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FALL 2005 CALENDAR

Applications for Admission and Assessment/Orientation are given year round.

- **Priority Registration by Appointment**
  - **ON-LINE REGISTRATION:** www.lamission.edu/registration.html
  - **TELEPHONE REGISTRATION:** 818.988.2222 • 213.689.8888 • 310.605.0505 • 323.226.1999
  - EOP&S and DSPS ................................... BEGINS MAY 2
  - Continuing Students .................................. BEGINS MAY 5
  - New and re-entering students ........................... MAY 16 – SEPTEMBER 16

- **Walk-in Registration** (new students, re-entering students, continuing students)
  - JULY 18 – SEPTEMBER 16

Also available:

- **ON-LINE REGISTRATION:** www.lamission.edu/registration.html
- **TELEPHONE REGISTRATION:** 818.988.2222 • 213.689.8888 • 310.605.0505 • 323.226.1999

**RESIDENCY DETERMINATION DATE**............................................ SEPTEMBER 5

**FALL SEMESTER CLASSES BEGIN** (day and evening) .......... SEPTEMBER 6
  - Saturday Classes Begin ................................. September 10

Last day to apply for **REFUND** (registration/parking/
non-resident fees) [semester length classes] ............................ September 16

Last day to **ADD** classes without instructor signature .......... September 16

Last day to **DROP** classes without a “W” (no refund) .......... October 2

Last day to petition for credit/no-credit ............................... October 3

Last day to file petition for Fall 2005 graduation .................... October 7

- **Veterans Day Holiday** (college closed) .................. November 11

Last day to **DROP** classes with a “W” ............................... November 23

- **Thanksgiving Day** (college closed) ......................... November 24-27

**ALL CLASSES END** (semester-length classes) ............... DECEMBER 15

**Final Exams** ................................................................. December 16-22

**Fall Semester Ends** .......................................................... December 22

**Winter Break** ................................................................. December 23, 2005-January 2, 2006

**Enrollment fees are now only $26 per unit for ALL California residents**

[Visa, MasterCard, Discover, American Express icons]

Now you can pay registration with your credit card.

*Fees subject to change by the California Legislature.
Admissions and Enrollment Information

WHO CAN ATTEND LOS ANGELES MISSION COLLEGE?

LAMC has an open door admissions policy for students who:

• are 18 years of age or over, or
• have completed high school, or
• are under 18 years of age and have their parents’ and high school principal’s permission to attend.

Becoming a student at LAMC is easy. After you complete the process you will be issued your permanent student identification card.

Apply at the Admission & Records Office if you...

• are a new student complete an application form. Bring proof of your social security number. If you do not have a social security number, we will issue a student ID number.

• did not attend LAMC last semester complete an application form. Bring proof of your social security number.

• Call the STEP system using a touch-tone telephone at the date and time of your enrollment appointment or anytime after your appointment until one day prior to start of classes.

Enroll in Classes

After you complete the college application process, you can conveniently enroll by phone by following the STEP program on the next pages.

You can also enroll in person at the Admissions & Records office on campus.

Assessment & Orientation

Upon submitting an application to the college, all new non-exempt (see Matriculation Steps to Success for matriculation exemptions) students are required to go through the assessment process. The results from the assessment process will help place students into the appropriate level of English or ESL & Math courses for their first semester.

All new students are encouraged to participate in orientation. Students will learn about the college, educational programs, services, degree requirements and more.

Students who attended LAMC last semester should select classes and enroll by phone.

For more detailed information please consult the current college catalog which is available in the College Bookstore and on the college’s official website, www.lamission.edu.
LOS ANGELES MISSION COLLEGE | FALL 2005 CLASSES

Student Telephone Enrollment Program (STEP)

All Los Angeles Mission College students can now enroll by telephone.

Continuing students’ appointments to enroll were mailed to their home of record in mid-April. This is a priority registration date based on the number of units you have completed at Mission College. You may enroll by telephone anytime after your appointment until one day prior to the start of classes.

New students will receive their priority telephone enrollment appointments when they complete Assessment testing and Advisement counseling.

BEFORE REGISTERING BY PHONE:
- clear any holds or find out what type of holds, or financial obligations in the LA Community Colleges. Contact the Business Office (818.364.7783).
- contact the Counseling Office (818.364.7655) for help in planning your program.
- contact the Financial Aid Office (818.364.7648) if you need fee assistance.

The registration system will enforce all English, Math, and ESL prerequisites. Students will only be permitted to enroll in courses for which they are eligible. If, after registering, you feel the system has made an error, please bring your permit of proof of eligibility to a counselor.

TO ENROLL BY PHONE:
- Carefully read these instructions.
- Complete the attached worksheet with both your first and second choices of classes.
- Call the STEP system using a touch-tone telephone at the date and time of your enrollment appointment or anytime after your appointment until one day prior to start of classes.

STEP SYSTEM HOURS:
Monday through Saturday from 8:00am to 11:00pm

STEP TELEPHONE NUMBERS:
818.988.2222
213.689.8888
310.605.0505
323.226.1999

Ahora también en Español!
STEP is now in Spanish.

El sistema para inscribirse por teléfono ahora también es en español.
Fill in all of this information BEFORE calling to make the best use of your telephone enrollment call. (Form continues on next 3 pages.)

<table>
<thead>
<tr>
<th>STEP</th>
<th>ITEM</th>
<th>DIRECTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>Semester:</td>
<td>Press 3 for Fall.</td>
</tr>
<tr>
<td>3.</td>
<td>Social Security Number:</td>
<td>Enter your Social Security number or alternate student ID number.</td>
</tr>
<tr>
<td>4.</td>
<td>PIN</td>
<td>This is the month and date of your birth. (Example: If your birthday is March 5, press 0 3 0 5; if your birthday is October 25, press 1 0 2 5)</td>
</tr>
<tr>
<td>5.</td>
<td>Enroll for classes:</td>
<td>Press 1</td>
</tr>
<tr>
<td>6.</td>
<td>Major code:</td>
<td>Enter your 6-digit major code without the decimal point.</td>
</tr>
</tbody>
</table>

| 0502.00  | Accounting                  | 0901.00  | Engineering/Transfer | 0509.50  | Marketing                                                                 |
| 2104.40  | Addiction Studies           | 0924.00  | Engineering         | 1305.00  | Marriage and Family Life Studies                                         |
| 2105.00  | Administration of Justice   | 0924.01  | Engineering Assistant | 1701.00  | Mathematics                                                              |
| 9922.02  | Anthropology (Transfer)     | 0953.00  | Engineering CADD and CAM (Manufacturing) | 0701.02  | Microcomputer Applications Management                                    |
| 1002.00  | Art                         | 1501.00  | English             | 0701.03  | Microcomputer Programming                                                |
| 1306.10  | Bilingual Food Service      | 1305.14  | Family Child Care Provider | 1099.00  | Multimedia                                                               |
| 1305.15  | Bilingual/Bicultural Pre School | 1303.10  | Fashion Design      | 9910.04  | Music (Transfer)                                                         |
| 9904.00  | Biological Sciences (Transfer) | 0504.00  | Finance             | 0514.01  | Office Assistant                                                         |
| 0501.00  | Business Administration     | 1306.12  | Food Management Production Services and Related Techniques | 1002.10  | Painting and Drawing                                                     |
| 0506.00  | Business Management         | 1305.10  | Geography (Transfer) | 1509.00  | Philosophy                                                               |
| 1305.13  | Child Care - School-Age     | 1306.00  | Foods and Nutrition | 1011.00  | Photography                                                              |
| 1305.10  | Child Development           | 9922.06  | Geography (Transfer) | 1901.00  | Physical Science                                                         |
| 1305.11  | Child Development - Infant/Toddler | 1305.30  | Gerontology         | 9922.07  | Political Science (Transfer)                                            |
| 1305.12  | Child Development - Pre-School | 1260.00  | Health Sciences     | 2105.20  | Probation Officer Candidate                                              |
| 0701.00  | Computer Science            | 9922.05  | History (Transfer)  | 1303.11  | Professional Custom Clother                                              |
| 0701.01  | Computer Science - Business Emphasis | 9903.00  | Humanities          | 2001.00  | Psychology                                                               |
| 0514.00  | Computer and Office Applications | 4901.00  | Interdisciplinary Studies | 2105.30  | Security Systems Specialist                                              |
| 1304.00  | Consumer Education and Management | 1302.00  | Interior Design     | 0506.01  | Small Business Management                                                |
| 1306.11  | Culinary Arts/Food Services Management | 1009.10  | Jewelry             | 105.00   | Spanish                                                                  |
| 9922.04  | Economics (Transfer)        | 9914.00  | Law (Transfer)      | 9928.08  | Sociology (Transfer)                                                     |
| 9908.00  | Education (Liberal Studies Transfer) | 2105.50  | Law Enforcement Academy | 2107.50  | Teacher's Assistant                                                      |
| 9949.01  | Liberal Arts (Transfer)     | 2105.51  | Law Enforcement Officer Candidate | 2107.51  | Teacher's Assistant - Bilingual/Bicultural                              |
| 0003.00  | Undecided                   | 1402.00  | Legal Assisting (Paralegal) | 0809.00  | Teacher's Assistant - Exceptional Children                              |

7. Hours worked: Enter the number of paid hours per week you will be working this semester followed by the pound # sign. If you are working 4 hours each week press 0 4, if you are working 40 hours each week, press 4 0.

The # sign is located on the lower right hand key of your telephone pad.
**STUDENT ENROLLMENT SCHEDULE WORKSHEET**

Fall 2005 Schedule

<table>
<thead>
<tr>
<th>Sec. No.</th>
<th>Course Name</th>
<th>Time/Days</th>
<th>Units</th>
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Alternate Fall 2005

<table>
<thead>
<tr>
<th>Sec. No.</th>
<th>Course Name</th>
<th>Time/Days</th>
<th>Units</th>
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**STEP ITEM DIRECTIONS**

8. **Add classes:**
   
   If a class you select is full and you choose to be placed on standby, you will not be enrolled in the class and you will not be charged for the class. Your standby status will be printed on your Registration/Fee receipt. The class instructor will receive a printout of the standby list prior to the first class meeting. Names are placed on that list in the order of registration. Attend the first class meeting. Instructors will issue Add Permits to students on the standby list as space in the class permits.

   Before adding classes, fill out the Student Enrollment Schedule Worksheet (above) with your first choice and second choice of classes. This will help you through the enrollment procedure. Follow the directions for enrolling in classes. Choose your classes from the Schedule of Classes and enter the correct 4-digit section number. Listen carefully to the messages after each selection. If you enroll for any of the English or mathematics courses that require prerequisites, your enrollment will be blocked if you have not completed the prerequisites.

   If you have questions concerning prerequisites call 818.364.7868.

9. **Press #** when you are finished adding classes.

10. **Press 3** to review your program.

11. **Press 9** to review fees. **Do not hang up.**

**DETERMINING YOUR RESIDENCY STATUS**

For enrollment fee purposes you are considered a RESIDENT of the state of California if you are:

1. a citizen of the United States OR have permanent resident status,
   are a holder of an asylum or refugee visa, **AND**
2. have lived in the state of California for at least one year and one day.

For enrollment fee purposes you are considered a NON-RESIDENT of the state of California if you are:

1. a citizen of the United States OR have permanent resident status,
   are a holder of an asylum or refugee visa, **AND**
2. have **NOT** lived in the state of California for at least one year and one day.

For enrollment fee purposes you are considered an international student if you hold an F-1 Visa or other non-resident visa.
Auditing a course... enables you to attend class but not receive a grade or credit.

The enrollment fee for auditing a class is $15 per unit.

Be sure to see a counselor because there are certain restrictions on auditing.

### FEE CARD

**Name**

**Soc. Sec. No:**

Enrollment Fee: $26 per unit per semester* (all students pay this fee)

Non-resident Tuition* (see definition on page 6)

International student tuition* (see definition on page 6)

Additional $25 Report Fee due once per semester.

Health Fee (see information on page 68)

Student Representation Fee:

Optional Fees:

Associated Student Organization Membership**

Parking Fee**

Notes about fees:

If you have an approved application for a Board of Governors Fee Waiver (BOGG), your enrollment and health fees will be waived.

Students are required to pay for classes enrolled in beyond the refund deadline.

*ALL FEES ARE SUBJECT TO CHANGE BY THE CALIFORNIA LEGISLATURE.

**The Associated Student Organization represents students and supports college programs including extended library hours, tutoring, and college activities such as cultural events and commencement.

A parking permit is required to park in campus, including Saturdays. All parking is on a space available basis.

### STEP ITEM DIRECTIONS

13. **Payment:**

Press 1 if you **WILL pay by credit card.** Pay your fees by credit card over the phone and avoid lines at the Business Office. If you choose to pay now by credit card, your semester Registration/Fee Receipt, ID verification sticker, and parking permit (if purchased) will be mailed to you.

14. **Credit Card Payment:**

If you are paying by credit card, enter the card type and number.

American Express [ ] VISA [ ] Discover [ ] Mastercard [ ]

Card No: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Expiration Date: [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

15. **Other payment:**

Press 2 if you **WILL NOT pay by credit card.**

If you are not paying by credit card, you may pay in person at the Business Office or by mail to:

**LOS ANGELES MISSION COLLEGE BUSINESS OFFICE**

13356 ELDRIDGE AVENUE • SYLMAR, CA 91342

Send **FEE CARD (No. 12)** with a check or money order. Do not send cash. Print your California ID number, birthdate, and semester on the face of your check. Your semester fee receipt, student ID validation, and parking permit (if purchased) will be mailed to you when payment is complete.
Program Changes: You may change your program by telephone anytime after you enroll through one day prior to the start of classes. You may also change your program in-person in the Admissions & Records Office.

Dropping Classes: It is your responsibility to drop any classes you stop attending. Do not rely on the instructor to exclude you. You will be liable for all enrollment fees, health fees, and non-resident tuition for any class not drop by the third day of the session. You can use the STEP system to drop classes through the 4th week.

ATTENTION! It is the student's responsibility to meet the prerequisites for all courses. Students who fail to do so may be dropped from the class.

**Dropping a Course & Enrollment Fee Refund**

If you want to drop a course in which you have enrolled you must complete an official drop card available in the Admissions & Records Office. It is your responsibility to do this. FEES ARE DUE AT TIME OF ENROLLMENT. (You may also drop a class by telephone – using the STEP system.)

The date you drop a course determines whether you will receive a refund of your enrollment fee. Normally, the last day to request a refund of your enrollment fee for full-term classes is the Friday of the second week of the semester. Exceptions are PACE classes and other short-term classes. Please check the calendar for the official date(s).

TO OBTAIN A REFUND:

Drop the course by the deadline at the Admissions & Records Office, (may also be done by through the STEP system)

Request refund at Business Office (refunds are not automatically issued).

- If you paid your fees by CHECK, a refund check will be issued.
- If you paid your fees by CREDIT CARD, the refund will be credited to your credit card.
- If you paid by CASH, refunds up to $100 will be made in cash; if your refund is more than $100 a refund check will be issued.

**FINANCIAL ASSISTANCE**

Do you need assistance to pay for your registration fees?

Apply for financial aid now using the Free Application for Federal Student Aid (FAFSA). The FAFSA is the application you will need to apply for fee waiver, federal and state aid. Financial Aid will assist you in paying for your educational expenses such as registration fees, books, supplies, transportation, and miscellaneous expenses.

The application process is easy. Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to complete the FAFSA via the web. Our Federal School Code is 012550. Also visit our Financial Aid website at [www.lamission.edu/financialaid](http://www.lamission.edu/financialaid).

Please note: The BOGG Fee Waiver does not pay for audited classes.
California Non-Resident Tuition Exemption Request
For Eligible California High School Graduates

Complete and sign the form to request an exemption from Non-resident Tuition. You must submit any documentation required by the College or University (for example, proof of high school attendance in California). Contact the California Community College, University of California or California State University campus where you intend to enroll (or are enrolled) for instructions on documentation, additional procedures and applicable deadlines.

ELIGIBILITY:
I, the undersigned, am applying for a California Non-Resident Tuition Exemption for eligible California high school graduates

at (specify college or university) ___________________________________________________ and I declare the following:

Check YES or NO boxes:

- [ ] YES   [ ] NO  I have graduated from a California high school or have attained the equivalent thereof, such as a High School Equivalency Certificate, issued by the California State GED Office or a Certificate of Proficiency, resulting from the California High School Proficiency Examination.

- [ ] YES   [ ] NO  I have attended high school in California for three or more years.

Provide information on all school(s) you attended in grades 9-12:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>CITY</th>
<th>STATE</th>
<th>DATES</th>
<th>FROM - Month/Year TO - Month/Year</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Documentation of high school attendance and graduation (or its equivalent) is required by the University of California, the California State University and some California Community Colleges. Follow campus directions.

Check the box that applies to you (check only one box):

- [ ] I am a non-immigrant alien as defined by federal law (including, but not limited to, a foreign student [F visa] or exchange visitor [J visa]).
- [ ] I am NOT a non-immigrant alien (including, but not limited to, a U.S. citizen, permanent resident, or an alien with out lawful immigration status).

AFFIDAVIT:
I, the undersigned, declare under penalty of perjury under the laws of the State of California that information I have provided on this form is true and accurate. I understand that this information will be used to determine my eligibility for the non-resident tuition exemption for eligible California high school graduates. I hereby declare that, if I am an alien without lawful immigration status, I have filed an application to legalize my immigration status or will file an application as soon as I am eligible to do so. I further understand that if any of the above information is untrue, I will be liable for payment of all non-resident charges from which I was exempted and may be subject to disciplinary action by the College or University.

<table>
<thead>
<tr>
<th>Print Full Name (as it appears on your campus student records)</th>
<th>Campus/Student Identification Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Print Full Mailing Address (number, street, city, state, zip code)</th>
<th>Email address (optional)</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone number (optional)</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>
In this section you will find information on
■ How to read the schedule listings
■ Classes and meeting times and days
Classes are listed in alphabetical order from Administration of Justice to Speech Communication.
Check Real Time Schedule on the web

How to Read the Schedule of Classes

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE NAME</th>
<th>TRANSFERABILITY</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 INTRODUCTORY ACCOUNTING I</td>
<td>(UC:CSU) 5 UNITS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All sections may be taken for honors credit.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0125 10:40-1:10 MW</td>
<td>T L Bommer</td>
<td>INST-2006</td>
<td></td>
</tr>
<tr>
<td>0126 10:40-1:10 TTh</td>
<td>T L Bommer</td>
<td>INST-2006</td>
<td></td>
</tr>
<tr>
<td>EVENING CLASSES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3149 4:20-6:50 MW</td>
<td>T L Bommer</td>
<td>INST-2006</td>
<td></td>
</tr>
<tr>
<td>3150 7:00-9:50 MW</td>
<td>C Brashear</td>
<td>INST-2006</td>
<td></td>
</tr>
<tr>
<td>3151 7:00-9:50 TTh</td>
<td>R G Ordonez</td>
<td>CSB-206</td>
<td></td>
</tr>
</tbody>
</table>

Business and Law Department

In this section you will find information on
■ How to read the schedule listings
■ Classes and meeting times and days
Classes are listed in alphabetical order from Administration of Justice to Speech Communication. Check Real Time Schedule on the web

How to Read the Schedule of Classes

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE NAME</th>
<th>TRANSFERABILITY</th>
<th>UNITS</th>
</tr>
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<tbody>
<tr>
<td>1 INTRODUCTORY ACCOUNTING I</td>
<td>(UC:CSU) 5 UNITS</td>
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<td>Prerequisite: None.</td>
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<td>T L Bommer</td>
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<td>T L Bommer</td>
<td>INST-2006</td>
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<tr>
<td>EVENING CLASSES</td>
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<tr>
<td>3149 4:20-6:50 MW</td>
<td>T L Bommer</td>
<td>INST-2006</td>
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<tr>
<td>3150 7:00-9:50 MW</td>
<td>C Brashear</td>
<td>INST-2006</td>
<td></td>
</tr>
<tr>
<td>3151 7:00-9:50 TTh</td>
<td>R G Ordonez</td>
<td>CSB-206</td>
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Business and Accounting

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<tr>
<th>COURSE NUMBER</th>
<th>COURSE NAME</th>
<th>TRANSFERABILITY</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 TAX ACCOUNTING</td>
<td>(CSU) 3 UNITS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Italics indicates Saturday Classes</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Bold Print indicates Classes that begin at 3:30 pm or later</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Section No.</td>
<td>Time &amp; Day(s)</td>
<td>Instructor</td>
<td>Building</td>
</tr>
<tr>
<td>0128 9:00-5:30 S</td>
<td>Staff</td>
<td>INST-1013</td>
<td></td>
</tr>
</tbody>
</table>

(8 Week Class - Starts 11/02/2004, Ends 12/21/2004)

Building Key

<table>
<thead>
<tr>
<th>BUILDING</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUNG:</td>
<td>Annex Building (student parking lot)</td>
</tr>
<tr>
<td>CAC:</td>
<td>Cultural Arts Center, 1300 Sayre St. (top of hill)</td>
</tr>
<tr>
<td>CMPC:</td>
<td>Campus Center Building (college campus)</td>
</tr>
<tr>
<td>CSB:</td>
<td>Collaborative Studies Building, Northeast section of campus</td>
</tr>
<tr>
<td>FOOT:</td>
<td>Physical Education Building, 12843 Foothill Blvd., Suite B</td>
</tr>
<tr>
<td>INST:</td>
<td>Instructional Building (college campus)</td>
</tr>
<tr>
<td>LIB:</td>
<td>Library Building (college campus)</td>
</tr>
<tr>
<td>LUTH:</td>
<td>L.A. Lutheran H.S., 13570 Eldridge Ave. (corner of Sayre St. and Eldridge Ave.)</td>
</tr>
</tbody>
</table>
Prerequisites, Corequisites and Advisories

**Prerequisite:** A requirement that must be satisfied before enrolling in the target course.

**Corequisite:** A requirement that must be taken simultaneously with the target course. However, in some instances the corequisite may be satisfied before enrolling into the target course.

**Advisory:** A course or condition that a student is advised (but not required) to meet prior to enrolling in the target course.

**Registration Limitation**

All students need to demonstrate meeting the prerequisite or corequisite requirement in order to enroll into the target course.

- If the student satisfies the requirement by completing a class with a grade of “C” or better at LAMC or through the assessment process, he/she will be cleared for registering into the target course.

- If the student has satisfied the prerequisite or corequisite and/or placement at another college or through another method, he/she must submit the appropriate documentation (i.e. an unofficial transcript and/or placement results) to the counseling office located in the Instructional and Student Services Building (818.364.7655).

Once a counselor reviews the documents and finds that the prerequisite or corequisite has been satisfied, the counselor will issue a course placement authorization form. This form, once signed by the counselor, needs to be turned into the Admissions office along with the necessary add slip by the student for processing.
Prerequisite Challenge
Students without transcripts or other proof of meeting the specified prerequisite or corequisite but believe that they have other clear and reliable evidence that they are adequately prepared to take the target course may go through the prerequisite or corequisite challenge process.

Prerequisite or Corequisite may be challenged based on the following:

1. The student has the knowledge or ability to succeed in the target course despite not meeting the prerequisite or corequisite. (Criteria for challenging based on knowledge or ability to succeed will be determined by each Academic Department);

2. The prerequisite or corequisite is not valid because it has not been established in accordance with the District's policy;

3. The prerequisite or corequisite is being applied in an unlawfully discriminatory manner; and

4. The prerequisite or corequisite has not been made reasonably available causing the student undue delay in completing his/her educational goal.

Prerequisite Challenge Process

1. Pick up the challenge form at the Counseling Office. It is recommended that a student seeking to go through the challenge process meet with a counselor to discuss the process in further detail.

2. All challenge forms must be processed prior to the add deadline as stated in the Schedule of Classes (please note: the challenge process takes five working days to complete). Challenges filed after this deadline will be considered for the following semester. If space is available in a course when a student files a challenge to the prerequisite or corequisite, the student will be allowed to enroll into the course during the challenge process. If the challenge is approved or the college fails to resolve the challenge within 5 working days, the student shall be allowed to remain in the course. If the challenge is denied, the student will be notified and dropped administratively. If no space is available in the course when a challenge is filed and approved, the student shall be permitted to enroll for the following semester.

3. Students need to complete the challenge form, attach appropriate documentation and take the form to the Chair and/or Vice Chair of the department through which the course in question is being offered.

4. The Department Chair and/or Vice Chair will approve or deny the challenge. If the Chair and/or Vice Chair is the instructor of the course that the student wishes to enter, then the Chair and/or Vice Chair will identify another faculty member in the discipline to review and approve the challenge form.

   • Once the challenge is approved/denied and signed, the Chair and/or Vice Chair of the department or designated faculty member will return the form to the Matriculation Coordinator.

   • The Matriculation Coordinator will contact the student of the results of the challenge.

   • If the challenge is approved, the student will be given a course placement authorization that the student will take to Admissions along with the necessary add form for processing.

5. If the challenge is denied, the student may appeal the decision to the Vice President of Academic Affairs. Notification of the appeal decision will be sent to the student within 5 working days after its receipt.
**ALL STUDENTS PLEASE NOTE:**
- Day and evening classes begin on Tuesday, September 6, 2005.
- Evening classes are listed in bold-face type and start at 3:30 p.m. or later.
- Saturday classes begin on Saturday, September 10, 2005 and are listed in italics.

