one term, you will need to Select a Term. If only one term is possible, that term will be displayed automatically.
5. Click on Submit.

If you have not been enrolled past the first two weeks of classes for two or more semesters, you will receive an error message to inform you that you must apply for readmission before you may register. In that case, you must exit the program and return to the IVC homepage. Then, click on Application for Admission. You will not be able to register immediately. After your online application is received and processed, you will receive an e-mail informing you if you have been readmitted or additional information is needed. The process may take several days so do not wait to apply. Contact the Admissions and Records Office if you have questions.

6. Scroll to the bottom of the screen.
7. Add Classes Worksheet: This is a handy form to use so you may register for more than one course at a time. If you have already reviewed the printed Class Schedule and know the Course Reference Number (CRN) of the course(s) for which you want to register, input each of them on the worksheet. Then click on Submit Changes.
8. If you do not know the CRNs, click on Class Search.

Class Search: You may search for classes in the Schedule by using any of the criteria offered. If you know the subject and class number such as BUS 126, under Subject, scroll to Business Administration. By Course Number, input 126. At the bottom of the page, click on Class Search. (Instructions continued on next page.)
9. All sections of BUS 126 will be displayed. Select the section you want by clicking in the box before the class.

10. Click on Add to Worksheet. This will return you to the screen showing your Add Classes Worksheet. Scroll to the bottom of the screen to see the CRN in your worksheet.

11. Repeat this process to select all classes for which you wish to register.

12. When done, click on Submit Changes.

13. This takes you back to the Add/Drop Classes screen. Scroll to the bottom. If you have received any registration errors, they will be displayed below the courses for which you were successful in registering. See Most Common Error Messages below.

14. ALWAYS verify you completed the process correctly after finishing your transactions by reviewing your schedule. See the later section on Review and/or Print Your Schedule.

15. Review your fees. See later section on Review Fees.

Most Common Error Messages:

**DUPL EQUIV WITH SEC—...**: You are attempting to register for more than one section of the same course, or for two cross-listed courses such as AG 110 and ENVS 110.

**MAXIMUM HOURS EXCEEDED**: You are attempting to register for more than the number of maximum units allowed: 19 for Fall or Spring Semester, 9 for Winter or Summer term.

**PREQ and TEST SCORE ERROR**: You are attempting to register for a course for which you have not met the prerequisite through course work completed at IVC, or accepted in transfer from another college or university (to be evaluated, transcripts must be on file in the Admissions and Records Office). Prerequisite requirements are listed under each course in the Class Schedule and catalog. You may not register for a course for which you do not meet the requirement. Grades of C or higher are required for meeting prerequisites unless otherwise noted.

**REPEAT COUNT EXCEEDS...**: See later section in this Class Schedule on Repeating Courses.

**TIME CONFLICT WITH...**: You are attempting to register for two classes that have an overlap of time or when one ends at the same time as another begins. Registration for both classes is not possible. No exceptions will be made.

### FILLED CLASSES

When classes are filled, a “C” will appear in place of the selection box in front of the class under the Class Search function of WebSTAR. If you attempt to register for a course and the maximum number of seats are already taken, you will receive a message telling you the class is filled. We suggest the following:

1. Go for the sure thing and try to find another class section of the course that still has seats available. Under the “Class Search” function, input the “Subject” and “Course Number” (for example, Art 160). Click on “Class Search at the bottom of the page and all class sections of the course offered will be displayed. Note the following headings:

   - **Cap** – the total capacity of the class; number of total seats possible.
   - **Act** – number of students actively registered at this time
   - **Rem** – number of seats remaining

   Select a class section with seats remaining. If no section with seats remaining is available and classes have not yet started, continue to check online to see if seats have opened up because students have dropped.

2. Continue to check online for the class section you wish to take in case students drop causing seats to become available. If you are registered for a second-choice section, you can drop and add.

3. As a last resort, attend the first class meeting to attempt to receive the instructor’s permission to enroll. If successful, you will be issued an add authorization code by the instructor. Go online immediately and use that code to register.

### ADD AUTHORIZATION CODES

When a class is filled, an add authorization code is required to register. Codes also are required to register beginning on the first day a class meets whether it is filled or open. Codes may not be input (used) until the first day the class meets. *(Continued on next page.)*
Add authorization codes are four-digit numerical codes available only from the instructor of the individual class section. Each code may be used by one student only to register for that specific class. Students should attend the first class meeting to request a code. If one is granted, the student to whom it is assigned must input it in WebSTAR to register. Use the code as soon as you obtain it; do not wait until the last day to register. If you encounter a problem, you may not be able to resolve it before the deadline. ABSOLUTE DEADLINE FOR FULL-TERM CLASSES: Wednesday, June 24.

INSTRUCTIONS:
1. See the earlier sections on Signing On To WebSTAR and Register or Add Classes for step-by-step instructions for using WebSTAR.
2. Input the CRN of the class for which you wish to register or add to your schedule.
3. Click on Submit Changes.
4. You will then receive a message that the course status is INCOMPLETE with a box in which you must input the Add Auth Code. Type it in the box provided.
5. Click on Validate. The code will be checked to make sure it is assigned to the class CRN. If okay, APPROVED or VALIDATED will appear in the space under “Status.” YOUR REGISTRATION IS NOT COMPLETE. Continue to #6.
6. Click on Submit Changes. If no other errors appear, ”Registered via Web” will appear under “Status.”
7. Verify you completed the process correctly by reviewing your schedule. See the later section on Review and/or Print Your Schedule.
8. Review your fees. See later section on Review Fees.

DROPPING CLASSES

Maintain control of your own records. As soon as you know you will not be attending a class, DROP IT by using WebSTAR. You will receive grades of F for courses you are no longer attending and have not dropped and those grades will remain on your transcript forever.

Give your fellow students a break. Others may be trying to register for a class you know you will not be attending; drop it so they may be able to take it.

DO NOT RELY ON ANYONE ELSE: PROTECT YOUR RECORDS. Instructors MAY drop for nonattendance, but many do not. You are responsible for all classes for which you register. Do not assume you will be dropped for nonattendance. The failing grades you receive will not be changed because you quit attending. The following deadlines are for full-term classes. Short-term classes have unique deadlines – contact the Admissions and Records Office.

Deadline to drop without owing fees and/or be eligible for a refund: Wednesday, June 24
Deadline to drop full-term course: Tuesday, July 21
Deadline to drop course without it appearing on your transcript (without W): Sunday, June 28

CAUTION: Do Not Wait until these deadlines to drop. Some fall on days when the College is closed. If you have problems, no one will be available to assist and exceptions will not be made because you did not drop on time.

WebSTAR Instructions:
1. Follow the instructions for “Register or Add Classes” until you reach the Add/Drop Classes screen.
2. Click on the arrow in the Action box of the class you wish to drop. The drop status possible for the course at the time you are attempting to drop will be displayed. Click on that status.
3. Click on Submit Changes.
4. Verify you completed the process correctly by reviewing your schedule. See the later section on Review and/or Print Your Schedule.
5. Review your fees. See later section on Review Fees.
CHANGE GRADING OPTIONS

If you have registered for a course which allows you to select either the standard letter grading option or CR/NC, on your current schedule in WebSTAR on the Add/Drop Classes screen “Standard Letter” will be underlined in the Grade Mode column. If you wish to change to CR/NC grading, click on the underlined word. You will be taken to the Change Class Options screen. A drop-down box will appear in the Grade Mode box under the course. Click on the arrow in the drop-down box and select Credit/No Credit. You may also get to this screen by selecting Student Services & Financial Aid, Registration, Change Class Options.

All changes in grading options for full-term courses must be done no later than Wednesday, June 24. The deadline for short-term courses is the same deadline as to register for the class. Contact the Admissions and Records Office for a specific course deadline.

CHANGE VARIABLE UNITS

Some courses may be taken for an optional number of units, with a specific number of hours of participation required to earn the number of units for which you are registered. An example is WE 210, General Work Experience. If you have registered for a variable unit course, on your current schedule on the Add/Drop Classes screen the number of units under the Credit column will be underlined.

If you wish to change the number of units, click on the underlined units. You will be taken to the Change Class Options screen. A box will appear around the units under the course. Input the number of units you wish to change to in the box. You may also get to this screen by selecting Student Services & Financial Aid, Registration, Change Class Options.

If you are uncertain how many units you wish when you register, you should select the smallest number of units. If you register for more units than you are able to complete required hours, you will receive a grade of NC. After meeting with the instructor, you may change the number of units. The deadline to change is the same deadline as to register for the class.

VIEW AND UPDATE ADDRESSES, TELEPHONE NUMBERS, E-MAIL ADDRESS

After signing into WebSTAR, click on Personal Information Menu. Then click on the option you wish to view or update, follow the instructions and provide the information requested.

CHANGE PIN

If you wish to change your PIN at any time: after signing into WebSTAR, click on Personal Information Menu. Click on Change PIN and follow the instructions and provide the information requested.

REVIEW AND/OR PRINT YOUR SCHEDULE

1. Return to the Student Services & Financial Aid menu.
2. Click on Registration.
3. You have two options from the Registration menu:
   - Student Schedule by Day and Time: This selection displays your classes in the time slot they meet week by week. If you have registered for any classes that start after the first week, you will need to click on Next Week until you reach the week(s) they begin to have them displayed.
   - If you have registered for classes that start later in the semester, in the box labeled Go To, input the first day of the month they begin and your weekly schedule will be displayed for that month, including the late-starting class.
   - Student Schedule: Each class will be listed one below the other.
4. To print your schedule. Select your preferred schedule display option above and click on the print icon on the tool bar at the top of the screen, or click on File in the top left corner and select Print.

REVIEW FEES

1. From the Student Services & Financial Aid menu, click on Registration.
2. Click on Registration Fee Assessment. Fees owed for the term of registration will be displayed.
3. To review all fees owed for all terms, click on Account Summary by Term at the bottom of the screen.
PAY by CREDIT CARD

Refer to the following section on Student Fees for detailed information on fees and other methods of payment.

NOTE: If the payment amount you enter is less than the total amount owed for all semesters (including tuition, fees, and fines), your payment will be applied to the oldest charges on your account first. If you are attempting to pay only for a specific fee, such as a parking violation or parking permit, and owe more than that charge, visit the Cashier in the Administration Building on main campus.

1. Click on Credit Card Payment at the bottom of the Registration Fee Assessment screen.
2. Input all requested information.
3. Click on Submit Payment.
4. Verify that payment has been successful by exiting the system, signing back on and following the directions above to the Registration Fee Assessment screen.

STUDENT FEES

<table>
<thead>
<tr>
<th></th>
<th>Summer Term 2009</th>
<th>Fall Semester 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Fee*</td>
<td>$20.00 per unit</td>
<td>$20.00 per unit</td>
</tr>
<tr>
<td>Nonresident &amp; Foreign Tuition**</td>
<td>$181.00 per unit</td>
<td>$190.00 per unit</td>
</tr>
<tr>
<td>(Required for nonresident and foreign students in addition to enrollment fee)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Representation Fee</td>
<td>$1.00 per term</td>
<td>$1.00 per term</td>
</tr>
<tr>
<td>Health Fee</td>
<td>$11.00 per term</td>
<td>$14.00 per term</td>
</tr>
<tr>
<td>Parking – required for all vehicles parked on the main campus</td>
<td>$10.00 per vehicle</td>
<td>$20.00 per vehicle</td>
</tr>
<tr>
<td>Malpractice Liability Insurance</td>
<td>$13.00 annually</td>
<td></td>
</tr>
<tr>
<td>IVC Debit Card Replacement Fee</td>
<td>$20.00 per card</td>
<td></td>
</tr>
<tr>
<td>Returned Check Fee</td>
<td>$25.00 per check</td>
<td></td>
</tr>
<tr>
<td>W-2 Wage and Tax Statement Copy</td>
<td>$2.00 per copy</td>
<td></td>
</tr>
</tbody>
</table>

*Enrollment fees are set by the California State Legislature and are subject to change without notice.

**To meet residency requirements for tuition and fee purposes, students must be U.S. citizens or have an immigration status which allows them to establish residency. In addition, they must physically reside in California for at least one year before the first day of classes and establish intent to make California their permanent home at the beginning of that year. See catalog for additional information. A waiver of nonresident tuition may be granted to eligible California high school graduates. Please contact the Admissions and Records Office for more information.

The Student Representation Fee was approved and implemented by student vote. It is used to support student government representatives in stating their positions and viewpoints on behalf of the IVC student body before city, county, and district government, and before offices and agencies of the state and federal government.

The Health Fee is not related to health insurance and is required whether or not students choose to use the services. The Board of Governors (BOG) fee waiver will not cover this fee. Students receiving a BOG will need to pay the fee. Exemptions from the fee may be granted for the following:

• Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.

• Students who are attending IVC under an approved apprenticeship training program.

The Parking Services/Transportation Fee is required for each vehicle parked on main campus including motorcycles and motorbikes. Vehicle Registration forms may be obtained from the Parking Control Office. The license plate number, make, model, year, and color are required. See section on Parking on Main Campus for more information.

Malpractice liability insurance is required for enrollment in classes with a clinical component such as Nursing, EMT, Paramedic, Nursing Assistant, Medical Assistant. The cost is subject to change without notice by the insurance company.

Students may purchase medical insurance for accidents or illness sustained while they are enrolled. Contact the Student Affairs Office for brochures and costs.
WHEN AND HOW TO PAY

Tuition and fees are due when you register. Fees will be charged for all classes not dropped by the deadline to be dropped and be eligible for a refund or fee credit (for full-term classes see Important Dates and Deadlines at beginning of this Class Schedule). You should pay as soon as you have registered and have your class schedule set. You will not be able to receive enrollment verifications, have official transcripts sent, or register for the next semester if you owe fees for prior terms.

Payment may be made by cash, credit card, check, or money order. Students may pay by credit card online through WebSTAR. See Pay by Credit Card in previous section. Payment also may be made by mail or in person at the Cashier’s window in the Administration Building on main campus or an extended campus office in Brawley, El Centro, or Calexico. If paying by check or money order, include your Student ID (User) number (begins with G00) on your check. DO NOT MAIL CASH.

If you are not able to pay your fees in full at the time you register, Imperial Valley College now offers an optional payment plan through a company called FACTS. All you need to do is click on the ecashier web link in the WEBSTAR payment section and choose the payment plan that better fits your needs.

Agency payment: Paperwork for fees paid by outside agencies must be submitted to the Business Office.

REFUNDS AND FEES OWED

By California state law, refunds/fee credits can only be given for full-term classes dropped on or before Wednesday, June 24. Tuition and fees will be owed for all full-term classes not dropped by that date, regardless of attendance. Short-term classes must be dropped by the ten percent point of the class. See the Admissions and Records Office for specific deadline dates.

After the late registration period is over, refunds of $20 or more owed to students will be issued. In order to receive refunds and/or financial aid payments, students must “activate” their IVC debit card and select their preferred mode of payment. Debit cards are automatically mailed to new students and those who have re-enrolled and not been issued a card previously. As soon as you receive your card from HigherOne (the issuing bank), follow the instructions to activate it and select the method of payment preferred. Refunds and/or financial aid funds will not be issued until you have completed the activation process.

Imperial Valley College students receiving federal financial aid (Title IV funds) who do not attend any classes will be required to repay all of the funds they received. Students who withdraw from all classes prior to completing more than 60% of the semester will have their financial aid eligibility recalculated based on the percentage of the semester complete, and will be required to repay any unearned financial aid they received. For additional information, contact the Financial Aid Office in the Counseling Center.

GRADES AND TRANSCRIPTS

You may view and print an unofficial transcript of grades earned at IVC using WebSTAR. Grade reports are not mailed.

Official transcripts must be requested in writing from the Admissions and Records Office. The first two copies are free. Allow up to five working days for your request to be processed. A link to the request form (which includes any applicable fees) is found under Admission, Registration, Student Records on the IVC home page at www.imperial.edu.

REPEATING COURSES

Students who receive a grade of D, F, or NC in a course may repeat that course one time to earn a better grade. After the second grade is earned, the previous grade and credits will no longer be included in the calculation of the GPA. All grades will continue to be shown on the student’s transcript.

Some courses, such as PE activity courses, are designated as repeatable in the Class Schedule up to a maximum number of times. Unless designated as repeatable, students are not eligible to repeat courses in which they have earned grades of A, B, C, or CR except where special circumstances exist. Justifiable circumstances may include a significant lapse of time since the course was taken (and the renewed knowledge is needed before the student is prepared to progress to a higher level), or the course is needed for professional certification.

To petition for an exception based on special circumstances, obtain the necessary form from the Admissions and Records Office or Counseling Center. The forms are also found online at http://www.imperial.edu. Click on Admission, Registration, Student Records and then Repeat Petitions or Requests. Petitions submitted at the end of the registration period will not be considered for the current term. If permission to repeat a course in which a grade of C or higher has been earned is granted, the new grade will appear on the transcript but will not be computed in the GPA, nor will additional credit be granted.
NAME AND SOCIAL SECURITY NUMBER CHANGES

Changes must be requested in writing together with appropriate, required documentation. Contact the Admissions and Records Office for additional information.

PARKING ON MAIN CAMPUS

Parking permits are required for each vehicle parked on the main campus including motorcycles and motor bikes when classes are in session. Between semesters when classes are not being held, parking permits are not required for student spaces.

Tickets are issued for reserved (faculty/staff), disabled, metered, 15-minute, and no-parking spaces year around.

Ticketing for parking violations in student spaces begins Thursday, June 25.

Vehicle Registration forms are required for parking permits; the forms may be obtained from the Parking Control Office. The license plate number, make, model, year, and color are required. Refer to the section on Student Fees for costs of permits.

All vehicles utilizing disabled parking must have a state issued identification placard, i.e., Department of Motor Vehicles issued placard or DV plates. Rules regarding parking in Disabled Zones are governed by the California Vehicle code beginning in Section 22507.8 and 21458. Students who have a current California disabled placard are not required to pay for a semester parking permit (must park in disabled or student parking only).

Permits are not required for parking at the extended campus locations in Brawley, El Centro or Calexico.

AUDITING CLASSES

Auditing of classes is not permitted. All students attending a class at Imperial Valley College are required to be properly enrolled in that class for credit. Both auditing and casual attendance are prohibited.

PRIVACY ACT

All educational records of students who enroll at Imperial Valley College are kept in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974. The following are designated as directory information and are available from the Admissions and Records Office: name, address, phone number, class schedule, dates of attendance, major field of study, awards and degrees received, most recent institution attended, participation in official college activities and sports, weight and height of members of athletic teams, part-time or full-time enrollment status, and photographs. Students who want their information kept confidential must file a petition in the Admissions and Records Office. More information is found in the catalog.

CRIME STATISTICS

Crime statistics are available online at www.imperial.edu. Click on Admission, Registration, Student Records and then Crime Statistics.

CLASS ATTENDANCE

Students who do not attend the first class meeting MIGHT be dropped by the instructor immediately following that class. Should readmission be desired, the student’s status will be the same as that of any other student who desires to add a class. Students are expected to attend ALL sessions of the classes for which they are registered. It is the student’s responsibility to contact instructors regarding any absence.

A student may be excluded from further attendance in a class during any term when absences after the close of registration have exceeded the number of class hours which the class meets per week. However, it is your responsibility to drop yourself, not the instructor’s. Dropping after the deadline to drop classes will not be possible.

PROTECT YOUR RECORDS: go online and drop yourself from any course in which you no longer intend to participate. If you do not drop by the deadline to be eligible for a refund or fee credit, you will be required to pay for the class. If you do not drop by the last day to drop that class you will receive a failing grade which will remain on your record forever.
TRANSFER CREDIT

Imperial Valley College (IVC) grants credit for lower-division units earned at institutions of higher education regionally accredited by the Association of Schools and Colleges and/or hold another accreditation recognized by the Council for Higher Education Accreditation (CHEA).

To be considered for transfer credit, students must request that official transcripts be forwarded directly to the Admissions and Records Office from each institution where courses were taken, or present an official transcript in an unopened envelope sealed by the college/university. Transcripts that have been opened by anyone other than an IVC official will not be considered official and will not be evaluated.

Students should arrange for official transcripts to be received as soon as possible after they decide to attend IVC. Financial aid will not be granted until official transcripts have been received from every college or university attended other than IVC. In addition, an official evaluation to determine applicability of courses to IVC degree or certificate requirements is essential for effective advisement.

Questions regarding specific courses for which a student is seeking transfer credit should be addressed to the Counseling Center or Transfer Center at IVC.

Credit for Upper Division Course Work

Transfer credit for upper division courses completed at a four-year college or university will not be granted unless an equivalent course is offered at IVC. To be considered, students must complete a petitioning process requiring the recommendation of a counselor and the Division Chair of the appropriate academic subject area.

Credit for Correspondence and Extension Courses

Students may petition to be awarded a maximum of six transfer units for courses completed through correspondence or an extension program. Only lower division courses from regionally accredited institutions will be considered. These units will be applied toward IVC degree or certificate requirements as appropriate.

Credit for Military Service

Students who complete at least 180 days of active duty including basic training may receive credit for HE 100 (2 units) and PE 110 (2 units). Instructions for obtaining the credit will be provided by the Veterans Coordinator in the Financial Aid Office. A copy of the DD214 is required.

Up to a maximum of 12 additional units may be awarded for work completed successfully in military service schools beyond basic training as recommended by the American Council on Education in the Guide to the Evaluation of Educational Experiences in the Armed Services.

Students must provide a copy of the DD214 or military service school transcript with a petition for evaluation of military service.

A maximum of 16 units will be granted for military service including 2 each for HE 100 and PE 110, and up to 12 additional units for service schools/training completed.

(Transfer Credit continued on next page.)
Credit for Advanced Placement (AP) Examinations

Credit will be granted for minimum required scores on examinations of the Advanced Placement Program of the College Entrance Examination Board (CEEB) as listed below. Official transcripts sent directly from the CEEB to the Admissions and Records Office are required. Credit toward an IVC associate’s degree (AA or AS) will be granted according to the chart below.

Credit will be granted only after students are enrolled in classes at IVC. After credit has been awarded, if students successfully complete the same course(s) for which they were granted AP credit, the AP credit will be removed from their transcript. Credit cannot be earned twice for the same course.

Credit for AP Exams differs with each college or university. Although IVC grants credit for AP Exams, there is no guarantee institutions to which students transfer will do the same. Students will need to have their official AP results re-evaluated by the institution to which they transfer.

<table>
<thead>
<tr>
<th>Exam</th>
<th>Score</th>
<th>Courses</th>
<th># Units Granted*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>3, 4, 5</td>
<td>ART 100 &amp; 102</td>
<td>6</td>
</tr>
<tr>
<td>Art Studio-General</td>
<td>3, 4, 5</td>
<td>ART 110 &amp; 120</td>
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<tr>
<td>Art Studio-Drawing</td>
<td>3, 4, 5</td>
<td>ART 110 &amp; 120</td>
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</tr>
<tr>
<td>Biology</td>
<td>3, 4, 5</td>
<td>BIOL 100</td>
<td>4</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3, 4, 5</td>
<td>CHEM 200 &amp; 202</td>
<td>6</td>
</tr>
<tr>
<td>Economics-Macro</td>
<td>3, 4, 5</td>
<td>ECON 102</td>
<td>3</td>
</tr>
<tr>
<td>Economics-Micro</td>
<td>3, 4, 5</td>
<td>ECON 101</td>
<td>3</td>
</tr>
<tr>
<td>English Lang &amp; Comp</td>
<td>3, 4, 5</td>
<td>ENGL 101</td>
<td>3</td>
</tr>
<tr>
<td>English Lang &amp; Comp</td>
<td>5</td>
<td>ENGL 101 &amp; 201</td>
<td>6</td>
</tr>
<tr>
<td>English Comp &amp; Lit</td>
<td>3, 4</td>
<td>ENGL 101</td>
<td>3</td>
</tr>
<tr>
<td>English Comp &amp; Lit</td>
<td>5</td>
<td>ENGL 101 &amp; 102</td>
<td>6</td>
</tr>
<tr>
<td>French Language</td>
<td>3, 4, 5</td>
<td>FREN 100 &amp; 110</td>
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<tr>
<td>History-American</td>
<td>3, 4, 5</td>
<td>HIST 120 &amp; 121</td>
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<tr>
<td>History-European</td>
<td>3, 4, 5</td>
<td>HIST 111</td>
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<tr>
<td>Mathematics</td>
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<tr>
<td>Calculus AB</td>
<td>3, 4, 5</td>
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<td>Calculus BC</td>
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<td>MATH 192 &amp; 194</td>
<td>6</td>
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<tr>
<td>Calculus AB &amp; BC</td>
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<tr>
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<tr>
<td>Music</td>
<td>3, 4, 5</td>
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<tr>
<td>Music-Living/Lit</td>
<td>3, 4, 5</td>
<td>MUS 102</td>
<td>3</td>
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<td>Physics B</td>
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<td>PHYS 200 &amp; 202</td>
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<td>Physics C-Mech</td>
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<td>PHYS 200</td>
<td>5</td>
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<tr>
<td>Physics C-Elec/Mag</td>
<td>3, 4, 5</td>
<td>PHYS 202</td>
<td>5</td>
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<td>Political Science</td>
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<tr>
<td>Govt/Pol Amer</td>
<td>3, 4, 5</td>
<td>POLS 100 &amp; 102</td>
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<tr>
<td>Govt/Pol Comp</td>
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<td>POLS 100 &amp; 102</td>
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<tr>
<td>Govt/Pol Amer &amp; Comp</td>
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<td>POLS 100 &amp; 102</td>
<td>6</td>
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<tr>
<td>Psychology</td>
<td>3, 4, 5</td>
<td>PSY 101</td>
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<tr>
<td>Spanish Language</td>
<td>3, 4, 5</td>
<td>No specific courses</td>
<td>6</td>
</tr>
</tbody>
</table>

*The number of units granted may differ from the unit value of the IVC course.

Credit from Foreign Institutions

Students seeking evaluation of course work completed at a foreign post-secondary institution must provide a transcript and evaluation completed by an approved evaluation and translation service. Information regarding recommended evaluation service companies is available in the Counseling Center and the Admissions and Records Office.

To be considered for possible transfer credit students must complete the following steps:

1. Meet with a Counselor to review the documentation from the evaluation service. The Counselor will make an initial determination regarding whether any of the courses completed may apply to degree requirements at IVC.
2. If the Counselor determines one or more of the courses might apply to a degree at IVC, complete a petition requesting the Division Chair of each academic department involved evaluate the request. The Counselor will assist in the completion of the petition form and referral to the appropriate Division Chairperson(s).
3. Discuss the request for transfer credit with the Division Chair(s). He/she will sign the petition form indicating whether he/she agrees or disagrees with the request.
4. If the Division Chair agrees with the request that credit be granted, submit the petition, transcript and evaluation from the evaluation service to the Admissions and Records Office for the final, official evaluation.

Courses completed at foreign institutions will not meet general education certification requirements for transfer to either of the California university systems, except to validate the foreign language portion of the certification for the University of California.
SEXUAL HARASSMENT POLICY

All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation.

The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy.

Rules and procedures for reporting charges of sexual harassment and pursuing available remedies may be obtained from the Associate Dean of Human Resources or any employee in the Human Resources Office [380 E. Aten Road, Building 2400, Imperial, CA 92251, telephone (760) 355-6212, fax (760) 355-6211], Or Title IX Officers, Mr. Russell Lavery, (760) 355-6202, or Ms. Olga Artechi, (760) 355-6264, P.O. Box 158, Imperial, CA 92251, (760) 352-8320.

Todas las formas de acoso van en contra de los estándares básicos de conducta entre individuos. Estas quedan prohibidas por las leyes federales y estatales, así como también quedan prohibidas bajo esta política y no serán toleradas. El Distrito está comprometido a proveer un ambiente educacional y laboral en el que se respeta la dignidad individual y grupal. El Distrito está libre de acoso sexual y cualquier tipo de discriminación, intimidación y explotación sexual.

El Distrito busca fomentar un ambiente en el cual los empleados y estudiantes tengan la libertad de reportar incidentes de acoso sin temor a represalias. Por consiguiente, el Distrito estrictamente prohíbe represalias en contra de cualquier individuo por presentar una queja de acoso o por participar en el esclarecimiento o investigación de esta indole. Dicha conducta es ilegal y constituye una violación de esta política.

Las reglas y procedimientos para reportar cargos de acoso sexual y buscar soluciones disponibles se pueden obtener contactando al Associate Dean of Human Resources o cualquier empleado del departamento de recursos humanos localizado en el [380 East Aten Road, Edificio 2400, Imperial, CA 92251]. También puede comunicarse al teléfono (760) 355-6212 o mandar un fax al (760) 355-6211]. O contactando a los Title IX Officers, el señor Russell Lavery al (760) 355-6202 o la señora Olga Artech al (760) 355-6264, o por correo al apartado postal 158, Imperial, CA 92251, (760) 352-8320.

NON-DISCRIMINATION POLICY

Imperial Valley College does not discriminate in the admissions nor in the offering of programs and activities because of ethnic group identification, national origin, religion, age, sex, race, color, medical condition, Vietnam era status, ancestry, sexual orientation, marital status, or physical or mental disability, or because he or she is perceived to have one or more of those characteristics.

The coordinator for Imperial Valley College's compliance with Section 504 of the Rehabilitation Act of 1990 and The Americans with Disability Act (ADA) of 1990 is: The Associate Dean of Human Resources, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 212; TTY (760) 355-6795. The Title IX Officers are Mr. Russell Lavery, (760) 355-6202, or Ms. Olga Artech, (760) 355-6264, P.O. Box 158, Imperial, CA 92251, (760) 352-8320.

El Colegio del Valle Imperial no discrimina en el proceso de admisión, ni en el ofrecimiento de programas y actividades debido a la afiliación con un grupo étnico, nacionalidad, religión, edad, sexo, raza, color, condición médica, veterano de Vietnam, origen, orientación sexual, estado civil, incapacidad física o mental, o porque el individuo es percibido como poseedor de una o más de las características antes mencionadas.

La persona responsable de verificar el cumplimiento de Imperial Valley College con la sección 504 del Acta de Rehabilitación de 1990 y con el Acta de Americanos con Discapacidad de 1990 es: El (la) Associate Dean de Recursos Humanos, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 212; TTY (760) 333-6795. Los oficiales de “Title IX” son Russel Lavery, (760) 355-6202, y Olga Archeti, (760) 355-6264, P.O. Box 158, Imperial, CA 92251, (760) 352-8320.
Please note: The schedule lists the building number and then the room number. For example, 

Room  
Building  →  400-410  ←  Room

**Main Campus Location Codes:**
- ARTG  Art Gallery  
- TMRM  Team Room  
- BBF  Baseball Field  
- SCFLD  Soccer Field  
- SBF  Softball Field  
- TC  Tennis Courts

**Other Site Location Codes:**
- BWCC  Barbara Worth Country Club, 2050 Country Club Dr. Hltv

**EXTENDED CAMPUS INFORMATION**

The Imperial Valley College Extended Campus program provides a practical and convenient alternative for Imperial County residents by offering comprehensive academic and instructional services in our El Centro, Brawley, and Calexico centers. Each center provides registration information and access, collection of fees, financial aid, unofficial transcripts, academic counseling, class schedules, and general information. Extended centers also offer a selection of credit courses, non credit, and community services. Classes are provided in various locations across the county and are taught by full-time and adjunct faculty.

**Brawley Extended Campus Center**
*(Desert Valley High School)*
191 Magnolia Street, Brawley, CA  
M-TH: 8:00am-9:30pm  
F: 8:00am-5:00pm  
Closed M-F 12:00-1:00 p.m.  
Tel: 344-7213  
Fax: 344-7215

**Calexico Extended Campus Center**
*(Calexico Hacienda Plaza)*
1501 W. Imperial Avenue, Calexico, CA  
M-TH: 8:00am-10:00pm  
F: 8:00am-5:00pm *(Closed 12:00-1:00 p.m.)*  
Tel: 768-9740  
Fax: 768-0932

**El Centro Extended Campus Center**
301 N. Imperial Ave. Suite A, El Centro, CA  
M-TH: 8:00am-9:30pm  
F: 8:00am-5:00pm *(Closed 12:00-1:00 p.m.)*  
Tel: 353-2180  
Fax: 353-2186

**CLASS/LOCATION LEGEND**
*(INDICE DE CLASES Y LOCALIDAD)*

**Brawley Location Codes:**
- BRY-DVHS  Desert Valley High School, 191 Magnolia Street  
  Brawley, CA 92227
- BRY-CLC  Community Learning Center, 206 “D” Street  
  Brawley, CA 92227

**El Centro Location Codes:**
- EC-CUHS  Central Union High School, 1001 Brighton Avenue  
  El Centro, CA 92243
- SHS  Southwest High School, 351 Ross Avenue  
  El Centro, CA 92243
- EC-EC (Rooms 1-4)  
  IVC El Centro Center, 301 N. Imperial Ave.  
  El Centro, CA 92243

**Calexico Location Codes:**
- CLX-CLX (Rooms 1-10)  
  IVC Calexico Center, 1501 W. Imperial Avenue  
  Calexico, CA 92231
- CLX-CHS  Calexico High School, 1030 Encinas Avenue  
  Calexico, CA 92231

**Calipatria Location Codes:**
- CALIP-CHS  Calipatria High School, 501 W. Main Street  
  Calipatria, CA 92233

**Winterhaven Location Code:**
- WTHN-SPVHS  San Pascual Valley High School, 676 Baseline Road  
  Winterhaven, CA 92283

**IVC Location Code:**
- IVC-PM  
  IVC Pioneer Museum, 373 E. Aten Road  
  Imperial, CA 92251

**IID Location Code:**
- IID  
  Imperial Irrigation District, Employee Training Center  
  333 E Barioni Blvd.  
  Imperial, CA 92251

IVC reserves the rights to cancel, reschedule, or relocate classes as deemed necessary for circumstances resulting from enrollment or availability of facilities.
COURSE OFFERINGS
SUMMER 2009
(Schedule Subject to Change)

ADMINISTRATION OF JUSTICE
AJ 100 Introduction to the Administration of Justice (3 UNITS)
Recommended Preparation: Completion of ENGL 100 and ENGL 089 with a
grade of "C" or better. The course will cover the philosophy of Administration
of Justice in America and identify its various sub-systems. It will examine the
roles and role expectations of criminal justice agents and their interrelation-
ship in society. The concepts of crime causations, punishment and rehabilita-
tion are introduced. This basic course provides a better understanding of the
criminal justice system and orient the students to career opportunities.
Ethics, education and training for professionalism in the system are discussed.
(CSU, UC) (CAN AJ 2)
Code #   Time   Days   Instructor   Room
30182 7:30AM-9:40AM  MTWR   Marcano, B   200-203

AJ 106 Principles and Procedures of the Justice System (3 UNITS)
Recommended Preparation: Completion on ENGL 100 and ENGL 089 with a
grade of "C" or better. An in-depth study of the role and responsibilities of
each segment within the administration of the justice system; law enforce-
ment; judiciary; 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)
Code #   Time   Days   Instructor   Room
30183 3:00PM-5:10PM  MTWR   Knapp, L   200-203

AJ 110 Police Community Relations (3 UNITS)
Recommended Preparation: Completion of ENGL 100 and ENGL 089 with a
grade of "C" or better. Through interaction and study, the student will become
aware of the relationship 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 community-oriented policing as they ap-
ply to administration of justice issues, future trends, and training will be dis-
cussed. (CSU, UC)
Code #   Time   Days   Instructor   Room
30184 12:30PM-2:40PM  MTWR   Marcano, B   200-203

AJ 123 Juvenile Control (3 UNITS)
Recommended Preparation: Completion of ENGL 100 and ENGL 089 with a
grade of "C" or better. 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)
Code #   Time   Days   Instructor   Room
30185 10:00AM-12:10PM  MTWR   Marcano, B   200-203

AJ 141 Arrest and Firearms (3.5 UNITS)
Prerequisites as required by P.O.S.T.: No felony or domestic violence convictions,
able to successfully participate in physical requirements of class, U.S.
Citizen or have filed for U.S. citizenship. Corequisite: Department of Justice
fingerprint clearance. Recommended Preparation: Completion of ENGL 100
and ENGL 089 with a grade of "C" or better. Designed to satisfy training stan-
dards set forth by the Commission on Peace Officer Standards Training
(P.O.S.T.) as required by Penal Code Section 832 for Peace Officers; includes
laws of arrest, search and seizure, methods of arrest, discretionary decision
making, and where applicable, use and care of firearms. Supply fee may be
charged. (CSU)
Code #   Time   Days   Instructor   Room
Evening Class Offering(s)
30186 6:00PM-8:10PM  MTWRS   Knapp, L   200-203

AGRICULTURE

AG 110 Environmental Science (3 UNITS)
This course is designed to provide students with an overview and understanding
of the relationships between human populations and the natural environment.
The class will focus on basic concepts of science and ecosystem theory, human
impacts on the air, water, and land, environmental problems faced by the Impe-
rial Valley that have regional and global consequences, and some of the pro-
posed solutions. (Same as ENVS 110) (CSU, UC)
Code #   Time   Days   Instructor   Room
30078 12:30PM-2:40PM  MTWR   Pauley, P   1300-1308

AIR CONDITIONING AND
REFRIGERATION

ACR 103 Air Conditioning Electrical Circuits and Controls (3 UNITS)
Recommended preparation: ACR 101. This is a course of study in electrical
circuits and controls used in the heating, ventilation, air conditioning, and
refrigeration industry. This course is comprised of the study of Ohm's Law, elec-
trical meters and test equipment, wiring materials, wiring diagrams and schematic
ics, electrical components, installation of controls, layout of electrical circuits,
and safety practices. (CSU)
Code #   Time   Days   Instructor   Room
Evening Class Offering(s)
30243 6:00PM-7:30PM  MTWR   Miranda, F   1100-1101
7:45PM-9:15PM  MTWR   Miranda, F   1100-1101

ALLIED HEALTH PROFESSIONS

AHP 074 Clinical Externship I (2 UNITS)
Prerequisite: AHP 072. Course is designed to enable the student to put all didac-
tic information and skills together in the work setting of the "front office" of a
clinic or doctor's office. The medical assistant student is placed at a medical
office, clinic, or HMO where he/she will gain hands-on experience performing
"front office" medical assistant duties. Students are required to be available
days to attend the externship. The externship hours are similar to the schedules
normally available in industry. Students will be required to purchase malprac-
tice liability insurance. (Nontransferable, AA/AS degree only)
Code #   Time   Days   Instructor   Room
30216 Arranged Arranged Berkner, E   2100-CLIN
Students will meet on Monday, 6/22/09, at 6:00PM, in Room 2139, to obtain
a syllabus and informations packets.
### AMSL 100 American Sign Language I

An introduction to American Sign Language and finger spelling. The course will focus on conversational skills, grammar and vocabulary as it is used in the Deaf community. Deaf culture will be examined. (CSU, UC)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30133 | 7:30AM-11:15AM | MTWR | Mason, C | 300-304A

### AMSL 102 American Sign Language 2

Recommended Preparation: AMSL 100 with a grade of “C” or higher. This course is a continuation of American Sign Language 1. Receptive and expressive skills will be further developed through vocabulary enrichment, grammar, practice and interactive conversational exercises. Deaf Culture norms and traditions will be studied in this class. (CSU, UC)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30134 | 3:30PM-7:15PM | MTWR | Mason, C | 300-304A

### ART 100 History and Appreciation of Art I

A survey of the Visual Arts from the Prehistoric period to the Renaissance, with emphasis on painting, sculpture and architecture. (CSU, UC)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30135 | 10:00AM-12:10PM | MTWR | Kelly, N | 300-304B

### Online Class Offering(s)

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<tr>
<td>30136</td>
<td>Arranged</td>
<td>Arranged, Kelly, N</td>
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</table>

The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 10:00AM-12:10PM in Room 300-304B. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

### ART 102 History and Appreciation of Art II

A continuation of ART 100, extending from the Renaissance to Contemporary times. May be taken before or concurrently with ART 100. (CSU, UC)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30138 | 10:00AM-12:10PM | MTWR | Gilbertson, T | 1600-1602

### Online Class Offering(s)

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<tr>
<td>30139</td>
<td>Arranged</td>
<td>Arranged, Hegarty, C</td>
<td>ONLINE</td>
</tr>
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</table>

The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 6:30PM-7:55PM in Room 1600-1602. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

### ART 104 History and Appreciation of Modern Art

A broad analytical survey of modern art with a focus on painting, sculpture and architecture. The course will emphasize the examination and comparison of art styles of the twentieth century. (CSU, UC)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30142 | Arranged | Arranged, Gilbertson, T | ONLINE  |

The above noted class is an Online Course. Mandatory Orientation will be held on Tuesday, June 23, 2009, from 3:00PM-5:00PM in Room 1300-1306. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

### AUT 155 Suspension and Wheel Alignment

Recommended Preparation: MATH 070 or equivalent and AUT 125. This course covers the principles and construction of passenger vehicle and light truck steering, chassis, and suspension systems. Emphasis is placed on the skill required in the diagnosis repair and adjustment of wheel alignment including two and four wheel alignment angles. Complete suspension and overhaul will be done in laboratory activities, as well as alignment using either two or four wheel sensors. Upon successful completion of this course, students are prepared to take the Automotive Service Excellence (ASE) certification examination in steering wheel suspension. (CSU)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30275 | 8:30AM-10:50AM | MTWR | Lopez, J | 1100-1103

### AUT 156 Engine Performance Technology

Recommended Preparation: AUT 155. This course covers the principles of internal combustion engine performance. Emphasis will be placed on engine airflow, heat transfer, charge mixture preparation, spark plug ignition and the fuel injection system. (CSU)  
**Code #** | **Time** | **Days** | **Instructor** | **Room**  
--- | --- | --- | --- | ---  
30276 | 11:00AM-12:50PM | MTWR | Lopez, J | 1100-1102
### AU T 160  Engine Performance Tuning
(3 UNITS)

#### Recommended Preparation:
AU T 150 or passing of Automotive Service Excellence (ASE) electrical or test one year trade experience in engine tune-up.