**CANCELLATION OF CLASSES:**
The college reserves the right to cancel or change classes, rooms, and instructors.

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**ADMINISTRATION OF JUSTICE**
**BUSINESS AND LAW DEPARTMENT**

1. **INTRODUCTION TO ADMINISTRATION OF JUSTICE**
   (UC:CSU) 3 UNITS
   Prerequisite: None.
   The history and philosophy of administration of justice including the various subsystems — police, courts, corrections, etc.
   **EVENING CLASSES**
   3269 7:00-10:10 M Sinclair, R L CSB-201

2. **CONCEPTS OF CRIMINAL LAW**
   (UC:CSU) 3 UNITS
   Prerequisite: None.
   The structure, definitions and most used sections of the Penal Code and other criminal statutes.
   **EVENING CLASSES**
   3151 3:40-6:50 T Enos, K W BUNG-7

3. **LEGAL ASPECTS OF EVIDENCE**
   3 UNITS
   Prerequisite: None.
   Origin, development, philosophy and constitutional basis of evidence in criminal cases.
   **EVENING CLASSES**
   3112 3:40-6:50 Th Staff CSB-201

4. **PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM**
   (UC:CSU) 3 UNITS
   Prerequisite: None.
   A study of the various agencies in the criminal justice arena.
   **EVENING CLASSES**
   3113 7:00-10:10 Th Smith, P F INST-1001

5. **CRIMINAL INVESTIGATION**
   3 UNITS
   Prerequisite: None.
   Police procedures in criminal investigation. Legal aspects and procedures.
   **EVENING CLASSES**
   3160 3:40-6:50 M Enos, K W INST-2001

6. **PATROL PROCEDURES**
   3 UNITS
   Prerequisite: None.
   Principles and procedures of patrol activities.
   **EVENING CLASSES**
   3208 3:40-6:50 W Enos, K W INST-1010

7. **REPORT WRITING FOR PEACE OFFICERS**
   (CSU) 3 UNITS
   Prerequisite: None.
   PO.S.T.#8340-22700. The study of effective report writing in police work including crime scene investigative reports and arrest reports.
   **EVENING CLASSES**
   0103 12:30-3:40 W Rocke, J C CSB-110

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41. **OFFICER SAFETY**
   (CSU) 3 UNITS
   Prerequisite: None.
   Protection against persons armed with dangerous and deadly weapons; the moral aspects, legal provisions, safety precautions and restrictions covering the use of firearms; the immediate and temporary care given in case of accident, illness and emergency childbirth.
   **EVENING CLASSES**
   3114 3:40-6:50 M Staff CSB-111

67. **COMMUNITY RELATIONS I**
   (UC:CSU) 3 UNITS
   Prerequisite: None.
   A study of the various agencies of the justice system and their attempts to gain the confidence and support of the citizens they serve. Community-based policing is highlighted.
   **EVENING CLASSES**
   3116 7:00-10:10 Th Hearn, C P CSB-111

75. **INTRODUCTION TO CORRECTIONS**
   3 UNITS
   Prerequisite: None.
   Basic course dealing with the nature of correctional systems and corrections work.
   **EVENING CLASSES**
   3410 7:00-10:10 M Woods, M E INST-2002

104. **INTRODUCTION TO FORENSIC SCIENCE**
   3 UNITS
   Prerequisite: AJ 1.
   This course assists the student in attaining an understanding of the role of forensic science in the Administration of Justice.
   **EVENING CLASSES**
   3127 3:40-6:50 Th Mahanay, L E INST-1001

150. **UNDERSTANDING STREET AND PRISON GANGS**
   3 UNITS
   Prerequisite: None.
   This course is designed to provide information on the history, progression, and activities of street and prison gangs.
   **EVENING CLASSES**
   3118 7:00-10:10 M Kovnator, G CSB-111

209. **DOMESTIC VIOLENCE**
   3 UNITS
   Prerequisite: None.
   Theory and legal responsibilities of law enforcement and individual rights. Focus is on various types of battering and safety plans for victims.
   **EVENING CLASSES**
   3119 7:00-10:10 W Sinclair, R L LRC-TCR

250. **FORENSIC PHOTOGRAPHY**
   4 UNITS
   Prerequisite: None.
   This class will maintain the base of forensic investigation. Maintain both evidence and photographic
record of crimes. Including a chronological sequence of written and photographic evidence.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3120</td>
<td>6:00-7:00</td>
<td>T</td>
<td>Goldberg, H</td>
<td>CSB-207</td>
</tr>
<tr>
<td>3120</td>
<td>7:00-8:00</td>
<td>T</td>
<td>Mahanay, L E</td>
<td>CSB-207</td>
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<tr>
<td>3120</td>
<td>8:00-10:10</td>
<td>T</td>
<td>Mahanay, L E</td>
<td>CSB-207</td>
</tr>
</tbody>
</table>

#### 300 PRIVATE INVESTIGATION (NDA) 3 UNITS

**Prerequisite:** None.

Course covers identification, evaluation, and management of traditional and emerging investigation methodologies and technologies used in the business environment. Course also includes sources in use of public and business records, fraud audits, interviews and interrogations, surveillance operations, undercover investigations, and forensic analysis.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>3120</td>
<td>7:00-10:10</td>
<td>T</td>
<td>Smith, P F</td>
<td>INST-2002</td>
</tr>
</tbody>
</table>

#### 427 UNDERSTANDING TERRORISM 3 UNITS

### AFRICAN-AMERICAN STUDIES

**SOCIAL SCIENCES DEPARTMENT**

#### 4 THE AFRICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES I

**Prerequisite:** None.

Lecture 3 hours.

A survey of U.S. History from the early Colonial era through the Civil War with special emphasis on the contribution of the African-American. This course provides a politicial and social background of development of the United States.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>3107</td>
<td>7:00-10:10</td>
<td>T</td>
<td>Gribben, A</td>
<td>INST-1013</td>
</tr>
<tr>
<td>3110</td>
<td>3:40-6:50</td>
<td>M</td>
<td>Staff</td>
<td>SYLM-HS*</td>
</tr>
<tr>
<td>3111</td>
<td>3:40-6:50</td>
<td>W</td>
<td>Armstrong, A</td>
<td>INST-1015</td>
</tr>
<tr>
<td>3112</td>
<td>7:00-10:10</td>
<td>T</td>
<td>Pfeiffer, J E</td>
<td>INST-2004</td>
</tr>
<tr>
<td>3122</td>
<td>3:40-6:50</td>
<td>W</td>
<td>Gribben, A</td>
<td>INST-2004</td>
</tr>
<tr>
<td>3123</td>
<td>7:00-10:10</td>
<td>M</td>
<td>Gribben, A</td>
<td>INST-2004</td>
</tr>
</tbody>
</table>

#### 304 HUMAN BIOLOGICAL EVOLUTION (UC:CSU) 3 UNITS

**Prerequisite:** None.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
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<tr>
<td>6175</td>
<td>7:00-10:10</td>
<td>M</td>
<td>Mettles, C V</td>
<td>LUTH-2*</td>
</tr>
</tbody>
</table>

#### 101 HUMAN BIOLOGICAL EVOLUTION (UC:CSU) 3 UNITS

**Prerequisite:** None.

0107 10:40-12:05 M W Gribben, A INST-1013
0373 9:05-10:30 M W Armstrong, A E INST-1015

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>3122</td>
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<td>INST-2018</td>
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<tr>
<td>3123</td>
<td>7:00-10:10</td>
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<td>Gribben, A</td>
<td>INST-2004</td>
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<tr>
<td>3124</td>
<td>7:00-10:10</td>
<td>W</td>
<td>Cohen, M M</td>
<td>INST-2004</td>
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</table>

#### 104 HUMAN LANGUAGE AND COMMUNICATION (UC:CSU) 3 UNITS

**Prerequisite:** None.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>3126</td>
<td>3:40-6:50</td>
<td>M</td>
<td>Staff</td>
<td>INST-2004</td>
</tr>
</tbody>
</table>

#### 121 ANTHROPOLOGY OF RELIGION, MAGIC AND WITCHCRAFT (UC:CSU) 3 UNITS

**Prerequisite:** None.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3110</td>
<td>3:40-6:50</td>
<td>W</td>
<td>Staff</td>
<td>INST-1015</td>
</tr>
<tr>
<td>3111</td>
<td>7:00-10:10</td>
<td>T</td>
<td>Pfeiffer, J E</td>
<td>INST-2004</td>
</tr>
</tbody>
</table>

#### 101 SURVEY OF ART HISTORY I (UC:CSU) 3 UNITS

**Prerequisite:** None.

Lecture 3 hours.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>3129</td>
<td>7:00-10:10</td>
<td>M</td>
<td>Mandell, L G</td>
<td>CSB-207</td>
</tr>
</tbody>
</table>

#### 102 SURVEY OF ART HISTORY II (UC:CSU) 3 UNITS

**Prerequisite:** None.

Lecture 3 hours.

### EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Meeting Time</th>
<th>Day(s)</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3130</td>
<td>3:45-6:50</td>
<td>Th</td>
<td>Scheib, G P</td>
<td>CSB-207</td>
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<tr>
<td>3131</td>
<td>7:00-10:10</td>
<td>Th</td>
<td>Scheib, G P</td>
<td>CSB-207</td>
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<tr>
<td>6166</td>
<td>6:30-9:45</td>
<td>M</td>
<td>Staff</td>
<td>CAC-2&amp;3</td>
</tr>
</tbody>
</table>

#### 103 ART APPRECIATION I (UC:CSU) 3 UNITS

**Prerequisite:** None.

Lecture 3 hours.

This class is an introductory course that involves the students in an exploration into the nature and appreciation of the visual arts. All sections may be taken for honors credit. See the Honors Counselor.

0110 12:15-3:30 T Th CAC-2&3

#### 109 THE ARTS OF AFRICA, OCEANIA, AND ANCIENT AMERICA (UC:CSU) 3 UNITS

**Prerequisite:** None.

Lecture 3 hours.

This course is a survey of the painting, sculpture, architecture and craft of Africa, the Pacific Ocean areas and the Indians of North and South America.
in relation to their history, religion, and general culture.

0338 9:05-12:15 F Staff CSB-207

185 DIRECTED STUDY: (UC:CSU) 1 UNIT RPT 2 ART HONORS
Lecture 1 hour; lab 2 hours.
Provides opportunity for in-depth study of a chosen area of art on a contract basis, under the direction of a supervising instructor.
7979 1:00 hrs TBA Kerwin, B W SCHEDULE
7980 1:00 hrs TBA Paulsen, D R SCHEDULE

201 DRAWING I (UC:CSU) 3 UNITS
Required of Art Majors.
Lecture 2 hours, lab 2 hours, plus homework.

**EVENING CLASSES**
6102 lec 5:45-7:45 W Paulsen, D R CAC-GALE*
6102 lab 8:00-10:00 W Paulsen, D R CAC-GALE*
7100 lec 12:45-2:45 T Kerwin, B W CAC-5*
7100 lab 3:00-5:00 T Kerwin, B W CAC-5*
7101 lec 9:00-10:05 M W Zarcone, J M CAC-2&3*
7101 lab 10:10-11:15 M W Zarcone, J M CAC-2&3*

202 DRAWING II (UC:CSU) 3 UNITS
Prerequisite: Art 201 with a grade of "C" or better.
Required of Art majors. Lecture 2 hours, lab 2 hours, plus homework. These classes are also part of the Multimedia Studies Foundation I Block.

**EVENING CLASSES**
6103 lec 5:45-7:50 T Kerwin, B W CAC-2&3*
6103 lab 8:00-10:05 T Kerwin, B W CAC-2&3*
7128 lec 9:00-10:05 M W Zarcone, J M CAC-2&3*
7128 lab 10:10-11:15 M W Zarcone, J M CAC-2&3*

203 DRAWING III (UC:CSU) 3 UNITS
Prerequisite: Art 202. Required of Art majors.
Lecture 2 hours, lab 2 hours.
This is an advanced course in drawing. Emphasis is placed on developing an advanced ability to observe and render selected subjects including the human head and hands studies from life.

**EVENING CLASSES**
6113 lec 5:45-7:50 T Kerwin, B W CAC-2&3*
6113 lab 8:00-10:05 T Kerwin, B W CAC-2&3*

204 LIFE DRAWING I (UC:CSU) 3 UNITS
Prerequisite: None.
The following course is also part of the Multimedia Studies Animation Block.

**EVENING CLASSES**
6104 lec 5:45-7:50 W Zarcone, J M CAC-2&3*
6104 lab 8:00-10:05 W Zarcone, J M CAC-2&3*

205 LIFE DRAWING II (UC:CSU) 3 UNITS
Prerequisite: Art 204.
The following courses is also part of the Multimedia Studies Animation Block.

**EVENING CLASSES**
6105 lec 5:45-7:50 W Zarcone, J M CAC-2&3*
6105 lab 8:00-10:05 W Zarcone, J M CAC-2&3*

206 LIFE DRAWING III (UC:CSU) 3 UNITS RPT 3
Prerequisite: Art 205.
Lecture 2 hours, lab 2 hours, plus homework.

**EVENING CLASSES**
6106 lec 5:45-7:50 W Zarcone, J M CAC-2&3*

300 INTRODUCTION TO PAINTING
Lecture 2 hours, lab 2 hours, plus homework.
The following courses are also part of Multimedia Studies Foundation I Block.

**EVENING CLASSES**
6107 lec 5:45-7:50 Th Kerwin, B W CAC-2&3*
6107 lab 8:00-10:05 Th Kerwin, B W CAC-2&3*
7102 lec 12:45-2:50 Th Kerwin, B W CAC-2&3*
7102 lab 3:00-5:05 Th Kerwin, B W CAC-2&3*

304 ACRYLIC PAINTING I (UC:CSU) 3 UNITS
Prerequisite: Art 300 with a grade of "C" or better.
Lecture 2 hours, lab 2 hours, plus homework.

**EVENING CLASSES**
6108 lec 5:45-7:50 Th Kerwin, B W CAC-2&3*
6108 lab 8:00-10:05 Th Kerwin, B W CAC-2&3*
7104 lec 12:45-2:50 Th Kerwin, B W CAC-2&3*
7104 lab 3:00-5:05 Th Kerwin, B W CAC-2&3*

305 ACRYLIC PAINTING II (UC:CSU) 3 UNITS
Prerequisite: Art 304 with a grade of "C" or better.
Lecture 2 hours, lab 2 hours, plus homework.

**EVENING CLASSES**
6110 lec 5:45-7:50 Th Kerwin, B W CAC-2&3*
6110 lab 8:00-10:05 Th Kerwin, B W CAC-2&3*
7106 lec 12:45-2:50 Th Kerwin, B W CAC-2&3*
7106 lab 3:00-5:05 Th Kerwin, B W CAC-2&3*

385 DIRECTED STUDY: (UC:CSU) 3 UNITS ART HONORS
Prerequisite: Art 305 with a grade of "C" or better.
Lecture 2 hours, lab 2 hours, plus homework.

**EVENING CLASSES**
7977 3:00 hrs TBA Paulsen, D R SCHEDULE
7978 3:00 hrs TBA Kerwin, B W SCHEDULE

501 BEGINNING TWO-DIMENSIONAL DESIGN
Prerequisite: None.
Lecture 2 hours, lab 2 hours, plus homework. The following course is also part of the Multimedia Studies Foundation Block I.

**EVENING CLASSES**
6110 lec 5:45-7:50 Th Kerwin, B W CAC-2&3*
6110 lab 8:00-10:05 Th Kerwin, B W CAC-2&3*
7105 lec 12:45-2:50 Th Kerwin, B W CAC-2&3*
7105 lab 3:00-5:05 Th Kerwin, B W CAC-2&3*

502 BEGINNING THREE-DIMENSIONAL DESIGN
Prerequisite: None.
Lecture 2 hours, lab 2 hours, plus homework. Same as 501 but with an emphasis on projects in three-dimensional materials.

**EVENING CLASSES**
6111 lec 5:45-7:50 M Paulsen, D R CAC-GALE*
6111 lab 7:55-10:00 M Paulsen, D R CAC-GALE*

*Class held off campus – see page 62 for address & map.
520 DESIGN WORKSHOP 3 UNITS  
Prerequisite: None.  
This is a course in the principles of design. Emphasis is placed on individual research, experimentation, and the development of individual abilities. Students work with a variety of equipment including computer applications.  
EVENING CLASSES  
6112 lec 5:45-7:50 T Ruppel, B M CAC-5*  
6112 lab 8:00-10:05 T Ruppel, B M CAC-5*  

638 COMPUTER AIDED ART 1 UNIT RPT 3  
LABORATORY  
Prerequisite: None.  
Lab 2 hours, plus homework.  
0305 1:20-3:30 Th Staff LIB-131  
0335 1:20-3:30 T Staff LIB-233  
EVENING CLASSES  
3001 3:30-5:40 T Staff LIB-233  

700 INTRODUCTION TO SCULPTURE (UC:CSU) 3 UNITS  
EVENING CLASSES  
6156 lec 5:45-7:50 M Paulsen, D R CAC-GALE*  
6156 lab 7:55-10:00 M Paulsen, D R CAC-GALE*  

702 SCULPTURE II (UC:CSU) 3 UNITS  
EVENING CLASSES  
6157 lec 5:45-7:50 M Paulsen, D R CAC-GALE*  
6157 lab 7:55-10:00 M Paulsen, D R CAC-GALE*  

ASIAN-AMERICAN STUDIES  
SOCIAL SCIENCES DEPARTMENT  
2 CONTEMPORARY ISSUES (UC:CSU) 3 UNITS OF ASIANS IN AMERICA  
Prerequisite: None.  
This course examines current political, economic, social and cultural issues of Asian and Pacific Islanders in America, affecting them as individuals or groups.  
EVENING CLASSES  
6393 7:00-10:10 M Fujimoto, J LUTH-4*  

ASTRONOMY  
NATURAL SCIENCES DEPARTMENT  
Faculty Advisor: Richard Rains - Phone: 364-7702.  
1 ELEMENTARY ASTRONOMY (UC:CSU) 3 UNITS  
Advisory: English 21.  
All sections may be taken for honors credit. See the Honors Counselor.  
0111 9:05-10:30 T Th Staff INST-1015  
0112 10:30-11:55 T Th Rains, R E INST-1015  
EVENING CLASSES  
3132 7:00-10:10 Th Mallory, C P INST-1015  

5 FUNDAMENTALS OF ASTRONOMY LABORATORY (UC:CSU) 1 UNIT  
Prerequisite or Corequisite: Astronomy 1.  
Laboratory 3 hours.  
EVENING CLASSES  
3133 7:00-10:10 T Staff INST-1015  

BIOLOGY  
NATURAL SCIENCES DEPARTMENT  
Faculty Advisor: Mike Reynolds - Phone: 818.364.7695  
3 INTRODUCTION TO BIOLOGY (UC:CSU) 4 UNITS  
Advisory: English 28.  
Equivalent to: UCLA Life Science 15; CSUN Biology 101; CSULA Biology 155 and 156.  
Lecture 3 hours, lab 3 hours.  
0113 lec 7:30-8:55 M W Fennoyer, S INST-2004  
0113 lab 9:05-12:15 M W Fennoyer, S INST-2004  
0114 lec 7:30-8:55 M W Fennoyer, S INST-2004  
0114 lab 9:05-12:15 W Fennoyer, S INST-2004  
0115 lec 12:35-2:00 M W Elkerdany, M K INST-2004  
0115 lab 12:35-2:00 M W Elkerdany, M K INST-2004  
0116 lec 12:35-2:00 M W Elkerdany, M K INST-2004  
0116 lab 12:35-2:00 W W Elkerdany, M K INST-2004  
0117 lec 7:30-8:55 T Th Mohammadian, P INST-2019  
0117 lab 9:05-12:15 T Th Mohammadian, P INST-2019  
0122 lec 7:30-8:55 T Th Elkerdany, M K INST-2016  
0122 lab 9:05-12:15 T Th Elkerdany, M K INST-2016  
EVENING CLASSES  
3135 lec 5:25-6:50 M W Smith, K INST-2019  
3135 lab 7:00-10:10 M W Smith, K INST-2019  
3136 lec 5:25-6:50 M W Smith, K INST-2019  
3136 lab 7:00-10:10 W Smith, K INST-2018  
3137 lec 5:25-6:50 T Th Jayachandran, S INST-2019  
3137 lab 7:00-10:10 T Th Jayachandran, S INST-2019  
3138 lec 5:25-6:50 T Th Jayachandran, S INST-2019  
3138 lab 7:00-10:10 T Th Jayachandran, S INST-2019  
3139 lec 7:00-9:00 Th Igo, M M INST-2019  
3139 lab 9:45-10:55 S Igo, M M INST-2018  
3139 lec 9:45-10:55 S Igo, M M INST-2019  
3402 lec 7:00-9:00 Th Igo, M M INST-2019  
3402 lec 11:05-12:05 S Igo, M M INST-2019  
3402 lab 12:20-3:30 S Igo, M M INST-2018  

7 GENERAL BIOLOGY II (UC:CSU) 5 UNITS  
Advisory: English 28.  
Biology majors compare classification, taxonomy, anatomy and physiology of representatives of the five kingdoms of life. Ecological relationship and evolutionary forces are identified in laboratory and field studies of diverse life forms. If completed Biology 6, together equivalent to: UCLA Life Science 1 & 2; CSUN Biology106 & 107; CSULA Biology 101, 102 & 103. Lecture 3 hours, lab 6 hours. Will require 3 Saturday field trips.  
EVENING CLASSES  
3403 lec 5:30-6:55 M W Reynolds, J M INST-2016  
3403 lab 7:00-10:10 M W Reynolds, J M INST-2016  

BUSINESS  
BUSINESS AND LAW DEPARTMENT  
1 INTRODUCTION TO BUSINESS (UC:CSU) 3 UNITS  
Prerequisite: None.  
0119 3:00 hrs TBA Yguado, A R INTERNET  
Website: XXXX  
0120 9:05-10:30 M W Bernal, V A CSB-207  
0121 9:05-10:30 T Th Rush, C INST-2006  
EVENING CLASSES  
3140 3:40-6:50 T Rush, C INST-2006  
3141 7:00-10:20 T Yguado, A R CSB-111
5 BUSINESS LAW I  (UC:CSU) 3 UNITS
Prerequisite: None.
Same as Law 1.
0123  10:40-12:05  T Th  Rush, C  INST-2006

EVENING CLASSES
3142  7:00-10:10  M Extract, R L  BUNG-5
3145  3:40-6:50  T  Yguado, A R  CSB-111

BUSINESS - ACCOUNTING
BUSINESS AND LAW DEPARTMENT

1 INTRODUCTORY  (UC:CSU) 5 UNITS
ACCOUNTING I
Prerequisite: None.
All sections may be taken for honors credit.
0124  9:20-11:50  M W  Bommer, T L  INST-2006
0125  12:15-2:45  M W  Bommer, T L  INST-2006
0126  9:00-5:30  S  Brashear, C J  INST-2006
    (7 Week Class - Starts 11/5/2005, Ends 12/24/2005)

2 INTRODUCTORY  (UC:CSU) 5 UNITS
ACCOUNTING II
Prerequisite: Accounting I with a grade of "C" or better.
0147  7:00-9:30  T Th  Chow, S S  INST-2006

15 TAX ACCOUNTING I  (CSU) 3 UNITS
0120  8:00-5:30  S  Brashear, C J  INST-2006
    (7 Week Class - Starts 11/5/2005, Ends 12/24/2005)

185 DIRECTED STUDY: 1 UNIT RPT 2
ACCOUNTING
0912  1:00 hrs  TBA  Bommer, T L  SCHEDULE

285 DIRECTED STUDY: 2 UNITS
ACCOUNTING
0913  2:00 hrs  TBA  Bommer, T L  SCHEDULE

385 DIRECTED STUDY: 3 UNITS
ACCOUNTING
Prerequisite applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.
0914  3:00 hrs  TBA  Bommer, T L  SCHEDULE

BUSINESS - ECONOMICS
BUSINESS AND LAW DEPARTMENT

1 PRINCIPLES OF ECONOMICS I  (UC:CSU) 3 UNITS
Prerequisite: None.
This class may be taken for honors credit. See the Honors Counselor.
EVENING CLASSES
3210  7:00-10:10  W  Yguado, A R  CSB-111
    Economics I also offered through ITV. See page XX.

2 PRINCIPLES OF ECONOMICS II  (UC:CSU) 3 UNITS
Prerequisite: None.
This class may be taken for honors credit. See the Honors Counselor.

BUSINESS - MANAGEMENT
BUSINESS AND LAW DEPARTMENT

13 SMALL BUSINESS ENTREPRENEURSHIP  (CSU) 3 UNITS
Prerequisite: None.
This course presents a systematic approach to successful small business operation.
0129  3:00 hrs  TBA  Bernal, V A  INTERNET
    Website: XXXX
3190  7:00-10:10  Th  Rush, C  INST-2001

21 PRINCIPLES OF MARKETING  3 UNITS
Prerequisite: None.
Emphasized how concepts and principles of marketing are applied from a marketing manager perspective in selecting an attractive target market.
0248  3:00 hrs  TBA  Bernal, V A  INTERNET

*Class held off campus – see page 62 for address & map.
31 RETAIL MERCHANDISING 3 UNITS
EVENING CLASSES
3412 7:00-10:10 Th Staff CMPC-3

51 FUNDAMENTALS OF CHEMISTRY I
(UC:CSU) 5 UNITS
Prerequisite: Math 115 with a grade of “C” or better, or appropriate Math placement results.
Equivalent to CSUN Chem 103 or 105.
Note: Not open for credit to students who have credit in Chem 101.
Lecture 3 hours, discussion 1 hour; lab 3 hours.
0109 lec 9:05-11:10 M W Echeverri, A C INST-2004
0109 lab 9:00-12:10 F Echeverri, A C INST-2012
0130 lec 9:05-11:10 M W Echeverri, A C INST-2004
0130 lab 11:20-12:45 M W Pazirandeh, S INST-2012

52 FUNDAMENTALS OF COLLEGE CHEMISTRY
(UC:CSU) 4 UNITS
Equivalent to CSUN Chemistry 104.
Prerequisite: Chem 51 or Chem 65 with a grade of “C” or better.
This course is required in the following majors at CSUN: Environmental and Occupational Health, Nutrition, Dietetics, and Food Science.
Lecture 3 hours, lab 3 hours.
EVENING CLASSES
3125 7:00-8:25 T Th Pazirandeh, S INST-2003
3125 8:35-10:00 T Th Pazirandeh, S INST-2012

65 INTRODUCTORY GENERAL CHEMISTRY
(UC:CSU) 4 UNITS
Prerequisite: Math 125 with a grade of “C” or better, or appropriate Math placement results.
Equivalent to CSUN Chemistry 103 or 105.
0131 lab 9:05-12:15 T Cassara, J L INST-2012
0131 lec 7:30-8:55 T Th Cassara, J L INST-1002
0131 lec 7:30-8:55 T Th Cassara, J L INST-1002
0131 lab 9:05-12:15 Th Cassara, J L INST-1002
EVENING CLASSES
3153 lab 6:05-7:30 M W Gellert, R INST-2012
3153 lec 7:40-9:05 M W Gellert, R INST-2003

101 GENERAL CHEMISTRY I
(UC:CSU) 5 UNITS
Prerequisite: Chem 65 or Chem 51 with a grade of “C” or better, or appropriate Math placement results.
Equivalent to CSUN Chemistry 101.
Lecture 4 hours; lab 5 hours.
EVENING CLASSES
3154 lec 5:25-6:50 M W Pazirandeh, S INST-2003
3154 lab 6:55-7:30 M W Pazirandeh, S INST-2003
3154 lab 7:40-10:10 M W Pazirandeh, S INST-2012

102 GENERAL CHEMISTRY II
(UC:CSU) 5 UNITS
Prerequisite: Chem 101 with a grade of “C” or better. Equivalent to CSUN Chemistry 102.
EVENING CLASSES
3155 lec 5:25-6:50 M W Fenyes, M INST-2014
3155 lab 7:00-10:10 M W Fenyes, M INST-2014
## Los Angeles Mission College | FALL 2005 CLASSES

### Child Development Professional Studies Department

#### 1 Child Growth and Development
Prerequisite: None.
Covers the development of a child from the prenatal stage through adolescence.
- 0139 9:05-12:15 W Doelitzsch, P A CSB-102B
- 0140 9:05-12:15 F Berrington, N A CSB-102A
- 0141 12:25-3:35 T Berrington, N A CSB-102B

#### 0142 9:05-12:15 S Milani, N F INST-1008

### Evening Classes

#### 3163 7:00-10:10 M Murphy, K J INST-1008

#### 3164 3:40-6:50 Th De Silva, L P CSB-102B

#### 3165 3:40-6:50 M De Silva, L P INST-1008

#### 3167 3:40-6:50 W Singh, M CSB-102B

#### 3168 7:00-10:10 Th Singh, M CSB-102B

### 2 Early Childhood: Principles and Practices
Prerequisite: None.
Preschool principles, practices (including discipline and guidance) and philosophies.
- 0143 9:05-12:15 Th Silver, J G CSB-102A

#### Evening Classes

#### 3169 3:40-6:50 W De Silva, L P INST-1008

#### 3170 7:00-10:10 T Mazer, Y L CSB-102A

### 3 Creative Experiences for Children I
Prerequisite: None.
Arts, crafts, puppetry, dramatic play.
- 0144 12:20-3:30 W Ruelas, J A CSB-102A

#### Evening Classes

#### 3169 3:40-6:50 W De Silva, L P INST-1008

#### 3170 7:00-10:10 T Mazer, Y L CSB-102A

### 4 Creative Experiences for Children II
Advisory: Child Dev 1 and 2.
Language Arts, Math, Social Studies, Science, perceptual motor development and cooking.
- 0145 9:00-12:10 M Ruelas, J A CSB-102A
- 0147 9:00-12:10 S Shaw, S C CSB-102A

#### Evening Classes

#### 3171 3:40-6:50 M Berg, R L CSB-102A

#### 3172 7:00-10:10 W Cantrell E F CSB-102A

Taught bilingually (English/Spanish).