- This course provides operating theory and hands-on experience in the operation, diagnosis, and repair of automotive fuel systems with carburetors, basic throttle body and part fuel injection systems. Students learn to use the four gas analyzers. (CSU)

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<th>Code #</th>
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<tr>
<td>30240</td>
<td>12:30PM-2:50PM MTWR Perez, J</td>
<td>1100-1103</td>
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<tr>
<td>30084</td>
<td>6:30PM-8:40PM MTWR Thomas, U</td>
<td>400-413</td>
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</table>

### AU T 210  Automotive Air Conditioning
(3 UNITS)

- Recommended Preparation: AU T 130. The course is designed to impart knowledge and information needed by the student to enter and make progress in employment on productive basis in the automotive air conditioning service industry. The use of charging station and systems will be part of A/C course. Upon successful completion of this course, students are prepared to take the Automotive Service Excellence (ASE) certification examination in air conditioning. (CSU)

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<th>Code #</th>
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<tr>
<td>30080</td>
<td>3:00PM-4:50PM MTWR Perez, J</td>
<td>1100-1102</td>
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</table>

### BIOL 090  Anatomy and Physiology For Health Occupations
(3 UNITS)

- Introductory study of the structure and function of the human organism. Class is structured for health occupation students. It is not acceptable for pre-medical, pre-dental, pre-chiropractic, pre-physical therapy, or registered nursing students, and it is not open to students who have completed BIOL 200, BIOL 202, BIOL 204, BIOL 206 with a grade of “C” or better. (Nontransferable, AA/AS degree only)

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<th>Code #</th>
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<tbody>
<tr>
<td>30088</td>
<td>7:30AM-9:50AM MTWR Velasquez, J</td>
<td>400-413</td>
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</table>

### BIOL 100  Principles of Biological Science
(4 UNITS)

- Prerequisite: MATH 090 or equivalent with a grade of “C” or better. A comprehensive one semester general biology course for non-majors. Includes life from the molecular to the organismic level of both plants and animals and their interactions within the environment. Special emphasis is put on human biology within appropriate areas of study. Appropriate for general education as well as nursing, pre-professional, and higher level biology courses. Includes laboratory components. (CSU) (UC credit limited. See a counselor.)

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<tr>
<td>30081</td>
<td>7:30AM-9:40AM MTWR Zhao, L</td>
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<tr>
<td>30082</td>
<td>10:00AM-12:10PM MTWR Zhao, L</td>
<td>400-410</td>
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### BIOL 200  Human Anatomy and Physiology I
(4 UNITS)

- Prerequisite: MATH 090 and CHEM 100 and BIOL 100 with grades of “C” or better; or MATH 090 with a grade of “C” or better and current California LVN or RN license. Human anatomy and physiology. A two-semester study of the structure and function of the human organism, from the molecular to the gross level. Preparatory for RN program and paramedical programs. (CSU) (UC credit limited. See a counselor.)

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<tr>
<td>30084</td>
<td>4:30PM-5:50PM MTWR Jepson, R</td>
<td>400-409</td>
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</table>

### BIOL 220  General Microbiology
(5 UNITS)

- Prerequisite: MATH 090 and CHEM 100 and BIOL 100 with grades of “C” or better; or MATH 090 with a grade of “C” or better and current California LVN license. Provides students with fundamental concepts of the structure and physiology of non-disease 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) (CAN BIOL 14)

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<td>30086</td>
<td>12:30PM-2:40PM MTWR David, S</td>
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<td>30087</td>
<td>3:00PM-5:10PM MTWR David, S</td>
<td>400-413</td>
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### BUSINESS ADMINISTRATION

#### BUS 152  Basic Keyboarding
(1 UNIT)

- This course is designed to develop speed and accuracy in the use of the computer keyboard. The student will learn to operate by touch the letter, number, and symbol keys using the proper typing technique. (CSU)

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<tr>
<td>30194</td>
<td>7:40AM-9:50AM MTWR Ruiz, A</td>
<td>800-803</td>
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</table>

### CHEMISTRY

#### CHEM 100  Introduction to Chemistry
(4 UNITS)

- Prerequisite: MATH 090 with a grade of “C” or better. Elementary principles of general and inorganic chemistry with an introduction to organic and biochemistry. Previous science background is recommended, but not required. This course is designed for non-science majors and students who need only a one-semester general chemistry course, and also for students entering a paramedical
and allied health fields, and industrial applications such as power plants. This course will satisfy the prerequisite for CHEM 200. (CSU) (UC credit limited. See a counselor.) (CAN CHEM 6)

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**CHILD, FAMILY, AND CONSUMER SCIENCE**

**CDEV 200 Practicum - Field Experience** *(3 UNITS)*
Prerequisites: CDEV 100; CDEV 103; CDEV/PSY 104; CDEV 105; CDEV 106; CDEV 107; and 4.0/5.0 units from the following: CDEV 120, CDEV 121, CDEV 122, CDEV 123, CDEV 124, OR CDEV 125.
A demonstration of developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (CSU) (Formerly CFCS 200)

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<td>M</td>
<td>Green, R</td>
<td>2200-PRE</td>
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<td>30258</td>
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<td>Green, R</td>
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**COMPUTER INFORMATION SYSTEMS**

**CIS 100 Computer Literacy** *(1 UNIT)*
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)

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<tr>
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<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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**CIS 101 Introduction to Information Systems** *(3 UNITS)*
An introductory course designed to teach the basic understanding of computer information systems, survey computer hardware and software, and give the student hands-on experience on common business applications. (CSU, UC)

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**CIS 120 Microsoft Word I** *(1 UNIT)*
Hands-on practice with the Microsoft Word word processing software using a windows environment. The course is designed for beginners and will focus on document creation including multipage documents; basic editing and text enhancement; line and page formatting; cut, copy, and paste, spell check and thesaurus. (CSU)

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**CIS 121 Microsoft Word II** *(1 UNIT)*
Recommended Preparation: CIS 120 or CIS 101. Hands on practice with the Microsoft Word word processing software using a windows environment. The course is a continuation of CIS 120, Microsoft Word, and will focus on editing and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sort, and graphics. (CSU)

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**CIS 124 Excel I** *(1 UNIT)*
A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphic presentation. (CSU)

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**CIS 125 Excel II** *(1 UNIT)*
A sequence to the CIS 124 course. The course develops expertise in worksheet applications, teaches use of graphic presentations, develops data base use and includes macros. (CSU)

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**COMPUTER SCIENCE**

**CS 220 Introduction to Object-Oriented Programming Using Java** *(4 UNITS)*
Recommended Preparation: MATH 090 or equivalent, and CIS 202 or CIS 204 or CIS 208 or equivalent, with a grade of “C” or better. This course provides an introduction to object-oriented programming using the Java programming language. Topics included (but not limited to) in this course are fundamentals of structured computer programming, primitive data types, expressions, control statements, methods, arrays, searching, sorting, and debugging. Emphasis is on learning through hands-on programming exercises. (CSU)

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**DISABLED STUDENT PROGRAMS AND SERVICES**

**DSPS 012 Academic Support Services** *(1 UNIT)*
This course is designed to provide academic support services to the disabled students who are taking classes in the areas of natural science and math; behavioral and social sciences; humanities, fine arts and foreign language; English and speech; and vocational-occupational programs. In addition, the course is designed to assist students in developing their basic skills. Maximum credit sixteen units. (Nontransferable, nondegree applicable)

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</table>

**DSPS 018 Educational Assessment and Evaluation** *(0.5 UNIT)*
Recommended Preparation: Must be enrolled in at least one academic or vocational class. This course is designed specifically to assist the learning disabled student who has the potential to succeed in a community college by assessing, interpreting, and diagnosing his/her learning strengths and weaknesses for the purpose of identifying learning disabilities. Guidelines mandated by the California Community College system will be utilized to determine eligibility for learning disabilities services and accommodations. Upon completion of this course, students will be better prepared to assert their needs and practice coping strategies pertinent to their unique situation. (Nontransferable, nondegree applicable)

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**ECONOMICS**

**ECON 101 Introduction to Micro Economics**  
(3 UNITS)  
An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and macroanalysis in the direction of production and the allocation of resources through the price-system. (CSU, UC) (CAN ECON 4)

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**ECON 102 Introduction to Macro Economics**  
(3 UNITS)  
An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and macroanalysis in gross domestic product, money and banking, international business, and economic stabilization. (CSU, UC) (CAN ECON 2)

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**ELECTRICAL WIRING**

**EWIR 110 Electrical Principles**  
(4 UNITS)  
This course provides the electrical student with instruction in the basic principles of electrical safety. Instruction will include an introduction to electrical theory and test equipment, the use of NEC boxes, fittings and conductors, and the interpretation of related electrical blueprints and commercial/industrial/residential symbols, diagrams, and schematics used for wiring. Electrical principles of residential wiring will be the focus of instruction. (Nontransferable, AA/AS degree only)

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<td>MTWR</td>
<td>Hernandez, J</td>
<td>1300-1307</td>
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</tbody>
</table>

**EWIR 115 Electrical Wiring and Protection**  
(4 UNITS)  
Recommended Preparation: EWIR 110. This course covers wiring installation and connection for conductor termination and splices; use of cable pulling instruments and NEMA and NEC standards for cable tray; installation of electrical service and electrical protection components and equipment; use of material take-off methods and troubleshooting techniques; identification of ratings for current breakers and fuses; regulations for sizing use and installation of relay switches, conductors and overrides; and application. (Nontransferable, AA/AS degree only)

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<td>1600-1603</td>
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**EMERGENCY MEDICAL TECHNICIAN**

**EMTP 245 Emergency Medical Technician - Paramedic Field II**  
(5.5 UNITS)  
Prerequisite(s): 1. Successful completion of EMTP 200, EMTP 210, EMTP 215, EMTP 225, and EMTP 235; and, 2. Successful completion of all other requirements for entrance into and/or continuation in the IVC paramedic program; and, 3. Approval of the IVC Paramedic Program Director and IVC Paramedic Program Medical Director. 4. Student Intern may enter/re-enter EMTP 245 up to one year after completion of the previous prerequisites with prior mutual agreement between the IVC program director, IVC medical director and the student intern; and completion of any required remedial training. 5. Student intern may petition for exemption from this course providing: a. Student intern is currently certified as an EMT-II with a minimum of 1 year experience. b. Student intern demonstrates completion of an EMT-II program with training and training hours equivalent to IVC’s EMT-II program. c. Student intern completes all other paramedic training program requirements. d. Student intern has approval of the IVC program director and IVC medical director. e. Student intern successfully completes EMT-II proficiency exam. This course is the second phase of field internship training, and the final segment of the paramedic program, to prepare individuals to render prehospital advanced life support within an organized EMS system based on course content that is equivalent to the U.S. Department of Transportation (DOT) Emergency Medical Technician-Paramedic National Standard Curriculum HS 808 862 March 1999. This course is designed to allow progression of the paramedic student intern in advanced skills training and didactic knowledge within the pre-hospital setting. This course will cover all aspects of medical and traumatic emergencies, enabling the student intern to perform total patient assessment and care under the supervision of a licensed paramedic approved by the Local EMS Authority, on an Advanced Life Support vehicle. This phase of field internship provides the student intern with a progression to total patient care responsibilities, using all assessment skills, communication skills, all advanced life support equipment, medications, procedures and paramedic skills acquired through previous phases of the training program. The student intern will function as an entry-level paramedic at the completion of this training. This course is an intense one, requiring the student intern’s total dedication for successful completion. In addition to scheduled field time, the student must complete an additional 10 advanced life support contacts, for a total of 40 or more, as defined in the California Code of Regulations, Title 22, Division 9. The student intern must realize that more than usual study and TBA requirements must be met throughout the program. This program is accredited by the CAAHEP. (CSU)

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<th>Code #</th>
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**EMERGENCY MEDICAL TECHNOLOGIST**

**EMTP 225 Emergency Medical Technician - Paramedic Field IV**  
(5.5 UNITS)  
Prerequisite(s): 1. Successful completion of EMTP 200, EMTP 210, EMTP 215, EMTP 225, and EMTP 235; and, 2. Successful completion of all other requirements for entrance into and/or continuation in the IVC paramedic program; and, 3. Approval of the IVC Paramedic Program Director and IVC Paramedic Program Medical Director. 4. Student Intern may enter/re-enter EMTP 245 up to one year after completion of the previous prerequisites with prior mutual agreement between the IVC program director, IVC medical director and the student intern; and completion of any required remedial training. 5. Student intern may petition for exemption from this course providing: a. Student intern is currently certified as an EMT-II with a minimum of 1 year experience. b. Student intern demonstrates completion of an EMT-II program with training and training hours equivalent to IVC’s EMT-II program. c. Student intern completes all other paramedic training program requirements. d. Student intern has approval of the IVC program director and IVC medical director. e. Student intern successfully completes EMT-II proficiency exam. This course is the second phase of field internship training, and the final segment of the paramedic program, to prepare individuals to render prehospital advanced life support within an organized EMS system based on course content that is equivalent to the U.S. Department of Transportation (DOT) Emergency Medical Technician-Paramedic National Standard Curriculum HS 808 862 March 1999. This course is designed to allow progression of the paramedic student intern in advanced skills training and didactic knowledge within the pre-hospital setting. This course will cover all aspects of medical and traumatic emergencies, enabling the student intern to perform total patient assessment and care under the supervision of a licensed paramedic approved by the Local EMS Authority, on an Advanced Life Support vehicle. This phase of field internship provides the student intern with a progression to total patient care responsibilities, using all assessment skills, communication skills, all advanced life support equipment, medications, procedures and paramedic skills acquired through previous phases of the training program. The student intern will function as an entry-level paramedic at the completion of this training. This course is an intense one, requiring the student intern’s total dedication for successful completion. In addition to scheduled field time, the student must complete an additional 10 advanced life support contacts, for a total of 40 or more, as defined in the California Code of Regulations, Title 22, Division 9. The student intern must realize that more than usual study and TBA requirements must be met throughout the program. This program is accredited by the CAAHEP. (CSU)

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**ELTR 220 Digital Instrumentation Measurements**  
(3 UNITS)  
Recommended Preparation: ELTR 140 Advanced concepts in electronics. Topics will include: additional devices included in circuits, instrumentation, various system designs, successive “generations.” (CSU)

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**ELTR 220 Digital Instrumentation Measurements**  
(3 UNITS)  
Recommended Preparation: ELTR 140 Advanced concepts in electronics. Topics will include: additional devices included in circuits, instrumentation, various system designs, successive “generations.” (CSU)

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### ENGLISH

#### ENGL 062 Beginning Oral English for ESL (3 UNITS)
Recommended Preparation: Concurrent enrollment in ENGL 091 and ENGL 072. English 062 is a grammar-based conversation class in an English-only environment, for the beginning or false beginning ESL student. Listening and speaking skills will be developed through basic dialog; modeled tasks and communicative activities. (Nontransferable, nondegree applicable)

#### ENGL 063 Low Intermediate Oral English for ESL (3 UNITS)
Prerequisite: ENGL 062 with a grade of "C" or higher or appropriate placement. Recommended Companion Courses: ENGL 092 and ENGL 073. English 063 is a grammar-based conversation course in an English-only environment, designed for the low intermediate ESL student. Using spoken English, students will create dialogs and brief summaries of various topics and readings. Emphasis is on using situationally appropriate and grammatically correct language. (Nontransferable, nondegree applicable)

#### ENGL 072 Beginning Reading and Vocabulary for ESL I (3 UNITS)
Recommended Preparation: Concurrent enrollment in ENGL 091 and ENGL 062. Designed for the beginning ESL student in an English-only environment, this course focuses on the basic elements of reading comprehension and vocabulary development, with attention to oral and written practice with vocabulary words, the parts of speech and spelling. (Nontransferable, nondegree applicable)

#### ENGL 073 Beginning Reading and Vocabulary for ESL II (3 UNITS)
Prerequisite: ENGL 072 with a grade of "C" or higher or appropriate placement. Recommended Companion Courses: ENGL 063 and ENGL 092. Designed for the low-intermediate ESL student in an English-only environment, this course focuses on reading comprehension and vocabulary development, with attention to oral and written practice with parts of speech, dictionary skills, word parts and spelling. (Nontransferable, nondegree applicable)

#### ENGL 074 Vocabulary and Phrasal Verbs I (3 UNITS)
Prerequisite: ENGL 073 with a grade of "C" or higher or appropriate placement. Recommended Companion Courses: ENGL 064, ENGL 084 and ENGL 093. Designed for the intermediate ESL student in an English-only environment, this course focuses on vocabulary development, with emphasis on phrasal verbs. Oral and written practice is given to parts of speech, dictionary skills, word parts and spelling. (Nontransferable, nondegree applicable)

#### ENGL 075 Vocabulary and Phrasal Verbs II (3 UNITS)
Prerequisite: ENGL 074 with a grade of "C" or higher or appropriate placement. Recommended Companion Courses: ENGL 065, ENGL 085 and ENGL 094. Designed for the high intermediate ESL student in an English-only environment, this course focuses on phrasal verbs as well as on vocabulary development, with attention to the parts of speech, English learner’s dictionary skills, context clue strategies and spelling. (Nontransferable, nondegree applicable)

#### ENGL 084 Reading I: Development for Bilinguals (3.5 UNITS)
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. Participation in instruct-

#### ENGL 085 Reading I: Development for Bilinguals (3.5 UNITS)
Recommended Preparation: Appropriate placement recommendation or completion of ENGL 084. 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. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

#### ENGL 086 Reading I: Development for Bilinguals (3.5 UNITS)
Recommended Preparation: Appropriate placement recommendation or completion of ENGL 084. 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. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

#### ENGL 087 Reading I: Development for Bilinguals (3.5 UNITS)
Recommended Preparation: Appropriate placement recommendation or completion of ENGL 084. 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. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

#### ENGL 088 Reading I: Development for Bilinguals (3.5 UNITS)
Recommended Preparation: Appropriate placement recommendation or completion of ENGL 084. 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. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

#### ENGL 089 Reading I: Development for Bilinguals (3.5 UNITS)
Recommended Preparation: Appropriate placement recommendation or completion of ENGL 084. 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. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)
### ENGL 099 Reading IV: Intermediate Development (3.5 UNITS)
Prerequisite: ENGL 088 with a grade of "C" or higher or appropriate placement. This course aims to build reading efficiency to college level to ensure reading competency for graduation from IVC and/or successful completion of transfer level courses. Course work includes practice in whole chapter note-taking, vocabulary building, study reading, informed reading of literature, and reinforcement of critical thinking skills. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, AA/AS degree only)

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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
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<tr>
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<td>30018</td>
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</tr>
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</table>

**Online Class Offering(s)**
- 30019 Arranged Arranged Davis, L ONLINE

The above noted class is an Hybrid Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 3:00PM-5:10PM in Room 2600-2600. This section will also meet Tuesday, Wednesday, and Thursday, June 23, 24 and 25, from 3:00PM-5:10PM in room 200-202. The final exam will also be held on campus, TBA.

### ENGL 096 Writing Fundamentals, First Semester (3 UNITS)
Prerequisite: ENGL 095 with a grade of "C" or higher or appropriate placement. Preparation for English 097. 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 095. Taught simultaneously with ENGL 097. (Nontransferable, nondegree applicable)

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<tr>
<th>Code #</th>
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<tr>
<td>30025</td>
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<td>Craven, J</td>
<td>CLX-CLX-8</td>
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</tbody>
</table>

### ENGL 097 Writing Fundamentals, Second Semester (3 UNITS)
Prerequisite: ENGL 096 with a grade of "C" or higher or appropriate placement. Preparation for ENGL 098. Intensive instruction in grammar and punctuation and the writing of paragraphs and a short essay. Designed for the student needing to acquire basic writing skills and to overcome language transfer interference. Follow in sequence from ENGL 095. Taught simultaneously with ENGL 097. (Nontransferable, nondegree applicable)

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<th>Code #</th>
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<th>Room</th>
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<td>Craven, J</td>
<td>CLX-CLX-8</td>
</tr>
</tbody>
</table>

### ENGL 098 Basic English Composition (3 UNITS)
Prerequisite: ENGL 097 with a grade of "C" or higher or appropriate placement. Preparation for ENGL 100. Provides developmental instruction approaching the college level in paragraph and short essay writing. The course follows in sequence from ENGL 097. (Nontransferable, nondegree applicable)

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<th>Code #</th>
<th>Time</th>
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**Evening Class Offering(s)**
- 30031 5:30PM-7:40PM MTWR Apodaca, J 500-515

### ENGL 100 Basic English Composition (3 UNITS)
Prerequisite: ENGL 098 with a grade of "C" or higher or appropriate placement. Preparation for ENGL 101. The course seeks to facilitate the student’s mastery of the short essay at the college level. The course follows in sequence from ENGL 098. (CSU)

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<th>Code #</th>
<th>Time</th>
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<td>30034</td>
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**Evening Class Offering(s)**
- 30035 5:30PM-7:40PM MTWR Lewenstein, J 500-516

### ENGL 101 Reading and Composition (3 UNITS)
Prerequisite: ENGL 100 with a grade of "C" or higher or appropriate placement. 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 an exposition that is thoughtful and clear including the production of a well-documented research paper. (CSU, UC) (CAN ENGL 2) (CAN ENGL SEQ A = ENGL 101 and ENGL 102)

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<th>Code #</th>
<th>Time</th>
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</table>

**Evening Class Offering(s)**
- 30038 5:30PM-7:40PM MTWR STAFF 900-912

**Online Class Offering(s)**
- 30041 Arranged Arranged Heumann, M ONLINE

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to www.imperial.edu/de for instructions on how to log on to ETUDES the first day of class. All adds will be handled via e-mail to the instructor at michael.heumann@imperial.edu.

- 30042 Arranged Arranged Heumann, M ONLINE

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to www.imperial.edu/de for instructions on how to log on to ETUDES the first day of class. All adds will be handled via e-mail to the instructor at michael.heumann@imperial.edu.

- 30043 Arranged Arranged Dorantes, K ONLINE

The above noted class is an Online Course. Mandatory Orientation will be held on Tuesday, June 23, from 3:00PM-7:40PM in Room 2600-2600. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

### ENGL 102 Introduction to Literature (3 UNITS)
Prerequisite: ENGL 101 with a grade of "C" or better. Introduction to the study of poetry, fiction and drama, with further practice in writing. (CSU, UC) (CAN ENGL 4) (CAN ENGL SEQ A = ENGL 101 and ENGL 102)

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<th>Code #</th>
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<th>Instructor</th>
<th>Room</th>
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</table>

**Evening Class Offering(s)**
- 30044 5:30PM-7:40PM MTWR Baugholt, R 500-514

### ENGL 111 Reading IV: Analytical and Critical Reading (3.5 UNITS)
Prerequisite: ENGL 089 and ENGL 101 with grades of "C" or higher. Designed to help adequate readers become superior readers. Recommended for college transfer students who wish to develop the critical reading and thinking skills necessary for all types of college level reading. Participation in instructor-assigned reading lab activities is a required part of the course. (CSU)
### Online Class Offering(s)

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<th>Code #</th>
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</table>

#### GEOG 108 World Regional Geography (3 UNITS)
World Regional Geography is a survey course which introduces students to the physical and cultural geographic aspects of the world's realms. Geography's interdisciplinary approach is used to analyze regions and illustrate their interdependence. (CSU, UC)

<table>
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<th>Code #</th>
<th>Time</th>
<th>Days</th>
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<tbody>
<tr>
<td>30270</td>
<td>10:00AM-12:10PM</td>
<td>MTWR</td>
<td>Herbert, R</td>
<td>200-202</td>
</tr>
</tbody>
</table>

### ENJOYMENT SCIENCE

#### ENVS 110 Environmental Science (3 UNITS)
This course is designed to provide students with an overview and understand- ing of the relationships between human populations and the natural environment. The course will focus on basic concepts of science and ecosystem theory, human impacts on the air, water, and land, environmental problems faced by the Imperial Valley that have regional and global consequences, and some of the proposed solutions. (Same as AG 110) (CSU, UC)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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</table>

### FIREFIGHTER SCIENCE

#### FIRE 107 Emergency Medical Technician I - Refresher (2 UNITS)
Prerequisites: Current EMT I certification or have possessed an EMT I certification within the past 4 years. A course designed to fulfill the California EMT I refresher course requirements for a two year period. This 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. Updated and new materials will be included. Successful completion of this course will satisfy continuing education requirements for the EMT I and will enable the EMT I 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 EMT 107) (CSU)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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<td>30122</td>
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<td>Deyo, J</td>
<td>700-709</td>
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<tr>
<td>30120</td>
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<td>MTWR</td>
<td>Aye, T</td>
<td>700-709</td>
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#### Evening Class Offering(s)

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<th>Code #</th>
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<tr>
<td>30124</td>
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#### Online Class Offering(s)

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<tbody>
<tr>
<td>30126</td>
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<td>ONLINE</td>
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</table>

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to [www.imperial.edu/de](http://www.imperial.edu/de) for instructions on how to log on to ETUDES the first day of class. All “adds” will be handled via e-mail sent on Monday, June 22 to the instructor toni.pfister@imperial.edu – emails sent prior to June 22 will not be addressed.

30161 Arranged | Pfister, T | ONLINE

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to [www.imperial.edu/de](http://www.imperial.edu/de) for instructions on how to log on to ETUDES the first day of class. All “adds” will be handled via e-mail sent on Monday, June 22 to the instructor toni.pfister@imperial.edu – emails sent prior to June 22 will not be addressed.

### GEOLOGY

#### GEOL 110 Earth and Space Science (3 UNITS)
This introductory earth and space science course covers basic principles from the fields of geology, astronomy, oceanography, and meteorology. Minerals and rocks, natural processes acting at the earth’s surface and within the Earth, plate tectonics, geologic time and dating, composition and motions of the Earth, solar system, phases of the moon, origin and life cycles of stars, galaxies, water movements, ocean floor, weather and climate, along with other related topics, will be studied. (CSU) (UC credit limited. See a Counselor.)

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<th>Code #</th>
<th>Time</th>
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The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 10:00AM-11:00AM in Room 900-902. After registering for the course, visit [www.imperial.edu/de](http://www.imperial.edu/de) for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

### HEALTH EDUCATION

#### HE 102 Health Education (3 UNITS)
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)

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#### Evening Class Offering(s)

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<tr>
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#### Online Class Offering(s)

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</table>

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to [www.imperial.edu/de](http://www.imperial.edu/de) for instructions on how to log on to ETUDES the first day of class. All “adds” will be handled via e-mail sent on Monday, June 22 to the instructor toni.pfister@imperial.edu – emails sent prior to June 22 will not be addressed.

30161 Arranged | Pfister, T | ONLINE

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to [www.imperial.edu/de](http://www.imperial.edu/de) for instructions on how to log on to ETUDES the first day of class. All “adds” will be handled via e-mail sent on Monday, June 22 to the instructor toni.pfister@imperial.edu – emails sent prior to June 22 will not be addressed.

### GEOGRAPHY

#### GEOG 108 World Regional Geography (3 UNITS)
World Regional Geography is a survey course which introduces students to the physical and cultural geographic aspects of the world’s realms. Geography’s interdisciplinary approach is used to analyze regions and illustrate their interdependence. (CSU, UC)

<table>
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<tr>
<th>Code #</th>
<th>Time</th>
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<tr>
<td>30270</td>
<td>10:00AM-12:10PM</td>
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#### GEOG 108 World Regional Geography (3 UNITS)
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<td>MTWR</td>
<td>Herbert, R</td>
<td>200-202</td>
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</table>
HISTORY

HIST 100 Early World History (3 UNITS)
Early World History is a broad survey of the diverse societies of Africa, Asia, Europe, the Americas, and Oceania from prehistory through the 1400s. This course seeks to describe the emergence and development of civilizations, societies, trade, religions and cultures, and to recognize the interconnections between different peoples and across time. (CSU, UC)

MATH 090 Intermediate Algebra (4 UNITS)
Prerequisite: MATH 080 with a grade of “C” or higher. 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 logarithmic and exponential functions. (Nontransferable, AA/AS degree only)

MATH 110 Number Systems in Elementary Mathematics (3 UNITS)
Prerequisite: MATH 090 with a grade of “C” or better. Recommended for students who are working towards a teaching credential in elementary education. This course seeks to describe the emergence and development of civilizations, societies, trade, religions and cultures, and to recognize the interconnections between different peoples and across time. (CSU, UC)

MATH 112 Geometry in Elementary Mathematics (3 UNITS)
Prerequisite: MATH 090 with a grade of “C” or better. Recommended for students who are working towards a teaching credential in elementary education. 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 logarithmic and exponential functions. (Nontransferable, AA/AS degree only)

MATH 119 Elementary Statistics (4 UNITS)
Prerequisites: MATH 090 with a grade of “C” or better, or appropriate placement. Recommended Preparation: ENGL 101 or ENGL 111. Graphical representation of statistical data, calculations, and uses of various averages, measures of variability, introduction to probability, probability distributions, confidence intervals, sample size determination and hypothesis testing, ANOVA, linear regression and Chi-square analysis. Students will learn to use technology to find confidence intervals, test statistics, regression lines, and to produce graph-
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<th>Code #</th>
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<td>30076</td>
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**MATH 140 Trigonometry** *(3 UNITS)*
Prerequisite: MATH 090 with a grade of “C” or better. Right angle trigonometry and applications, unit circle trigonometry, graphs of trigonometric functions, inverse trigonometric functions, trigonometric identities, solving triangles using the Laws of Sines and Cosines, and polar coordinates. (CSU)

**MATH 190 Pre-Calculus** *(5 UNITS)*
Prerequisite: MATH 140 or equivalent with a grade of “C” or higher or appropriate placement. 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. (CSU) (UC credit limited. See a counselor.) (CAN MATH 16)

**MUSIC**

**MUS 100 Introduction to Music Foundations** *(3 UNITS)*
An introduction to basic concepts of music. The development of the skills and knowledge needed to read music, to hear music, and to use some instrument (including the voice) with skill. (CSU) (UC credit limited. See a counselor.)

**MUS 240 Intermediate Group Piano I** *(1 UNIT)*
A course structured to correlate those musical skills, techniques and understanding which are basic to comprehensive keyboard musicianship at the early level of study. (CSU, UC)

**NURSING: ASSOCIATE DEGREE**

**NURS 200 Psychiatric Nursing** *(2.5 UNITS)*
Prerequisite(s): NURS 110; NURS 111; NURS 112; NURS 116; and, SOC 101 OR ANTH 102. Corequisite(s): NURS 202. This course provides theoretical perspective, science-based knowledge, and principles needed by students to guide their application of the nursing process and choice of nursing interventions for individuals with pathophysiological and psychopathological adaptation problems relating to mental health. Psychiatric nursing is concerned with an individual’s response to stress and crisis. The promotion of mental health through primary prevention, intervention in maladaptive disorders, and rehabilitation of chronic disorders is presented in concurrent classroom and clinical settings. Cultural, social, age related, legal and ethical attitudes toward behaviors, which deviate from accepted norms, are discussed. This course focuses on the nursing role as communicator, provider of care, and client teacher for individuals experiencing adaptation problems related to mental health. Through utilization of the nursing process and the Roy Adaptation Model, the student is expected to formulate nursing diagnosis for existing and potential problems, to establish short and long-term nursing care goals, intervene appropriately and evaluate nursing goals for clients with complex maladaptive behaviors. An assessment testing fee of $80 will be incurred for this class which includes the review materials. (CSU)

**NURS 202 Psychiatric Nursing Applications** *(1.5 UNITS)*
Prerequisite(s): NURS 110, NURS 111, NURS 112, NURS 116. Co-requisite: OR ANTH 102. This course involves clinical application of theoretical concepts taught in Psychiatric Nursing. Treatment and evaluation utilizing all aspects of the nursing process in psychiatric and mental health services will be applied to a variety of client situations. (CSU)
PERSONAL DEVELOPMENT

PD 061 Survival Skills for College Success (1 UNIT)
A course designed to assist students in the acquisition of techniques useful in the development of learning skills while providing information about college rules, regulations, services, and programs to promote student success. Topics include time management, study skills, note taking, learning styles, test taking, library skills, financial resources and money management, and educational program planning. (Nontransferable; AA/AS degree only.) (Formerly HREL 061)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>30128</td>
<td>8:35AM-9:50AM</td>
<td>MTWR</td>
<td>Soto, V</td>
<td>1600-1602</td>
</tr>
</tbody>
</table>

PD 100 Personal and Career Development (3 UNITS)
This course examines the process a student would follow in making a realistic career decision. Students planning to enter professions involving helping relationships such as education, social work, counseling, psychology, community work, and related areas, in addition to students who are undecided about their own future and would profit from the course. Self-awareness will be appraised by testing and discussing interests, aptitudes, abilities, limitations and life goals. Career awareness will be facilitated by exploring the world of work in terms of occupational outlook, wages, training required, opportunities for advancement and life styles. A $6 lab fee will be charged. (CSU) (Formerly HREL 100)

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PHILOSOPHY

PHIL 100 Introduction to Philosophy I (3 UNITS)
Man’s interpretation of the nature and meaning of reality. Emphasis placed upon the existence of God, free will, and mind-body problems. (CSU, UC) (CAN PHIL 2)

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PHIL 106 Logic (3 UNITS)
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) (CAN PHIL 6)

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PHYSICAL EDUCATION

PE 100 Lifetime Exercise Science (2 UNITS)
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: cardiovascular endurance, weight control, strength, flexibility, and relaxation. (CSU) (UC credit limited. See a Counselor.)

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**Evening Class Offering(s)**

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**Online Class Offering(s)**

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<tr>
<td>30130</td>
<td>Horton, S</td>
<td>ONLINE</td>
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</table>

The above noted class is an Online Course. Mandatory Orientation will be held on Tuesday, June 23, 2009, from 6:00PM-8:00PM in Room 700-GYM. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

PE 102 Physical Fitness (1 UNIT)
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. Maximum credit four units. (CSU credit limited. See a counselor)

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**Evening Class Offering(s)**

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The above noted class is an Online Course. Mandatory Orientation will be held on Tuesday, June 23, 2009, from 3:00PM-4:00PM in Room 700-GYM. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

PE 106 Walking/Jogging Fitness (1 UNIT)
This course provides the knowledge and skills necessary to improve cardiovascular endurance and fitness through walking and/or jogging exercise. Class may be held on land or in the water. Topics will include general fitness principles, and aerobic endurance, muscle endurance and flexibility training exercises. Maximum credit four units. (CSU) (UC credit limited. See a counselor.)

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<th>Code #</th>
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</table>

PE 112 Basketball - Men (1 UNIT)
An introduction to the fundamental skills and strategy of the game. Rules and class competition are included in the course. Maximum credit four units. (CSU) (UC credit limited. See a counselor.)

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**Evening Class Offering(s)**

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<tr>
<td>30168</td>
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<td>Robinson, A</td>
</tr>
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PE 121 Swimming (1 UNIT)
This course is concerned with teaching the student to successfully execute the proper strokes for swimming. Skills, fundamentals, and safety knowledge are stressed from the beginner to the intermediate swimmer. Maximum credit four units. (CSU) (UC credit limited. See a counselor.)

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**Evening Class Offering(s)**

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<td>Richwine, H</td>
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PE 126 Tennis (1 UNIT)
Tennis 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. Maximum credit four units. (CSU) (UC credit limited. See a counselor.)

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<td>Code #</td>
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<td>30110</td>
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**POLITICAL SCIENCE**

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**PSYCHOLOGY**

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<tr>
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**PSYCHOLOGY**

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<td>MTWR</td>
<td>Gage Mosher, R</td>
<td>200-212</td>
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</table>
PSY 202 Learning (3 UNITS)
Recommended Preparation: Successful completion of PSY 101 strongly recommended and the twelfth grade reading level highly recommended. 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)
Code # Time Days Instructor Room
Evening Class Offering(s)
30113 5:30PM-7:40PM MTWR Byrd, K 200-208

PSY 204 Developmental Psychology: Conception to Death (3 UNITS)
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.)
Code # Time Days Instructor Room
30114 12:30PM-2:40PM MTWR Byrd, K 200-208

SOCIOLOGY
SOC 101 Introduction to Sociology (3 UNITS)
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) (CAN SOC 2)
Code # Time Days Instructor Room
30115 12:30PM-2:40PM MTWR Agee, J 800-806
Evening Class Offering(s)
30116 5:30PM-7:40PM MTWR Agee, J 800-806

SOC 102 Contemporary Social Problems (3 UNITS)
This course deals with contemporary social problems and will cover those areas that are currently being defined by our society as problem issues. Emphasis will be given to understanding these problems on the societal level, the group level, and from the standpoint of the individual. (CSU, UC) (CAN SOC 4)
Code # Time Days Instructor Room
30117 3:00PM-5:10PM MTWR Agee, J 800-806

SPANISH
SPAN 100 Elementary Spanish I (5 UNITS)
Prerequisites: The student must be able to speak and read English. Not open to students with native ability in Spanish. (See SPAN 220). For additional oral practice, concurrent enrollment in SPAN 113 is recommended. The beginning Spanish course is based on a contrastive analysis between Spanish and English usage. Emphasis will be on the indicative tenses: present, pretetit, imperfect, and future. These skills will be explored through reading in the contemporary culture of Spain, Latin America, and the Spanish speaking communities in the United States - Mexican, Cuban, Puerto Rican, and Sephardic. (CSU) (UC credit limited. See a counselor.)
Code # Time Days Instructor Room
Online Class Offering(s)
30150 Arranged Arranged Sanchez-Dominguez, R ONLINE The above noted class is a Hybrid Course. In addition to the online assignments, this section will be meeting on Monday, June 22 through Thursday, June 25, from 3:30PM-5:00PM in room 2600-2600. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

SPAN 220 Bilingual Spanish I (5 UNITS)
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, pretetit, imperfect, and future. These skills will be explored through reading in the contemporary culture of Spain, Latin America, and the Spanish speaking communities in the United States - Mexican, Cuban, Puerto Rican, and Sephardic. (CSU) (UC credit limited. See a counselor.)
Code # Time Days Instructor Room
Online Class Offering(s)
30151 Arranged Arranged Ruij, J ONLINE The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, from 11:30AM-1:30PM in Room 2600-2600. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

SPCH 100 Oral Communication (3 UNITS)
Recommended Preparation: ENGL 100 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) (CAN SPCH 4)
Code # Time Days Instructor Room
Online Class Offering(s)
30158 Arranged Arranged Mosier, L ONLINE The above noted class is a Hybrid Course. In addition to working online, this class will be meeting every Tuesday, from 2:15PM-6:00PM in Room 300-314. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

WELD 130 Welding Technology (5 UNITS)
A complete study of welding technology. The student practices techniques for skill development in shielded metal arc welding, gas tungsten arc welding, and oxy-acetylene welding processes. (CSU)
Code # Time Days Instructor Room
30248 8:00AM-10:20AM MTWR Morales, M 1200-1201
10:25AM-3:00PM MTWR Morales, M 1200-1201
### WHAT IS A DISTANCE EDUCATION COURSE?

A Distance Education course uses the power of the Internet to deliver some or all of the course content and to assess your learning.
- **Online** courses meet mostly online, but may have up to 3 face-to-face class meetings throughout the semester.
- **Web Enhanced** courses have supplemental online interaction.
- Access is available 24/7 via the Internet.
- The course content is the same as the on-campus version of the course.
- For the online courses all work is submitted via the Internet.

Online, Hybrid and Web Enhanced classes follow the same semester calendar, registration process, and registration cost as on-campus courses.