### 10 Child Health
Prerequisite: None.
Health and safety, communicable illness and management, safe environment, child nutrition. Pediatric First Aid and Cardio-Pulmonary-Respiration certificates will be issued.
- 0372 9:05-12:15 T Wada, J J CSB-102A

#### Evening Classes

#### 3174 7:00-10:10 Th Nasatir, D J INST-1008

### 11 Home, School, and Community Relations
Prerequisite: None.
Changes in families and schools, parent conferencing and community resources.
- 0148 9:00-12:10 W Silver, J G CSB-102A

### 15 Creative Curriculum in Bilingual-Bicultural Programs
Prerequisite: None.
Curriculum dealing with language, science, math and social studies for the bilingual-bicultural classroom.
- 0149 9:00-12:10 Th Ruelas, J A CSB-102A

Taught bilingually (English/Spanish).

### 22 Practicum in Child Development I
Prerequisite: Child Dev. 12 units in Child Dev, that apply to a CD Certificate health examination; verification of TB test.
- 3173 lec 7:00-9:05 M Wada, J J Classrm?
- 3173 lab 6:00 hrs TBA Wada, J J CMPC-6

#### Evening Classes

#### 3176 lec 3:45-5:45 T Ruelas, J A CSB-102B

#### 3176 lec 3:40-6:30 T Silver, J G CSB-102A

#### 3176 lec 6:00 hrs TBA Silver, J G CSB-102A

### 23 Practicum in Child Development II
Prerequisite: Child Dev 1, 2, 3, 4, 11, 22, health examination, verification of TB test. Priority will be given to students eligible for the Child Development Certificate at the end of the Fall 2005 semester.
Lecture 2 hours, lab 6 hours.

#### Evening Classes

#### 3179 lec 7:00-9:00 M De Silva, L P INST-2019

#### 3179 lec 7:00-9:00 M De Silva, L P INST-1008

### 30 Infant and Toddler Studies I
Prerequisite: None.
Required by the state for those who work with infants.

#### Evening Classes

#### 3180 7:00-10:10 W Gronewold, J M CSB-102B

### 32 Teacher Assistant in the Elementary Classroom
Prerequisite: None.
The role of elementary assistants and aides in grades K-6.

#### Evening Classes

#### 3181 3:40-6:50 W Wada, J J CSB-102B

### 35 Fostering Literacy Development in Young Children
Prerequisite: None.
Current and future early childhood teachers and caregivers will enhance their knowledge of early literacy development and acquire skills in teaching early literacy to young children birth through age five.

#### Evening Classes

#### 3409 3:40-6:50 Th Heglund, M K CSB-102A

*Class held off campus – see page 62 for address & map.*
20 LOS ANGELES MISSION COLLEGE | FALL 2005 CLASSES

38 ADMINISTRATION & SUPERVISION 3 UNITS
OF EARLY CHILDHOOD PROGRAMS I
Prerequisite: Child Dev 1, 2, 3 or 4, 11.
EVENING CLASSES
3183 7:00-10:10 T De Silva, L P INST-1008

42 THE CHILD IN A DIVERSE SOCIETY (CSU) 3 UNITS
Prerequisite: None.
0150 12:25-3:35 Th Wada, J J CSB-102B
EVENING CLASSES
3184 7:00-10:10 W De Silva, L P INST-1008

45 PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS II 3 UNITS
Prerequisite: None.
Study of programs for exceptional children (special education) and “mainstreaming”.
EVENING CLASSES
3185 3:40-6:50 M Wada, J J CSB-102B

46 SCHOOL AGE PROGRAMS I (CSU) 3 UNITS
Prerequisite: None.
Advisory: Child Dev 1.
Introductory course for the care of school-age children in before-and-afterschool programs.
0151 9:05-12:15 S Staff CSB-102B

61 INTRODUCTION TO FAMILY CHILD CARE II (CSU) 1 UNIT
Prerequisite: None.
Class taught bilingually (English/Spanish)
(4 Week Class - Starts 9/10/2005, Ends 10/1/2005)
0152 8:00-12:30 S Ruelas, J A CSB-201

62 DEVELOPMENTAL PROFILES: PRE BIRTH THROUGH AGE EIGHT (CSU) 2 UNITS
Prerequisite: None.
This course defines concise profiles of physical, emotional, social and intellectual development from pre-birth through age eight. It also deals with key concepts and infant development literature.
0153 8:00-12:15 S Staff CSB-201
(10 Week Class - Starts 10/8/2005, Ends 12/10/2005)

65 ADULT SUPERVISION/EARLY CHILDHOOD MENTORING 2 UNITS
Prerequisite: CD 23 or 82 or 39.
Course funded by the California Early Childhood Mentor Teacher Program.
EVENING CLASSES
3186 7:00-10:00 M Silver, J G CSB-102B

3 HISTORY OF MOTION PICTURES (UC-CSU) 3 UNITS
Prerequisite: None.
This course includes history of the development of motion pictures, with examples screened from the silent film to the present day. Emphasis is placed on American feature films.
All sections may be taken for honors credit. See the Honors Counselor.
0154 lec 11:00-1:00 T Levine, S M LRC-TCR
0154 lab 1:10-2:10 T Levine, S M LRC-TCR
0154 lab 1:00 hrs TBA Levine, S M SCHEDULE
0155 lec 11:00-1:05 F Staff LRC-TCR
0155 lab 1:10-2:10 F Staff LRC-TCR
0155 lab 1:00 hrs TBA Staff SCHEDULE
0364 lec 11:00-1:00 Th Levine, S M LRC-TCR
0364 lab 1:05-2:05 Th Levine, S M LRC-TCR
0364 lab 1:00 hrs TBA Levine, S M SCHEDULE

EVENING CLASSES
3187 lec 3:40-5:40 T Levine, S M LRC-TCR
3187 lab 5:50-6:50 T Levine, S M LRC-TCR
3187 lab 1:00 hrs TBA Levine, S M SCHEDULE
3188 lec 3:40-5:40 M Martin, F C LRC-TCR
3188 lab 5:50-6:50 M Martin, F C LRC-TCR
3188 lab 1:00 hrs TBA Martin, F C SCHEDULE
3189 lec 3:40-5:40 Th Levine, S M LRC-TCR
3189 lab 5:50-6:50 Th Levine, S M LRC-TCR
3189 lab 1:00 hrs TBA Levine, S M SCHEDULE
3281 lec 7:00-9:05 T Staff LRC-TCR
3281 lab 9:10-10:10 T Staff LRC-TCR
3281 lab 1:00 hrs TBA Staff SCHEDULE
3393 lec 7:00-9:00 M Martin, F C LRC-TCR
3393 lab 9:10-10:10 M Martin, F C LRC-TCR
3393 lab 1:00 hrs TBA Martin, F C SCHEDULE

EVENING CLASSES
5001 lec 5:00-7:00 M Frank, S E INST-2021
& lab 7:00-7:30 M Frank, S E INST-2021
& lab 5:00-7:30 W Frank, S E INST-2021
8000 lec 11:30-1:30 M Woodmansee, J INST-2021
& lab 1:30-2:00 M Woodmansee, J INST-2021
& lec 11:30-2:00 W Woodmansee, J INST-2021
8002 lec 2:30-4:30 M Flood, P T INST-2021
& lab 4:30-5:00 M Flood, P T INST-2021
& lab 2:30-5:00 W Flood, P T INST-2021
8016 lec 11:30-1:30 T Staff INST-2021
& lec 1:30-2:00 T Staff INST-2021
& lec 11:30-2:00 Th Staff INST-2021

EVENING CLASSES
5002 lec 7:30-9:30 M Frank, S E INST-2021
& lab 9:30-10:00 M Frank, S E INST-2021
& lab 7:30-10:00 W Frank, S E INST-2021
8003 lec 9:00-11:00 Th Frank, S E INST-2021
& lec 11:00-2:20 Th Frank, S E INST-2021

EVENING CLASSES
3393 lec 7:00-9:00 M Martin, F C LRC-TCR
3393 lab 9:10-10:10 M Martin, F C LRC-TCR
3393 lab 1:00 hrs TBA Martin, F C SCHEDULE

1 COMPUTER KEYBOARDING I 3 UNITS
DIRECTED STUDY available. See your instructor.
Students will develop basic keyboarding skills on the computer using Microsoft Word.
EVENING CLASSES
5001 lec 5:00-7:00 M Frank, S E INST-2021
& lab 7:00-7:30 M Frank, S E INST-2021
& lab 5:00-7:30 W Frank, S E INST-2021
8000 lec 11:30-1:30 M Woodmansee, J INST-2021
& lab 1:30-2:00 M Woodmansee, J INST-2021
& lec 11:30-2:00 W Woodmansee, J INST-2021
8002 lec 2:30-4:30 M Flood, P T INST-2021
& lab 4:30-5:00 M Flood, P T INST-2021
& lab 2:30-5:00 W Flood, P T INST-2021
8016 lec 11:30-1:30 T Staff INST-2021
& lec 1:30-2:00 T Staff INST-2021
& lec 11:30-2:00 Th Staff INST-2021

2 COMPUTER KEYBOARDING II 3 UNITS
Computerized keyboarding includes general and specialized business communications.
EVENING CLASSES
5002 lec 7:30-9:30 M Frank, S E INST-2021
& lab 9:30-10:00 M Frank, S E INST-2021
& lab 7:30-10:00 W Frank, S E INST-2021
8003 lec 9:00-11:00 Th Frank, S E INST-2021
& lec 11:00-2:20 Th Frank, S E INST-2021

3 COMPUTER KEYBOARDING III 3 UNITS
Legal, medical, and technical applications integrated into office projects.
8004 lec 9:00-11:00 T Woodmansee, J INST-2021
& lab 11:00-11:30 T Woodmansee, J INST-2021
& lab 9:00-11:30 Th Woodmansee, J INST-2021
7 MACHINE TRANSCRIPTION 3 UNITS
Advisory: CAOT 2, 31, 34.
Students use keyboarding, oral and written communications, and decision-making skills in transcribing documents from the legal, publishing, real estate, travel, manufacturing, insurance, banking, and other industries.
8006 lec 2:20-4:20 Th Frank, S E INST-2021
& lab 4:20-6:20 Th Frank, S E INST-2021

9 COMPUTER KEYBOARDING 1 UNIT RPT 1 IMPROVEMENT
Course is designed to increase speed and accuracy.
8007 1:30 -3:00 T Woodmansee, J INST-2021
& 2:30-4:00 Th Frank, S E INST-2021

31 BUSINESS ENGLISH 3 UNITS
Review of grammar and punctuation fundamentals with practical applications.
EVENING CLASSES
8008 7:00-10:10 T Frank, S E INST-2021

33 RECORDS MANAGEMENT AND FILING
Overview of records management including theory and practice.
8025 lec 2:00-3:00 W Frank, S E INST-2021
8025 lab 3:00-5:10 W Frank, S E INST-2021

47 APPLIED OFFICE PRACTICE 2 UNITS RPT 3
Corequisite: Enrollment in at least one other CAOT course.
Note: Obtain instructor’s signature before enrolling. Students receive practical office experience by working on campus.
8010 3:00-4:00 Th Frank, S E INST-2021
& 3:00 hrs TBA Frank, S E INST-2021
& 1:30-2:30 T Woodmansee, J INST-2021

64 OFFICE ADMINISTRATION 1 UNIT RPT 3 LABORATORY
Corequisite: Enrollment in at least one other CAOT course.
Class is graded credit/no-credit.
This course is designed as an aid to students who need additional time and practice to increase their skills in any CAOT subject area.
EVENING CLASSES
5006 5:00-7:00 W Frank, S E INST-2021
8011 1:45-2:45 T Woodmansee, J INST-2021
& 1:45-2:45 Th Frank, S E INST-2021

76 KEYBOARDING FOR DATA PROCESSING 1 UNIT
Keyboarding to improve input speed.
8012 1:45-2:45 T Woodmansee, J INST-2021
& 2:30-3:30 Th Frank, S E INST-2021

82 MICROCOMPUTER SOFTWARE SURVEY IN THE OFFICE 3 UNITS
Advisory: CAOT 1.
Become computer literate in Office using Word, Excel, Access, and Powerpoint.
EVENING CLASSES
5007 lec 5:00-7:00 T Flood, P T INST-2021
& lab 7:00-8:00 Th Flood, P T INST-2021
& lab 8:00-10:10 Th Flood, P T INST-2021

84 MICROCOMPUTER OFFICE APPLICATIONS: WORD PROCESSING 3 UNITS RPT 2
Using Word to create documents which include graphics and desktop publishing.
EVENING CLASSES
5008 lec 7:30-9:30 M Frank, S E INST-2021
& lab 9:30-10:00 M Frank, S E INST-2021
& lab 7:30-10:00 W Frank, S E INST-2021
8001 lec 7:30-9:30 M Frank, S E INST-2021
& lab 9:30-10:00 M Frank, S E INST-2021
& lab 7:30-10:00 W Frank, S E INST-2021
8014 lec 9:00-11:00 Th Frank, S E INST-2021
& lab 11:00-2:00 Th Frank, S E INST-2021

86 MICROCOMPUTER OFFICE APPLICATIONS: DATABASE 3 UNITS
Prerequisite: None.
Course uses Access to plan, design, use, and maintain databases. To be offered in Fall semester only.
8015 lec 9:00-10:00 T Woodmansee, J INST-2021
& lab 10:00-10:30 T Woodmansee, J INST-2021
& lab 9:00-12:30 Th Woodmansee, J INST-2021

89 MICROCOMPUTER OFFICE APPLICATIONS: DIS OPERATING SYSTEM 3 UNITS
Introduction to Windows.
8005 lec 2:30-4:30 M Flood, P T INST-2021
& lab 4:30-5:00 M Flood, P T INST-2021
& lab 2:30-5:00 W Flood, P T INST-2021
8023 lec 2:30-3:30 M Flood, P T INST-2021
& lab 3:30-4:30 M Flood, P T INST-2021
& lab 2:30-5:30 W Flood, P T INST-2021

91 MICROCOMPUTER OFFICE APPLICATIONS: ADVANCED WORD PROCESSING 2 UNITS
Advisory: CAOT 84.
Includes advanced Word features and basic design concepts which enable students to create Web pages, PowerPoint presentations, newsletters, brochures, business cards, and 185 DIRECTED STUDY: COMPUTER APPLICATIONS OFFICE TECHNOLOGY 1 UNIT RPT 1
Advisory: CAOT 1.
Become computer literate in Office using Word, Excel, Access, and Powerpoint.
EVENING CLASSES
5017 1:00 hrs TBA Flood, P T SCHEDULE
8017 1:00 hrs TBA Frank, S E SCHEDULE
8018 1:00 hrs TBA Woodmansee, J SCHEDULE
FALL 2005 CLASSES

COMPUTER SCIENCE - INFORMATION TECHNOLOGY
ENGINEERING AND COMPUTER SCIENCE DEPARTMENT

Faculty Advisor: Mari Rettke - Phone: 818.609.4761

CSIT Lab is a Microsoft Authorized Testing Center for MOUS certification.

185 DIRECTED STUDY: (UC:CSU) 1 UNIT RPT 2 COMPUTER SCIENCE-INFORMATION TECHNOLOGY
0900 1:00 hrs TBA Rettke, M K SCHEDULE

285 DIRECTED STUDY: (UC:CSU) 2 UNITS COMPUTER SCIENCE-INFORMATION TECHNOLOGY
0901 2:00 hrs TBA Rettke, M K SCHEDULE

385 DIRECTED STUDY: (UC:CSU) 3 UNITS COMPUTER SCIENCE-INFORMATION TECHNOLOGY
Prerequisite applies to all Directed Study classes.

185 DIRECTED STUDY: (UC:CSU) 1 UNIT RPT 2
COMPUTER SCIENCE-INFORMATION TECHNOLOGY
0900 1:00 hrs TBA Rettke, M K SCHEDULE

285 DIRECTED STUDY: (UC:CSU) 2 UNITS
COMPUTER SCIENCE-INFORMATION TECHNOLOGY
0901 2:00 hrs TBA Rettke, M K SCHEDULE

385 DIRECTED STUDY: (UC:CSU) 3 UNITS
COMPUTER SCIENCE-INFORMATION TECHNOLOGY
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.

185 DIRECTED STUDY: (UC:CSU) 1 UNIT RPT 2
COMPUTER SCIENCE-INFORMATION TECHNOLOGY
0900 1:00 hrs TBA Rettke, M K SCHEDULE

285 DIRECTED STUDY: (UC:CSU) 2 UNITS
COMPUTER SCIENCE-INFORMATION TECHNOLOGY
0901 2:00 hrs TBA Rettke, M K SCHEDULE

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0900 1:00 hrs TBA Rettke, M K SCHEDULE

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COMPUTER SCIENCE-INFORMATION TECHNOLOGY
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.
### EVENING CLASSES

<table>
<thead>
<tr>
<th>Class</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3198</td>
<td>W</td>
<td>6:00-8:00</td>
<td>Mularky, M R</td>
<td>INST CLAB</td>
</tr>
<tr>
<td>&amp;</td>
<td>M</td>
<td>8:10-10:20</td>
<td>Mularky, M R</td>
<td>INST 2005</td>
</tr>
</tbody>
</table>

**472 INTRODUCTION TO PERSONAL COMPUTER HARDWARE**

- **3 UNITS RPT 2**
- **Prerequisite:** None.
- Lecture 2 hours, lab 2 hours.
- This is the first half of the Computer Science 453 A+ Certification class and it will cover only the core hardware concepts.

**0166**

- **lec 9:35-10:40** T Th Rettk, M K INST-CLAB
- **lab 11:05-1:10** S Tevis, R M INST-CLAB

**487 INTRODUCTION TO LOCAL AREA NETWORKS**

- **(CSU) 3 UNITS**
- **Prerequisite:** None.
- Lecture 2 hours, lab 2 hours.
- Introduction to Local Area Networks (LAN).

**0168**

- **lec 9:00-12:10** S Rettke, E G INST-2005
- **lab 12:10-1:15** S Rettke, E G INST-CLAB

CSIT is a member of the Microsoft Alliance Partnership. The Alliance membership allows the distribution of Microsoft Software to our students. Those who join THE Computer Club can receive this software for a nominal fee. THE Computer Club meets on Mondays in the Computer lab, Instructional Building, Room 2009, from 5:00 p.m. to 6:00 p.m.

### COOPERATIVE EDUCATION

#### COOPERATIVE EDUCATION DEPARTMENT

**921, 931 OR 941 WORK EXPERIENCE II, III OR IV**

- A program providing a student with a linkage to their future career success and job placement. All students may sign up for this. Questions or further information? Call the Coop. Ed. Hot Line at 818.364.7700.

This program is open to all students who wish to gain transferable college credit for working toward goals at their job. Students may enroll in this program for up to 4 semesters, a maximum of 4 units per semester.

**Requirements:** Students must be enrolled for one additional class at Mission or a class at another school and must be employed, or in a voluntary job. One mandatory orientation is required. See times below. Students may register for this program anytime during the first 4 weeks of the semester by calling 818.364.7700.

**Note:** Law sections 9045, 9046, and 9047; and Computer and Office Applications sections 9057, 9058, and 9059 **WILL NOT TRANSFER** to the California State University System.

Please ask the Coop Ed coordinator about the following:

- LAMC Volunteer and Job Placement Program.
- If you qualify for a BOGG fee waiver, you will not have to pay for taking this course. For information on the BOGG fee waiver, contact the Financial Aid Office.

### DAY CLASSES

- **11:00-12:30** M Staff LRC-COOP ED OFF
- **11:00-12:30** T Staff LRC-COOP ED OFF
- **11:00-12:30** W Staff LRC-COOP ED OFF

### EVENING CLASSES

- **5:00-7:00** M Staff LRC-COOP ED OFF
- **5:00-7:00** T Staff LRC-COOP ED OFF
- **5:00-7:00** W Staff LRC-COOP ED OFF

### PACE

- **7:30-10:30** Sat Staff LRC-COOP ED OFF

- **STUDENTS EMPLOYED 10-14 HOURS PER WEEK:** Enroll in class 921 and appropriate section number from college major list below.
  - EXAMPLE: Accounting 921, Section 9001.

- **STUDENTS EMPLOYED 15.19 HOURS PER WEEK:** Enroll in class 931 and appropriate section number from college major list below.
  - EXAMPLE: Accounting 931, Section 9002.

- **STUDENTS EMPLOYED 20 HOURS OR MORE PER WEEK:** Enroll in class 941 and appropriate section number from college major list below.
  - EXAMPLE: Accounting 941, Section 9003.

Students can repeat the same Coop-Ed class for a maximum of 4 semesters.

<table>
<thead>
<tr>
<th>Section Number</th>
<th>Major</th>
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<tbody>
<tr>
<td>921 (931) (941)</td>
<td>Accounting</td>
</tr>
<tr>
<td>9001, 9002, 9003</td>
<td>Administration of Justice</td>
</tr>
<tr>
<td>9093, 9094, 9095</td>
<td>Biology</td>
</tr>
<tr>
<td>9013, 9014, 9015</td>
<td>Business / Econ / Finance / Marketing</td>
</tr>
<tr>
<td>9021, 9022, 9023</td>
<td>Child Development</td>
</tr>
<tr>
<td>9057, 9058, 9059</td>
<td>Computer and Office Applications (Clerical does not transfer to CSU)</td>
</tr>
<tr>
<td>9088, 9024, 9025</td>
<td>Computer Science</td>
</tr>
<tr>
<td>9089, 9026, 9027</td>
<td>Education (Education Aide &amp; Bilingual Education)</td>
</tr>
<tr>
<td>9090, 9032, 9033</td>
<td>Engineering, General</td>
</tr>
<tr>
<td>9091, 9034, 9035</td>
<td>English</td>
</tr>
<tr>
<td>9092, 9038, 9039</td>
<td>Family and Consumer Studies/ Food Service Management</td>
</tr>
<tr>
<td>9040, 9042, 9043</td>
<td>Humanities (Liberal Arts)</td>
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<tr>
<td>9045, 9046, 9047</td>
<td>Law (including Legal Assistant does not transfer to CSU)</td>
</tr>
<tr>
<td>9049, 9050, 9051</td>
<td>Management</td>
</tr>
<tr>
<td>9053, 9054, 9055</td>
<td>Music</td>
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<tr>
<td>9065, 9066, 9067</td>
<td>Political Science</td>
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<tr>
<td>9069, 9070, 9071</td>
<td>Psychology</td>
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<tr>
<td>9081, 9082, 9083</td>
<td>Sociology</td>
</tr>
<tr>
<td>9085, 9086, 9087</td>
<td>Speech</td>
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### DEVELOPMENTAL COMMUNICATIONS

**LEARNING CENTER/DEVELOPMENTAL COMMUNICATIONS DEPARTMENT**

<table>
<thead>
<tr>
<th>GRAMMAR: APPLIED TO WRITING</th>
<th>3 UNITS RPT 1</th>
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<tbody>
<tr>
<td><strong>Prerequisite:</strong> None.</td>
<td></td>
</tr>
<tr>
<td>Class is graded credit/no-credit.</td>
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<tr>
<td>Introduction to basic grammar as it relates to writing.</td>
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<table>
<thead>
<tr>
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<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
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<td>T Th</td>
<td>English, T A</td>
<td>LRC-215</td>
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<tr>
<td>0170</td>
<td>M W</td>
<td>Polk, S A</td>
<td>LRC-215</td>
</tr>
<tr>
<td>0171</td>
<td>M W</td>
<td>English, T A</td>
<td>LRC-215</td>
</tr>
<tr>
<td>0172</td>
<td>T Th</td>
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<tr>
<td>0173</td>
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### EVENING CLASSES

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<tbody>
<tr>
<td>3201</td>
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<td>LRC-215</td>
</tr>
<tr>
<td>3202</td>
<td>M W</td>
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<td>LRC-215</td>
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<tr>
<td>3203</td>
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### 22A COMMUNICATIONS LABORATORY A

<table>
<thead>
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<th>Time</th>
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<tbody>
<tr>
<td>0174</td>
<td>T BA</td>
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<td>LRC-215</td>
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<tr>
<td>3212</td>
<td>T BA</td>
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### 22B COMMUNICATIONS LABORATORY B

<table>
<thead>
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<th>Time</th>
<th>Days</th>
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<th>Room</th>
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</thead>
<tbody>
<tr>
<td>0175</td>
<td>T BA</td>
<td>Polk, S A</td>
<td>LRC-215</td>
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<td>3216</td>
<td>T BA</td>
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<td>LRC-215</td>
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### 22C COMMUNICATIONS LABORATORY C

<table>
<thead>
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<th>Time</th>
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<tbody>
<tr>
<td>0177</td>
<td>T BA</td>
<td>Scuderi, R</td>
<td>INST-1018</td>
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<tr>
<td>3206</td>
<td>T BA</td>
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### 22D COMMUNICATIONS LABORATORY D

<table>
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<th>Time</th>
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<tbody>
<tr>
<td>0178</td>
<td>T BA</td>
<td>Scuderi, R</td>
<td>INST-1018</td>
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### 22E COMMUNICATIONS LABORATORY E

<table>
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<th>Days</th>
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<th>Room</th>
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<tbody>
<tr>
<td>0179</td>
<td>T BA</td>
<td>Scuderi, R</td>
<td>INST-1018</td>
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</table>

### BLUEPRINT READING I

<table>
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<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>3209</td>
<td>4:45</td>
<td>Denton, M S</td>
<td>INST-1004</td>
</tr>
<tr>
<td></td>
<td>5:50</td>
<td>Denton, M S</td>
<td>INST-1004</td>
</tr>
</tbody>
</table>

### METHODS AND MATERIALS OF TUTORING

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>0184</td>
<td>3:00</td>
<td>Newman, D A</td>
<td>LRC-215</td>
</tr>
</tbody>
</table>

### EVENING CLASSES

<table>
<thead>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3207</td>
<td>5:15</td>
<td>Staff</td>
<td>LRC-215</td>
</tr>
<tr>
<td>6170</td>
<td>7:10</td>
<td>Staff</td>
<td>LUTH-2</td>
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</table>

### BASIC READING

**3 UNITS**

**Prerequisite:** None.

Class is graded credit/no-credit.

Beginning reading and study skills for native English speakers and advanced ESL students.

<table>
<thead>
<tr>
<th>Time</th>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0180</td>
<td>10:40-12:05</td>
<td>English, T A</td>
<td>INST-1005</td>
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</table>

### 36A READING II: COMPREHENSION AND RELATED SKILLS A

**3 UNITS RPT 1**

**Prerequisite:** None.

Class is graded credit/no-credit.

Intermediate course in reading; emphasizes finding main ideas, critical thinking, vocabulary skills, and study skills.

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0181</td>
<td>9:05-10:30</td>
<td>English, T A</td>
<td>CSB-111</td>
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<tr>
<td>0182</td>
<td>10:40-12:05</td>
<td>M W Staff</td>
<td>CMPC-3</td>
</tr>
<tr>
<td>0186</td>
<td>10:40-12:05</td>
<td>T Th Staff</td>
<td>CMPC-3</td>
</tr>
<tr>
<td>0201</td>
<td>1:00-2:25</td>
<td>M W Staff</td>
<td>LRC-215</td>
</tr>
<tr>
<td>0202</td>
<td>7:30-8:55</td>
<td>M W Staff</td>
<td>LRC-215</td>
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<td>0227</td>
<td>9:05-10:30</td>
<td>M W Staff</td>
<td>CMPC-3</td>
</tr>
<tr>
<td>0228</td>
<td>7:30-8:55</td>
<td>T Th Staff</td>
<td>CMPC-3</td>
</tr>
</tbody>
</table>

### 36B READING II: (NDA) COMPREHENSION AND RELATED SKILLS B

**3 UNITS RPT 1**

**Prerequisite:** None.

Class is graded credit/no-credit.

Comprehensive course in advanced study skills, note-taking, and efficient study techniques. Transition from everyday reading skills to college reading skills.

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0183</td>
<td>9:05-10:30</td>
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<td>LRC-215</td>
</tr>
</tbody>
</table>

### DRAFTING

**ENGINEERING AND COMPUTER SCIENCE DEPARTMENT**

### 16 BLUEPRINT READING I

**2 UNITS**

**Prerequisite:** None.

Lecture 1 hour, lab 2 hours.

Note: Additional materials may be required.

**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3209</td>
<td>4:45</td>
<td>Denton, M S</td>
<td>INST-1004</td>
</tr>
<tr>
<td></td>
<td>5:50</td>
<td>Denton, M S</td>
<td>INST-1004</td>
</tr>
</tbody>
</table>

### EDUCATION

**LEARNING CENTER/DEVELOPMENTAL COMMUNICATIONS DEPARTMENT**

### 6 METHODS AND MATERIALS OF TUTORING

**Prerequisite:** None.

Class is graded Credit/No-Credit.

This class trains new tutors in theory and practice in tutoring, group dynamics and record-keeping.

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0184</td>
<td>3:00</td>
<td>Newman, D A</td>
<td>LRC-215</td>
</tr>
</tbody>
</table>

* Class held off campus – see page 62 for address & map.
## Los Angeles Mission College | Fall 2005 Classes

### Introduction to Science, Engineering and Technology (UC-CSU) 2 Units
**Prerequisite:** None.
**Note:** This course is also transferable to USC, UOP. It is now a required course at CSUN for the Transfer Program.
**Lecture 2 hours.**

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
<th>3213</th>
<th>8:05-10:20</th>
<th>M Denton, M S INST-1004</th>
</tr>
</thead>
</table>

### Engineering Descriptive Geometry Using CADD A
**Prerequisite:** None.
**Note:** This course is also transferable to UCD, USC, and UOP.
**Note:** Additional materials may be required.
**Lecture 1 hour; lab 3 hours.**

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
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<td>7:10-10:15</td>
<td>W Risemberg, LA INST-1003</td>
</tr>
</tbody>
</table>

### Engineering Descriptive Geometry Using CADD B
**Prerequisite:** None.
**Note:** This course is also transferable to UCD, USC, and UOP.
**Note:** Additional non-credit hours will be assigned.
**Note:** Additional materials may be required.
**Lab 2 hours.**

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
<th>3215</th>
<th>6:05-8:10</th>
<th>M Risemberg, LA INST-1003</th>
</tr>
</thead>
</table>

### Materials of Engineering (UC-CSU) 3 Units
**Prerequisite:** Chem 101, Physics I.
**Note:** This course is also transferable to USC and UOP.
**Lecture 3 hours.**

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
<th>3217</th>
<th>3:40-6:55</th>
<th>T Risemberg, LA INST-1003</th>
</tr>
</thead>
</table>

### Materials of Engineering Laboratory
**Corequisite:** Gen Eng 151. (This corequisite may be taken previously)
**Note:** This course is also transferable to USC and UOP.
**Lab 3 hours.**

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
<th>3218</th>
<th>3:40-6:50</th>
<th>T Risemberg, LA INST-1003</th>
</tr>
</thead>
</table>

### Directed Study: Engineering, General (UC-CSU) 1 Unit RPT 2
**Corequisite:** 1984 1:00 hrs | TBA | Risemberg, LA SCHEDULE |

### CADD for Engineers I
**Prerequisite:** None.
**Note:** Additional non-credit hours will be assigned.
**Note:** Additional materials may be required.
**Lab 2 hours.**

<table>
<thead>
<tr>
<th>EVENING CLASSES</th>
<th>3219</th>
<th>6:05-8:10</th>
<th>M Risemberg, LA INST-1003</th>
</tr>
</thead>
</table>

### CADD for Engineers II
**Prerequisite:** None.
**Note:** Additional non-credit hours will be assigned.
**Note:** Additional materials may be required.
**Lab 2 hours.**

### CADD for Engineers III
**Prerequisite:** None.
**Note:** Additional non-credit hours will be assigned.
**Note:** Additional materials may be required.
**Lab 2 hours.**

### CADCAM Applications A
**Prerequisite:** None.
**Note:** Additional non-credit hours will be assigned.
**Note:** Additional materials may be required.
**Note:** This course is recommended by USC.
**Lab 2 hours.**

### Additional Materials

- Additional materials may be required for some courses.
- Additional non-credit hours will be assigned for some courses.

---

**Los Angeles Mission College | Fall 2005 Classes**
ENGLISH AND FOREIGN LANGUAGES DEPARTMENT

21 ENGLISH FUNDAMENTALS 3 UNITS
Prerequisite: Appropriate skill level demonstrated through the English assessment process or by permit.
Corequisite: Dev Com 36A.
Class graded credit/no credit.
Basic grammar, spelling, punctuation, topic sentences, and paragraph structure.

ENGLISH
28 INTERMEDIATE READING AND COMPOSITION 3 UNITS
Prerequisite: English 21 with a grade of “C” or better, or appropriate skill level demonstrated through the English assessment process, or by permit.

As a component of the student’s final grade, a Common Department Final is required.

English 28 is a course in reading and writing designed to strengthen the student’s ability to use basic communication skills, including grammar, spelling, punctuation, and sentence construction. Instruction will include the assignment of full-length expository and argumentative essays.

0193 7:30 -8:55 M W Bonner, A V INST-1001
0194 7:30-8:55 T Th McKee, M J INST-1001
0195 9:05-10:30 M W Oddino, V A INST-1005
0197 9:05-10:30 M W Inglese, M C INST-1002
0199 12:15-1:40 T Th Grant, R R INST-1003
0200 8:50 -12:00 S La Rosa, R C INST-1005

EVENING CLASSES
3103 7:00-10:10 W Dalrymple, R INST-2002
3243 3:45-6:55 M Dalrymple, R CMPC-3
3244 3:45-6:55 W Grant, R R INST-1004
3245 7:00-10:10 T Dar, N MCMPC-1521
3246 7:00-10:10 W Kemp, E S CMPC-3

6581 8:00-12:00 U Staff CMPC-2
& 2:45 hrs TBA Staff CMPC-2

101 COLLEGE READING AND COMPOSITION I (UC:CSU) 3 UNITS
Prerequisite: English 28 with a grade of “C” or better, or appropriate skill level demonstrated through the English assessment process, or by permit.

This is the first freshman composition course that meets requirements for the BA at four-year colleges and universities, comprising intensive reading, writing of essays, term papers, the study of style, methods of discourse, logic, and documentation. All sections may be taken for honors credit. See the Honors Counselor.

0204 9:05-10:30 T Th La Rosa, R C INST-2004
0205 9:05-10:30 M W La Rosa, R C INST-2005
0206 1:45 -3:10 M W Daly, C C INST-1002
0208 12:15-1:40 M W Daly, C C INST-2003
0209 8:50-12:00 S Staff INST-1002
0368 8:00-8:40 MT F Stevenson, W LUTH-13*
& 8:00-9:20 Th Stevenson, W LUTH-13*

EVENING CLASSES
3247 3:45-6:55 T Bates, M T CMPC-3
3248 3:45-6:55 W Dalrymple, R INST-2002
3249 3:45-6:55 T Grant, R R INST-2002
3250 7:00-10:10 M Dalrymple, R CMPC-3
3251 7:00-10:10 T Dalrymple, R CMPC-3
3268 3:45-6:55 W Kemp, E S INST-1001
3361 3:45-6:55 T Staff CMPC-1521

6584 5:30-8:15 T Staff CMPC-3
& 10:00-12:20 S Staff CMPC-5
& 1:20 hrs TBA Staff CMPC-5
6582 8:00-12:00 U Staff CMPC-2
& 2:45 hrs TBA Staff CMPC-2
& (8 Week Class - Starts 11/1/2005, Ends 12/24/2005)

240 LITERATURE AND THE MOTION PICTURE I 3 UNITS
Prerequisite: English 101 with a grade of “C” or better, or by permit.

English 240 is a comparative course in literature and the motion picture. Stress is placed on viewing feature, documentary, short subjects, animated, and experimental films, along with reading literary sources (short stories, novels, and plays) and related critical reviews.

0355 12:05 -3:15 M Oddino, V A LRC-TCR
### 3 COLLEGE ENGLISH AS A SECOND LANGUAGE III

Prerequisite: College ESL 2, or appropriate ESL placement results, or by permit.
Class is graded credit/no-credit.

**DAY OPTION**
Students must take sections 3B and 3C together.

**ESL 3 A** - Writing and Grammar - 6 UNITS
- 0214 9:05-12:15 MW Lilburn, M CSB-201
- 0215 9:05-12:15 MW Taylor, D CSB-206

**ESL 3 B** - Reading and Vocabulary - 3 UNITS
- 0216 9:05-10:30 TTh Staff CSB-206

**ESL 3 C** - Listening and Speaking - 3 UNITS
- 0217 10:50-12:15 TTh Staff CSB-206

**EVENING OPTION**
Students must take sections 3B and 3C together.

**ESL 3 A** - Writing and Grammar - 6 UNITS
- 3150 6:00-9:10 MW Pelletier, P CSB-206

**ESL 3 B** - Reading and Vocabulary - 3 UNITS
- 3152 6:00-7:25 TTh Climo, M CSB-206

**ESL 3 C** - Listening and Speaking - 3 UNITS
- 3157 7:45-9:10 TTh Climo, M CSB-206

### 4 COLLEGE ENGLISH AS A SECOND LANGUAGE IV

Prerequisite: College ESL 3, or appropriate ESL placement results, or by permit.
Class is graded credit/no-credit.

**DAY OPTION**
Students must enroll in both sections (4B and 4C). Students are encouraged to enroll in all three sections (A, B, C).

**ESL 4 A** - Writing and Grammar - 6 UNITS
- 0220 9:05-12:15 MW Boylan, E BUNG-6
- 0221 9:05-12:15 MW Galvez, L BUNG-7

**ESL 4 B** - Reading and Vocabulary - 3 UNITS
- 0222 9:05-10:30 TTh Prostak, G CSB-205

**ESL 4 C** - Listening and Speaking - 3 UNITS
- 0223 10:50-12:15 TTh Prostak, G CSB-205

**ESL 4 B** - Reading and Vocabulary - 3 UNITS
- 0224 9:05-10:30 TTh Chan, C CSB-207

**ESL 4 C** - Listening and Speaking - 3 UNITS
- 0225 10:50-12:15 TTh Chan, C CSB-207

**EVENING OPTION**
Students must enroll in both sections (4B and 4C). Students are encouraged to enroll in all three sections (A, B, C).

**ESL 4 A** - Writing and Grammar - 6 UNITS
- 3255 6:00-9:10 MW C. Simha CSB-205

**ESL 4 B** - Reading and Vocabulary - 3 UNITS
- 3257 6:00-7:25 TTh J. Muldoon CSB-205

**ESL 4 C** - Listening and Speaking - 3 UNITS
- 3258 7:45-9:10 TTh J. Muldoon CSB-205

### 5 COLLEGE ENGLISH AS A SECOND LANGUAGE V

Prerequisite: College ESL 4, or appropriate ESL placement results, or by permit.
Class is graded credit/no-credit.

**DAY OPTION**
Students must take sections (5B and 5C) together. Students are encouraged to enroll in all three sections (A, B, C).

**ESL 5 A** - Writing and Grammar - 6 UNITS
- 0307 9:05-12:15 MW Rivera, P CSB-205

**ESL 5 B** - Reading and Vocabulary - 3 UNITS
- 0309 9:05-10:30 TTh Rivera, P CSB-205

**ESL 5 C** - Listening and Speaking - 3 UNITS
- 0329 10:50-12:15 TTh Rivera, P CSB-205
### ESL 5A - Writing and Grammar - 6 UNITS
0226 9:05-12:15 MW Otto, S INST-1004

**EVENING OPTION**
Students must take sections (5B and 5C) together. Students are encouraged to enroll in all three sections (A, B, C).

**ESL 5A - Writing and Grammar - 6 UNITS**
3259 6:00-9:10 MW Ottoo, S INST-1004

**ESL 5B - Reading and Vocabulary - 3 UNITS**
3260 6:00-7:25 Th El Gamal, Z INST-1004

**ESL 5C - Listening and Speaking - 3 UNITS**
3261 7:45-9:10 Th El Gamal, Z INST-1004

### 6 COLLEGE ENGLISH AS A SECOND LANGUAGE VI - 12 UNITS

**DAY OPTION**
Students must take sections (6B and 6C) together. Students are encouraged to enroll in all three sections (A, B, C).

**ESL 6A - Writing and Grammar - 6 UNITS**
0229 9:05-12:15 MW Climo, M CSB-101

**ESL 6B - Reading and Vocabulary - 3 UNITS**
0230 9:05-10:30 TTh Barbato, L CSB-101

**ESL 6C - Listening and Speaking - 3 UNITS**
0231 10:50-12:15 TTh Barbato, L CSB-101

**EVENING OPTION**
Students must take sections (6B and 6C) together. Students are encouraged to enroll in all three sections (A, B, C).

**ESL 6A - Writing and Grammar - 6 UNITS**
3262 6:00-9:10 MW Climo, M CSB-101

**ESL 6B - Reading and Vocabulary - 3 UNITS**
3263 6:00-7:25 Th Manalo, M CSB-208

**ESL 6C - Listening and Speaking - 3 UNITS**
3264 7:45-9:10 Th Manalo, M CSB-208

### 8 COLLEGE ENGLISH AS A SECOND LANGUAGE - 6 UNITS

**DAY OPTION**
ESL 8 - Advanced ESL Composition - 6 UNITS
0218 9:05-12:15 MW Prostak, G CSB-205
0219 9:05-12:15 TTh Jackson, K CSB-205

**EVENING OPTION**
ESL 8 - Advanced ESL Composition - 6 UNITS
3357 6:00-9:10 MW G. Prostak LUTH-16*

### FAMILY AND CONSUMER STUDIES

### 21 NUTRITION - (UC:CSU) 3 UNITS
Prerequisite: None.
Required for ACF Certificate and Food Production Certificate, meets Natural Science requirement. Comprehensive scientific nutrition information.

**EVENING CLASSES**
3032 3:00 hrs TBA Staff INTERNET
Email: Isiborgie@earthlink.net

3033 12:25-3:35 W Cantrell E F INST-1008

### 23 NUTRITIONAL ASPECTS OF WEIGHT CONTROL - 2 UNITS
Prerequisite: None.
Learn to evaluate the nutrition issues, controversies and your diet. Continuing Ed credit for RCFE.

**EVENING CLASSES**
3104 3:40-6:40 T Berg, J INST-1008
3265 7:00-10:10 Th Epps, F Z INST-2002
6415 3:30-6:40 M Berg, J VANN-HS

### 26 MODIFIED DIETS - 3 UNITS
Advisory: FCS 21.
Modification of the normal diet to meet the needs of individuals according to age, disease, surgery and other health conditions. Current concepts of diet modification related to health are explored. Diets frequently used in health care institutions are included.

**EVENING CLASSES**
3394 3:40-6:50 T Staff CSB-201

### 31 MARRIAGE AND FAMILY LIFE - (UC:CSU) 3 UNITS
Prerequisite: None.
Required for Gerontology, Administration of Justice Certificate, and Family and Consumer Studies AA Degree.
Learn about relationships, communication techniques, sexual attitudes and how to be a complete you.

**EVENING CLASSES**
3101 3:40-5:50 W Lampert, S CSB-101
3254 4:40-6:50 T Staff CSB-105

### 91 LIFE MANAGEMENT - 3 UNITS
Advisory: FCS 31.
Basic life skills, stress management, goals, communication techniques, time management, values, financial planning, study skills. Continuing Education credit for RCFE.

**EVENING CLASSES**
3134 7:00-10:10 W Hilger, R D CSB-201

### 163 HOSPITALITY CULINARY EDUCATOR - 5 UNITS
Prerequisite: None.
Meets the American Culinary Federation's (ACF) instructional requirements for certification (32 hrs.) and recertification (8 hours) and 90 hours for ACF Culinary Educator. Also designed for any instructor interested in applying Online techniques to their traditional classroom and development of curriculum for totally Online learning experience.

**EVENING CLASSES**
3134 7:00-10:10 W Hilger, R D CSB-201

### 126 MODIFIED DIETS - 3 UNITS
Advisory: FCS 21.
Modification of the normal diet to meet the needs of individuals according to age, disease, surgery and other health conditions. Current concepts of diet modification related to health are explored. Diets frequently used in health care institutions are included.

**EVENING CLASSES**
3394 3:40-6:50 T Staff CSB-201

### 31 MARRIAGE AND FAMILY LIFE - (UC:CSU) 3 UNITS
Prerequisite: None.
Required for Gerontology, Administration of Justice Certificate, and Family and Consumer Studies AA Degree.
Learn about relationships, communication techniques, sexual attitudes and how to be a complete you.

**EVENING CLASSES**
3101 3:40-5:50 W Lampert, S CSB-101
3254 4:40-6:50 T Staff CSB-105
164 INTRODUCTION TO FAMILY DEVELOPMENT I
Prerequisite: None.
This course will introduce students and employees in the fields of education, community based organizations and private industry to the skills and competencies needed to help families identify and reach their goals for self-reliance by building on their strengths.

EVENING CLASSES
6253 4:30-7:40 T Hilger, R D CCRC*

185 DIRECTED STUDY: FAMILY AND CONSUMER STUDIES
1 UNIT RPT 2
0919 1:00 hrs TBA Lampert, S SCHEDULE
3915 1:00 hrs TBA Cantrell, E F SCHEDULE

285 DIRECTED STUDY: FAMILY AND CONSUMER STUDIES
2 UNITS
0920 2:00 hrs TBA Lampert, S SCHEDULE
3916 2:00 hrs TBA Cantrell, E F SCHEDULE

385 DIRECTED STUDY: FAMILY AND CONSUMER STUDIES
3 UNITS
0921 3:00 hrs TBA Lampert, S SCHEDULE
3917 3:00 hrs TBA Cantrell, E F SCHEDULE

50 SANITATION AND SAFETY (CSU) 3 UNITS
Prerequisite: None.
Taught bilingually (English/Spanish).
0365 12:25-3:35 M Cantrell, E F INST-1008
0366 9:00-12:10 T Higgins, S S INST-1002
0375 3:00 hrs TBA Staff INTERNET
7114 6:00 -11:10 Th Cantrell, E F PHOENIX*

NOTE: The following series of classes FSM100 through 108 and FCS 108, FCS 21, FCS 163 are required for AA, AS, ACF certification, and Food Management Certificate Program.

100 INTRODUCTION TO HOSPITALITY 3 UNITS
Industries
Advisory: FCS 20, 21, 50.
Overview of food service and management in the hospitality industry. Careers are explored.

EVENING CLASSES
3270 3:40-6:50 T Cantrell, E F INST-1007
6151 3:30-6:40 W Griska, B P VANN-HS*
6339 3:30 -5:00 M W Staff SFDO-HS*
6422 3:30-5:30 M W Staff CHAT-HS*
7115 3:30-4:35 T Th Duprez, K M GRAN-HS*

101 FOOD PRODUCTION I (CSU) 4 UNITS
Prerequisite: FCS 50, 100 and negative TB test.
Lecture 2 hours, lab 6 hours.
Study and lab experience of quality food production course, part of the American Culinary Federation Certification/Competencies.

102 FOOD PRODUCTION II (CSU) 4 UNITS
Prerequisite: FCS 101 and negative TB test.
Lecture 2 hours, lab 6 hours.
Advanced study and laboratory experiences of food preparation and production that meet American Culinary Federation Certification/Competencies.

EVENING CLASSES
3272 lec 4:30-5:40 M W Garcia, R INST-1006
& lab 5:40-9:00 M W Garcia, R INST-1006
7109 lec 11:30-12:40 MT Higgins, A A CAMP-SCUD*
& lab 12:40-3:40 MT Higgins, A A CAMP-SCUD*
7111 lec 8:00-9:00 M F Feldman, A D PHOENIX*
& lab 9:00-12:20 M F Feldman, A D PHOENIX*
7113 lec 12:30 -1:40 TW Luna, A CAMP-HOLT*
& lab 1:40-5:00 TW Luna, A CAMP-HOLT*

103 MENU PLANNING 2 UNITS
Prerequisite: FCS 21, FSM 100.
Course is part of a one-year certificate program.
Examines basic principles of menu design, includes all phases of menu planning for today's trends using computer software.
0362 2:00-4:15 Th Zandalasini, L CAMP-SCUD*

104 DINING ROOM PRESENTATION (CSU) 4 UNITS
Prerequisite: FSM 50, 101.
Corequisite: FSM 100.
Lecture 2 hours, lab 6 hours.
Course is part of a one-year certificate program.
Instruction, and practical training covers all aspects of service and management in food operations.
0238 lec 7:50-8:50 M W Garcia, R INST-1006
& lab 9:00-12:10 M W Garcia, R INST-1006

EVENING CLASSES
3272 lec 4:30-5:40 M W Garcia, R INST-1006
& lab 5:40-9:00 M W Garcia, R INST-1006
7109 lec 11:30-12:40 MT Higgins, A A CAMP-SCUD*
& lab 12:40-3:40 MT Higgins, A A CAMP-SCUD*
7111 lec 8:00-9:00 M F Feldman, A D PHOENIX*
& lab 9:00-12:20 M F Feldman, A D PHOENIX*
7113 lec 12:30 -1:40 TW Luna, A CAMP-HOLT*
& lab 1:40-5:00 TW Luna, A CAMP-HOLT*

106 FOOD AND BEVERAGE COST CONTROL/RECORDS (CSU) 3 UNITS
Prerequisite: FMS 50 and 100.
Corequisite: FSM 105.
Course is part of a one year certificate program, analyzing food, beverage, and labor cost controls.

EVENING CLASSES
3418 7:00-10:10 T McKay, B INST-1007
108 INTERNSHIP  (CSU) 2 UNITS RPT 2
Prerequisite: FSM, 50, 100, 101, 102, 325.
Lecture 1 hour; lab 3 hours.
Fieldwork in food production management, students are placed in industry.
0241 lec 2:00-3:00 T Lampert, S CSB-101
& lab 3:00 hrs TBA Lampert, S CSB 101

109 PROFESSIONAL BAKING  (CSU) 4 UNITS RPT 3
Prerequisite: FSM 50, 101.
0242 lec 6:50-7:50 M W Garcia, R INST-1006
& lab 1:00-3:05 W Garcia, R INST-1006
& lab 8:00-10:05 F Garcia, R INST-1006

110 MANAGING CATERING OPERATIONS  (CSU) 4 UNITS
Prerequisite: FSM 50.
Lecture 2 hours, lab 4 hours.
This course is study of catering sales and operations, including “on hands”
practicum and interpersonal dynamics from production through a service.
0243 lec 8:35-9:35 M W Zandalasini, L INST-1007
& lab 9:35-11:35 M W Zandalasini, L INST-1007

115 RESTAURANT OPERATIONS MANAGEMENT  3 UNITS
Learn the dynamics involved in opening a restaurant such as lease negotiations, cashflow, analysis, recruitment, marketing, etc.

130 CAKE DECORATION I  2 UNITS RPT 2
Prerequisite: FCS 101 or FSM 101.
Lecture 1 hour; lab 3 hours.
Learn the art of cake decorating. Course emphasizes the fundamentals of the American Style of cake decoration. Exposure to basic equipment, procedures of cake production, coloring techniques, design transfer, cake construction, borders, and icings will be covered.

225 FOODS LABORATORY  2 UNITS RPT 2
Prerequisite: FSM 101.
Class is graded credit/no-credit.
Lab 6 hours.
0244 lec 7:50-8:50 M W Garcia, R INST-1006
& lab 9:00-12:10 M W Garcia, R INST-1006

325 FOODS LABORATORY  3 UNITS RPT 2
Prerequisite: FSM 101.
Class is graded credit/no-credit.
Lab 9 hours.
Supervised practice in college-operated food service operation and HRFM Kitchen.
0245 lec 7:50-8:50 M W Garcia, R INST-1006
& lab 9:00-12:10 M W Garcia, R INST-1006

FRENCH
ENGLISH AND FOREIGN LANGUAGES DEPARTMENT

1 ELEMENTARY FRENCH I  (UC:CSU) 5 UNITS
DIRECTED STUDY available. See your instructor.
Prerequisite: None.

185 DIRECTED STUDY:  (UC:CSU) 1 UNIT RPT 2
FRENCH
3927 1:00 hrs TBA Pardess, D F SCHEDULE

285 DIRECTED STUDY:  (UC:CSU) 2 UNITS
FRENCH
3928 2:00 hrs TBA Pardess, D F SCHEDULE

385 DIRECTED STUDY:  (UC:CSU) 3 UNITS
FRENCH
Prerequisite applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.
3929 3:00 hrs TBA Pardess, D F SCHEDULE

GEOGRAPHY
NATURAL SCIENCES DEPARTMENT

Faculty Advisor: Lorraine Manoogian - Phone: 364.7706

1 PHYSICAL GEOGRAPHY  (UC:CSU) 3 UNITS
Prerequisite: None.
This course meets university transfer requirements for natural or physical science.
0245 9:05-10:30 M W Manoogian, L INST-1013
0246 9:05-10:30 T Th Manoogian, L INST-1013
0247 10:40-12:05 M W Manoogian, L INST-1013
0310 10:40-12:05 T Th Manoogian, L INST-1013

2 CULTURAL ELEMENTS  (UC:CSU) 3 UNITS
OF GEOGRAPHY
Prerequisite: None.
This course meets university transfer requirements for social science. Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies Program.