**Note:** Students will need access to the Internet and an email address.

### IMPORTANT STEPS TO ENROLL

If you are comfortable using a computer and are a self-disciplined, independent learner, online courses are for you! Follow the following steps to register for courses:

1. If you are a new student or did not attend IVC last semester complete the online IVC application for admission.
2. Log on to WebSTAR and register for your online course(s). Refer to the current class schedule for priority registration dates and time.
3. Visit the Distance Education website for additional information regarding online learning.
4. Attend the scheduled Orientation Class (1st class meeting).
5. **Students will be instructed on how to log in to their online courses at the Orientation.**

### TIME CONFLICT

If you cannot register for an online course due to a Time Conflict, you will need to do the following:

1. Obtain two required forms from the Admissions Office (Time Conflict Online Class Form and Student Petition).
2. You will need to get the Online Instructor’s approval and signature on the Time Conflict Form.
3. If the semester has begun, you will also need an Add Authorization Code for the class that you are trying to add.
4. Submit the required forms to the Admissions Office.

If you have questions, please call 760-355-6136 for assistance.

### GENERAL ADVICE FOR ONLINE STUDENTS

- Most courses require a text – be sure you buy it as you will need it. Books can be purchased at the IVC Bookstore or online by clicking on the bookstore link located on the IVC website.
- Print out syllabus and other important documents, such as assignment pages.
- Schedule time to work on your course. (6 to 10 hours a week per class)
- Maintain regular contact with your Instructor and read and answer email every other day, at a minimum.
- Be aware of your instructor’s deadlines and policies.
- If you are not clear about how your course works, contact your instructor.

### TECHNICAL SUPPORT

**ONLINE:** [http://etudes.org/etudes-student-help-lvc.html](http://etudes.org/etudes-student-help-lvc.html)

**BY PHONE:** (760) 259-3419

**IN PERSON:** Building 3200
Monday – Friday
8:00 a.m. – 5:00 p.m.

### COUNSELOR / LEARNING SUPPORT

**CONTACT:** Gloria Carmona
**EMAIL:** gloria.carmona@imperial.edu

**BY PHONE:** (760) 355-6136

**IN PERSON:** Building 3200
Monday – Friday
8:30 a.m. – 4:30 p.m.
Distance Education Courses Summer 2009 Semester

What is a Distance Education course?
Online, Hybrid and Web Enhanced classes meet both on campus and online. There may be three or more face-to-face class meetings scheduled throughout the semester.

What do I need for a Distance Education course?
- An email address and access to the Internet
- Strong reading skills
- To attend the mandatory orientation session scheduled for the course(s)

www.imperial.edu/de

For additional information regarding these classes go to the IVC Distance Education website noted above or call (760) 355-6136.

ALLIED HEALTH PROFESSIONS

AHP 100 Medical Terminology (3 UNITS)
Course of study is designed to develop competency in the accurate use of medical vocabulary to include anatomy, physiology, diseases, and descriptive terms to prepare students for entry-level positions as medical transcribers, clinical editors, health insurance processors, patient administration specialists. (CSU)

<table>
<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>30213</td>
<td>8:05AM-10:15AM</td>
<td>MTWR</td>
<td>Sullivan, T</td>
<td>2100-2139</td>
</tr>
</tbody>
</table>

Online Class Offering(s)
- 30214 Arranged Sullivan, T ONLINE

There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to www.imperial.edu/de for additional information regarding courses.

ART

ART 100 History and Appreciation of Art I (3 UNITS)
A survey of the Visual Arts from the Prehistoric period to the Renaissance, with emphasis on painting, sculpture and architecture. (CSU, UC) (CAN ART 2) (CAN ART SEQ A = ART 100 and ART 102)

<table>
<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>30136</td>
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</table>

Online Class Offering(s)
- 30137 Arranged Kelly, N ONLINE

The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 12:15PM-1:30PM in Room 1600-1602. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

ART 102 History and Appreciation of Art II (3 UNITS)
A continuation of ART 100, extending from the Renaissance to Contemporary times. May be taken before or concurrently with ART 100. (CSU, UC) (CAN ART 4) (CAN ART SEQ A = ART 100 and ART 102)

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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<td>30139</td>
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<td>ONLINE</td>
</tr>
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</table>

Online Class Offering(s)
- 30140 Arranged Hegarty, C ONLINE

The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 5:15PM-6:25PM in Room 1600-1602. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

ART 103 History and Appreciation of Art III (3 UNITS)
An extension of ART 100 and ART 102, extending from Contemporary to Post-Modern times. (CAN ART 3) (CAN ART SEQ A = ART 100 and ART 102 and ART 103)

<table>
<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>30141</td>
<td>Arranged</td>
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<td>ONLINE</td>
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</table>

Online Class Offering(s)
- 30142 Arranged Hegarty, C ONLINE

The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 8:00PM-9:25PM in Room 1600-1602. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.
ENGLISH

ENGL 089  Reading IV: Intermediate Development (3.5 UNITS)
Prerequisite: ENGL 088 with a grade of “C” or higher or appropriate placement.
This course aims to build reading efficiency to college level to ensure reading competency for graduation from IVC and/or successful completion of transfer level courses. Course work includes practice in whole chapter note-taking, vocabulary building, study reading, informed reading of literature, and reinforcement of critical thinking skills. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, AA/AS degree only)

Code #  Time  Days  Instructor  Room
Online Class Offering(s)
30019  Arranged  Arranged  Davis, L  ONLINE
The above noted class is an Hybrid Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 3:00PM-5:10PM in Room 2600-2600. This section will also meet Tuesday, Wednesday, and Thursday, June 23, 24 and 25, from 3:00PM-5:10PM in room 200-202. The final exam will also be held on campus, TBA.
30020  Arranged  Arranged  Davis, L  ONLINE
The above noted class is an Hybrid Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 6:00PM-8:10PM in Room 2600-2600. This section will also meet Tuesday, Wednesday, and Thursday, June 23, 24 and 25, from 6:00PM-8:10PM in room 200-202. The final exam will also be held on campus, TBA.

ENGL 100  Basic English Composition (3 UNITS)
Prerequisite: ENGL 098 with a grade of “C” or higher or appropriate placement. Preparation for ENGL 101. The course seeks to facilitate the student’s mastery of the short essay at the college level. The course follows in sequence from ENGL 098. (CSU)

Code #  Time  Days  Instructor  Room
Online Class Offering(s)
30036  12:30PM-2:40PM  T  Dorantes, K  ONLINE
The above noted class is a Hybrid Course. In addition to working online, this class will be meeting every Tuesday, from 12:30PM-2:40PM in room 200-211. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.
30037  3:00PM-5:10PM  T  Dorantes, K  ONLINE
The above noted class is a Hybrid Course. In addition to working online, this class will be meeting every Tuesday, from 3:00PM-5:10PM in room 200-211. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

ENGL 101  Reading and Composition (3 UNITS)
Prerequisite: ENGL 100 with a grade of “C” or higher or appropriate placement. 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 an exposition that is thoughtful and clear including the production of a well-documented research paper. (CSU, UC) (CAN ENGL 2) (CAN ENGL SEQ A = ENGL 101 and ENGL 102)

Code #  Time  Days  Instructor  Room
Evening Class Offering(s)
30030  5:30PM-7:40PM  MTWR  STAFF  900-912
Online Class Offering(s)
30041  Arranged  Arranged  Heumann, M  ONLINE
There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to www.imperial.edu/de for instructions on how to log on to ETUDES the first day of class. All adds will be handled via e-mail to the instructor at michael.heumann@imperial.edu.
30042  Arranged  Arranged  Heumann, M  ONLINE
There will be no on-campus orientation. The orientation will be an online video in ETUDES. Please go to www.imperial.edu/de for instructions on how to log on to ETUDES the first day of class. All adds will be handled via e-mail to the instructor at michael.heumann@imperial.edu.
30043  Arranged  Arranged  Dorantes, K  ONLINE
The above noted class is an Online Course. Mandatory Orientation will be held on Tuesday, June 23, from 5:30PM-7:40PM in Room 2600-2600. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

ENGL 111  Reading IV: Analytical and Critical Reading (3.5 UNITS)
Prerequisite: ENGL 089 and ENGL 101 with grades of “C” or higher. Designed to help adequate readers become superior readers. Recommended for college transfer students who wish to develop the critical reading and thinking skills necessary for all types of college level reading. Participation in instructor-assigned reading lab activities is a required part of the course. (CSU)

Code #  Time  Days  Instructor  Room
Online Class Offering(s)
30046  Arranged  Arranged  McNeece, P  ONLINE
The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 12:30PM-2:40PM in Room 2600-2600. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

ENGL 201  Advanced Composition (3 UNITS)
Prerequisite: ENGL 101 with a grade of “C” or better. Emphasizes critical thinking in reading and writing beyond that achieved in ENGL 101. 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)

Code #  Time  Days  Instructor  Room
Online Class Offering(s)
30256  Arranged  Arranged  Zielinski, D  ONLINE
The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, from 10:00AM-12:10PM in Room 500-507. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Schedule to view instructor’s comments.

GEOLOGY

GEOL 110  Earth and Space Science (3 UNITS)
This introductory earth and space science course covers basic principles from the fields of geology, astronomy, oceanography, and meteorology. Minerals and rocks, natural processes acting at the earth’s surface and within the Earth, plate tectonics, geologic time and dating, composition and motions of the Earth, solar system, phases of the moon, origin and life cycles of stars, galaxies, water movements, ocean floor, weather and climate, along with other related topics, will be studied. (CSU) (UC credit limited. See a Counselor.)

Code #  Time  Days  Instructor  Room
Online Class Offering(s)
30088  Arranged  Arranged  Marty, K  ONLINE
The above noted class is an Online Course. Mandatory Orientation will be held on Monday, June 22, 2009, from 9:00AM-9:55AM in Room 900-902. After registering for the course, visit www.imperial.edu/de for specific information on requirements, enrollment, and orientation. Click on the Summer 09 Sched-
HEALTH EDUCATION

HE 102 Health Education (3 UNITS)
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)

MATH 080 Beginning Algebra (3 UNITS)
Prerequisite: MATH 070 with a grade of “C” or higher, or appropriate placement. Topics covered include the real number system, variable expressions, solving equations, polynomials, factoring rational expressions, graphs and linear equations, systems of linear equations, inequalities and radical expressions. (Nontransferable, Non-degree applicable)

MATH 090 Intermediate Algebra (4 UNITS)
Prerequisite: MATH 080 with a grade of “C” or higher or appropriate placement. 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 logarithmic and exponential functions. (Nontransferable, AA/AS degree only)

MATH 119 Elementary Statistics (4 UNITS)
Prerequisites: MATH 090 with a grade of “C” or better, or appropriate placement. Recommended Preparation: ENGL 101 or ENGL 111. Graphical representation of statistical data, calculations, and uses of various averages, measures of variability, introduction to probability, probability distributions, confidence intervals, sample size determination and hypothesis testing, ANOVA, linear regression and Chi-square analysis. Students will learn to use technology to find confidence intervals, test statistics, regression lines, and to produce graphics. This course also provides supervised practice in the appropriate use of technology designed to assist students in calculations required in beginning statistics. (CSU)
**PHYSICAL EDUCATION**

**PE 100 Lifetime Exercise Science** *(2 UNITS)*  
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: cardiovascular endurance, weight control, strength, flexibility, and relaxation. (CSU) (UC credit limited. See a Counselor.)  

- **Code #** 30130  
- **Time** Arranged  
- **Instructor** Horton, S  
- **Room** ONLINE

**PE 102 Physical Fitness** *(1 UNIT)*  
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. Maximum credit four units. (CSU) (UC credit limited. See a counselor.)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>30132</td>
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<td>Horton, S</td>
<td>ONLINE</td>
<td></td>
</tr>
</tbody>
</table>

**POLITICAL SCIENCE**

**POLS 102 American Government and Politics** *(3 UNITS)*  
The origin, development and operation of local, state and national political institutions within the United States emphasizing the contemporary operations of the American political system. (CSU, UC) (CAN GOV 2)

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<th>Time</th>
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<th>Instructor</th>
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<tbody>
<tr>
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<td>Finnell, G</td>
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<tr>
<td>30106</td>
<td>Arranged</td>
<td>Finnell, G</td>
<td>ONLINE</td>
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</table>

**SPANISH**

**SPAN 100 Elementary Spanish I** *(5 UNITS)*  
Prerequisites: The student must be able to speak and read English. Not open to students with native ability in Spanish. (See SPAN 220). For additional oral practice, concurrent enrollment in SPAN 113 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 credit limited. See a counselor.) (CAN SPAN 2) (CAN SPAN SEQ A = SPAN 100 and SPAN 110)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>30149</td>
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<td>MTWR</td>
<td>Sanchez-Dominguez, R</td>
<td>ONLINE</td>
</tr>
</tbody>
</table>

**SPAN 110 Elementary Spanish II** *(5 UNITS)*  
A continuation of SPAN 100 with the main emphasis on the imperfect, preterit, and present perfect forms for both regular and irregular verbs. (CSU) (UC credit limited. See a counselor.) (CAN SPAN 4) (CAN SPAN SEQ A = SPAN 100 and SPAN 110)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>30150</td>
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</tbody>
</table>

**SPAN 220 Bilingual Spanish I** *(5 UNITS)*  
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, preterit, imperfect, and future. These skills will be explored through readings 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.)

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>30151</td>
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<td>Ruiz, J</td>
<td>ONLINE</td>
<td></td>
</tr>
</tbody>
</table>

**SPEECH**

**SPCH 100 Oral Communication** *(3 UNITS)*  
Recommended Preparation: ENGL 100 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) (CAN SPCH 4)

<table>
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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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<tr>
<td>30158</td>
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<td></td>
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</table>

**SPCH 400 400** *(3 UNITS)*  
Preparation: SPCH 100 or SPCH 120. Recommended preparation: ENGL 100 or higher. (UC credit limited. See a counselor.)

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</table>
## ENGLISH

**ENGL 051 Individualized Writing Skills** (1 UNIT)
Recommended Preparation: Eligibility for ENGL 093, ENGL 084, or higher by means of the ESL, the reading test, or holistic essay placement exam. This course is designed to provide supplemental work for students in regular writing classes or 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. Students must check in at the Writing Lab during the first two weeks of class. Maximum credit four units. (Nontransferable, nondegree applicable)

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<tr>
<th>Code</th>
<th>Time</th>
<th>Days</th>
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<td>30265</td>
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</table>

**ENGL 052 Individualized Reading Skills** (1 UNIT)
Recommended Preparation: Eligibility for ENGL 093, ENGL 084, or higher by means of the ESL, the reading test, or holistic essay placement exam. 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. Students must check in at the Reading Lab during the first two weeks of class. Maximum credit four units. (Nontransferable, nondegree applicable)

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<tr>
<th>Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
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</table>

**ENGL 086 Reading II: Basic Development** (3.5 UNITS)
Prerequisite: ENGL 085 with a grade of "C" or higher or appropriate placement. A course at the lower intermediate level, first semester, for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>30259</td>
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</table>

**ENGL 087 Reading II: Basic Development** (3.5 UNITS)
Prerequisite: ENGL 086 with a grade of "C" or higher or appropriate placement. A course at the upper intermediate level, second semester, for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

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<tr>
<th>Code</th>
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</table>

**ENGL 088 Reading III: Intermediate Development** (3.5 UNITS)
Prerequisite: ENGL 087 with a grade of "C" or higher or appropriate placement. A course at the upper intermediate reading level, first semester, designed to refine those skills designated in ENGL 086/087. Includes additional instruction in study skills, outlining, previewing, summarizing, and critical reading. Participation in instructor-assigned reading lab activities is a required part of the course. (Nontransferable, nondegree applicable)

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<th>Code</th>
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**ENGL 096 Writing Fundamentals, First Semester** (3 UNITS)
Prerequisite: ENGL 095 with a grade of "C" or higher or appropriate placement. Preparation for ENGL 097. 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 095. Taught simultaneously with ENGL 097. (Nontransferable, nondegree applicable)

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<th>Code</th>
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<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>30262</td>
<td>8:35AM-11:45AM</td>
<td>MTWR</td>
<td>STAFF</td>
<td>2600-2600</td>
</tr>
</tbody>
</table>

**ENGL 097 Writing Fundamentals, Second Semester** (3 UNITS)
Prerequisite: ENGL 096 with a grade of "C" or higher or appropriate placement. Preparation for ENGL 098. Intensive instruction in grammar and punctuation and the writing of paragraphs and a short essay. Designed for the student needing to acquire basic writing skills and to overcome language transfer interference. Follows in sequence from ENGL 096. Taught simultaneously with ENGL 096. (Nontransferable, nondegree applicable)

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<th>Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>30263</td>
<td>8:35AM-11:45AM</td>
<td>MTWR</td>
<td>STAFF</td>
<td>2600-2600</td>
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</tbody>
</table>

**ENGL 098 Basic English Composition** (3 UNITS)
Prerequisite: ENGL 097 with a grade of "C" or higher or appropriate placement. Preparation for ENGL 100. Provides developmental instruction approaching the college level in paragraph and short essay writing. The course follows in sequence from ENGL 097. (Nontransferable, nondegree applicable)

<table>
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<th>Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>30264</td>
<td>8:35AM-11:45AM</td>
<td>MTWR</td>
<td>STAFF</td>
<td>2600-2600</td>
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</tbody>
</table>

## MATHEMATICS

**MATH 060 Math Lab** (1 UNIT)
Concurrent enrollment in MATH 070, MATH 080, or MATH 090 required. A laboratory where students work on material that accompanies the remedial mathematics course in which they are enrolled. Involves individualized instruction and use of media and computers. This course is offered on a Credit/No Credit basis. The 36 required hours must be undertaken in the Math Lab. Maximum credit 4 units. (Non-transferable, Non-degree applicable)

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<th>Code</th>
<th>Time</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>30269</td>
<td>7:20AM-9:40AM</td>
<td>MTWR</td>
<td>STAFF</td>
<td>2600-2600</td>
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</table>

**MATH 070 Basic Mathematics** (3 UNITS)
Brief review of arithmetic including fractions, decimals, percent, square root, and an introduction to algebra. (Nontransferable, nondegree applicable)

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<th>Code</th>
<th>Time</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>30267</td>
<td>8:35AM-11:45AM</td>
<td>MTWR</td>
<td>STAFF</td>
<td>200-268</td>
</tr>
</tbody>
</table>

**MATH 080 Beginning Algebra** (3 UNITS)
Prerequisite: MATH 070 with a grade of "C" or higher, or appropriate placement. Topics covered include the real number system, variable expressions, solving equations, polynomials, factoring rational expressions, graphs and linear equations, systems of linear equations, inequalities and radical expressions. (Non-transferable, Non-degree applicable)

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<th>Code</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>30268</td>
<td>8:35AM-11:45AM</td>
<td>MTWR</td>
<td>STAFF</td>
<td>3100-3100</td>
</tr>
</tbody>
</table>
IMPERIAL VALLEY COLLEGE
Free Courses
Non-Credit
6/22-7/30
SUMMER COMMUNITY EDUCATION NON-CREDIT CLASSES 2009

WWW.IMPERIAL.EDU
noncredit@imperial.edu
*Schedule is subject to change without notice
NON-CREDIT COURSE OFFERINGS
SUMMER 2009

(Schedule Subject to Change)
For the most current schedule, please see www.imperial.edu

ART

ART 800  Interior Design  (0 UNIT)
This course covers the basic principles of home interior design including materials and applications.

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<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>32022</td>
<td>8:30AM-11:30AM</td>
<td>TR</td>
<td>Staff</td>
<td>EC-EC3</td>
</tr>
</tbody>
</table>

Evening Class Offering(s)

<table>
<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>32023</td>
<td>5:30PM-8:30PM</td>
<td>TR</td>
<td>Staff</td>
<td>EC-EC3</td>
</tr>
</tbody>
</table>

BUSINESS ADMINISTRATION

BUS 804  Computer Basics  (0 UNIT)
This course introduces the student to effectively use a computer, the elements of Windows including organizing files and folders, and printing and saving files. An introduction to the Internet and e-mail will be included. This course is intended for the personal development of students with little or no computer knowledge for which credit computer courses are not appropriate.

<table>
<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>32005</td>
<td>11:00AM-1:00PM</td>
<td>MTW</td>
<td>Vasquez, M</td>
<td>EC-EC1</td>
</tr>
</tbody>
</table>

BUS 805  Computers for ESL Students  (0 UNIT)
An introductory computer course for English learners to learn the basic tasks and the vocabulary to be able to study in a traditional basic computer literacy credit class.

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<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>32006</td>
<td>2:00PM-4:30PM</td>
<td>MTW</td>
<td>Vizcaino, A</td>
<td>CLX-CLX1</td>
</tr>
</tbody>
</table>

ENGLISH

ENGL 811  Basic ESL Civics  (0 UNIT)
This course is designed to prepare students with the language skills in reading, writing and comprehension to pass the United States Citizenship and Immigration Services (USCIS) naturalization exam. Students will be provided with English grammar pronunciation, vocabulary development and basic reading skills. The focus of the instruction will be on the concepts of democracy and the rights and responsibilities of citizenship.

<table>
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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>32003</td>
<td>5:30PM-9:30PM</td>
<td>TR</td>
<td>Ramirez-Dominguez, R</td>
<td>CLX-CLX-9</td>
</tr>
</tbody>
</table>

ENGL 812  Basic Oral English for ESL/Civics  (0 UNIT)
This course is designed to prepare students with the oral skills needed to be successful in the interview process of becoming a citizen of the United States. Emphasis will be in oral communication and vocabulary development in the basic English language. This course will enable the students to become familiar with the contents of the N-400 application because questions for the interview are drawn from the application. Students will learn interviewing techniques and respond to simple requests for personal information.

<table>
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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>32004</td>
<td>5:30PM-9:30PM</td>
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<td>Ramirez-Dominguez, R</td>
<td>EC-EC3</td>
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</table>

Evening Class Offering(s)

<table>
<thead>
<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>32008</td>
<td>9:00AM-11:00AM</td>
<td>MTWR</td>
<td>Lopez, J</td>
<td>CLX-CLX-2</td>
</tr>
</tbody>
</table>

ESL 820  ESL for Beginning Literacy I  (0 UNIT)
A course for speakers with little or no oral or written competency and limited L1 literacy. Students will learn literacy skills that will build a foundation for further ESL training or to form a foundation for their ability to operate within the U.S. culture. Literacy skills include the development of fine motor skills, the ability to follow a line of print from left to right, and the identification of alphabetic, numeric, and time symbols. This course will provide basic literacy foundation for L2 learners so they may operate in their home and their immediate environment.

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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>32009</td>
<td>6:00PM-8:00PM</td>
<td>MTWR</td>
<td>Padilla, J</td>
<td>EC-EC2</td>
</tr>
</tbody>
</table>

ESL 824  ESL for Survival English I  (0 UNIT)
A short-term intensive course in Survival English for speakers with little or no oral or written English competency. Mainly for learners whose main interest is to learn a level of English that will allow them to marginally function in the U.S. culture. It will teach students the rudiments of English, utilizing such methods as repetitive drills (TPR), songs, dialog repetition, etc.

<table>
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<tr>
<th>Code #</th>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>32012</td>
<td>5:30PM-9:30PM</td>
<td>TR</td>
<td>Ramirez-Dominguez, R</td>
<td>CLX-CLX-9</td>
</tr>
</tbody>
</table>

ESL 825  ESL for Survival English II  (0 UNIT)
A short-term intensive course in Survival English and an extension of Engl. 824 - to build on scheme and knowledge gained in Engl. 824. For learners whose main interest is to learn a level of English that will allow them to function in the U.S. culture. It will teach students the rudiments of English, utilizing such methods as generative themes, jazz chants, basic grammar drills, etc.
ESL 831 ESL for Beginning Low Fluency
(0 UNIT)
Prerequisites: ENGL 091 with a grade of “C” or higher or appropriate placement. An intensive course for English learners with low beginning knowledge of written or spoken English. Mainly of interest to learners of English who want to review, practice, and become more fluent at the low beginning level of English. It will teach students low beginning grammar and vocabulary and how these topics are used in typical speech. Students will practice writing many different kinds of sentences with these grammar topics in the first half of each class and then, in the second half of the same class, participate in conversations where these same grammar topics are present.

Code # | Time | Instructor | Room
--- | --- | --- | ---
32011 | 8:30AM-11:30AM | Pastrana, L | CLX-CLX-10
Evening Class Offering(s)
32012 | 6:00PM-9:00PM | Thoresen, J | CLX-CLX-10

ESL 832 ESL for Beginning High Fluency
(0 UNIT)
Prerequisites: ENGL 092 with a grade of “C” or higher or appropriate placement, and/or ESL 831. An intensive course for English learners with low beginning knowledge of written or spoken English. Mainly of interest to learners of English who want to review, practice, and become more fluent at the high beginning level of English. It will teach students high beginning grammar and vocabulary and how these topics are used in typical speech. Students will practice writing many different kinds of sentences with these grammar topics in the first half of each class and then participate in conversations where these same grammar topics are present in the second half of the same class.

Code # | Time | Instructor | Room
--- | --- | --- | ---
32013 | 8:30AM-11:30AM | Garza, A | CLX-CLX-4
Evening Class Offering(s)
32014 | 6:00PM-9:00PM | Staff | CLX-CLX-4

ESL 833 ESL for Intermediate Low Fluency
(0 UNIT)
Prerequisites: ENGL 093 with a grade of “C” or higher or appropriate placement, and/or ESL 832. An intensive course for English learners with low intermediate knowledge of written or spoken English. Mainly of interest to learners of English who want to review, practice, and become more fluent at the low intermediate level of English. It will teach students low intermediate grammar and vocabulary and how these topics are used in typical speech. Students will practice writing many different kinds of sentences with these grammar topics in the first half of each class and then, in the second half of the same class, participate in conversations where these same grammar topics are present.

Code # | Time | Instructor | Room
--- | --- | --- | ---
32015 | 8:30AM-11:30AM | Scheuerell, E | CLX-CLX-6
Evening Class Offering(s)
32016 | 6:00PM-9:00PM | Pastrana, L | CLX-CLX-2

ESL 834 ESL for Intermediate High Fluency
(0 UNIT)
Prerequisites: ENGL 094 with a grade of “C” or higher or appropriate placement, and/or ESL 833. An intensive course for English learners with high intermediate knowledge of written or spoken English. Mainly of interest to learners of English who want to review, practice, and become more fluent at the high intermediate level of English. It will teach students high intermediate grammar and vocabulary and how these topics are used in typical speech. Students will practice writing many different kinds of sentences with these grammar topics in the first half of each class and then, in the second half of the same class, participate in conversations where these same grammar topics are present.

Code # | Time | Instructor | Room
--- | --- | --- | ---
32017 | 8:30AM-11:30AM | Rice, S | CLX-CLX-5
Evening Class Offering(s)
32018 | 6:00PM-9:00PM | Rice, S | CLX-CLX-5

ESL 835 Grammar for Advanced Fluency
(0 UNIT)
Prerequisites: ENGL 095 with a grade of “C” or higher or appropriate placement, and/or ESL 834. An intensive course for English learners with low advanced knowledge of written English. Mainly of interest to learners of English who want to review, practice, and become more fluent at the low advanced level of English. It will teach students low advanced grammar and how these topics are used in communicating ideas. Students will practice writing many different kinds of sentences and paragraphs with these grammar topics. This course is of special interest to students in ENGL 096, 097, 098, and 100 who are experiencing difficulty with writing sentences and understanding grammar rules.

Code # | Time | Days | Instructor | Room
--- | --- | --- | --- | ---
32019 | 9:00AM-1:10PM | MTWR | Craven, J | 900-911
Evening Class Offering(s)
32020 | 6:30PM-8:40PM | MTWR | Tittle, E | CLX-CLX-7

POLITICAL SCIENCE

POLS 800 American Citizenship
(0 UNIT)
This course will enable the student to learn the basic facts about the United States Constitution, famous Americans, and important events in American history. Emphasis is in the privileges, duties and responsibilities of citizenship. (Nontransferable, nondegree applicable) (Formerly SPEC 85)

Code # | Time | Days | Instructor | Room
--- | --- | --- | --- | ---
32001 | 5:30PM-8:30PM | MW | Gorman, C | CLX-CLX-9
32002 | 5:30PM-8:30PM | RF | Gorman, C | EC-EC4
It's never been a more exciting time to learn and expand your talents. An individual interested in taking just one class, a worker looking to enhance your skills and earn more money, or a business owner wanting to increase your bottom-line or hone the skills of your staff, Community Education is your source for education and training options.

We are always seeking new and innovative ways to provide high quality training and consulting services to our community. If you have an expertise, skill, talent, or knowledge that you would like to share, find out more about becoming a part of the team.

Thank you for your interest. We look forward to hearing from you.

Contact our team today @
communityservices@imperial.edu
(760) 353-0490

Have things to do at IVC
... But can’t go there?

Stop by at any of the Extended Campus locations near you!

El Centro Center
301 N. Imperial Ave
760-353-2180

Calexico Center
1501 W. Imperial Ave
760-768-9740

Brawley Center
104 Magnolia Street
760-344-7213
Community Education provides alternative educational opportunities to Imperial County residents through noncredit and community service classes.

COMMUNITY SERVICES COURSES at IVC are short term, fee based courses in areas of public interest. IVC reserves the right to cancel courses due to low enrollment with full reimbursement.

Community Services classes are open to the entire community and are entirely supported by student fees.

Refunds- No refunds will be issued for Community Services classes after one week prior to the start the course. If a class is cancelled due to lack of enrollment, you will be notified by phone approximately 1-3 days before the scheduled start of the class and will be issued a full refund.

HOW DO I REGISTER?

You may register online at www.imperial.edu/community. Registration continues throughout the semester on a first-come, first-served basis. Many classes fill quickly, so register early to avoid disappointment. If you wait until the first day of class, you run the risk of the class either being full or being cancelled and not knowing about the cancellation.

How do I pay for my class?

You may mail your check or stop by at any of the Extended Campus locations to drop off your payment. Alternatively, if you use our new online registration system you’ll be able to make an immediate payment using your credit card or Paypal account.

How can I get a copy of the Community Education schedule?

If you would like a hard copy, please stop by any of the Extended Campus locations or at the Main Campus. It is also available on the web at www.imperial.edu/community. On this site you can also find an updated schedule.

Do I have to pay for a parking pass?

If your class meets at the IVC main campus, you will need to purchase a parking pass. Day passes are only $1 per day. Full term passes are $20. The passes are available at the parking office, main campus. Parking permits are waived on Saturday and Sundays.
2009 Summer Enrollment Form  
Community Services Courses Only  
USE THIS FORM TO REGISTER BY MAIL OR IN PERSON. 

REGISTER BY:  
* Person/Mail: Any of the Extended Campus locations  
* Online: www.imperial.edu/community

1. Your Information  

Name: ___________________________  
Telephone (home): ___________________________  

Date of Birth: _______________  
Gender  ___Male  ___Female  

Permanent Residence Address: ___________________________  
Zip Code: ________  

Mailing Address (If different): ___________________________  
Zip Code: ________  

E-mail: ___________________________  

2. Course Registration  

<table>
<thead>
<tr>
<th>Class Title</th>
<th>Date</th>
<th>Fee</th>
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3. Payment  (must be paid 2 weeks before class begins)  

☐ Check # __________

Refunds—No refunds will be issued for Community Services classes after one week prior to the start the course. If a class is cancelled due to lack of enrollment, you will be notified by phone approximately 1-3 days before the scheduled start of the class and will be issued a full refund.

Community Service classes are open to the entire community and are entirely supported by student fees.
Cooking Classes
Basic Sushi Making Class
10am-12:00pm, W, June 17
IVC El Centro
Fee: 40.00
In our 2 hour basic course you will learn all the basics of making sushi, including: where to find the ingredients, how to prepare the rice, how to cut the fish and vegetables and most importantly, how to put them all together (maki-style) in the perfect roll. This class is fun, it’s educational and it’s a feast.

Join our email list for updates and information:
communityservices@imperial.edu.

ART
Basic Make-Up Workshop
5:15-8:00pm, F, June 19th
Fee: $25  IVC El Centro
For the woman who wants to know from A-Z about applying make-up properly and to look stylish. You will learn proper foundation application and various looks to carry you from daytime to evening. This is a personalized 3 hour session with our Certified Makeup Artist.

Eye Make-Up Techniques
5:15-8:00pm, F, July 10th
Fee: $25  IVC El Centro
Today’s eye makeup trends are radically different, ranging from a “nude” look to a “smokey” effect to a “clean” style. This workshop includes professional tips on eye make-up techniques. This is a personalized 3 hour session with our Certified Make-up Artist.

Health and Safety
Adult/Child/Infant CPR- (Ages 16+)
9:00am- 1:00pm, Sat, Jun 13
IVC EC-2
4 hours $30
A lecture on the importance of CPR, explains how to recognize and treat Heart Attacks and Strokes, and discusses prudent heart living.

Blood borne pathogens and prevention of disease transmission are discussed. Choking (Heimlich Maneuver) and rescue breathing are also covered. Part of this class consists of actual hands-on practice with Adult-size mannequins. This class is for pretty much anybody, including parents, grandparents, babysitters, and teachers. (Healthcare providers are excluded from this class). Participants will receive a CPR Certification Card upon successful completion of the course.

Driver Education
Motorcycle Safety Training – Basic Rider
6:00-9:00 pm, Fri, IVC 509; 7:30-11 am, (range), 1-4 pm, Sat, 7:30-11 am, Sun (range)
Classroom Location IVC 509, Motorcycle Range – Pioneer Museum Parking Lot
Co-sponsored by the California Highway Patrol, this course provides instruction and skills in the safe operation of motorcycles. Open to those 16 years of age. Course cost is non-refundable. Every class is mandatory, and you must be on time.

IMPORTANT Students under 21 years of age, register for courses costing $150. Students 21 Years of age and older, register for courses costing $250. Prices pre-set by the California Highway Patrol and legislature. Class size is a maximum of 6 students

June 5-7
Jul 31, Aug 1-2
Aug 28-30

Traffic School
8:00am-4:30pm, Sat, EC-EC3
8 hours $35
This course is accredited by the California Department of Motor Vehicles (TVS00681). It serves as a traffic school for those individuals who have received a traffic citation and would prefer to attend an informative class that could void the citation from their record and protect their insurance rates. Students will also learn survival driving tips. Pre-registration is required. All court fees must be paid to the court before registering. You can register in person, online, or by phone.

When you call, please have the following information available: Your docket or case number and your driver’s license. For additional information, call 353-0490. – Mars

Jun 13
Jul 11
Traffic School Online
Got a ticket? Stay point-free with Imperial College’s Traffic School Online. Our convenient, cost-effective course can be taken from any computer with an internet connection. This course is fully approved by the California DMV, California courts and insurance companies. Traffic School Online is a secure and simple way for people to dismiss their tickets and reduce their insurance costs. The course offers up-to-date content and superior, 800 number student support. Sign up anytime at www.imperial.trafficschoolonline.com.

Escuela de Infractores de Tráfico
8:00am-4:30pm, Sat, CLX-CX-10
8 hours $35

Jun 20
Jul 18

Visit our website for an updated schedule
www.imperial.edu/community

Notary Class Online
Our Notary Class Online is designed for both new and renewing Notary Publics in California who must complete an approved 2009 education course prior taking the final Notary Public examination. Imperial College’s online Notary Public course fully complies with the recent changes in procedures to be followed by Notary Publics and is designed to accommodate the lives of today’s busy professionals. This is an effective and convenient way to prepare for the Notary Public exam. With full 800 number support, the course is the easy-to-use and easy-to-learn online option for Notary Public education. Sign up anytime at www.imperial.notaryclassonline.com.

Faux Finishing Class
Saturday June 27th
10:00 am -12:30 p.m.
IVC EC-3
Fee: 30.00
(Supplies and sample boards are included)

Faux finishing classes are a great option, whether you simply want to create great faux finishes around your own home and those of friends and family. Learn the basics on Stippling, Color Washing, Ragging Off, Dragging, Stencil Design & Mural Painting and more! No previous experience required.
Are you ready to learn a new hobby or a new skill that will enrich your personal or professional life?

IVC Community online classes may be the answer for you. New and interesting classes are at your fingertips in the comfort and convenience of your own home, office or while traveling. IVC has partnered with ed2go to offer a wide range of new courses in community services! Community service online classes are open and available in areas of community interest including cooking, travel, web design and many more. Community Service classes are open to the entire community and are entirely supported by student fees. Courses include interactive quizzes, assignments, tutorials and online discussion areas.

**Basic computer requirements**: Email and internet access using your Internet Explorer, Firefox or Netscape Web browser. The Safari web browser is not supported for Apple computers, but Firefox is compatible.

An email account is **required** for registration. If you do not have one we recommend signing up for a Gmail account from Google.

**How to Get Started**
Visit our Online Instruction Center at [www.ed2go.com/ivc](http://www.ed2go.com/ivc) for complete descriptions, dates and computer requirements. When the IVC Community Programs Online Instruction Center appears, Click on Courses, Click on the title of the specific class to get more valuable and useful information such as instructor biography, class syllabus and past students’ feedback.

Once you have decided on a class or classes, Click on **ENROLL NOW** and follow the directions to enroll and payment options.

All you need to do now is return to [www.ed2go.com/ivc](http://www.ed2go.com/ivc) and do your “orientation”. You must indicate the class number and start date for each class to add your name to the roster.

We recommend that you save [www.ed2go.com/ivc](http://www.ed2go.com/ivc) as one of your “Favorites” on your computer. This will save you time and frustration... you’ll be visiting this site many times during your online class.

**ONLINE COURSE START DATES:**
June, 17  |  July 15  |  Aug 19

Here are a few of our most popular classes listed on the next pages. For a complete list of our courses, visit our online catalog at [www.ed2go.com/ivc](http://www.ed2go.com/ivc)
Here are a few of our most popular classes. For a complete list of our courses, visit our online catalog at www.ed2go.com/ivc

WEB PAGE DESIGNING

INTRODUCTION TO CSS AND XHTML
Learn how to create state-of-the-art Web sites using modern CSS and XHTML techniques. Take your existing HTML skills to the next level and start building sites like the pros.

INTERMEDIATE TO CSS AND XHTML
Take your CSS and XHTML skills to the next level and learn how to create professional-quality Web sites. Find out the methods the pros use to quickly build effective sites that are easy to maintain and modify.

INTRODUCTION TO FLASH 8
Learn how to create exciting interactive animations from a working Flash designer and author with more than a decade of experience in Flash development. Discover how to create animations, build online applications.

HEALTH CARE, NUTRITION, & FITNESS

LUSCIOUS, LOW-FAT, LIGHTNING-QUICK MEALS
Would you like to make healthy meals that are fast, easy, and so good that your whole family enjoys them without realizing they're healthy? If so, then this is the cooking class for you!

OUTDOOR SURVIVAL TECHNIQUES
Learn the essential skills you need to survive in a remote and/or stranded condition. In this course, you will learn how to shape your attitudes so you react appropriately during emergencies.

ASSISTING AGING PARENTS
Are your parents in their golden years? Learning how to help parents or other loved ones through their transition can prepare us for our own. This compassionate and comprehensive class will give you the tools

LANGUAGES

INSTANT ITALIAN
This dynamic course will teach you how to express yourself comfortably in Italian. You'll learn practical, everyday words and phrases.

TRAVEL PHOTOGRAPHY FOR THE DIGITAL PHOTOGRAPHER
The lure of travel is surpassed only by the inevitable desire to bring home pictures and share your adventures. Join us and discover the world through a photographer's eye.

GOODBYE TO SHY
Want to learn how to overcome shyness? Now you can—from someone who has been there! The ability to interact with others affects everything we do, from selecting a mate to advancing in our careers.

MEDICAL CODING
Take your first step toward a lucrative career as a medical coder! In this course, you'll learn how to find medical codes for any disease, condition, treatment, or surgical procedure.

GRANT WRITING AND NON PROFIT MANAGEMENT

WOW! WHAT A GREAT EVENT
Learn how to create and coordinate successful special events. Develop skills, find resources and gain confidence to plan and produce any size or type of event.

A TO Z GRANT WRITING
A to Z Grant Writing is an invigorating and informative course that will equip you with the skills and tools you need to enter the exciting field of grant writing!

INTRODUCTION TO NONPROFIT MANAGEMENT
Develop the skills and strategies you need to become an integral part of one of America’s fastest growing service sectors. In this course, a twelve-year veteran in the nonprofit management field will show you how to transform your good intentions into a professional plan of action.
ACCOUNTING

INTRODUCTION TO PEACHTREE
Get the training you need to perform everyday accounting tasks using Peachtree Accounting software. First, you’ll set up vendors, customers, and inventory items.

QUICKBOOKS 2006 FOR CONSTRUCTORS
Designed specifically for the construction industry, QuickBooks for Contractors uses the Premier Contractor Edition of QuickBooks to show you how to utilize this powerful program to create estimates, and more.

PERFORMING PAYROLL IN QUICKBOOKS 2006
QuickBooks software can be used to process payroll quickly and easily. This course details all the steps needed for proper set-up and even includes troubleshooting tips and solutions for common problems.