* Class held off campus – see page 62 for address & map.
7 WORLD REGIONAL GEOGRAPHY
(UC:CSU) 3 UNITS
Prerequisite: None.
This course offers a geographical survey of the world's major regions with emphasis on those features important to an understanding of current global concerns and problems. This course meets university transfer requirements for Social and Behavioral Sciences. Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies.

EVENING CLASSES
3282  3:40-6:50  T  Lestrange, B  INST-1013
6555  8:15-10:35  T  Staff  CMPC-5
&  2:00-4:20  S  Staff  CMPC-5
&  1:20 hrs  TBA  Staff  CMPC-5
(8 Week Class - Starts 9/6/2005, Ends 10/29/2005)

8 WOMEN’S PERSONAL HEALTH
(UC:CSU) 3 UNITS
Prerequisite: None.
This course presents health problems unique to women. Topics considered include physiological and psychological aspects of nutrition, exercise, hygiene, sexuality and reproduction, and diseases common to women. Open to men and women.

EVENING CLASSES
3356  3:45-6:55  M  Cooper, C K  CSB-110
<table>
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<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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<tbody>
<tr>
<td>0259</td>
<td>M W</td>
<td>9:05-10:30</td>
<td>M W Evans, R J</td>
<td>INST-2001</td>
</tr>
<tr>
<td>0261</td>
<td>2:50 hrs</td>
<td>TBA Suyama, R L</td>
<td>INTERNET</td>
<td></td>
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<td>Website: <a href="http://www.lamission.edu/h12">www.lamission.edu/h12</a></td>
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**EVENING CLASSES**

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<th>Instructor</th>
<th>Location</th>
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<tbody>
<tr>
<td>3339</td>
<td>Th</td>
<td>7:00-10:10</td>
<td>Jimenez, G A</td>
<td>CMPC 5</td>
</tr>
<tr>
<td>3292</td>
<td>T</td>
<td>7:00-10:10</td>
<td>Maldonado, J</td>
<td>INST-1010</td>
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</table>

History 12 also offered through ITV. See page XX.

**HUMANITIES**

**SOCIAL SCIENCES DEPARTMENT**

<table>
<thead>
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<tr>
<td>0262</td>
<td>1:05-2:30</td>
<td>T Th</td>
<td>Goldberg, H</td>
<td>INST-1017</td>
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<tr>
<td>0278</td>
<td>9:05-10:30</td>
<td>M W</td>
<td>Jimenez, G A</td>
<td>INST-1010</td>
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**EVENING CLASSES**

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<tr>
<td>6533</td>
<td>6:15-10:35</td>
<td>T</td>
<td>Staff</td>
<td>CMPC-1</td>
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<tr>
<td>&amp; 2:00-4:20</td>
<td>S Staff</td>
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<td>(8 Week Class - Starts 11/1/2005, Ends 12/24/2005)</td>
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<td>6570</td>
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<td>&amp; 2:00-4:20</td>
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**EVENING CLASSES**

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<tr>
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<th>Days</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>6131</td>
<td>7:00-10:10</td>
<td>M W</td>
<td>Weilacher, D</td>
<td>CAC-GALE*</td>
</tr>
<tr>
<td>6130</td>
<td>7:00-10:10</td>
<td>T Th</td>
<td>Wesley, A</td>
<td>CAC-GALE*</td>
</tr>
<tr>
<td>6129</td>
<td>6:20-7:20</td>
<td>M W</td>
<td>Withers, K L</td>
<td>CAC-5*</td>
</tr>
<tr>
<td>&amp; 7:30-9:30</td>
<td>M W</td>
<td>Withers, K L</td>
<td>CAC-5*</td>
<td></td>
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<tr>
<td>7125</td>
<td>9:00-10:00</td>
<td>M W</td>
<td>Anderson, S L</td>
<td>CAC-5*</td>
</tr>
<tr>
<td>&amp; 10:00-1:00</td>
<td>M W</td>
<td>Anderson, S L</td>
<td>CAC-5*</td>
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</table>

**INTERIOR DESIGN**

**PROFESSIONAL STUDIES DEPARTMENT**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>102</td>
<td>3 UNITS</td>
<td>INTRODUCTION TO INTERIOR DESIGN</td>
<td>3 UNITS</td>
<td>INTERIOR DESIGN</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
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<tr>
<td>Introduction to interior design including color selection, space planning, furniture selection and backgrounds.</td>
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**EVENING CLASSES**

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<th>Instructor</th>
<th>Location</th>
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<tbody>
<tr>
<td>6394</td>
<td>6:20-9:30</td>
<td>W</td>
<td>Anderson, S L</td>
<td>CAC-4*</td>
</tr>
</tbody>
</table>

**103 INTERIOR DESIGN PROJECT**

1 UNIT RPT 2

**LABORATORY**

Corequisite: Enrollment in any ID course this semester.

Students will receive instruction and guidance with color projects, floor plans, furniture arrangements, kitchen and bath design, material boards and other projects used for portfolio.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>7120</td>
<td>9:00-12:10</td>
<td>F Staff</td>
<td>CAC-4*</td>
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</tbody>
</table>

**105 TEXTILES**

3 UNITS

Prerequisite: None.

Refer to FCS 17. Refer to FCS classes for ID Certificate.

An analysis of natural, man-made and synthetic fibers, fabric construction, dyes and finishes as the relate to the selection, use and care of fabrics.

**EVENING CLASSES**

<table>
<thead>
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<td>Withers, K L</td>
<td>CAC-5*</td>
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</tbody>
</table>

**109B KITCHEN AND BATH DESIGN**

2 UNITS

Prerequisite: None.

Advisory: ID 102, ID 106 I, and ID 106 II, ID 109 I.

Continuation of ID 109A.

Lecture 1 hour, lab 2 hours.

**EVENING CLASSES**

<table>
<thead>
<tr>
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<td>M</td>
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<td>CAC-5*</td>
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</table>

**111 INTERIOR DESIGN PORTFOLIO**

3 UNITS

Advisory: Concurrent enrollment in ID 15, 18, 19, 133 and/or 134.

Lecture 2 hours, lab 3 hours.

This course offers information and experience regarding tools and materials and their use in relation to professional interior design presentations and creation of portfolio.

<table>
<thead>
<tr>
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<th>Time</th>
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<tbody>
<tr>
<td>7125</td>
<td>9:00-10:00</td>
<td>M W</td>
<td>Anderson, S L</td>
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*Class held off campus – see page 62 for address & map.
ITALIAN
ENGLISH AND FOREIGN LANGUAGES DEPARTMENT

1 ELEMENTARY ITALIAN I (UC:CSU) 5 UNITS
DIRECTED STUDY available. See your instructor.
Prerequisite: None.
EVENING CLASSES
3296 7:00-9:30 T Th Pardess, D F INST-1005

3 INTERMEDIATE ITALIAN I (UC:CSU) 5 UNITS
Prerequisite: Italian 2, 2 years of high school Italian or passing a placement examination.
EVENING CLASSES
3297 7:00-10:00 T Th Barbato, L C INST-1004

4 INTERMEDIATE ITALIAN II (UC:CSU) 5 UNITS
Prerequisite: Italian 3.
EVENING CLASSES
3321 7:00-10:00 T Th Barbato, L C INST 1004

JOURNALISM
ENGLISH AND FOREIGN LANGUAGES DEPARTMENT

100 SOCIAL VALUES IN MASS COMMUNICATION
(UC:CSU) 3 UNITS
0198 10:40-1:50 M W Oddino, V A INST-2002

101 COLLECTING AND WRITING NEWS
Prerequisite: None.
Beginning course in writing for publication. Emphasis is on news gathering and writing.
0369 9:05-10:30 M W Oddino, V A INST-2002

LAW
BUSINESS AND LAW DEPARTMENT

1 BUSINESS LAW I (UC:CSU) 3 UNITS
Prerequisite: None. Same as Business 5.
Introductory course in civil law open to all students. Part of Retail Management Certificate.
0268 9:30-12:40 T Jordan, D C LRC-205
0356 3:00 hrs TBA Jordan, D C INTERNET
Website: www.lamission.edu/law

2 BUSINESS LAW II (UC:CSU) 3 UNITS
Prerequisite: Law 1 or Bus 5. Same as Business 6.
Second part of the civil law course, including bailment, principles of agency, third parties, partnerships, corporation, stockholders, and legal aspects of negotiable instruments. This class may be taken for honors credit. See the Honors Counselor.
0105 3:00 hrs TBA Jordan, D C INTERNET
Website: www.lamission.edu/law
0265 9:30-12:40 Th Jordan, D C LRC-205

10 INTRODUCTION TO LEGAL ASSISTANT I
Prerequisite: None.
Formalizes the career of the legal assistant, and introduces legal terminology bibliography, including research problems.
0273 3:00 hrs TBA Morinaka, B S INTERNET
Website: www.lamission.edu/law

11 INTRODUCTION TO LEGAL ASSISTANT II (CSU) 3 UNITS
Prerequisite: None.
A detailed examination of civil and criminal cases, and an introduction to drafting and writing.
8 class meetings plus Internet: 9/12, 9/26, 10/10, 10/24, 11/17, 11/21, 12/5, and 12/12.
0334 3:00 hrs TBA Rose, E G INTERNET
Website: www.lamission.edu/law

12 TORT LAW AND CLAIMS INVESTIGATION
Prerequisite: None.
Principles of California tort and insurance law, and the investigation techniques necessary in tort and insurance claims.
0271 3:00 hrs TBA Jordan, D C INTERNET
Website: www.lamission.edu/law

13 WILLS, TRUSTS, AND PROBATE ADMINISTRATION
Prerequisite: None.
Law of wills and trust, simple will and trust forms, the organization and jurisdiction of the California Probate Court, and the administration of estates.
0274 3:00 hrs TBA Lampert, E L INTERNET
Website: www.lamission.edu/law

18 MARRIAGE AND FAMILY LAW
Prerequisite: None.
Law 18 is a study of family law, with emphasis on dissolution of marriage and the California community property laws, restraining orders and domestic disputes.
0266 3:00 hrs TBA Walker, R L INTERNET
Website: www.lamission.edu/law

19 PROPERTY AND CREDITOR RIGHTS
Prerequisite: None.
Laws protecting landowners, tenants, and creditors. Law 19 is a study of law of personal property and real property, and bankruptcy law and forms.
8 class meetings plus Internet: 9/14, 9/28, 10/12, 10/26, 11/9, 11/13, 12/3, and 12/14.
0266 3:00 hrs TBA Walker, R L INTERNET
Website: www.lamission.edu/law

20 BASIC PROBATE PROCEDURES
Prerequisite: Law 10.
Study of the fundamental principles and methods of fact gathering, office of both testate and intestate decedents, as well as the administration of estates in California Probate Courts.
0274 3:00 hrs TBA Lampert, E L INTERNET
Website: www.lamission.edu/law
LIBRARY SCIENCE
LIBRARY DEPARTMENT

IT SUPERVISED (NDA) O UNITS RPT 9
LEARNING ASSISTANCE
Upon instructor referral, students will receive tutoring in the LAC. It is a non-credit, open-exit course which is non-graded and will not appear on student transcripts.

LINGUISTICS
ENGLISH AND FOREIGN LANGUAGES DEPARTMENT

I INTRODUCTION TO (UC:CSU) 3 UNITS
LANGUAGE AND LINGUISTICS
Prerequisite: None.

EVENING CLASSES
3306 7:00-10:10 W Pardess, D F INST-1005

LEARNING SKILLS
LEARNING CENTER/DEVELOPMENTAL COMMUNICATIONS DEPARTMENT

IA READING A (NDA) 1 UNIT RPT 3
Prerequisite: None.
0275 12:05-3:15 T Lofquist, M D INST-1002
9731 9:00-12:10 F Staff LRC-217

EVENING CLASSES
3302 3:45-6:55 M Kobosa, D N CSB-207

IB READING B (NDA) 1 UNIT RPT 3
Prerequisite: None.
9732 5:00-7:00 W Staff LRC-217

2A ENGLISH FUNDAMENTALS A (NDA) 1 UNIT RPT 3
Prerequisite: None.
0234 8:30-11:40 S Lichtman, D L CSB-105

EVENING CLASSES
3149 3:50-7:00 W Isaac, C B CMPC-6

2B ENGLISH FUNDAMENTALS A (NDA) 1 UNIT RPT 3
Prerequisite: None.

EVENING CLASSES
9733 5:00-8:10 Th Staff LRC-217

4 THE MECHANICS OF SPELLING (NDA) 1 UNIT RPT 3
Prerequisite: None.
Class is graded credit/no-credit. Lab 3 hours.

Based on diagnostic assessment, the student will receive group and individualized spelling instruction designed to improve spelling skills to the level at which the student will be able to succeed in college/vocational coursework.

EVENING CLASSES
3304 3:45-6:55 T Isaac, C B CMPC-6
9734 12:00-2:00 S Staff LRC-217
& 1:05 hrs TBA Staff LRC-217

10A MATHEMATICS FUNDAMENTALS A (NDA) 1 UNIT RPT 3
Prerequisite: None.

EVENING CLASSES
3178 3:45-5:50 Th Charles, J P INST-2003
(7 Week Class - Starts 9/8/2005, Ends 10/20/2005)
3305 3:45-5:50 Th Staff CMPC-6
(6 Week Class - Starts 9/8/2005, Ends 10/13/2005)
3341 3:45-5:50 Th Staff CMPC-6
(7 Week Class - Starts 10/20/2005, Ends 12/8/2005)
9735 11:00-12:05 F Staff LRC-217
9736 3:00-4:05 W Staff LRC-217

10B MATHEMATICS FUNDAMENTALS B (NDA) 1 UNIT RPT 3
Prerequisite: None.

EVENING CLASSES
3182 3:45-5:50 Th Staff INST-2003
9737 7:00-9:00 Th Staff LRC-217

10C MATHEMATICS FUNDAMENTALS C (NDA) 1 UNIT RPT 3
Prerequisite: None.
9738 10:00-12:00 S Staff LRC-217

40 INTRODUCTION TO (NDA) 1 UNIT RPT 3
LEARNING DISABILITIES
Prerequisite: None.
Lab 2 hours.
Individualized diagnostic assessment processes are conducted.
0277 3:00 hrs TBA Resendez, C L INST-1018

185 DIRECTED STUDY: LEARNING SKILLS (NDA) 1 UNIT RPT 2
Prerequisites applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.
0955 1:00 hrs TBA Scuderi, R INST-1018

285 DIRECTED STUDY: LEARNING SKILLS (CSU) 2 UNITS
Prerequisites applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.
0954 2:00 hrs TBA Scuderi, R INST-1018

GED CLASSES | FALL 2005
These classes are for students who have not received their high school diploma. Please contact 818.364.7789.

1A LEARNING SKILLS (NDA) 1 UNIT RPT 3
READING
Class is graded credit/no-credit.
9731 9:00-11:00 F Staff LRC-217
105 ARITHMETIC  (NDA) 3 UNITS
Prerequisite: Appropriate skill level demonstrated through the Mathematics assessment process, or by permit.
A review of elementary arithmetic.
0279 9:05-10:30 T Th Foster, L L BUNG-1
0280 12:25-1:50 M W Agvanian, Y BUNG-1
0291 12:25-1:50 T Th Kilislian, G A BUNG-2

112 PRE-ALGEBRA  (NDA) 3 UNITS
Prerequisite: Math 105 with grade of “C” or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.
0281 9:05-10:30 M W Staff BUNG-1
0282 10:40-12:05 M W Staff BUNG-1
0283 10:40-12:05 T Th Foster, L L BUNG-1
0284 12:25-1:50 M W Staff BUNG-4
0285 9:05-12:15 S Garcia, O E INST-1017

I 13 ELEMENTARY ALGEBRA A 3 UNITS
Prerequisite: Math 112 with a grade of “C” or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.
0286 9:05-12:15 S Sani, R H BUNG-1

I 14 ELEMENTARY ALGEBRA B 3 UNITS
Prerequisite: Math 113 with a grade of “C” or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit. Math 113 and 114 together are equivalent to Math 115.
0315 3:45-5:10 T Th Jones, R B BUNG-1

I 15 ELEMENTARY ALGEBRA 5 UNITS
Prerequisite: Math 112 with a grade of “C” or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit. Math 113 and 114 together are equivalent to Math 115.
All Mathematics 115 students are required to pass a comprehensive department final. Failure to take this examination at the scheduled time and day will result in a score of zero.

**THIS EXAMINATION WILL BE HELD IN THE BUNGALOWS, SATURDAY, AUGUST 13, 2005 FROM 12:15 PM TO 2:15 PM.**

All students are required to be present 15 minutes prior to the examination. Students must present a valid picture IDENTIFICATION.

**0287** 8:00-10:30 T Th Hagar, M M BUNG-4

**0288** 9:15-10:30 MTWTh Kilsian, G A BUNG-3

**0289** 12:45-3:15 M W Foster, L L BUNG-2

**0290** 12:45-3:15 T Th Daddazio, G D BUNG-1

**0292** 2:20-4:50 T Th Zilberbrand, M INST-1017

**EVENING CLASSES**

**3317** 4:20-6:50 M W Yun, Y H BUNG-3

**3318** 9:15-10:30 MTWTh Zargarian, S S BUNG-3

**3319** 12:45-3:15 M W Hemenway, L INST-1017

**3320** 12:45-3:15 T Th Dabagian, M BUNG-1

**6584** 8:10-10:20 M W Jafari, H CMPC-2

**& 12:30-3:35 S Jones, R B CMPC-2

Math 125 also offered through PACE. See page XX.

**121 ESSENTIALS OF PLANE GEOMETRY**

Prerequisite: Math 125 or appropriate skill level demonstrated through the Math assessment process.

This course covers the definition, axioms, and theorems of geometry relating to angles, lines, circles, polygons, and polyhedra. It also provides an introduction to formal proofs, logic, and construction methods with straight-edge and compass.

**EVENING CLASSES**

**3323** 3:45-5:10 T Th Smazenka, R L CSB-205

**125 INTERMEDIATE ALGEBRA**

Prerequisite: Math 115 or Math 114 with a grade of "C" or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

**EVENING CLASSES**

**3329** 7:00-9:30 M W Constantino, A BUNG-3

**3322** 7:00-9:30 T Th Babagian, M BUNG-3

**6584** 8:10-10:20 M Jones, R B CMPC-2

& 12:30-3:35 S Jones, R B CMPC-2

Math 125 also offered through ITV. See page XX.

Math 125 also offered through PACE. See page XX.

**215 PRINCIPLES OF MATHEMATICS I**

Prerequisite: Math 125 and Math 120 with a grade of "C" or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

Primarily for students who plan to teach arithmetic in elementary schools.

**EVENING CLASSES**

**3328** 3:45-5:10 M W Foster, L L BUNG-1

**227 STATISTICS**

(UC:CSU) 4 UNITS

Prerequisite: Math 125 with a grade of "C" or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit. Equivalent to Math 225 with an additional hour of laboratory.

**EVENING CLASSES**

**3330** 4:15-6:20 M W Banaltis, A J BUNG-5

**3331** 4:15-6:20 T Th Wong, K D BUNG-5

Math 227 also offered through PACE. See page XX.

**238 CALCULUS FOR BUSINESS AND SOCIAL SCIENCE I**

(UC:CSU) 5 UNITS

Prerequisite: Math 125 with a grade of "C" or better.

**EVENING CLASSES**

**3332** 7:00-9:30 T Th Nikolaychuk, A BUNG-5

**240 TRIGONOMETRY**

(CSU) 3 UNITS

Prerequisite: Math 125 and Math 120 or Math 125 and Math 121 with a grade of "C" or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

**EVENING CLASSES**

**3333** 5:25-6:30 T Th Nikolaychuk, A BUNG-2

**245 COLLEGE ALGEBRA**

(UC:CSU) 3 UNITS

Prerequisite: Math 125 with a grade of "C" or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

**EVENING CLASSES**

**3293** 5:25-6:30 T Th Staff BUNG-6

**260 PRE-CALCULUS**

(UC:CSU) 5 UNITS

Prerequisite: Math 240, with a grade of "C" or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

**EVENING CLASSES**

**3335** 7:00-9:30 T Th Reyes, C H BUNG-1

**265 CALCULUS WITH ANALYTIC GEOMETRY I**

(UC:CSU) 5 UNITS

Prerequisite: Math 260, or Math 240 and 245 with a grade of "C" of better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

Graphic calculators recommended.

**EVENING CLASSES**

**3336** 7:00-9:30 T Th Malki, A J BUNG-7

*Class held off campus – see page 62 for address & map.*
266 CALCULUS WITH ANALYTIC GEOMETRY II
Prerequisite: Math 265 with a grade of “C” or better, or appropriate skill demonstrated through the Mathematics assessment process, or by permit.
EVENING CLASSES
3337 7:00-9:30 T Th Wong, K D BUNG-6

267 CALCULUS WITH ANALYTIC GEOMETRY III
Prerequisite: Math 266 with a grade of “C” or better, or appropriate skill demonstrated through the Mathematics assessment process, or by permit.
EVENING CLASSES
3338 7:00-9:30 T Th Smazenka, R L BUNG-8

285 DIRECTED STUDY: MATHEMATICS
(UC:CSU) 2 UNITS
3988 2:00 hrs TBA Smazenka, R L SCHEDULE

285 DIRECTED STUDY: MATHEMATICS
(UC:CSU) 3 UNITS
Directed studies on a contract basis under the supervision of an instructor.
3989 3:00 hrs TBA Smazenka, R L SCHEDULE

MICROBIOLOGY
NATURAL SCIENCES DEPARTMENT
Faculty Advisor: Dr. Angela Echeverri - Phone: 364.7704

20 GENERAL MICROBIOLOGY (UC:CSU) 4 UNITS
Equivalent to CSUN Biology 215 and 215L-CSULA Microbiology 151.
Prerequisite: Bio 3 or 6 and Chem 51 or 65 or 101.
Advisory: English 28.
Lecture 3 hours, lab 3 hours.
This section may be taken for Honors Credit. See Honors Counselor.
6561 lec 5:50-8:00 W Echeverri, A C CMPC-1
& lec 8:00-9:05 S Echeverri, A C INST-2016
& lab 9:10-12:20 S Echeverri, A C INST-2016

STUDENTS NOT IN THE MULTIMEDIA PROGRAM ARE WELCOME TO ENROLL IN ANY CLASS.
A mandatory orientation for all Multimedia students will be held Saturday, August 28th, at 1:00 p.m. in LRC-106.
Many Multimedia and Art classes are linked and taught in an interdisciplinary manner. See ART for scheduling of art classes. Students must complete all classes in the required block to earn the Skills Award or an AA in Multimedia.

FOUNDATION BLOCK I
Introduction to Graphic Design for Multimedia
201 DRAWING I . . . . . . . . . . . . See Art
300 INTRODUCTION TO PAINTING . . See Art
501 BEGIN TWO-DIMENSIONAL DESIGN . . . . . . . . . . See Art

FOUNDATION BLOCK II
Advanced Graphic Design for Multimedia
200 DIGITAL IMAGING
210 DIGITAL EDITING
220 ILLUSTRATION FOR MULTIMEDIA
230 VISUAL COMMUNICATION AND MULTIMEDIA
240 GRAPHIC DESIGN FOR MULTIMEDIA
638 or 500 MULTIMEDIA LABORATORY

Design for Interactive Multimedia
202 or 204 DRAWING . . . . . . . . See Art
300 DESIGN FOR 3-D COMPUTER APPLICATIONS
310 COMPUTER APPLICATIONS FOR INTERACTIVE MULTIMEDIA
320 WEB DESIGN
340 VECTOR GRAPHICS
638 or 500 MULTIMEDIA LABORATORY

Digital Video for Multimedia
600 STORY, SCRIPT AND SCREEN
610 INTRODUCTION TO DV PRODUCTION
620 DIGITAL AUDIO
630 DV PRODUCTION: FOOTAGE ACQUISITION
640 DV PRODUCTION: DIGITAL EDITING
638 or 500 MULTIMEDIA LABORATORY

Any student enrolled in a Multimedia course must also enroll in the 1 Unit Lab.

100 INTRODUCTION TO MULTIMEDIA COMPUTER APPLICATIONS
Photoshop.
0303 lec 12:45-2:45 W Staff LIB-131
& lab 2:55-5:00 W Staff LIB-131
0304 lec 2:00-4:10 S Cole, D LIB-131
& lab 4:20-6:15 S Cole, D LIB-131

110 VISUAL COMMUNICATION (CSU) 3 UNITS
EVENING CLASSES
3340 lec 5:45-7:45 T Lopez-Garcia, J LIB-233
& lab 7:55-10:00 T Lopez-Garcia, J LIB-233

638 MULTIMEDIA LABORATORY 1 UNIT RPT 3
0305 1:20-3:30 Th Staff LIB-131
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<th>Repeat</th>
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<tr>
<td>220</td>
<td>Illustration for Multimedia</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 S</td>
<td></td>
<td>Gregorio</td>
<td>CAC-5*</td>
<td>Class held off campus – see page 62 for address &amp; map.</td>
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<tr>
<td>230</td>
<td>Visual Communication and Multimedia</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 S</td>
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<td>CMPC-4</td>
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<td>7:55-10:00 S</td>
<td></td>
<td>Gregorio</td>
<td>CAC-5*</td>
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<td>240</td>
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<td>3</td>
<td>RPT</td>
<td>5:45-7:45 S</td>
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<td>LIB-131</td>
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<td>200</td>
<td>Digital Imaging</td>
<td>3</td>
<td>RPT</td>
<td>6:00-8:10 W</td>
<td></td>
<td>Ramirez</td>
<td>LIB-233</td>
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<td>8:20-10:15 W</td>
<td></td>
<td>Ramirez</td>
<td>LIB-233</td>
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<td>210</td>
<td>Digital Editing</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 Th</td>
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<td>Stage</td>
<td>LIB-233</td>
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<td>7:55-10:00 Th</td>
<td></td>
<td>Stage</td>
<td>LIB-233</td>
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<td>400</td>
<td>Introduction to Experimental Animation</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 Th</td>
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<td>Ratner</td>
<td>CAC-5*</td>
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<td></td>
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<td>CAC-5*</td>
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<td>Animation Workshop</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 Th</td>
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<td>Ratner</td>
<td>CAC-5*</td>
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<td>6:00-8:10 W</td>
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<td>Ratner</td>
<td>CAC-5*</td>
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<td>Game Design</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 S</td>
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<td>Computer Applications for 3-D Animations</td>
<td>3</td>
<td>RPT</td>
<td>5:45-7:45 Th</td>
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<td>401</td>
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<td>5:45-7:45 Th</td>
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<td>700</td>
<td>Web Animation</td>
<td>3</td>
<td>RPT</td>
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<td>5:45-7:45 T</td>
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</table>
ADVANCED DIGITAL VIDEO CLASSES

Multimedia 630 and 640 are linked classes and should be taken simultaneously.