INTRODUCTION TO QUICKBOOKS 2007
Learn how QuickBooks makes it easy to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts, and statements, track your payables, inventory, and receivables.

INTRODUCTION TO QUICKBOOKS 2008
Learn how QuickBooks makes it easy to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts, and statements, track your payables, inventory, and receivables

DATABASE MANAGEMENT & PROGRAMMING

INTRODUCTION TO ASP.NET
Learn how to create exciting, interactive, and professional Web sites with ASP.NET. In this hands-on course, you’ll begin by adding the power of interactive controls to your Web pages.

HIGH SPEED PROJECT MANAGEMENT
With accelerated schedules driving many technology projects today, the smart project manager must rapidly retool their skill set. This course offers a breakthrough model for dealing with the realities of managing projects at supersonic speeds. Learn to meet and win the challenges of truncated timelines, short-staffed project teams, skimpy budgets and crippling risks.

INTRODUCTION TO ORACLE
Learn how to use the Oracle database management system to plan, organize, and manage your data. This course will introduce you to the Structured Query Language (SQL), Oracle’s SQL*Plus, and other valuable tools.

INTRODUCTION TO SQL
Learn the key concepts of Structured Query Language (SQL) and gain a solid working knowledge of this powerful and universal database programming language. You’ll learn the basic structure of relational database.

WRITING & PUBLISHING

THE KEYS TO EFFECTIVE EDITING
Ask any published writer and you will hear that a good editor is not just helpful, but essential. If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and non-fiction.

INTRODUCTION TO INTERNET WRITING MARKETS
Discover the thousands of lucrative publishing opportunities that await you on the Internet if you understand Internet marketing! Want to write e-zine articles that sell? Create a blog?

MAGAZINE WRITING
Ever read a nonfiction magazine article and said, I can write better than that? With this fun, interactive class you can learn the ropes from a pro and turn your dream of becoming a freelancer into a bright future.
PLEASURES OF POETRY
If you want to write poetry, this course will help you create your best possible work, whether you’re looking to be published or simply wish to craft a beautiful poem as a gift for a friend.

ROMANCE WRITING SECRETS
Learn how to write and sell romance novels. Facilitated by a bestselling, multi-published romance author, this course will guide you on your road to writing your first romance and getting it published.

PC TROUBLESHOOTING, NETWORKING, & SECURITY
WIRELESS NETWORKING
Wireless networking is one of the fastest growing segments of the computer industry. Every electronic device seems capable of wireless connections these days: computers, handhelds, cell phones, and even digital cameras are all capable of transmitting without a tether. To many people, those wireless connections are nothing short of technical wizardry. This course will remove the mystery and give you a thorough understanding of this fascinating and lucrative technology.

ADVANCED PC SECURITY
When is hacking legal? When you use it to secure your own network. This new method of hacking, called ethical hacking or white-hat hacking, uses common and readily available hacking tools and techniques to audit your network so you can locate and close security holes. Whether you’re running a small home network or you’re an enterprise network administrator, this course will teach you how to better protect your system against those who wish to gain unauthorized access.

ENTERTAINMENT INDUSTRY
GET FUNNY
The ability to create humor is a skill many people don’t have, yet wish they did. If you’re interested in learning how to come up with jokes or witticisms on the fly, punch up dull material for an audience, or make a living as a comedy writer, this course will get you going.

PERSONAL FINANCE AND WEALTH BUILDING
BUILDING WEALTH
If you’re interested in discovering how most wealthy people amassed their fortunes, this is the course for you. Contrary to popular opinion, most of us don’t achieve true wealth through luck or an accident of fate. Just about anybody can build wealth. All it takes is organization, discipline, and a firm knowledge of how to proceed. If you’re serious about accumulating a sizable nest egg and living the life of your dreams, this course will supply you with the knowledge and skills you’ll need to succeed.

WHERE DOES ALL MY MONEY GO?
Ever get frustrated that you never seem to get ahead? Are you and your family constantly arguing about money? Do you ever wonder where your money went last month? Do you have trouble saving money? Do you wish you had financial security? Want to work on paying down your debt but don’t know where to find the money?

BUSINESS ADMINISTRATION
SIX SIGMA: TOTAL QUALITY APPLICATIONS
Learn how to effectively apply the elements and methods of Six Sigma. Understand how more than 25 tools and methods relate to the DMAIC (define, measure, analyze, improve, and control) model. Determine the relationship of basic statistics to Six Sigma and learn about the Six Sigma business case including strategic planning, the voice of the customer (VOC), quality function deployment (QFD), benchmarking, and financial investment methods. This course will help you prepare for the internationally-recognized Six Sigma Black Belt and Quality Manager exams offered by the American Society for Quality® (ASQ®).

For a complete list of our courses, visit our online catalog at www.ed2go.com/ivc
DOES YOUR COMPANY HAVE TRAINING NEEDS?

IVC HAS THE SOLUTION FOR YOU!

CONTRACT EDUCATION is a fee-for-service program that provides customized training to meet your individual business needs. It provides cost effective and convenient on-site delivery of training programs to increase your competitive edge.

Some of the benefits of employee training are:

* Immediate impact on your business
* Improved performance
* Increased production
* Reduced Costs
* A more satisfied workforce

For more information about any of our programs, please contact our team at (760) 353-0490 or send an email to contracteducation@imperial.edu
ARE YOU INTERESTED IN FINDING A JOB IN THE RETAIL INDUSTRY?

Did you know that a new store in Imperial Valley recently received 3000 applications for 200 job openings?

Get Certified by the National Retail Federation in Customer Service Skills and Sales

The National Professional Certification in Customer Service® can help you show current or potential employers that you have demonstrated knowledge, skills, and abilities in customer service.

For many current sales and service employees, earning the Certification is a chance to receive national recognition for skills that you already possess and use on the job every day.

Schedule a testing at any of our approved testing centers!

**EL CENTRO**
301 N. Imperial Ave Ste. A
El Centro, CA 92243
353-2180

**CALEXICO**
1501 W. Imperial Ave
Calexico, CA 92231
768-9740

**BRAWLEY**
104 Magnolia St.
Brawley, CA 92227
344-7213

For more information about any of our programs, please contact our team at (760) 353-0490 or send an email to communityservices@imperial.edu
**What Is The Foundation**

The Foundation is an independent entity, a 501(c)(3) non-profit organization, existing for the students, faculty, and staff of Imperial Valley College, one of 110 California Community Colleges. The Foundation was established in 1964 and incorporated on April 14, 1965. The Foundation is governed by an elected Voting Board of Directors comprised of community individuals.

**IVC Foundation Board of Directors 2008-09**

- Charlie Hosken (President)
- Frank Salazar (Vice-President)
- Ray Loera (Secretary/Treasurer)
- Marlene Best
- Mario Escalera
- Anastasia Leptich
- David Salazar
- Louis Wong (IVCCD Representative)

**Staff**

- Christy Hisel (Director)
- Jeanine Smith (Receptionist/Clerical Assistant)
- Trish Howse (Investment Manager)

**Why The Need For A Foundation**

- Serves as an additional means for helping the College relate its offerings more directly to needs of the local communities and their residents.
- Provides special benefits (some tax-related and others tailored to financial needs) to donors.
- Enables management of its resources by people who know directly the needs of the community.
- Has more freedom than public organizations in responding to special needs of the College, its programs, and its students.

**How Is This Accomplished**

The Foundation seeks tax-deductible gifts from individuals and corporations. These gifts of dollars, land, and other property are tax deductible to the full extent of the law. Designated and undesignated gifts through one's will, memorials, scholarships, charitable remainder trusts, annuities, and other legacy gifts are all welcome.

The Foundation recognizes donors and others selected by donors, through memorials, tributes, living gifts, and other forms of recognition. There is no limit to the amount a donor may give. EVERY gift, from a few dollars to thousands of dollars, as well as buildings, land, collections, and securities, are all welcomed and acknowledged immediately.

If you would like to make a donation, please fill out the following form and mail to:

Imperial Valley College Foundation
Post Office Box 158
Imperial, CA 92251

For more information please call 760.355.8113

________ Yes! I want to contribute and make an investment in my Community!

Name ___________________________ Phone ___________________________
Street __________________________ City ____________________________ State __________ Zipcode __________
Donation $ __________ Cash __________ Check __________ Credit Card Number __________ Exp __________
Please designate my donation to:
____ Where Needed Most _______ Book Loans _______ Scholarships _______ Art Gallery _______ Other _______
Scholarship Name __________________________ In Memory of/Honor of __________________________

Imperial Valley College Foundation
"Fostering a Culture of Philanthropy"
COUNSELING SERVICES AVAILABLE TO HELP YOU

COUNSELING CENTER

100 Bldg.
(760) 355-6246

Counselors are available to provide academic advisement to students seeking assistance with scheduling or clarification of requirements for certificates, graduation or transfer. Since much of the careful course selection is key to a successful college experience and is subject to change, it is wise for students to consult with a counselor each semester. Counselors are also available to help you with any personal issues.

HOURS: TBA.

CARE

100 Bldg.
(760) 355-6448

The CARE Program offers the following special services to those students in the CalWORKs program who are single heads-of-household: Assistance with childcare costs, book loans, financial aid, work study jobs, tutoring, study skills workshops, job search assistance, and academic, vocational, and personal counseling.

HOURS: TBA.

ASSESSMENT CENTER

2000 Bldg.
(760) 355-6448/355-6465

It is the policy of IVC that all new students seeking to enroll in reading, writing and math classes be assessed. If you need basic skills testing as part of your assessment process, please contact the Assessment Center for further information. The current testing schedule is available at the Assessment and Counseling Centers and on the IVC web page. Students must bring a picture ID.

HOURS: TBA.

EXTENDED OPPORTUNITY

100 Bldg.
PROGRAMS AND SERVICES (EOPS)
(760) 355-6407

This statewide program was created to provide the opportunities and services necessary for students with low incomes to achieve academic and personal goals. At Imperial Valley College, EOPS offers academic support services, priority registration and additional financial assistance to qualified students. Book loans are available and grants are awarded to students meeting specific eligibility requirements.

HOURS: TBA.

DISABLED STUDENT PROGRAMS AND SERVICES (DSP&S)

2100 Bldg.
(760) 355-6312
TDD 355-4174

The DSP&S Program is designed to provide support services to students with a documented disability. The program provides disability related educational accommodations such as sign language interpretation, notetaking, tutoring, test proctoring, counseling, priority registration, and mobility assistance. A High Tech Center in the DSP&S program provides instruction and training in the use of adapted computers and software for students who have learning differences, acquired brain injuries, orthopedic impairments, low vision, hearing impairments, and blindness. Before receiving services, students MUST see a DSP&S counselor. DSP&S is located in the Mel Wendrick Access Center in the 2100 Building.

HOURS: TBA.

STUDENT SERVICES AVAILABLE TO HELP YOU

ADMISSIONS OFFICE

Admin. Bldg.
TTY (760) 355-6791 / 352-8320

Admissions maintains student records and all forms pertaining to enrollment. These forms include: class changes, transcript requests, enrollment verifications, class repetitions, name/address changes, and a variety of petitions.

HOURS: TBA.

STUDENT AFFAIRS OFFICE

1000 Bldg.
(760) 355-6455

The Student Affairs Office coordinates the student activities program on campus. This office can provide you with information about participation in student government, campus organizations, intramural sports and social and recreational activities. The office also sponsors many cultural and educational special event programs during each semester.

HOURS: TBA.

CAREER CENTER

100 Bldg.
(760) 355-6253/355-6274

The IVC Career Center, located within the Counseling Center, provides a multi-media approach to occupational exploration. Featured is "DISCOVER", a computer-based program from ACT that provides career and educational planning and assessment. Persons interested in a more comprehensive program of career guidance should enroll in HREL 100, Personal and Career Development.

HOURS: TBA.

FINANCIAL AID OFFICE

100 Bldg.
(760) 355-6266

You may be eligible for financial assistance to help meet your educational expenses. There are many federal and state aid programs available. Each has different qualifications and each is designed to meet special needs. Trained staff members are available to help you through the application process.

HOURS: TBA.

TRANSFER CENTER

100 Bldg.
(760) 355-6274

The Transfer Center provides information and services and sponsors special events for students who are preparing to transfer to four-year colleges and universities. The Center provides information about transfer programs, general education requirements, and arranges appointments with representatives from four-year colleges and universities, and provides field trips to four-year institutions. On-line application assistance is available for students desiring to transfer to any of the California State University (CSU), University of California (UC), California Private/Independent, and Out-of-State institutions. The Transfer Center sponsors College and University Day during the fall semester with representatives from colleges and universities from throughout California and Out-of-State. Workshops on a variety of topics are offered to assist with the transfer process. Resources available for student reference are college catalogs, articulation agreements, computers, and consultation with staff. For more information please give us a call or contact us by E-mail at: transferen@imperial.edu.

HOURS: TBA.
VETERANS BENEFITS CERTIFICATION 100 Bldg. (760) 355-6416
Assistance is provided for veterans and their dependents regarding VA education benefits. See the Veterans Assistant located in the Counseling Center.
HOURS: TBA.

STUDENT SUPPORT SERVICES 100 Bldg. (760) 355-6379
Student Support Services is a federally funded program designed for students who possess the potential and motivation to succeed in college. The primary goal of the program is to provide support and to ensure students the opportunity for the best possible education. Services include, but are not limited to, academic, career and personal counseling; cultural and educational fieldtrips; and workshops.
HOURS: TBA.

ACADEMIC SERVICES AVAILABLE TO HELP YOU

BUSINESS DIVISION COMPUTER LABS 901/902 (760) 355-6451
The Business Division maintains two multimedia computer labs for students. Room 901 is an open lab and has 32 computer workstations. Students may also use Room 902, which has 25 workstations, when it is not in use as a classroom. Accounting, computer information systems, programming, office administration, economics, management, and marketing courses are supported as well as other courses across campus. Both rooms have current software applications and Internet access.
HOURS: TBA.

EXTENDED CAMPUS

The Imperial Valley College Extended Campus program provides a practical and convenient alternative for Imperial County residents by offering comprehensive academic and instructional services in our El Centro, Brawley, and Calexico centers. Each center provides registration information and access, collection of fees, financial aid, unofficial transcripts, academic counseling, class schedules, and general information. Extended centers also offer a variety of credit courses, noncredit, and community services. The Calexico and El Centro Centers have state-of-the-art computer labs with internet access that are accessible to all IVC students.

Brawley Extended Campus Center
(Desert Valley High School)
191 Magnolia Street, Brawley, CA
Monday-Thursday: 8:00 am-12:00 noon
1:00 pm-9:30 pm
Friday: 8:00 am-12:00 noon
1:00 pm-3:00 pm
Tel: 344-7213
Fax: 344-7215

Calexico Extended Campus Center
(Calexico Hacienda Plaza)
1501 W. Imperial Avenue, Calexico, CA
Monday-Thursday: 8:00 am-12:00 noon
1:00 pm-10:00 pm
Friday: 8:00 am-12:00 noon
1:00 pm-5:00 pm
Tel: 768-9740
Fax: 768-0932

El Centro Extended Campus Center
301 N. Imperial Ave. Suite A, El Centro, CA
Monday-Thursday: 8:00 am-9:30 pm
Friday: 8:00 am-12:00 noon
1:00 pm-5:00 pm
Tel: 353-2180
Fax: 353-2186

SPENCER LIBRARY MEDIA CENTER 1500 Bldg. (760) 355-6378
The Spencer Library Media Center offers resources in a variety of formats - print, web-based, microfilm, video, and CD. Over 50,000 books, 425 periodicals and newspapers, web-based subscription article databases, historical runs of periodicals on microfilm, and several hundred video tapes and musical CDs are available. Computers are available to access the Library's online catalog, databases, the web, and eBooks. Librarians and staff members are available to provide students with reference assistance and other library services. The Library is a member of the Serra Library System, the San Diego and Imperial Counties Community Colleges Learning Resources Consortium (SDICCCRLC), and the Online Computer Library Center (OCLC), which are used to obtain library material not owned locally through interlibrary loan. Information about the Library and access to the online catalog and subscription databases are available through the Library's link on the IVC home page.
HOURS: TBA.

TUTORIAL SERVICES Room 1511 (760) 355-6384
If you need help in any of your classes, check with Tutorial Services for help. Free tutoring is available to all students on a walk-in basis in the Library. Tutors in various subjects are available throughout the day for small-group tutoring without an appointment. There is also one-on-one tutoring available to EOPS and SSS students. Come see us early in the semester, so we can help you. Workshops are also offered in study skills, test taking, note taking, and using the library effectively.
HOURS: TBA.

LEARNING CENTER Room 1511 (760) 355-6390
An individualized course of study in any discipline using classroom materials or materials available in the Spencer Library Media Center.
HOURS: TBA.
PAULINE BENOIT RICE IVC LANGUAGE LAB  2600 Building  
(760) 355-6292

All students enrolled in foreign languages, English as a Second Language, or speech classes can use individual multimedia learning experiences as a supplement to formal class instruction. Lab classes provide students with an intensive language exposure.

HOURS: TBA.

JEAN RAULSTON READING/WRITING  2600 Building  
(760) 355-6391

Diagnosis of reading and writing problems by instructors and paraprofessional tutors is followed by programmed and individualized instruction and supervision in the remediation of these weaknesses. Grammar, spelling, reading, writing, and study skills are taught in a computer lab. A variety of resources are available to help students improve their reading and writing skills.

HOURS: TBA.

MATH LAB  Room 2500  
(760) 355-6190

The primary purpose of the Math Lab is to help students in basic math, beginning algebra and intermediate algebra. The lab has 48 workstations equipped with multi-media learning resources: computers, DVD players, and VCRs. In addition, study rooms and reference books are available. Tutors are available to assist students during the time the Math Lab is open.

HOURS: TBA.

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IVC PRESCHOOL & INFANT-TODDLER CENTER

The preschool which is located in building 2200, is open five days a week from 7:15 a.m. to 5:30 p.m. Child care services are available for newborn children to five years of age whose parent(s) meet income guidelines.

California Nonresident Tuition Exemption
For Eligible California High School Graduates
(The law passed by the legislature in 2001 as “AB 540”)

GENERAL INFORMATION

Any student other than a nonimmigrant alien, who meets all of the following requirements, shall be exempt from paying nonresident tuition at the California Community Colleges, the California State University and the University of California (all public colleges and universities in California).

• Requirements:
  • The student must have attended a high school (public or private) in California for three or more years.
  • The student must have graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam).
  • An alien student who is without lawful immigration status must file an affidavit with the college or university stating that he or she has filed an application to legalize his or her immigration status, or will file an application as soon as he or she is eligible to do so.
  • Students who are nonimmigrants (for example, those who hold F (student) visas, B (visitor) Visas, etc.) are not eligible for this exemption.
  • The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in this process is strictly confidential unless disclosure is required under law.
  • Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration.
  • Nonresident students meeting the criteria will be exempted from the payment of nonresident tuition, but they will not be classified as California residents. They continue to be “nonresidents”.
  • AB540 does not provide student financial aid eligibility for undocumented alien students. These students remain ineligible for state and federal financial aid.

THE NONRESIDENT TUITION EXEMPTION FORM IS AVAILABLE IN THE ADMISSIONS OFFICE
IMPERIAL VALLEY COLLEGE
STUDENT COMPLAINT POLICY

The purpose of these procedures is to provide a prompt and equitable means of resolving student complaints. A complaint is defined as an actual or supposed circumstance that adversely affects the grades, status, or rights of a student. Complaints concerning course grades are permitted to the extent that such complaints allege mistake, fraud, bad faith or incompetency as set out in Education Code Section 76224(a).

A student who contends that he/she has been treated unfairly has the right without fear of reprisal to right an alleged wrong.

INFORMAL RESOLUTION

A complaint must be initiated within twenty (20) instructional days of the alleged act or decision.

Step 1  Discuss the problem with the individual involved or his/her counselor.

Step 2  If a mutually satisfactory understanding has not been reached with the other person, the student may, within five (5) instructional days, present the complaint to the immediate supervisor.

The supervisor must respond orally within ten (10) instructional days of the complaint.

FORMAL RESOLUTION

Step 3  If an informal resolution does not occur within ten (10) instructional days of the supervisor’s response, a student may submit a complaint to the Vice President for Academic Services regarding academic matters or the Associate Dean of Student Affairs regarding non-academic matters.

Student Complaint Forms are available from: Associate Dean of Admissions, Director of Disabled Student Programs & Services, Associate Dean of Student Affairs and Title IX Officer.

Step 4  If a student is not satisfied with the decision made by the Vice President for Academic Services or Associate Dean of Student Affairs, a student may request a hearing within five (5) instructional days of that decision.