630 D V PRODUCTION: (CSU) 3 UNITS RPT3
FOOTAGE ACQUISITION
Filming Techniques with school equipment, cameras, professional lighting.
EVENING CLASSES
3105 lec 5:45-7:45 W Diehl, D LIB-106
& lab 7:55-10:00 W Diehl, D LIB-106

640 D V PRODUCTION: (CSU) 3 UNITS RPT3
DIGITAL EDITING
Advanced Final Cut Pro, DVD Design.
EVENING CLASSES
3350 lec 5:45-7:45 T Staff LIB-106
& lab 7:55-10:00 T Staff LIB-106

LAB FOR THE ABOVE CLASSES
500 MULTIMEDIA (CSU) 1 UNIT RPT 3
LABORATORY
EVENING CLASSES
0311 lab 1:20-3:30 M Staff LIB-233

MUSIC
ARTS, HEALTH AND PHYSICAL EDUCATION DEPARTMENT

101 FUNDAMENTALS (UC:CSU) 3 UNITS
OF MUSIC
Prerequisite: None.
Study of basic elements of music: notation of pitch and rhythm, scales, intervals, key signatures, and triads.
EVENING CLASSES
6135 7:00-10:10 W Foster, D E CAC-6*
7116 12:25-1:50 T Th Foster, D E CAC-6*

111 MUSIC APPRECIATION I (UC:CSU) 3 UNITS
Prerequisite: None.
Introduction to musical works from a variety of styles and periods, how to listen to music effectively and with comprehension.
EVENING CLASSES
6136 3:40-6:50 W Foster, D E CAC-6*
6137 7:00-10:10 Th Foster, D E CAC-6*
7117 10:40-12:05 Th Foster, D E CAC-6*

185 DIRECTED STUDY: MUSIC (UC:CSU) 1 UNIT RPT 2
MUSIC
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of Instructor, Cluster Chair and Vice President of Academic Affairs.
6991 1:00 hrs TBA Foster, D E SCHEDULE

285 DIRECTED STUDY: MUSIC (UC:CSU) 2 UNITS
6998 2:00 hrs TBA Foster, D E SCHEDULE

321 ELEMENTARY PIANO I (UC:CSU) 2 UNITS
Prerequisite: None.
Required of Music majors who fail to pass the piano proficiency exam and recommended for those planning to enter elementary teaching profession.
EVENING CLASSES
6140 lec 7:00-8:00 T Foster, D E CAC-7*
& lab 8:10-10:10 T Foster, D E CAC-7*

322 ELEMENTARY PIANO II (UC:CSU) 2 UNITS
Prerequisite: Music 321 with a grade of “C” or better.
EVENING CLASSES
6141 lec 7:00-8:30 T Foster, D E CAC-7*
& lab 8:10-10:10 T Foster, D E CAC-7*

323 ELEMENTARY PIANO III (UC:CSU) 2 UNITS
Prerequisite: Music 322 with a grade of “C” or better.
EVENING CLASSES
6142 lec 7:00-8:00 T Foster, D E CAC-7*
& lab 8:10-10:10 T Foster, D E CAC-7*

324 ELEMENTARY PIANO IV (UC:CSU) 2 UNITS
Prerequisite: Music 323 with a grade of “C” or better.
EVENING CLASSES
6143 lec 7:00-8:30 T Foster, D E CAC-7*
& lab 8:10-10:10 T Foster, D E CAC-7*

341 INTERMEDIATE PIANO (UC:CSU) 2 UNITS RPT 3
Prerequisite: Music 324 with a grade of “C” or better.
EVENING CLASSES
6144 lec 7:00-8:30 T Foster, D E CAC-7*
& lab 8:10-10:10 T Foster, D E CAC-7*

4 CAREER PLANNING (CSU) 1 UNIT
Prerequisite: None.
4 CAREER PLANNING
Designed to assist undecided students in choosing a major and gain a better understanding of the career planning process.
Geared towards disabled students.

17 COLLEGE SURVIVAL (CSU) 1 UNIT
SKILLS DEVELOPMENT
Class is graded credit/no-credit.
Prerequisite: None.
Provides the student with information to succeed in college.
THE TRANSFER PROCESS (CSU) 1 UNIT RPT 1
Prerequisite: None.
This course covers the college transfer process including requirements and application procedures for public and private institutions of higher education. Research utilizing the www will be included.

INTRODUCTION TO PHILOSOPHY (UC:CSU) 3 UNITS
Prerequisite: None.
A survey of fundamental questions about self, society, and the universe. Primary focus on theories of reality, knowledge, and religion.

LOGIC IN PRACTICE (UC:CSU) 3 UNITS
Prerequisite: None.
Covers characteristics of good reasoning, study of meaning, inference and argument, informal fallacies, and the rhetoric of politics and advertising. All sections may be taken for honors credit. See the Honors counselor.

ETHICS (UC:CSU) 3 UNITS
Prerequisite: None.
Various approaches to moral judgments will be discussed including topics such as how moral judgments are justified and the meaning of ethical terms such as “right” and “good.” This section may be taken for honors credit. See the Honors counselor.

COMPARATIVE SURVEY OF WORLD RELIGIONS (UC:CSU) 3 UNITS
Prerequisite: None.
History, practices, and world views of the major religions originating in India, China, Japan, and the Near East. This section may be taken for honors credit. See the Honors counselor.
91 THEORY AND APPLICATION OF AEROBICS AND CONDITIONING
3 UNITS
Prerequisite: None.
Students will receive an Aerobic Instructor Certificate with completion of course.

EVENING CLASSES
2978 lec 4:00-5:00 M W Jeffries, S J FOOT-103*
& lab 5:00-6:00 M W Jeffries, S J FOOT-103*

96 PHYSICAL EDUCATION: (UC:CSU) 1 UNIT RPT 3
COMBINED ACTIVITIES
Prerequisite: None.
Various types of cardiovascular conditioning and emphasis on weight training.
First meeting at: El Cariso Park Tennis Courts, 13120 Hubbard St., Sylmar.
2078 8:00-10:05 S Cote, K J ELCR-PARK*

212 TENNIS SKILLS (UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
First meeting at: El Cariso Park Tennis Courts, 13120 Hubbard St., Sylmar.
EVENING CLASSES
2081 4:00-6:05 W Teola, D V ELCR-PARK*

230 WEIGHT TRAINING (UC:CSU) 1 UNIT RPT 3
SKILLS
Prerequisite: None.
2087 12:30-1:35 M W Cote, K J FOOT-103*

259 GOLF SKILLS (UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
First meeting at: El Cariso Golf Course. Note:
Additional fee for range balls and golf course usage.
2080 3:00-4:05 M W Bommer, T L ELCR-GOLF*

289 BOWLING SKILLS (UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
Students meet at Mission Hills Bowl, 10430 Sepulveda Blvd., Mission Hills. Note: $45 additional
fee (lab): Includes shoes, games, and lane time. This course provides instruction in the basic skills, rules, etiquette, lifetime fitness, and playing procedures.
2081 1:00-3:05 W Cooper, C K MSSH-BOWL*

295 INDIVIDUAL AND DUAL ACTIVITIES - ADAPTIVE ACTIVITIES
(UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
Geared toward the disabled students.
2082 10:30-11:55 T Th Edwards, K E FOOT-103*
2083 1:00-3:00 W Teola, D V FOOT-103*

301 BASEBALL SKILLS (UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
2084 2:20-3:25 MTWTTh Cote, K J ELCR-PARK*
(8 Week Class - Starts 9/6/2005, Ends 10/28/2005)
2085 2:20-3:25 MTWTTh Cote, K J ELCR-PARK*
(8 Week Class - Starts 10/31/2005, Ends 12/23/2005)

511 INTERCOLLEGIATE SPORTS: SOCCER
(UC:CSU) 2 UNITS RPT I
Prerequisite: (1) Eligibility as required by State Athletic Code, (2) Signature of coach; (3) Physical examination required.

EVENING CLASSES
2989 3:30-5:30 MTWTTh Madha, E BIRMI-HS*
2990 3:30-5:30 MTWTTh Madha, E BIRMI-HS*

552 ATHLETICS (UC:CSU) 1 UNIT RPT 3
PRE-SEASON CONDITIONING
Prerequisite: None.
(8 Week Class - Starts 9/6/2005, Ends 10/29/2005)
2088 2:00-4:00 MWF Durazo, S M ELCR-PARK*
(8 Week Class - Starts 10/31/2005, Ends 12/23/2005)

646 ADAPTED CARDIOVASCULAR FITNESS
(UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
This course is designed to meet the needs of students with disabilities who can benefit from individualized cardiovascular endurance through the use of bicycles ergometers, treadmills, etc.
2077 12:00-1:30 T Th Edwards, K E FOOT-103*
2086 12:00-1:30 T Th Staff FOOT-103*

666A BODY CONDITIONING: EMphasis ON POWER WALKING
(UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
Various forms of aerobic activity will be used, including cardio-kick boxing, steps and floor
aerobics.
2091 7:30-9:00 M W Klitsner, J N FOOT-103*
2093 9:00-10:30 T Th Cooper, C K FOOT-103*
2094 7:30-9:00 T Th Klitsner, J N ELCR-PARK*

690 WEIGHT TRAINING (UC:CSU) 1 UNIT RPT 3
Prerequisite: None.
Emphasis on self-defense techniques.
2092 9:05-10:30 M W Klitsner, J N FOOT-103*
2095 7:00-8:30 T Th Staff FOOT-103*
2097 4:00-5:30 M W Staff ELCR-PARK*

971 INTERCOLLEGIATE PHYSICAL SCIENCE I
(UC:CSU) 3 UNITS
Prerequisite: None.
Equivalent to CSUN Physical Science 170.
Note: Physical Science 1 fulfills IGETC requirements in the Physical Sciences. Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies Program.
0321 9:05-10:30 T Th Pazirandeh, S INST-2003

EVENING CLASSES
3362 5:25-6:50 T Th Mallory, C P INST-1015

PHYSICAL EDUCATION
ARTS, HEALTH AND PHYSICAL EDUCATION DEPARTMENT
Faculty Advisor: Leslie Milke - Phone: 818.364.7765

PHYSICAL SCIENCE
NATURAL SCIENCES DEPARTMENT
Faculty Advisor: Said Pazirandeh - Phone: 364-7705
14 PHYSICAL SCIENCE (UC:CSU) 1 UNIT
LABORATORY
Prerequisite or Corequisite: Physical Science 1.
Equivalent to CSUN Physical Science 170L.
Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies Program.

0333 10:40-12:50 Th Pazirandeh, S INST-2014

14 PHYSICAL SCIENCE (UC:CSU) 1 UNIT
LABORATORY
Prerequisite or Corequisite: Physical Science 1.
Equivalent to CSUN Physical Science 170L.
Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies Program.

0333 10:40-12:50 Th Pazirandeh, S INST-2014

6 GENERAL PHYSICS I (UC:CSU) 4 UNITS
Prerequisite: Math 240.
Equivalent to CSUN Physics 100A, 100AL
Lecture 3 hours, lab 3 hours.

EVENING CLASSES
3369 lec 7:00-10:10 M Rains, R E INST-1015
& lab 7:00-10:10 W Rains, R E INST-1015

8 THE MODERN FAR EAST (UC:CSU) 3 UNITS
Prerequisite: None.
Explores political traditions, the Forbidden City's palaces, the golden pagodas of remote Tibet, the rise of Japan and Pearl Harbor, and CommunistChina and the Beijing Massacre of the “Democracy Movement.” Class ends at L.A. Chinatown’s Buddhist Temple.
This section may be taken for honors credit. See the Honors counselor.

0332 9:05-10:30 T Th Dirks, C E INST-1001

1 INTRODUCTION TO (UC:CSU) 4 UNITS
HUMAN PHYSIOLOGY
Equivalent to CSUN Biology 281 & 282, CSULA Biology 201 & 202 (if completed Anatomy 1)
Prerequisite: Bio 3. Advisory: English 28 and Chemistry 51 or 65 or 101.
Lecture 3 hours, lab 3 hours.
This section may be taken for honors credit. See the Honors counselor.

0370 lec 7:30-8:55 M W Khollesi, K INST-2019
& lab 9:05-12:15 M Khollesi, K INST-2018

185 DIRECTED STUDY: (UC:CSU) 1 UNIT RPT 2
POLITICAL SCIENCE
Prerequisite applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of instructor, Cluster Chair, and Vice President of Academic Affairs.

0933 3:00 hrs TBA Dirks, C E SCHEDULE
FALL 2005 CLASSES

EVENING CLASSES

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Psychology I also offered through ITV. See page XX.
Psychology I also offered through PACE. See page XX.

2 GENERAL PSYCHOLOGY II (UC-CSU) 3 UNITS
Prerequisite: Psychology I with a grade of “C” or better.
Discusses nervous system as it applies to abnormal behavior.

EVENING CLASSES

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<th>Course Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>3380</td>
<td>7:00-10:10</td>
<td>Milani, N F</td>
<td>INST-2004</td>
</tr>
<tr>
<td>3407</td>
<td>3:40-6:50</td>
<td>Johnson, P D</td>
<td>INST-2004</td>
</tr>
</tbody>
</table>

Psychology I also offered through ITV. See page XX.

13 SOCIAL PSYCHOLOGY (UC-CSU) 3 UNITS
Prerequisite: None.
Social Psychology is a specialty area within psychology addressing the influences of other people on our own behavior. Additionally, Social Psychology will focus on the behaviour or people within groups or mobs, organizations, interpersonal attraction, attitudes towards persons of various ethnic backgrounds, and will hope to address issues of tolerance within an increasingly ethnically diverse society.

EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>3334</td>
<td>7:00-10:10</td>
<td>Milani, N F</td>
<td>INST-2004</td>
</tr>
</tbody>
</table>

14 ABNORMAL PSYCHOLOGY (UC-CSU) 3 UNITS
Prerequisite: Psychology I with a grade of “C” or better.

EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>3334</td>
<td>7:00-10:10</td>
<td>Johnson, P D</td>
<td>INST-1002</td>
</tr>
</tbody>
</table>

41 LIFE-SPAN PSYCHOLOGY: (UC-CSU) 3 UNITS FROM INFANCY TO OLD AGE
Prerequisite: Psychology I with a grade of “C” or better.
Explore human development from infancy to old age.

EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>3381</td>
<td>3:40-6:50</td>
<td>Johnson, P D</td>
<td>INST-2004</td>
</tr>
<tr>
<td>3388</td>
<td>3:40-6:50</td>
<td>Staff</td>
<td>INST-1010</td>
</tr>
</tbody>
</table>

52 PSYCHOLOGICAL ASPECTS (UC-CSU) 3 UNITS OF HUMAN SEXUALITY
Prerequisite: None.
Explores the psychological aspects of human sexuality.

EVENING CLASSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Time</th>
<th>Instructor</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>3382</td>
<td>7:00-10:10</td>
<td>Moyenda, D A</td>
<td>INST-1002</td>
</tr>
</tbody>
</table>

185 DIRECTED STUDY: (UC-CSU) 1 UNIT RPT 2

1.00 hrs TBA Johnson, P D SCHEDULE

285 DIRECTED STUDY: (UC-CSU) 2 UNITS

2.00 hrs TBA Johnson, P D SCHEDULE

385 DIRECTED STUDY: (UC-CSU) 3 UNITS

Prerequisite applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from the instructor, Cluster Chair and Vice President of Academic Affairs.

0937 3:00 hrs TBA Johnson, P D SCHEDULE

SOCIOLOGY

1 INTRODUCTION TO SOCIOLOGY (UC-CSU) 3 UNITS
Prerequisite: None.
Develops the sociological perspective that behavior is largely determined by human interactions and by membership in groups.
All sections may be taken for honors credit. See the Honors Counselor.

2 AMERICAN SOCIAL PROBLEMS (UC-CSU) 3 UNITS
Prerequisite: None.
Advisory: Soc 1.
Analysis of personal and social disorganization, crime and delinquency, race and ethnic relations, population and urban growth, and individual and societal rights.

3 SOCIOLOGICAL ANALYSIS (UC-CSU) 3 UNITS
Prerequisite: None.
This section may be taken for honors credit. See the Honors Counselor.

4 SOCIOLOGICAL ANALYSIS (UC-CSU) 3 UNITS
Prerequisite: None.
This section may be taken for honors credit. See the Honors Counselor.

11 ETHNIC AND RACIAL MINORITIES IN THE UNITED STATES (UC-CSU) 3 UNITS
Prerequisite: Soc 1 or 2.
Cultures of the major ethnic and racial groups in the United States, social processes affecting and influencing their adjustment and assimilation into the dominant trends of American life, and the legal and social solutions to their problems.

SOCIETY SOCIAL SCIENCES DEPARTMENT
I2 MARRIAGE AND FAMILY LIFE
Prerequisite: None.
Interpersonal growth and rewarding relationships are explored over the course of the family life cycle. Examines the impact of social, psychological, and economic forces that affect the family.
0342 10:40-2:05 M W Mekelburg, M INST-2019

385 DIRECTED STUDY: SOCIOLOGY
Directed studies on a contract basis under the supervision of an instructor.
0962 3:00 hrs TBA Mekelburg, M SCHEDULE

¡OJO!
BE CAREFUL TO ENROLL IN THE SPANISH CLASS THAT’S RIGHT FOR YOU!
At Mission, native or near native speakers of Spanish are invited to enroll in the sections of Spanish 1 that are specially designed for people who grew up with the Spanish language. If those courses seem too easy, native or near native speakers should consider beginning with Spanish 4, 5, or 6. The other sections of Spanish 1 as well as Spanish 2, 3, and 8 are designed for people who did not grow up with Spanish and are learning it as a foreign language.

Native and near native speakers of Spanish may enroll in sections:
3387 Spanish 1 Elementary Spanish for Native Speakers I
3391 Spanish 4 Intermediate Spanish II
6115 Spanish 5 Advanced Spanish I
6167 Spanish 6 Advanced Spanish II
3349 Spanish 10 Latin American Civilization (taught in English)

Students of Spanish as a Foreign Language may enroll in sections:
0343 Spanish 1 Elementary Spanish as a Foreign Language I
0344 Spanish 1 Elementary Spanish as a Foreign Language I
0366 Spanish 1 Elementary Spanish as a Foreign Language I
3386 Spanish 1 Elementary Spanish as a Foreign Language I
0345 Spanish 2 Elementary Spanish as a Foreign Language II
3389 Spanish 2 Elementary Spanish as a Foreign Language II
6153 Spanish 2 Elementary Spanish as a Foreign Language II
3390 Spanish 3 Intermediate Spanish as a Foreign Language I
3391 Spanish 4 Intermediate Spanish II
6115 Spanish 5 Advanced Spanish I
6167 Spanish 6 Advanced Spanish II
3349 Spanish 10 Latin American Civilization (taught in English)
385 DIRECTED STUDY:  (UC-CSU) 3 UNITS
SPANISH
Prerequisite applies to all Directed Study classes.
Prerequisite: Students must obtain a Directed Study form from instructor and the signatures of instructor, Cluster Chair and Vice President of Academic Affairs.
0941 3:00 hrs TBA Pardess, D F SCHEDULE
3949 3:00 hrs TBA Ramil, Y R SCHEDULE

101 ORAL  (UC-CSU) 3 UNITS
COMMUNICATION I
Prerequisite: None.
This introductory speech course emphasizes the techniques of public speaking including the delivery of speeches to inform, persuade, and activate. In this course you will refine your critical thinking, research, organizational, and time management skills. You will learn how to organize and adapt your message to any audience.
0347 7:30-8:55 M W Long, M L INST-1012
0348 9:05-12:15 T Glavan, J J INST-2002
0349 9:05-10:30 M W Long, M L INST-1012
0350 10:40-12:05 T Th Leeds, R L INST-1012
0351 1:30-2:55 M W Long, M L INST-1012
0352 12:25-3:35 T Long, M L INST-1012

EVENING CLASSES
3256 7:00-10:10 W Glavan, J J INST-1012
3395 3:40-6:50 M Leeds, R L INST-1012
3396 3:40-6:50 T Long, M L INST-1012
3397 3:40-6:50 Th Long, M L INST-1012
3398 7:00-10:10 M Torres, A R INST-1012
3399 7:00-10:10 T Glaiarone, M INST-1012

102 ORAL  (UC-CSU) 3 UNITS
COMMUNICATION II
Prerequisite: None.
This hybrid course covers the advanced phases of public speaking, group discussion, argumentation, and critical thinking. You will learn how to effectively use evidence, detect fallacies, develop well organized arguments, and deliver both sides of an argument.
EVENING CLASSES
3400 7:00-10:10 Th Wallace, J E INST-1012

151 SMALL GROUP  (UC-CSU) 3 UNITS
COMMUNICATION
Prerequisite: None.
This activity/lecture/discussion course provides you with an analysis of the purposes, principles, and types of group processes. Development of individual skills in leadership, problem solving, conflict management, critical thinking and collaborative learning is achieved through responsible group participation and small group activities. You will learn how to make decisions and function effectively in a variety of group situations.
EVENING CLASSES
3401 3:40-6:50 W Long, M L INST-1012

SUPervised Tutoring

108CE COMPUTER  (NDA) 0 UNITS RPT 9
TECHNOLOGY IN THE WORKPLACE
Upon instructor referral, students will receive tutoring in the LAC. It is a non-credit, open-exit course which is non-graded and will not appear on student transcripts.
8778 18:45 hrs TBA Newman, D A LRC-219
8779 18:45 hrs TBA Newman, D A LRC-219
8780 18:45 hrs TBA Newman, D A LRC-219
Mission to Success
The Mission to Success Matriculation program helps students reach their goals at Los Angeles Mission College.

STEPS TO SUCCESS

1. Assessment
   The English and Mathematics assessment process helps to place students in classes where they are most likely to succeed. Complete the college application form and make an appointment for the assessment process.

2. Orientation
   Important information about the college, educational programs, requirements and services is presented during orientation. When students attend orientation, they will receive their assessment results.

3. Counseling
   Meet with a counselor and clarify one’s educational goals and the courses one plans to take at Mission College.

4. Follow-Up
   Meet with a counselor once a semester to review progress towards an educational goal and necessary requirements.

All new and returning students should complete steps 1, 2, and 3 before registering for classes at Mission College.

Matriculation Exemptions
At the time of application, all students are classified as Exempt or Non-exempt from various matriculation components.

Exempt students are those who: (1) have already earned an Associate’s Degree or higher, (2) plan to enroll in a personal interest P.E. class, (3) have previously taken an assessment at another college or university and are able to provide evidence of results or, (4) have previously completed English 28 or 101 (or equivalent) and/or Math 115 (or equivalent) at a college or university and are able to provide verification. Some students may be exempt from one or more of the individual steps listed above. Exempt students may participate in all matriculation programs. All other students are coded as non-exempt. Non-exempt students are expected to complete orientation, assessment, and counseling components during the first semester at Los Angeles Mission College.

Student Responsibilities
Matriculation is a program that creates an agreement between the college and the student. This agreement helps students meet their educational goals. Students are required to:

1. express at least a broad educational intent upon admission,
2. declare a specific educational goal after they have completed 15 units of degree applicable classes,
3. attend all classes and complete all assignments,
4. complete courses and make progress towards an educational goal, and
5. work with a counselor to develop an educational plan.
PASOS HACIA EL ÉXITO

1. **Evaluación**
   El examen para evaluar el nivel de inglés y de las matemáticas ayuda para ubicar a los estudiantes en las clases donde se pueda esperar mejor desarrollo. Haga y entregue un formulario a la Oficina de Admisiones y fije su cita para tomar el examen de evaluación de inglés y de matemáticas.

2. **Orientación**
   La orientación presenta información importante acerca del colegio, programas de estudio, requisitos y servicios estudiantiles. Durante la orientación se le informará de los resultados de su evaluación.

3. **Asesoramiento**
   Reúnanse con un consejero para aclarar sus metas y su plan educativo, así como los cursos que espera seguir mientras asiste a Los Angeles Mission College.

4. **En Continuación**
   Reúnanse con un consejero cada semestre para reevaluar su progreso hacia sus metas educacionales y los requisitos necesarios.

Los nuevos estudiantes así como los estudiantes que continúan después de haberse ausentado deben cumplir con los pasos 1, 2, y 3 antes de matricularse para tomar clases aquí en Los Angeles Mission College.

**Exención de Matriculaciones**
Los estudiantes que ya hayan recibido el Grado Universitario de Asociado o grados superiores, o quienes piensan tomar clases de interés personal quedan exentos de los cuatro pasos anotados arriba, aunque sí se les aconseja que pueden participar en ellos. A todos los demás estudiantes se les requiere que cumplan con los pasos 1, 2, y 3 (evaluación, orientación, asesoramiento) durante su primer semestre.