A REQUEST FOR A HEARING SHALL BE FILED NO LATER THAN THIRTY (30) INSTRUCTIONAL DAYS FOLLOWING THE INITIATION OF THE COMPLAINT (STEP 2).

Step 5  Hearing Procedures

The appropriate committee will meet within ten (10) days of the request for a hearing.

Step 6  Appeals

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

See the Imperial Valley College Catalog for the complete policy.
Financial Aid

Financial Aid exists to help students who might otherwise be unable to complete their education because of financial problems. This aid comes in the form of grants, scholarships, work study and book loans.

Financial aid funds are administered in accordance with a nationally established policy of financial assistance for education. The basis of the policy is that students and their parents have the primary responsibility for meeting educational costs. The amount of the expected contribution from students and their family is determined by careful analysis of family financial strength, taking into consideration net income, number of dependents, allowable expenses, indebtedness and assets. The US Congress has established procedures which are used in making an evaluation of how much families can be expected to contribute.

The Free Application for Federal Student Aid (FAFSA) is available online at www.fafsa.ed.gov. The filing period for the next academic year begins January 1st of each year and students who wish to receive aid in the fall should have their applications complete and their verification documents submitted by at least 3 months prior to enrollment.

Grants form the basis of the financial aid available at Imperial Valley College. Grants, unlike loans, do not have to be paid back. Through the single FAFSA application, students will be considered for eligibility for Pell, Academic Competitiveness and FSEOG Grants (federal funds), Cal Grants B and C (state funds), Work Study and Board of Governors Fee Waivers (state waiver of enrollment fees). Scholarship and book loan applications are also available in the Financial Aid Office.

Imperial Valley College does not currently participate in any of the federal student loan programs however general information regarding private education loans is available upon request.

Satisfactory Academic Progress: Continued eligibility for financial aid at Imperial Valley College is dependent upon academic success. Students must maintain a 2.0 GPA or better and complete at least 70% of all coursework attempted. Failure to meet this standard will result in the loss of all federal and state aid. The BOG Fee Waiver is not subject to this academic progress standard.

Financial Aid Repayment: Federal law requires that all students who receive federal Title IV aid and leave school before completing 60% of the term will be required to pay back some or all of the aid received. Detailed information regarding the return of federal aid is available in the IVC Financial Aid Office or on the college website.
IMPERIAL COMMUNITY COLLEGE DISTRICT

Campus Parking and Traffic Regulations

Imperial Valley College Parking and Traffic Regulations are in accordance with Section 21113A, California State Vehicle Code.

1. GENERAL SAFETY REGULATIONS
   a. No vehicle shall be driven in excess of 10 miles per hour on any roadway or parking area of Imperial Valley College.
   b. All driving of motor vehicles on campus shall be conducted in a manner which ensures the safety of drivers, passengers, pedestrians, and others, and which prevents damage to College property.
   c. Any vehicle leaving a designated parking lot shall stop as required, and shall yield the right-of-way to other vehicles which are approaching the parking lot exit, until such time as the driver can proceed with reasonable safety.
   d. Campus traffic regulation signs are official, as specified by the California Vehicle Code, and must be complied with as on any other public property.
   e. Pedestrians shall have the right-of-way over vehicular traffic, but shall give due consideration to traffic flow.
   f. Riding of bicycles, skateboards, and roller skates is prohibited on campus sidewalks.

2. PARKING AREAS
   a. No vehicle shall be parked in any location other than a designated parking area.
   b. No vehicle shall be parked on any interior roadway, driveway, sidewalk, lawn, playing field or undeveloped area.
   c. Vehicles not parked in designated areas may be towed away and/or impounded at the expense of the registered owner or lessee of the vehicle.

3. PARKING SPACES
   a. A vehicle shall be parked only in a designated parking space and shall not be parked in such a manner as to occupy more than one space.
   b. Faculty-staff reserved parking spaces are designated.
   c. Head-in parking only shall be permitted in campus parking spaces.
   d. Motorcycles, motorbikes and scooters shall park only in specifically designated areas.

4. DISABLED PARKING
   a. Only vehicles displaying official disabled parking authorization may park in disabled parking spaces.
   b. People with disabilities should contact the Parking Control Office for information regarding disabled parking.
   c. Vehicles displaying a disabled parking permit may park in any designated parking space on campus.
   d. Vehicles illegally parked in disabled parking areas may be towed and/or impounded at the expense of the registered owner or lessee of the vehicle.

5. PARKING PERMITS
   a. Vehicles parked in Imperial Valley College parking areas shall display a valid Imperial Valley College parking permit sticker in the lower right corner on the outside of the rear window.
      a.1. Motorcycles, motorbikes and scooters shall display the permit sticker on the fender or fuel tank.
      a.2. Permit stickers must be affixed to the vehicle using only the adhesive provided by the sticker itself.
   b. Only those vehicles displaying a valid Imperial Valley College faculty-staff hang tag may be parked in spaces designated as reserved for faculty-staff.
   c. Student parking permits shall be issued each semester upon payment of the required fee. Permits are issued for a specific vehicle and are not transferable or assignable.
   d. Faculty-staff hang tags shall be issued annually prior to the first day of classes in the Fall semester.
   e. Parking permits are required beginning with the first day of each semester or term.
   f. Possession of a valid permit does not guarantee a parking space.
   g. Day pass machines are located in the north and south parking lots.

6. VEHICLE CODE ENFORCEMENT
   a. Campus student security personnel will patrol the campus and issue citations to violators. The County Sheriff's Department has jurisdiction on the Imperial Valley College campus.
   b. Fines shall be payable to the College by means of a mail-in system. Any fine remaining unpaid after 21 days may be reported to the California Department of Motor Vehicles. A "hold" will be placed upon the academic records of students who have outstanding traffic fines.
   c. Vehicles with numerous outstanding violations may be subject to vehicle being immobilized.

7. AUTHORITY AND FEES
   Parking is controlled by the College Governing Board in accordance with Section 25451, California Education Code.
   a. Falsification of information or misuse of privileges may result in disciplinary action or revocation of parking privileges, or both.
   b. Student parking permits may be obtained at the time of registration upon payment of the parking services/transportation fee. Student parking permits are $20.00 per vehicle during the Fall and Spring semesters and $10.00 per vehicle during the Summer and Winter Sessions. A student may register additional vehicles at a fee of $15.00 for each permit purchased during the Fall and Spring Semester, and $7.00 during the Summer and Winter sessions.
   c. If a registered vehicle is sold, a replacement student parking permit sticker will be issued upon payment of a $1.00 processing fee and return of the fragments of the sticker removed from the vehicle which was sold.
   d. Faculty-Staff hang tags will be replaced upon return of the fragments from the previously assigned tag.

IMPERIAL VALLEY COLLEGE IS NOT RESPONSIBLE FOR
LOSS DUE TO VANDALISM, ACCIDENT, OR THEFT.
ALWAYS LOCK YOUR VEHICLE.
DISTRITO DEL COLEGIO COMUNITARIO DE IMPERIAL

Reglamentos de Estacionamiento y Tráfico del Colegio

Los Reglamentos de Estacionamiento y Tráfico del Colegio del Valle Imperial son de acuerdo a la Sección 21113A, Código Vehicular del estado de California.

1. REGLAMENTOS GENERALES DE SEGURIDAD
   a. Ningún vehículo debe ser manejado en exceso de 10 millas por hora en ningún camino o afuera de estacionamiento del Colegio del Valle Imperial.
   b. El conducir cualquier vehículo en el colegio debe llevarse a cabo de tal manera que asegure la seguridad de los conductores pasajeros, peatones y otros, y que prevenga daño a la propiedad del Colegio.
   c. Cualquier vehículo que salga de un estacionamiento debe hacer alto como se le requiere y debe ceder el paso a otros vehículos próximos a salir, hasta que el conductor pueda proceder con seguridad razonable.
   d. Los letreros de reglamentos de tráfico del colegio son oficiales, como especifica el Código Vehicular de California, y deben ser obedecidos como cualquier otra propiedad pública.
   e. Los peatones deben tener el derecho de paso sobre el tráfico vehicular, pero deben dar consideración al tráfico.
   f. El andar en bicicleta, patinete, y patines es prohibido en las banquetas del colegio.

2. ÁREAS DE ESTACIONAMIENTO
   a. Ningún vehículo debe ser estacionado en ningún lugar aparte del área señalada para estacionarse.
   b. Ningún vehículo debe ser estacionado en ningún camino, via de acceso, banqueta, césped, campo de juego o área en desarrollo.
   c. Los vehículos estacionados en áreas no señaladas pueden ser llevados a remolque y/o encerrados a costo del dueño o arrendatario del vehículo.

3. ESPACIOS DE ESTACIONAMIENTO
   a. Un vehículo debe ser estacionado únicamente en un espacio señalado para estacionarse y no debe ser estacionado de tal manera que ocupe más de un espacio.
   b. Los espacios de estacionamiento reservados para la Facultad-personal están señalados.
   c. Estacionarse únicamente de frente será permitido en los espacios de estacionamiento del colegio.
   d. Todo tipo de motocicletas deben ser estacionadas únicamente en los espacios específicamente señalados.

4. ESTACIONAMIENTO PARA INCAPACITADOS
   a. Únicamente los vehículos que muestren autorización oficial de estacionamiento para incapacitados.
   b. Personas con incapacidades deben contactar la Oficina del Control de Estacionamiento para recibir información con respecto a estacionamiento del colegio.
   c. Los vehículos que muestren permiso para estacionamiento de incapacitado podrán estacionarse en cualquier estacionamiento señalado en el colegio.
   d. Los vehículos estacionados ilegalmente en las áreas de estacionamiento de incapacitados pueden ser llevados a remolque y/o encerrados a costo del dueño o arrendatario del vehículo.

5. PERMISOS DE ESTACIONAMIENTO
   a. Los vehículos estacionados en áreas del estacionamiento del Colegio del Valle Imperial deben mostrar un permiso válido para el estacionamiento del Colegio del Valle Imperial en la parte de abajo del lado derecho por fuera del la ventana trasera.
   a.1. Todo tipo de motocicletas deben mostrar el permiso en la defensa o en el tanque de la gasolina.
   a.2. Los permisos deben ser pegados al vehículo usando únicamente el adhesivo proporcionado por la calcomanía misma.
   b. Únicamente los vehículos que muestren un permiso válido de facultad-personal del Colegio del Valle Imperial pueden ser estacionados en los espacios reservados para facultad-personal.
   c. Los permisos de estacionamiento estudiantil deben ser otorgados cada semestre al hacer el pago requerido. Los permisos son otorgados para un vehículo específico y no son transferibles o asignables.
   d. Los permisos de facultad-personal deben ser otorgados anualmente antes del primer día de clases del semestre de Otoño.
   e. Los permisos de estacionamiento son requerido empezando el primer día de cada semestre o término.
   f. La posesión de un permiso válido no garantiza un espacio de estacionamiento.
   g. Las maquinas de pases diarios están localizadas en los estacionamientos norte y sur.

6. APLICAR EL CÓDIGO VEHICULAR
   a. El personal de seguridad estudiantil del colegio patrullará el colegio y dará multas a los violadores. El Departamento de Sheriff del condado tiene jurisdicción sobre el Colegio del Valle Imperial.
   b. Las multas deben ser pagadas al colegio por medio del correo. Cualquier multa que permanezca sin pagar después de 21 días puede ser reportada al Departamento de Vehículos de California. Se detendrán los registros académicos de estudiantes que tengan multas de tráfico pendientes.
   c. Vehículos con varias violaciones pendientes serán objetivos de immobilización del vehículo.

7. AUTORIDAD Y HONORARIOS
   El estacionamiento es controlado por las Mesa Gubernativa del Colegio de acuerdo con la Sección 2545.1, Código de Educación de California.
   a. La falsificación de información o el mal uso de privilegios puede resultar en acción disciplinaria o revocación de los privilegios de estacionamiento o ambos.
   b. Los permisos de estacionamiento estudiantil pueden obtenerse al mismo tiempo que se inscribe al pagar los servicios de estacionamiento/transporte. Los permisos de estacionamiento son de $20.00 por vehículo durante los semestres de Otoño y Primavera, y $10.00 por vehículo durante el semestre de Verano e Invierno. Un estudiante puede registrar vehículos adicionales con un costo de $15.00 por cada permiso durante el semestre de Otoño y Primavera, y $7.00 para el semestre de Verano e Invierno.
   c. Si vende un vehículo registrado, se reemplazará el permiso de estacionamiento estudiantil al pagar $1.00 por el trámite, y registrar el resto de la calcomanía que se removió del vehículo vendido.
   d. Los permisos de facultad-personal se reemplazarán al regresar el resto del permiso anterior.

EL COLEGIO DEL VALLE IMPERIAL NO ES RESPONSABLE POR PERDIDAS A CAUSA DE VANDALISMO, ACCIDENTE, O ROBO. SIEMPRE CIERRE SU VEHÍCULO.
MATRICULATION PROCESS

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

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

Students are responsible for:

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

The college may suspend or terminate services to any student who fails to fulfill their 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, any student may challenge any matriculation requirement or regulation using the student petition process.

* * * * * *

New matriculating students who complete these basic steps of matriculation prior to enrollment will improve their priority for telephone registration, which provides the best opportunity to enroll in preferred classes.

STEP 1  Complete an Admissions Application and submit high school and/or college transcripts.
STEP 2  Complete the assessment requirements for placement in English and Math classes.
STEP 3  Complete an orientation class.
STEP 4  See a counselor prior to registration for help in selecting your classes.

EXCEPTIONS
Students exempt from the matriculation process are those who:
* Have an associate degree or higher.
* Are enrolled in noncredit classes only.
* Are taking classes for personal enrichment or to upgrade job skills.
* Are currently enrolled in high school or another college.

NON-DISCRIMINATION POLICY - IMPERIAL VALLEY COLLEGE DOES NOT DISCRIMINATE IN THE ADMISSION OR IN THE OFFERING OF PROGRAMS AND ACTIVITIES BECAUSE OF ETHNIC GROUP IDENTIFICATION, NATIONAL ORIGIN, RELIGION, AGE, SEX, RACE, COLOR, ANCESTRY, SEXUAL ORIENTATION, MEDICAL CONDITION, PHYSICAL OR MENTAL DISABILITY, VIETNAM ERA VETERAN STATUS OR MARITAL STATUS.

The coordinator for Imperial Valley College’s compliance with Section 504 of the Rehabilitation Act of 1990 and The Americans with Disability Act (ADA) of 1990 is: The Associate Dean of Human Resources, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 212; TTY (760) 355-6795. Lincoln Davis and Olga Artechi are the Title IX Officers, (760) 352-8320, Ext. 289/264; TTY (760) 355-4174.

POLIZA DE NO-DISCRIMINACION - EL COLEGIO DEL VALLE IMPERIAL NO DISCRIMINA EN LA ADMISION NI EL OFRECIMIENTO DE PROGRAMAS Y ACTIVIDADES EN CUANTO A RAZA, COLOR, RELIGION, EDAD, NACIONALIDAD, SEXO, DISCAPACIDAD, ORIENTACION SEXUAL, ESTADO CIVIL, INCAPACIDAD FISICA O MENTAL, CONDICION MEDICA, NI A VETERANOS DE GUERRA DE LA ERA DE VIETNAM.

La coordinadora del Colegio del Valle Imperial en cumplimiento con la sección 504 del acta de rehabilitacion de 1990 es: El (la) Associate Dean de recursos humanos, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 212; TTY (760) 355-6795. Lincoln Davis y Olga Artechi son los oficiales de “Title IX”, (760) 352-8320, Ext. 289/264; TTY (760) 355-4174.
PROCESO DE MATRICULACION

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

* Ayudar al estudiante a lograr éxito en sus estudios.
* Ayudar al estudiante a tomar mejores decisiones.
* Ofrecer servicios y recursos para seleccionar las clases apropiadas que vayan de acuerdo a la carrera del estudiante.
* Proporcionar al estudiante la oportunidad de desarrollar un plan de estudio.

El estudiante es responsable de lo siguiente:

* Seleccionar una carrera después del semestre en el cual se cursaron 15 unidades.
* Inscribirse en clases.
* Asistir a clases.
* Tomar en serio sus estudios.
* Consultar con un consejero académico para desarrollar un plan de estudio.
* Solicitar servicios adicionales cuando sea necesario.
* Terminar sus metas académicas.

Si el estudiante no cumple con sus responsabilidades el colegio puede suspender los servicios prestados al estudiante. Sin embargo, el colegio no puede suspender ningún servicio al cual el estudiante tiene derecho bajo cualquier otra provisión de la ley. Además, el estudiante tiene el derecho de disputar cualquier reglamento o requisito de matriculación utilizando el proceso de petición estudiantil.

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Estudiantes de nuevo ingreso que terminen estos pasos básicos de matriculación antes de inscribirse mejorará su prioridad de inscripción telefónica, la cual les dará la mejor oportunidad para inscribirse en sus clases.

**Primer Paso:** Llenar una solicitud de Admisión y remitir una copia oficial de su registro de calificaciones de preparatoria o de otra institución de estudios superiores.
**Segundo Paso:** Tomar las pruebas de ubicación en lectura, escritura y matemáticas.
**Tercer Paso:** Terminar la clase de orientación a IVC.
**Cuarto Paso:** Ver a un consejero académico antes de inscribirse para que le ayude a seleccionar sus clases.

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EXENCIONES

Estudiantes a los cuales no se les requiere terminar los 4 pasos de proceso de matriculación son aquellos que:

* Poseen un diploma de colegio o de universidad
* Están inscritos en clases que no están acreditadas.
* Están tomando clases para enriquecimiento personal o para mejorar sus habilidades de empleo.
* Están inscritos concurrentemente en preparatoria o en otro colegio/universidad.

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**Student Right-to-Know Rates**

**From 1998 COHORT Data Completion Rate: 29.2%**
**Transfer Rate: 25.8%**

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Imperial Community College District and Imperial Valley College to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 1998, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. Their completion and transfer rates are listed above. These rates do not represent the success rates of the entire student population at Imperial Valley College, nor do they account for student outcomes after this three-year tracking period.

Based on the cohort defined above, 29.2 percent attained a certificate or degree or became "transfer prepared" during a three year period, from Fall 1998 to Spring 2001. Students who are "transfer prepared" have completed 56 transferable units with a GPA of 2.0 or better.

Based on the cohort defined above, 25.8 percent transferred to another postsecondary institution, (UC, CSU, or another California Community College) prior to attaining a degree, certificate, or becoming "transfer-prepared" during a five semester period from Spring 1999 to Spring 2001.

For more information visit the SRTK website at http://srtk.ccco.edu/index.asp
Notes:
Notes:
Important Dates By Category
See complete listing in front of booklet

The deadlines below are for full-term classes that meet all semester. Deadlines for short-term classes (which start late, end early, or both) vary with the length of the class. Most deadlines are mandated in the CA Code of Regulations and are a percentage of the length of the class.

<table>
<thead>
<tr>
<th>Term Dates</th>
<th>Summer</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Begin</td>
<td>June 22</td>
<td>Aug. 24</td>
</tr>
<tr>
<td>Classes End</td>
<td>July 30</td>
<td>Dec. 12</td>
</tr>
</tbody>
</table>

### Graduation
- Feb. 27: Deadline to apply for degree for Spring or Summer and be **eligible to participate in Graduation ceremony**
- May 8: Deadline to apply to receive degree at end of Spring and **not participate in Graduation ceremony**
- June 13: Graduation Ceremony
- July 9: Deadline to apply to receive degree at end of Summer and **not participate in Graduation ceremony**

### Final Examinations
- July 27-July 30*
  *Finals may be held over 2 meeting times during last week of term.

### Registration Dates (Signing Up for Classes)
- Priority for current & former IVC students: May 20-June 2
- Registration for non-credit classes begins: May 21
- Students new to IVC begin registering: June 3
- K-12 concurrently enrolled begin: June 4
- Late registration: June 22-24
- Last day – deadline – to register: June 24
- Priority registration for Fall 2009: July 6-July 20
- Students new to IVC begin for Fall 2009: July 21
- K-12 concurrently enrolled begin for Fall: July 23

### Registration Deadlines
- Last day to register for full-term classes: June 24
- Last day to select CR/NC grading: June 24

### Deadlines to Drop Classes
- Drop without owing fees &/or refund eligible: June 24
- Drop without course appearing on transcript: June 28
- Drop any full-term class: July 21

### Financial Aid
- Summer Pell Grant - Application file must be completed by: June 12
- Funds will be posted to IVC. One account on: July 24

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