**La Responsabilidad del Estudiante**
El programa de Matriculación provee un entendimiento entre el colegio y el estudiante. Este entendimiento le ayuda al estudiante a realizar sus metas educativas. Al estudiante se le requiere que:

1. declare, en general, las razones por las que se quiere inscribir;
2. fije su meta educativa específica después de haber cumplido con 15 unidades de grado universitario;
3. asista a clase todos los días y cumpla con todas las tareas asignadas;
4. termine los cursos y progrese hacia la meta educativa propuesta;
5. solicite la ayuda de los servicios de asesoramiento para finalizar el desarrollo de un plan educativo.
IGETC ADVISING FORM - CONSULT WITH COUNSELOR
Intersegmental General Education Transfer Curriculum
For transfer to the CSU / UC Systems and AA degree (2004-2005)
**THIS FORM SUBJECT TO CHANGE EACH YEAR**

<table>
<thead>
<tr>
<th>I. ENGLISH COMPOSITION</th>
<th>2-3 COURSES / 6-9 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSU transfer – complete all 3 groups. UC transfer – complete groups A and B only.</td>
<td></td>
</tr>
<tr>
<td>A. English Composition: English 101</td>
<td></td>
</tr>
<tr>
<td>B. Critical Thinking/ English Composition: English 102, Philos 5</td>
<td></td>
</tr>
<tr>
<td>C. Oral Communication (CSU only): Speech 101, 102</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>II. MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING</th>
<th>1 COURSE / 3 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 227, 235, 238, 245, 260, 265, 266, 267, 270, 275, 291</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>III. ARTS AND HUMANITIES</th>
<th>3 COURSES / 9 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose 1 course from A, 1 course from B, and a third course from A or B:</td>
<td></td>
</tr>
<tr>
<td>A. Art: Art 101, 102, 103, 109, 115; Cinema 3, Music 111</td>
<td></td>
</tr>
<tr>
<td>B. Humanities: Chicano 37, English 208, 255, French 3, 34; Human 1, 2, 3, 30, 31, 54; Italian 3, Philos 1, 6, 20, 21, 33; Spanish 3, 4, 5, 6, 65</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IV. SOCIAL AND BEHAVIORAL SCIENCES</th>
<th>3 COURSES / 9 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose 3 courses from at least two different disciplines:</td>
<td></td>
</tr>
<tr>
<td>Afro Am 2; Anthro 102, 103; Chicano 2, 7, 8, 47; Econ 1, 2, 10; Geog 2, 7, 14; History 1, 2, 11, 12, 43, 44, 86; Poli Sci 1, 2, 5, 7, 8, 9; Psych 1, 2, 11, 12, 14, 41, 52; Soc 1, 2, 11</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>V. PHYSICAL AND BIOLOGICAL SCIENCES</th>
<th>2 COURSES / 7 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choose 2 courses – 1 course from A, 1 course from B:</td>
<td></td>
</tr>
<tr>
<td>At least 1 course must include a lab.</td>
<td></td>
</tr>
<tr>
<td>A. Physical Science: Astron 1, 2, 5; Chem 51, 52, 65, 101, 102; Geog 1, 15; Geology 1; Phys Sci 1, 14; Physics 1, 2, 3, 6, 7</td>
<td></td>
</tr>
<tr>
<td>B. Biological Sciences: Anatomy 1; Anthro 101; Bio 3, 6, 7; Env Sci 2; Micro 1, 20; Physiol 1</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FOREIGN LANGUAGE PROFICIENCY (UC ONLY)</th>
<th>1 COURSE / 5 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proficiency in any foreign language can be met by passing 2 years of a foreign language in high school with a grade of C or better, 2 years attendance at a foreign junior high or high school, or proving competency by an acceptable exam, or choosing one of the following courses:</td>
<td></td>
</tr>
<tr>
<td>Chinese 2, French 2, Italian 2, Japan 2, Spanish 2</td>
<td></td>
</tr>
<tr>
<td>If proficiency was met in high school, transcript must be provided.</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CSU GRADUATION REQUIREMENT</th>
<th>2 COURSES / 6 UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>(NOT part of IGETC American Institutions)</td>
<td></td>
</tr>
<tr>
<td>CSU transfer ONLY - Choose 1 course from A, 1 course from B</td>
<td></td>
</tr>
<tr>
<td>A. Afro Am 4, Chicano 7, Econ 10, History 11, 12, 43, 44</td>
<td></td>
</tr>
<tr>
<td>B. Chicano 8, Pol Sci 1</td>
<td></td>
</tr>
<tr>
<td>Other College ___________________________ Advanced Placement ____________________</td>
<td></td>
</tr>
</tbody>
</table>

Courses used for this requirement may NOT be used to satisfy any area of IGETC

TOTAL

Counselor’s Signature ___________________________ Date __________________

IGETC Completed [ ] CSU [ ] UC
### A. COMMUNICATION AND CRITICAL THINKING

<table>
<thead>
<tr>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1. Oral Communication: Speech 101, 102, 151</td>
</tr>
<tr>
<td>A-2. Written Communication: English 101</td>
</tr>
<tr>
<td>A-3. Critical Thinking: English 102; Journal 101; Philos 5, 6; Speech 102</td>
</tr>
</tbody>
</table>

**Other College**

**Advanced Placement**

---

### B. PHYSICAL UNIVERSE AND ITS LIFE FORMS

**A lab course is required.**

<table>
<thead>
<tr>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-1. Physical Science: Astron 1, 2, 5; Chem 51, 52, 65, 101, 102; Geog 1, 15; Geology 1; Phys Sci 1, 14; Physics 1, 2, 3, 6, 7</td>
</tr>
<tr>
<td>B-2. Biological Sciences: Anatomy 1; Anthro 101; Bio 3, 6, 7; Env Sci 2; Micro 1, 20; Psych 2; Physiol 1</td>
</tr>
<tr>
<td>B-3. Laboratory Activity: One of the courses chosen from B-1 or B-2 must be a lab course.</td>
</tr>
</tbody>
</table>

**Other College**

**Advanced Placement**

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### C. ARTS, LITERATURE, PHILOSOPHY AND FOREIGN LANGUAGES

Choose 1 course from C-1, 1 course from C-2, and a third course from C-1 or C-2:

<table>
<thead>
<tr>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-1. Arts: Art 101, 102, 103, 109, 115, 201, 300, 501, 502; Cinema 3, 18; English 240; Fam &amp; CS 16; Human 1, 3, 31; Intrdgn 104; Music 101, 111, 201, 202, 321, 322, 323, 324, 341, 501; Photo 10, 11, 12</td>
</tr>
<tr>
<td>C-2. Humanities: Anthro 121; Chicano 37, 42, 44, 46; English 208, 210, 240, 255; French 1, 2, 3, 4; Human 1, 2, 30, 31, 54; Italian 1, 2, 3; Japan 1, 2; Philos 1, 6, 20, 21, 33; Spanish 1, 2, 3, 4, 5, 6, 9, 10, 65</td>
</tr>
</tbody>
</table>

**Other College**

**Advanced Placement**

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### D. SOCIAL AND BEHAVIORAL SCIENCES

Choose 1 course from D-A, 1 course from D-B, and one course from D-1 through D-0:

<table>
<thead>
<tr>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>D-A. Afro Am 4; Chicano 7; Econ 10; Hist 11, 12, 43, 44</td>
</tr>
<tr>
<td>D-B. Chicano 8; Poli Sci 1</td>
</tr>
<tr>
<td>D-1. Anthro 102, 131; Bus 1; Hist 1, 2, 11, 12; Poli Sci 1, 2, 5, 7, 8, 9; Psych 1</td>
</tr>
<tr>
<td>D-2. AJ 4; Econ 1, 2, 10; Geog 1; Psych 14; Soc 1, 2, 7, 11</td>
</tr>
<tr>
<td>D-3. Afro Am 2; Asian 2; Chicano 2, 7, 8, 20, 47; Hist 43, 44</td>
</tr>
<tr>
<td>D-5. Geog 2, 7, 14</td>
</tr>
<tr>
<td>D-6. Chicano 7, 8, 19, 44; Hist 1, 2, 11, 12, 43, 44, 86; Law 25</td>
</tr>
<tr>
<td>D-7. Bus 1; Ch Dev 1, 42; Psych 11</td>
</tr>
<tr>
<td>D-8. AJ 4; Bus 5; Law 1; Pol Sci 1, 2, 5, 7, 8, 9</td>
</tr>
<tr>
<td>D-9. Ch Dev 1; Psych 1, 2, 11, 12, 14, 41, 52</td>
</tr>
<tr>
<td>D-0. Soc 1, 2, 7, 11</td>
</tr>
</tbody>
</table>

**Other College**

**Advanced Placement**

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### E. LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT

Chicano 47; Env Sci 2; Fam & CS 6, 21, 31; Health 8, 11, 12; PE 91-690; Psych 1, 2, 3, 32, 41, 52; Speech 121

**Only 1 unit of Phys Ed may be counted**

**Other College**

**Advanced Placement**

---

**Major: ________________________________**

**TOTAL**
GET ON TRACK TO TRANSFER!

Get on YOUR MARK...Get READY! Get SET!
GO... to the four-year, college/university of your choice!

TRANSFER STRATEGY:
✓ Complete Transferable Math and English requirements in the beginning of your academic career.
✓ Prepare early with transferable general education courses for California State University and/or University of California, Private or Independent.
✓ Meet with a Counselor to establish and maintain an educational plan.
✓ Visit the Transfer Center for transfer advisement/counseling and resources.

TRANSFER CENTER SERVICES AND RESOURCES:
Counseling
• Meet with a Transfer Counselor to establish transfer and career goals, explore college majors to review transferable major coursework

Resources and Materials
• University Catalogs, available in hard copy and online
• Computer workstations to access transfer information on the Internet.
• College videos and CD-ROMs
• Easy-to-follow-transfer guidelines
• Application forms
• Scholarships and financial aid

Visit Local Universities
• Explore the campus environment-get a close-up view on college life
• Attend college/universities Open House and Transfer Days

Workshops and Assistance with
• College application forms
• Choosing a college major
• Writing an admission essays

Meet College Recruiters
• One-on-one sessions with college recruiters
• Annual Transfer Fairs featuring recruiters from over 20 campuses

USEFUL TRANSFER RELATED WEBSITES:
• Articulation Agreements (California Community Colleges, CSU & UC) campuses: www.assist.org
• California State University information and online application: www.csumentor.edu
• University of California: www.ucop.edu
• The Association of Independent California Colleges & Universities: www.aiccu.edu

VISIT OUR WEBPAGE AT: www.lamission.edu/counseling/transfercenter
## Monday Evening Bridge Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>6580</td>
<td>ENGLISH 21</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat. 8-11 AM</td>
</tr>
<tr>
<td>6581</td>
<td>ENGLISH 28</td>
<td></td>
<td>No Monday meetings. Internet + Bridge Sats.</td>
<td>Sat. 8-11 AM</td>
</tr>
<tr>
<td>6584</td>
<td>MATH 115**</td>
<td>5</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-3:30 PM</td>
</tr>
<tr>
<td>6585</td>
<td>MATH 125**</td>
<td>5</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-3:30 PM</td>
</tr>
<tr>
<td>6586</td>
<td>MATH 227</td>
<td>4</td>
<td>6:00-10:10 PM</td>
<td>MONDAYS ONLY! INST CMPC 5&amp;6</td>
</tr>
</tbody>
</table>

### Tuesday Business Track

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>6550</td>
<td>GEOGRAPHY 1</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat. 8 AM-12 PM</td>
</tr>
<tr>
<td>6551</td>
<td>GEOGRAPHY 15</td>
<td>2</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-4:20 PM</td>
</tr>
<tr>
<td>6552</td>
<td>PHILOSOPHY 33</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat. 8 AM-12 PM</td>
</tr>
<tr>
<td>6553</td>
<td>HUMANITIES 1</td>
<td>3</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-4:30 PM</td>
</tr>
</tbody>
</table>

### Tuesday Elementary Teaching

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>6554</td>
<td>ENGLISH 101</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat. 8 AM-12 PM</td>
</tr>
<tr>
<td>6555</td>
<td>GEOGRAPHY 7</td>
<td>3</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-4:20 PM</td>
</tr>
<tr>
<td>6552</td>
<td>PHILOSOPHY 33</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat. 8:00 AM-12 PM</td>
</tr>
<tr>
<td>2979</td>
<td>PE 6</td>
<td>1</td>
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### Wednesday Health Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>6561</td>
<td>MICROBIOLOGY 20**</td>
<td>4</td>
<td>5:50-6:50 PM</td>
<td>Sat 8-10:00 AM Lec 10-12:20 Lab</td>
</tr>
<tr>
<td>6563</td>
<td>PHILOSOPHY 33</td>
<td>3</td>
<td>8:10-10:15 PM</td>
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</tr>
<tr>
<td>6564</td>
<td>POLITICAL SCIENCE 1</td>
<td>3</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-4:30 PM</td>
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</table>

### Wednesday General Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>6568</td>
<td>PSYCHOLOGY 1</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat. 8AM-12:00 PM</td>
</tr>
<tr>
<td>6567</td>
<td>HISTORY 11</td>
<td>3</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-4:30 PM</td>
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<tr>
<td>6565</td>
<td>GEOGRAPHY 1</td>
<td>3</td>
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<td>GEOGRAPHY 15</td>
<td>2</td>
<td>8:10-10:15 PM</td>
<td>Sat 2-4:20 PM</td>
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### Thursday Social Science

<table>
<thead>
<tr>
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</tr>
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<tbody>
<tr>
<td>6571</td>
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<td>5:55-8:10 PM</td>
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</tr>
<tr>
<td>6572</td>
<td>GEOGRAPHY 15</td>
<td>3</td>
<td>8:10-10:15 PM</td>
<td>Sat 12:30-4:30 PM</td>
</tr>
<tr>
<td>6569</td>
<td>PSYCHOLOGY 1</td>
<td>3</td>
<td>5:55-8:00 PM</td>
<td>Sat 8AM-12:00 PM</td>
</tr>
<tr>
<td>6570</td>
<td>HUMANITIES 1</td>
<td>3</td>
<td>8:10-10:15 PM</td>
<td>Sat. 12:30-4:30 PM</td>
</tr>
</tbody>
</table>

Courses in bold meet the first nine weeks, 9/6-10/29.
Courses in plain type meet the second nine weeks, 11/1-12/22.
*Course meets every Saturday. **16 week course meets every Saturday.
Fall 2005 Schedule

Instructional Television classes are designed specifically for busy students and working adults. Classes are offered in eight-week sessions. ITV classes combine video lessons with an online website and weekend class meetings. Using this blended format students are able complete 2/3 of the class on their own schedule and 1/3 by attending class on the weekends.

Open to all Los Angeles Community College students. ITV classes are taught on four campuses, you may attend at the location most convenient for you. On Saturday the classes are at City [C] and Southwest [SW] Colleges and on Sunday they are at Pierce [P] and Valley [V] Colleges.

First college listed is AM only: 9:00-12:00 noon
Second College listed is PM only: 1:30-4:30 PM.

For classroom locations, go to www.lamission.edu/itv and click on “View Schedules”.

www.lamission.edu/itv
818.833.3594

<table>
<thead>
<tr>
<th>CLASS</th>
<th>SECTION</th>
<th>SATURDAYS</th>
<th>SUNDAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Astronomy 1</td>
<td>7765</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Economics 1</td>
<td>7766</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>English 101</td>
<td>7767</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Finance 8</td>
<td>7768</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Health 11</td>
<td>7769</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>History 11</td>
<td>7770</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Math 125</td>
<td>7771</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7772</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7773</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Psychology 1</td>
<td>7774</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
</tbody>
</table>

Class meetings:
Saturdays: September 9 - October 22
Sundays: September 10 - October 23

- Last day to add by STEP/Online: SEPTEMBER 4
- Last day to add by FAX (818.833.3598) or in-person: SEPTEMBER 12
- Last day to drop without incurring fees: SEPTEMBER 9

<table>
<thead>
<tr>
<th>CLASS</th>
<th>SECTION</th>
<th>SATURDAYS</th>
<th>SUNDAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>English 101</td>
<td>7775</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>English 102</td>
<td>7776</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Geography 2</td>
<td>7777</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Health 11</td>
<td>7778</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>History 1</td>
<td>7779</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>History 12</td>
<td>7780</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Oceanography 1</td>
<td>7781</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7782</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Psychology 11</td>
<td>7783</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Sociology 1</td>
<td>7784</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
</tbody>
</table>

Class meetings:
Saturdays: October 29-December 17
No classes: November 24-27
Sundays: October 30-December 18

- Last day to add by STEP/Online: OCTOBER 23
- Last day to add by FAX (818.833.3598) or in-person: OCTOBER 31
- Last day to drop without incurring fees: OCTOBER 29
Los Angeles Mission College

Programa de Inglés Como Segundo Idioma

El programa de inglés como segundo idioma (ESL) en Los Angeles Mission College se compone de seis niveles, cada nivel es de doce unidades. La filosofía del programa es la de enseñar las destrezas del idioma combinadas de acuerdo al nivel, para que los estudiantes reciban el máximo beneficio.

Nivel 1: ESL 1 integrado (habilidades combinadas) - 12 unidades
Nivel 2: ESL 2 integrado (habilidades combinadas) - 12 unidades
Niveles 3,4,5,6 se componen de dos segmentos:
   1. A - Escritura/Gramática - 6 unidades
   2. B - Lectura/Vocabulario - 3 unidades
   C - Destrezas auditivas/Conversación - 3 unidades

Días de clases: lunes, martes, miércoles y jueves
Horario: mañanas de 9:00 a 12:00
         noches de 6:00 a 9:00

Para información llamar al teléfono: 818.364.7735
Ayuda financiera a quienes califiquen

ESL Program at Mission College

LEVELS AND CLASSES:
The ESL program at Mission College is very comprehensive. It has six levels, twelve units each. It is the philosophy of the department not to teach language skills in isolation, consequently some classes are combined. Students receive maximum benefit from taking all classes of each level concurrently.

Level 1: ESL 1 integrated (combined skills) - 12 units
Level 2: ESL 2 integrated (combined skills) - 12 units
Levels 3,4,5,6 have two segments:
   1. A - Writing/Grammar - 6 units
   2. B - Reading/Vocabulary - 3 units
   C - Listening/Speaking - 3 units

ASSESSMENT - WHICH LEVEL SHOULD I TAKE?
Students must go through the assessment process which will show what level they should enroll in. All colleges use different systems, so students cannot rely on class levels from another college or adult school to choose the correct class. It will probably be different at Mission College.

After attending classes, students who believe they are in the wrong level should confer with their instructor. That is the person who can best judge the appropriateness of the level.

For information call: 818.364.7735
sleeker...
faster...
modern!

The New LRC Computer Commons

More than 70 new ultra-modern computers available for student use

⇒ INSTANT INTERNET
⇒ FLAT PANEL MONITORS
⇒ DVD ROM
⇒ CD REWRITABLE & FLOPPY DISK DRIVES
⇒ SPECIALIZED INSTRUCTIONAL PROGRAMS

An ideal place to do your homework and class research!

Computer Commons
First Floor, Learning Resource Center
The Quad

Hours of Operation*
Monday - Thursday: 8 AM to 8 PM
Saturdays: 10 AM to 2 PM

* Hours subject to increase.
Please call 818.364.7754 for hours.

Learn more about the new LRC Computer Commons: www.lamission.edu/news/dotnews
Student Services

In this section you will find information and contact telephone numbers for the wide variety of services available to students.

Los Angeles Mission College offers these special services to students:

**Campus Child Development Center**
818.364.7863
The Child Development Center provides a developmentally based curriculum for preschool children aged 2 years 9 months through 5 years.* Space is very limited.

HOURS OF OPERATION ARE:
Monday through Thursday: 7:30 a.m. to 10:30 p.m.
Friday: 7:30 a.m. to 2:00 p.m.

*Qualified students may receive childcare services with low to no fees.

**College Ombudsperson**
818.364.7690
The college ombudsperson is a faculty member selected by the president to assist students in resolving issues or problems they may have with faculty or the college.

**Disabled Student Programs and Services**
818.364.7732
For students with disabilities the DSP&S office provides special assistance in areas like: registering for courses, tutorials, note-taking, mobility assistance, special instruction, testing assistance, special equipment, special materials, instructor liaisons, community referrals, and job placement.

**Student Activities**
818.364.7820
Student government, student orientations, honors, commencement, student clubs, sports tournaments, dances, special events, video games, and more which enhance the student experience at Los Angeles Mission College.

**Bookstore**
818.364.7798
www.lamissionbookstore.com
The Bookstore sells textbooks you need for your courses and supplies like paper, pens, pencils, etc. Additionally the bookstore sells backpacks, T-shirts, sweatshirts, hats and more.

**Business Office**
818.364.7783
Payment of enrollment fees, refund requests, and other financial transactions are handled in the Business Office.

HOURS
Monday and Thursday 9 am - 7 pm
Tuesday, Wednesday, Friday 9 am - 4 pm

**Extended Opportunity Programs & Services/CARE**
818.364.7645
EOP&S provides qualifying students with academic counseling, peer advisement, peer tutoring, free workshops, free university/cultural tours, transfer assistance, and assistance with books. Single parents on CalWORKs may receive additional assistance through the CARE program.

**Offices which provide services to students include:**

**Admissions & Records**
818.364.7661
The Admissions & Records Office keeps all student records. This office is where you apply for admission to the college, register for courses, add or drop courses, request transcripts, and request verification of enrollment.
Family Child Care Homes Network
818.364.7881
The Family Child Care Homes Network consists of at least 25 licensed family child-care providers, who are located in the community around Los Angeles Mission College. Qualified students may receive child-care services for infants and toddlers, and pre-schoolers with low or no fees.

Library
818.364.7600 Ext. 7106
Online data bases, books, reference materials, periodicals, and information from the Internet – the tools you need to succeed are all available in the Library. One of the reference librarians will help you find information you need. You can study in our quiet individual study areas and small groups can use our study rooms.

Counseling
818.364.7655 or 364.7656
Students are strongly urged to make an appointment with a counselor to develop an Educational Plan. The Educational Plan is tailored to your needs and goals, and enables you to get the most from your studies.

Career planning is an important part of planning for your future. The Counseling Office makes the Eureka computer program available to students. Eureka helps students assess their skills, career interests, and educational decisions, and explore career options. For students interested in completing an Associate degree and transferring to a four-year college, the Transfer Center has the latest information on majors, transfer requirements, and application procedures at many public and private four-year colleges and universities.

All new students must take the college’s assessment of English and Mathematics knowledge. College courses require reading and writing skills at the college level. Some courses require specific math skills. The assessment process is designed to inform students of areas in which they need improvement to be best prepared for success in college.

Honors/Transfer Alliance Program
818.364.7683
The Honors Program was created to promote academic excellence, to stimulate discussion of academic issues among students and faculty, to increase awareness of current social issues, to encourage community service, to celebrate cultural diversity, and to prepare students for successful university transfer.

Completing an Honors Contract
Students receive Honors credit by completing an Honors Contract in any UC transferable course. In consultation with the instructor, the student develops a proposal for an Honors research project. When the final project is completed, the student must submit one copy to the instructor and a second copy to the Honors Coordinator. If the advisory committee approves the project, the student will receive an Honors notation on her transcript indicating that the course was completed for Honors credit.

Honors Certification
Students receive Honors Certification by completing a total of six Honors Contracts. Certified students receive access to a variety
of scholarship opportunities and priority consideration for admission to UCLA, UCI, UCR, UCSC, Occidental College, Chapman University, Claremont College, Pomona Pitzer, La Sierra University, Whitman College, Pacific University, CSU Fullerton, CSU Stanislaus, and CSU San Diego.

Applying to the Honors Program
Applications for the Honors Program are available at the Honors/TAP office, which is located on the lower level of the Campus Center. Current LAMC students must be eligible for English 101 and have completed 12 transferable units with a GPA of 3.25 or higher. Entering students must have a high school GPA of 3.5 or higher or an SAT score above 1,000.

Honors Coordinator: Mark Pursley, 364.7677  
Honors Counselor: Joanne Kalter-Flink, 364.7652

Health Center
818.362.6182
The Student Health Center at LAMC offers a variety of medical and health education services available for all registered Los Angeles Community College District students. The Student Health Center is located in front of the Child Development Center and next to the Campus Police Station. It is open varied hours which are posted on the trailer door. Students may call for an appointment or walk-in during scheduled clinic hours. Appointments can be made by calling 818.362.6182 or 818.837.7881.

This center will be staffed by medical and mental health professionals. Stop by the health center and check on available health services. Services not available at the on-campus center may be accessible through our San Fernando Health center located at 1600 San Fernando Road, and can be reached at 818.365.8086.

We welcome all students to visit and utilize their Student Health Center.

When parking on campus
• watch for your fellow students walking to class,
• drive slowly,
• park in student parking lots only,
• observe all posted signs and regulations, and
• display your LAMC Student Parking Permit.
For more details, request a parking brochure from the Sheriff’s Department on campus.

Viewing Your Records
Under the provisions of the Family Education Rights and Privacy Act of 1974 students may see their records by making an appointment with a counselor for this purpose.

Be on Time
Students are expected to attend and arrive on time for each class meeting. Class time is limited; students learn more and understand important concepts better if they always come on time for each class session.

Financial Aid
818.364.7648  
www.lamission.edu/financialaid

WHAT IS FINANCIAL AID?
Financial aid is made available by federal and state governments and private sources in the form of grants, scholarships, loans and employment. This assistance makes it possible for students to continue their education beyond high school, even if they and/or their family cannot meet the full cost of the postsecondary school they choose to attend. The basis for such assistance is the belief that parents have the primary responsibility to assist their dependents in meeting educational costs. Financial aid is available only to fill the gap between a family’s contribution and the student’s yearly academic expenses.

HOW TO APPLY
Applying for financial aid is in two easy steps:

Step 1: Apply for a Personal Identification Number (PIN) at www.pin.ed.gov. If you already have a PIN assigned to you by the United States Department of Education, go to Step 2.


WHEN DO I APPLY?
We encourage our students to apply as early as January 1, 2005 and apply before March 2, 2005.
Our priority deadline to submit all required documents is May 1, 2005. Students who have missed the priority date may still apply as funds may be available. If in doubt, please visit our Financial Aid Office. Staff members are available during regular office hours to answer your questions and assist you in completing any of the forms.

**OFFICE HOURS**

<table>
<thead>
<tr>
<th>Monday &amp; Thursday</th>
<th>10:00 am - 2:00 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5:00 pm - 7:00 pm</td>
</tr>
<tr>
<td>Tuesday &amp; Wednesday</td>
<td>10:00 am - 2:00 pm</td>
</tr>
<tr>
<td>Friday</td>
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</tr>
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</table>

Note: Financial Aid does not pay for audited classes.

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**STUDENT IDENTIFICATION CARD**

When you enroll in classes, your Student ID Card picture will be taken at the Admissions Office.

Your Student ID Card semester validation decal will be issued at the Business Office after you pay all your fees. The card can be validated each semester when you enroll.

You need the Student ID Card to use the Library, Health Services, Computer Commons, and other services at the college.

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**General Policies**

This schedule is an official publication of Los Angeles Mission College. It sets forth rules and regulations and, in case of conflict with information previously published, supersedes those publications of earlier date.

**Mission Of the Los Angeles Community Colleges**

The mission of the Los Angeles Community Colleges is to provide comprehensive lower-division general education, occupational education, transfer education, transitional education, counseling and guidance, community services, and continuing education programs which are appropriate to the communities served and which meet the changing needs of students for academic and occupational preparation, citizenship, and cultural understanding.

In pursuit of this mission, we endeavor to:

1. Promote equal opportunity for participation;
2. Maintain appropriate standards for academic achievement;
3. Provide an educational environment which meets the needs of students with varied learning skills;
4. Provide support services which contribute to instructional effectiveness and student success;
5. Affirm the importance of multi-cultural, international, and intercultural collegiate experiences that foster individual and group understanding; and
6. Manage effectively educational and financial resources.

**Students’ Statements**

Falsification of any record or signed statement, or the withholding of information, subjects the student to immediate suspension or expulsion.

**Instructional Materials**

Students may be required to provide instructional and other materials required for a credit or noncredit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

**Withdrawal from Classes**

**THROUGH THE 3rd WEEK:** No notation (“W” or other) will appear on the student’s record if the class
is dropped during the first three weeks of the semester (or 30% of the class for short-term classes).

THROUGH THE 11TH WEEK: A notation of “W” (withdrawal) is recorded on the student’s record for classes dropped during the 4th through the 11th week of the semester.

AFTER THE 11TH WEEK: Students who remain in class beyond the 11th week (or 75% of the class for short-term classes) are given a grade by the instructor. THAT GRADE CANNOT BE A “W” (withdrawal).

Access to Records
The California Legislature passed S.B. 182 (Stull), which codifies provisions of the Education Code and the Federal statutes implementing the Family Education Rights and Privacy Act of 1974 (Buckley Amendment). This permits students to inspect their personally identifiable records maintained by the college, and permits access to these records only upon the student’s request (other than to certain specified categories). Information on these laws and college procedures in implementing them may be obtained from the Associate Dean of Admissions, who serves as the College Records Officer. Copies of pertinent State and Federal legislation are available for inspection.

Los Angeles Mission College considers the following information relating to a student to be directory information: student’s name, city of residence, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. Students who do not wish any or all of the above categories of information to be given out should so indicate on their application at time of enrolling. Los Angeles Mission College uses the social security number for this purpose. Students are asked to voluntarily provide their social security number as a student identification number. Los Angeles Mission College considers the following information: student’s name, city of residence, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

1. The right to inspect and review the student’s education records which includes discipline records, within 45 days from the date the College receives a request for access.
   • Students may submit to the College Admissions Office written requests that identify the specific record(s) they wish to inspect. Within 45 days, the College Admissions Office will make arrangements for access and will notify the student of the time and place where the records may be inspected.
   • Education records are those records that are directly related to students and are maintained by the College. Students may not inspect education records pertaining to parents’ financial records and certain confidential letters or recommendations.

2. The right to request an amendment of the student’s educational records which the student believes to be inaccurate, misleading or otherwise in violation of the student’s privacy rights.
   • With the exception of grade grievances which are handled through Administrative Regulation E-55, students may ask the College President, or his/her designee to amend a record that they believe is inaccurate, misleading, or in violation of their privacy rights. A student seeking to amend an educational record should write to the College President and clearly identify the part of the record he/she wants changed and specify why it is inaccurate, misleading, or in violation of his/her privacy rights.
   • If the College President, or his designee, decides not to amend the record as requested by the student, the College, in accordance with section 99.21 of the Code of Federal Regulations and section 76232 of the Education Code, will notify the student of the decision and of his/her right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s educational records, except to the extent that FERPA and California law authorize disclosures without consent.
   • If a student authorizes the release of his/her education record to a third party, he/she shall provide a dated written consent to the College Admissions Office authorizing said release with a specific list of the information to be released.
   • Federal and California law authorize certain disclosures of personally identifiable information without a student’s written consent. One such exception is the disclosure of personally identifiable information to school officials with legitimate educational interests. School officials with legitimate educational interests are employees or agents of the Los Angeles Community College District who need to review educational records in order to fulfill their professional responsibilities.

4. The right to restrict disclosure of personally identifiable information that the College has designated as directory information which may be released without the written consent of the student.
   • Directory information may be disclosed without a student’s consent unless the student has notified the college that he/she does not want all or portions of the directory information released. To do so, the student must submit the appropriate District form to the College Admissions Office requesting that some or all of the categories of directory information not be released without his/her consent. This form must be submitted in accordance with College policy.
   • Pursuant to Board Rule 5201.10, the Los Angeles Community College District has designated the following student information as directory information:
     (a) the student’s name, city of residence, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most previous educational agency or institution attended by the student;
     (b) student employee records may be released
in order to comply with collective bargaining agreements:
(c) the names, addresses and telephone numbers of students or former students may be released to the foundation for each college for college-related activities at the discretion of the College President, unless the student or former student has informed the College that such information should not be released. The release of this information is conditioned upon the foundation’s agreement that such information will be released in accordance with District policy and that information will not be released to third parties;
(d) at the discretion of the College President, the names, addresses and telephone numbers of students from the College may be released to heads of private and/or public institutions of higher education, or their designees, for the purpose of providing information to student regarding transfer opportunities to those institutions, unless the student has indicated that such information should not be released. The release of this information will be conditioned upon the institution’s agreement that student privacy rights under federal and state law will be protected and that information will not be released to third parties.

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:
   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue S.W.
   Washington, DC 20202-4605

Student Right-to-Know Disclosure
In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Los Angeles Community College District and Los Angeles Mission College to make available its completion and transfer rates to all current and prospective students. Beginning in Fall, 1996, a cohort of all certificates, degree, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at all California Community Colleges, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, 28.2 percent attained a certificate, degree, or became “transfer-prepared” during a three-year period from Fall 1997 to Spring 2000. Students who are transfer-prepared have completed 56 transferable units with a GPA of 2.0 or better.

Based upon the cohort defined above, 29.8 percent transferred to another post secondary institution (CSU, UC, or another California Community College) prior to attaining a degree, certificate, or becoming transfer-prepared during a five semester period from Spring 1998 to Spring 2000.

Further information about Student Right-To-Know Rates and how they should be interpreted can be found at the California Community Colleges Chancellor’s Office Student Right-To-Know Disclosure Website located at http://srtk.cccco.edu/index.asp.

Student Grievance Procedure
The purpose of the Student Grievance Procedure is to provide a prompt and equitable means for resolving student grievances. The grievance procedure may be initiated by a student or group of students who reasonably believe he/she/they have been subject to unjust action or denied rights that adversely affect his/her/their status, rights, or privileges as a student. It is the responsibility of the student(s) to submit proof of alleged unfair or improper action.

Grievances pertaining to grades are subject to California Education Code Section 76224(a) which states:
“When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.”

This grievance procedure does not apply to the challenge process for prerequisites, corequisites, advisories, and limitations on enrollment; alleged violations of sexual harassment; actions dealing with student discipline; alleged discrimination on the basis of ethnic group identification, religion, age, sex, color, sexual orientation, physical or mental disability; or an appeal for residency decision; or to eligibility, disqualification, or reinstatement of Financial Aid. Informal resolution is encouraged.

A written Statement of Grievance must be submitted to the Compliance Officer within thirty (30) instructional days of the incident or after the student(s) learns of the basis for the grievance.

Recording Devices in the Classroom
Section 78907 of the California Education Code prohibits the use of any electronic listening or recording device without prior consent of the instructor. Any student violating this section is subject to disciplinary action. Any non-student who willfully violates this section is guilty of a misdemeanor.

Compliance Officer
If students feel they have grounds for a grievance, they may contact the college Compliance Officer, who will help explain college rules and regulations, and, if a problem is resolvable, suggest the best method for resolving the problem. For additional information and a copy of Administrative Regulation E-55 (Student Grievance Procedures) see the Compliance Officer located in the Campus Center, (818) 364-7701.

Standards of Student Conduct and Disciplinary Action
The Standards of Student Conduct and Disciplinary Action for violation of rules were established by the Board of Trustees of the Los Angeles Community
College District on September 2, 1969. A student enrolling in one of the Los Angeles Community Colleges may rightfully expect that the faculty and administrators will maintain an environment in which there is freedom to learn. This requires that there be appropriate conditions and opportunities in the classroom and on the campus. As members of the college community, students should be encouraged to develop the capacity for critical judgment, to engage in a sustained and independent search for truth, and to exercise their rights to free inquiry and speech in a responsible, non-violent manner. Students shall respect and obey civil and criminal law and they shall be subject to legal penalties for violation of laws of the city, county, state, and nation. Student conduct in all of the Los Angeles Community Colleges must conform to District and college rules and regulations.

Violations of such rules are subject to the following types of disciplinary actions, which are to be administered by appropriate college authorities against students who stand in violation. Each of the Los Angeles Community Colleges shall establish due process of law for administration of the penalties enumerated here. Penalties are listed in degree of severity but not as chronological administration. College authorities will determine which type of penalty is appropriate.

1. **WARNING** – Notice to the student that continuation or repetition of specified conduct may be cause for other disciplinary action.

2. **REPRIMAND** – Written reprimand for violation of specified rules. A reprimand serves to place on record that a student's conduct in a specific instance does not meet the standards expected at the college. A person receiving a reprimand is notified that this is a warning that continued conduct of the type described in the reprimand may result in formal action against the student.

3. **DISCIPLINARY PROBATION** – Exclusion from participation in privileges or extra-curricular college activities set forth in the notice of disciplinary probation for a specified period of time. The imposition of disciplinary probation involves notification in writing of the reason for disciplinary probation to the student(s) or president of the student organization involved.

4. **RESTITUTION** – Reimbursement for damage or for misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.

5. **SUMMARY SUSPENSION** – A Summary Suspension is for purposes of investigation. It is a means of relieving the tension of the student body or individual class due to a serious infraction of student behavior standards, removing a threat to the well-being of the students, or removing for the good order of the college a student or students whose presence would prevent the continued normal conduct of the academic community. Summary Suspension is limited to that period of time necessary to insure that the purposes of the Summary Suspension are accomplished, and in any case, no more than a maximum of 10 school days. Summary Suspension is a type of suspension other than that ordinarily invoked by the instructor in the classroom. The College President, appropriate administrator, or other staff member designated by the President may summarily suspend a student when he deems it necessary for the safety and welfare of the college.

6. **DISCIPLINARY SUSPENSION** – Disciplinary Suspension follows a hearing based on due process of law. It shall be invoked by the College President, appropriate administrator, or other staff member designated by the President, upon students for misconduct when other corrective measures have failed or when the seriousness of the situation warrants such action.

7. **EXPULSION** – An expulsion is a long-term or permanent denial of all campus privileges including class attendance. The President of the college and/or the Board of Trustees may expel a student who has been convicted of a crime arising out of a campus disturbance or after a hearing by a campus body, has been found to have willfully disrupted the orderly operation of the campus. The President shall submit periodic reports on all expulsion cases to the Superintendent and the Board of Trustees.

Violations of the Standards of Student Conduct are as follows:

**9803.10 Willful Disobedience:** Willful disobedience to directions of college officials acting in the performance of their duties.

**9803.11 Violation of College Rules and Regulations:** Violation of college rules and regulations, including those concerning student organizations, the use of college facilities, or the time, place, and manner of public expression or distribution of materials.

**9803.12 Dishonesty:** Dishonesty, such as cheating, or knowingly furnishing false information to colleges.

**9803.13 Unauthorized Entry:** Unauthorized entry to or use of the college facilities.

**9803.14 College Documents:** Forgery, alteration, or misuse of college documents, records, or identification.

**9803.15 Disruption of Classes or College Activities:** Obstruction or disruption of classes, administration, disciplinary procedures, or authorized college activities.

**9803.16 Theft of or Damage to Property:** Theft of or damage to property belonging to the college, a member of the college community or a campus visitor.

**9803.17 Interference with Peace of College:** The malicious or willful disturbance of the peace or quiet of any of the Los Angeles Community Colleges by loud or unusual noise, or any threat, challenge to fight, fight, or violation of any rules of conduct as set forth in this
Article.

9803.18 Assault or Battery: Assault or battery, abuse, or any threat of force or violence directed toward any member of the college community or campus visitor engaged in authorized activities.

9803.19 Alcohol and Drugs: Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230; any use of controlled substances the possession of which are prohibited by same, or any possession or use of alcoholic beverages while on any property owned or used by the District or colleges of the District. “Controlled substance,” as used in this section includes, but is not limited to, the following drugs and narcotics: (a) opiates, opium, and opium derivatives, (b) mescline, (c) hallucinogenic substances, (d) peyote, (e) marijuana, (f) stimulants and depressants, (g) cocaine.

9803.20 Lethal Weapons: Possession, while on a college campus or at a college-sponsored function, of any object that might be used as a lethal weapon is forbidden by all persons except sworn peace officers, police officers, and other government employees charged with policing responsibilities.

9803.21 Discriminatory Behavior: Behavior while on a college campus or at a college-sponsored function, inconsistent with the District’s non-discrimination policy, which requires that all programs and activities of the Los Angeles Community College District be operated in a manner which is free of discrimination on the basis of race, color, natural origin, ancestry, religion, creed, sex, pregnancy, marital status, sexual orientation, age, handicap, or veteran status.

9803.22 Unlawful Assembly: Any assemblage of two or more persons to (1) do an unlawful act, or (2) do a lawful act in a violent, boisterous, or tumultuous manner.

9803.23 Conspiring to Perform Illegal Acts: Any agreement between two or more persons to perform an illegal act.

9803.24 Threatening Behavior: A direct or implied expression of intent to inflict physical or mental/emotional harm and/or actions (such as stalking) which a reasonable person would perceive as a threat to personal safety or property. Threats may include verbal statements, written statements, telephone threats or physical threats.

9803.25 Disorderly Conduct: Conduct that may be considered disorderly includes lewd or indecent attire, behavior that disrupts classes or college activities, breach of the peace of the college, aiding or inciting other persons to breach the peace of college premises or functions.

9803.26 Theft or Abuse of Computer Resources: Theft or Abuse of Computer Resources including but not limited to the following:
   a. Unauthorized entry into a file to use, read, or change the contents, or for any other purpose.
   b. Unauthorized transfer of a file.
   c. Unauthorized use of another individual’s identification or password.
   d. Use of computing facilities to interfere with the work of a student, faculty member or college official, or to alter college or district records.
   e. Use of unlicensed software
   f. Unauthorized copying of software
   g. Use of computing facilities to access, send or engage in messages which are obscene, threatening, defamatory, present a clear and present danger, violate a lawful regulation and/or substantially disrupt the orderly operation of a college campus.
   h. Use of computing facilities to interfere with the regular operation of the college or District computing system.

9804 Interference with Classes: Every person who, by physical force, willfully obstructs, or attempts to obstruct, any student or teacher seeking to attend or instruct classes at any of the campuses or facilities owned, controlled or administered by the Board of Trustees of the Los Angeles Community College District, is punishable by a fine not exceeding five hundred dollars ($500) or imprisonment in a county jail not exceeding one year; or by both such fine and imprisonment.

9805 Interference with Performance of Duties of Employees: Action to cause, or attempt to cause, any employee of the District to do, or refrain from doing, any act in the performance of his or her duties by means of a threat to inflict any injury upon any person or property.

9805.10 Assault or Abuse of an Instructor: Assault or abuse of any instructor employed by the District in the presence or hearing of a community college student, or in the presence of other community college personnel or students, and at a place which is on District premises or public sidewalks, streets, or other public ways adjacent to school premises, or at some other place where the instructor is required to be in connection with assigned college activities.

9806 Unsafe Conduct: Conduct which poses a threat of harm to the individual and/or to others. This includes, but is not limited to, the following types of conduct: Unsafe conduct in connection with a Health Services Program (e.g., Nursing, Dental Hygiene, etc.); failure to follow safety direction of District and/or college staff; willful disregard of safety rules as adopted by the District and/or college; negligent behavior which creates an unsafe environment.

Non-Discrimination Policy
All programs and activities of the Los Angeles Community College District shall be operated in a manner which is free of discrimination on the basis of
Politica No Discriminatoria
Todas los programas y actividades de los colegios de la comunidad de Los Angeles se administrarán de una manera que no discriminen respecto a la identidad de grupos étnicos, raza, color, nacionalidad, origen, ascendencia, religión, credo, sexo, embarazo, estado civil, condición médica (relacionada con cáncer), preferencia sexual, edad, incapacidad mental o física (incluyendo SIDA) o el ser veterano.

Non-Discrimination Policy
Compliance Procedure
In order to insure nondiscrimination policy compliance at Los Angeles Mission College, please direct inquiries to the Compliance Officer – Title IX/Gender-Equity, and Sexual Harassment (818) 364-7701. Matters involving Section 504 may be directed to the Coordinator of Disabled Student’s Program at (818) 364-7734. In addition, inquiries may be directed to the District Office of Diversity Programs at (213) 891-2315.

Sexual Assault Policy
The Los Angeles Community College District is committed to providing a safe environment for students, visitors, and staff. Any incident of sexual assault should be immediately reported to campus police at (818) 364-7843. The term “sexual assault” under the California Education Code, Section 67385(d), includes threats of sexual violence.

Anyone charged with campus-related sexual assault may be subject to prosecution under appropriate California criminal statues; students may also be subject to discipline under the Student Disciplinary Procedures. The Sexual Harassment Policy may also apply, and the Compliance Officer may be contacted at (818) 364-7701. Confidentiality shall be maintained. (Reference: Board Rule 16400.11.)

Sexual Harassment Policy
The policy of the Los Angeles Community College District is to provide an educational, employment and business environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment. Employees, students, or other persons acting on behalf of the District who engage in sexual harassment as defined in the policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion or termination of contract. The specific rules and procedures for reporting charges of sexual harassment and for pursuing available remedies are incorporated in the Board Rules in Chapter 15.

The Los Angeles Community College District has a policy which provides informal and formal procedures for resolving complaints.

Copies of the policy and procedures may be obtained from the Compliance Officer located in the Administration Building, Room 123, (818) 364-7701, or by calling the Senior Director of Educational and Student Support Services at (213) 891-2279, or the Office of Diversity Programs at (213) 891-2315. Any member of the College Community, which includes students, faculty, and staff, who believes, perceives, or actually experienced conduct that may constitute sexual harassment, has the right to seek the help of the College. Every employee has the responsibility to report such conduct when it is directed towards students to the Sexual Harassment Compliance Officer. Potential complainants are advised that administrative and civil law remedies, including but not limited to injunctions, restraining orders or other orders may be made available.

Diversity Program
The policy of the Los Angeles Community College District is to implement equal opportunity to all qualified employees and applicants for employment without regard to race, color, national origin, ancestry, religion, creed, sex, pregnancy, age, disability, marital status, medical condition (cancer related), sexual orientation, or veteran status. Positive action will be taken to ensure that this policy is followed in all personnel practices, including recruitment, hiring, placement, upgrading, transfer, demotion, treatment during employment, rate of pay or other forms of compensation, selection for training, layoff, or termination. Inquiries regarding equal opportunity practices at Los Angeles Mission College should be directed to the college Compliance Officer located in the Campus Center, (818) 364-7701.

Drug-Free Environment
Los Angeles Mission College adheres to, supports, and is in full compliance with requirements that maintain our college as a drug-free institution of higher education.

On September 5, 1990, the Board of Trustees adopted the following standards of conduct:

- Students and employees are prohibited from unlawfully possessing, using or distributing illicit drugs and alcohol on District premises, in District vehicles, or as part of any activity of the Los Angeles Community College District.

On April 20, 1989, the Los Angeles Community College District Board of Trustees adopted Rule 9803.19, which prohibits:

- Alcohol and Drugs. Any possession of controlled substances which would constitute a violation of Health and Safety Code section 11350 or Business and Professions Code section 4230, any use of controlled substances, the possession
The college is concerned about your safety in case of an emergency. Detailed instructions are posted in every classroom and throughout the campus. Take a few minutes to read them and plan for your safety.

IN AN EMERGENCY, REMEMBER THESE KEY POINTS:
- Be calm and assess the situation,
- Help classmates who appear to be having difficulty,
- Stay out of the way of doors and driveways so emergency personnel can get to the problem,
- Call Campus Sheriff: Extension 7843 from on-campus or 364.7843 from off-campus, and move quickly but calmly to get out of danger.
Directions to Mission College and Outreach Locations*

*Also see Building Key on bottom of page 69.
INSTRUCTIONAL BUILDING
1st Floor
• Classrooms 1001-1018
• Child Development Lab
• Disabled Students Services
• Engineering Lab
• Faculty Offices
• Foods Lab
• Physics/Astronomy Lab

ADMINISTRATION WING
• Vice President of Academic Affairs
• Academic Affairs
• Information Booth
• Admissions & Records
• Counseling
• Financial Aid
• EOP&S

2nd Floor
• Classrooms 2001-2003
• Accounting Lab

LIBRARY
LRC BUILDING
3rd Floor (Top level)
• Library
2nd Floor (Ground level)
• Computer-Aided Instruction
• Electronic Training Rooms
• Learning Center
1st Floor (Lower level)
• Educational Development Services
• Media Production Lab/ Multimedia Labs
• Teleconference Room

COLLABORATIVE STUDIES BUILDING
1st Floor
• Classrooms 101-111
• Faculty Offices
2nd Floor
• Classrooms 201-208

CAMPUS CENTER BUILDING
1st Floor (Lower level)
• Assessment
• ASO Office
• Center for Student Success
• ITV
• PACE
• Transfer Center
• FCOHN Office
• Classrooms
2nd Floor (Ground level)
• Assembly Area
• Audio-Visual
• Meeting Rooms 1-6

CAMPUS SERVICES BUILDING
• Administrative Services
• Bookstore
• Central Supply
• Fiscal Services
• International Students Office
• Office of the President
• Reprographics & Mailroom
• Student Activities
• Veterans Office
• Vice President of Student Services

FACILITIES SERVICES BUILDING
• Sheriff’s Department
• Plant Facilities

BUNGALOWS
• Bungalows 1-8
GUADALUPE S. RAMIREZ
COLLABORATIVE STUDIES BUILDING – 1ST FLOOR

Men's Restroom
Conference Room
Faculty Offices Room 107
Classroom 110
Classroom 111
Women's Restroom

Classroom 101
Child Development Lab 1 102A
Faculty Offices Room 103
Child Development Lab 2 102B
Conference Room

Classroom 105

GUADALUPE S. RAMIREZ
COLLABORATIVE STUDIES BUILDING – 2ND FLOOR

Classroom 205
Classroom 206
Classroom 207
Classroom 208

Classroom 201
Classroom 203

BUILDING KEY

BUNG: Annex Building (student parking lot)
CAC: Cultural Arts Center, 1300 Sayre St. (top of hill)
CMPC: Campus Center Building (college campus)
CSB: Collaborative Studies Building, Northeast section of campus
FOOT: Physical Education Building, 12843 Foothill Blvd., Suite B
INST: Instructional Building (college campus)
LIB: Library Building (college campus)
LUTH: L.A. Lutheran H.S., 13570 Eldridge Ave. (corner of Sayre St. and Eldridge Ave.)
Los Angeles Valley College

Respiratory Therapist Program

✔ A Respiratory Therapist is a high tech health care professional working with patients with heart and lung diseases. Respiratory Therapists work in the emergency room, in adult and newborn intensive care units, in pulmonary rehabilitation and home care, in pulmonary function testing laboratories, and in sleep disorder laboratories.

✔ Respiratory Therapists command an excellent salary starting at approximately $20 per hour. They usually work 3 twelve hour shifts per week. This means 4 days off each week.

✔ There is a critical shortage of qualified Respiratory Therapists in California and the USA. This means that there are many unfilled positions open right now.

✔ All science and preclinical courses can be taken at any of the Los Angeles community colleges. These are Psychology 1, Anatomy 1 (Physiology 8), Physiology 1 (Physio 9), Chem 51, Microbiology 20, and Physics 5/12

FOR INFORMATION:
Dr. Frank Sinsheimer, Director
Respiratory Therapist Program
Email: sinshefa@lavc.edu
(818) 947-2562

Electronics Technology
Secure Your High-Tech Future
Supplement your course work at Mission College with our Electronics offerings

✔ Do you want to become A+ certified?

✔ Are you interested in robotics technology?

✔ Do you want to learn how to program PLCs?

✔ Interested in a career in biomedical electronics instrumentation?

LAVC offers a full electronics program leading to various certifications or an A.S. Degree. Contact LAVC today for further information.
Courses day and evening
Ron Reis, Vice Chair
ronelect@aol.com  •  (818) 947-2582
Sign up for the fall semester, now!
Final Exam Schedule: Fall 2005
FRIDAY, DECEMBER 16 - THURSDAY, DECEMBER 22

Final examinations will be held from Friday, December 16 through Thursday, December 22 during the regularly scheduled class time. Exceptions to this schedule will be announced by the instructor prior to the commencement of final examinations.

CITIZENSHIP CENTER SCHEDULE | Fall 2005

<table>
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<tr>
<th>DAY CLASSES</th>
<th>8:00-11:00</th>
<th>MTWTh</th>
<th>J. Ruelas</th>
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<tr>
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<tr>
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<td>P. Schneider</td>
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*CCMS = Community Charter Middle School
**MCA = Montague Charter Academy
†MACLAY = Maclay Annex

NOTE:
Registration for these classes is held at the:
Maclay Annex
436 N Maclay Ave.
San Fernando, CA 91340
818.837.2239

THE LATEST COLLEGE NEWS AND EVENTS
www.lamission.edu/news

Community Extension
The Community Extension Program at Los Angeles Mission College offers a wide variety of non-credit courses and one-time seminars for personal and skill development, cultural enrichment and recreational enjoyment for all ages in our community. Courses and workshops are offered year-round in such areas as fine and handcrafted art, floral design, performing arts and music, personal power, dance exercise, money and business, careers, digital media production, languages, kids college, computers and more! For further information please call our office at 818.364.7387 from 8:00 a.m. to 6:00 p.m. Mon.-Thu. and 8:00 a.m. to 5:00 p.m. on Fri.

Traffic School
For drivers who have received current traffic citations, the Community Extension Program provides Traffic Violators School on Saturdays only for eight hours. Pre-enrollment is necessary. Please call 818.364.7390 for registration information.

Escuela de Tráfico
Para aquellas personas que han recibido una infracción de tráfico recientemente, el programa “Community Extension” de Mission College ofrece ocho horas de clase de tráfico en Español solo los sábados. Es necesario inscribirse con anticipación. Por favor llame al 818.364.7390 para más información.
“Los Angeles Mission College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, (3402 Mendocino Ave., Santa Rosa, CA 95403, 707.569.9177), an institutional accrediting body recognized by the Commission Recognition of Postsecondary Accreditation and the U.S. Department of Education.”

**Affirmative Action Policy**

The policy of the Los Angeles Community College District is to implement affirmatively equal opportunity to all qualified employees and applicants for employment without regard to race, color, national origin, ancestry, status, religion, creed, sex, pregnancy, age, handicap, marital status, medical condition (cancer-related), sexual orientation, or veteran status.

**Student Health Fee Information**

The Los Angeles Community College District policy exempts the following students from paying the student health fee: (a) Students on financial aid and/or recipients of a Board of Governors’ grant, (b) students who depend exclusively on prayer for healing in accordance with the teaching of a bonafide religious sect, (c) students who are attending classes under an approved apprenticeship training program, (d) non-credit education students, (e) students enrolled in District colleges exclusively at sites where health services are not provided, (f) students who are enrolled in District colleges exclusively through Instructional Television or distance education classes, (g) students who are enrolled in District colleges exclusively through contract education. Students exempted under the provisions of (a), (c) and (d) above are eligible to receive the services of the college health program; all other exempted students are not eligible to receive the services of the college health program.

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<table>
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<tr>
<th>Admission Office Hours*</th>
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<tr>
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<tr>
<td>Saturday</td>
<td>10 am - 1 pm</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bookstore Hours*</th>
<th>818.364.7798</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday - Thursday</td>
<td>9 am - 7 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>9 am - 4 pm</td>
</tr>
<tr>
<td>Saturday</td>
<td>8 am - 12 pm</td>
</tr>
</tbody>
</table>

*Hours subject to change.