GENERAL CALENDAR DATES
Online Applications Accepted ..................................................................................................... Year Round
Assessment and Orientation ....................................................................................................... Year Round
Residency Determination Date .................................................................................................... August 31
DAY AND EVENING CLASSES BEGIN ........................................................................................ September 2
Saturday classes begin .................................................................................................................. September 6
Last day to process Audit Add Request .................................................................................. September 12
Last day for Section Transfer ....................................................................................................... September 12
Last day to petition for Credit/No-Credit............................................................................. October 3
Deadline to petition for Fall 2014 Graduation........................................................................ December 5
Classes end ......................................................................................................................................... December 13
FINAL EXAMS ..................................................................................................................................... December 15 to 20

PRIORITY Registration Dates - Enrollment is by appointment ONLY, through the Internet.
(You may not register before your appointment.)
CalWORKS, EOPS, DSPS, Foster Youth and Veterans .......................................................... May 7 to May 11
Continuing Students ......................................................................................................................... May 12 to June 2
New and re-entering students ......................................................................................................... June 3

ADD Dates - Late ADDs are not permitted
Deadline to add online .................................................................................................................. September 1
Deadline to add full term (16-week) classes in person ................................................................. September 12

NOTE: Short Term and Late Start classes have different Add & Drop deadlines. Please check with your instructor.

DROP CLASSES ON-LINE ONLY (16-week classes)
Drop classes without receiving a “W” with refund (By Internet only) ...................................... September 14*
Drop classes without incurring fees or with a refund (Registration/parking/ non-resident fees/semester-length classes)
(By Internet only) ................................................................................................................................. September 14*
Drop classes with a “W” - A letter grade is required after this date forward -
(By Internet only) ................................................................................................................................. November 23

*PLEASE NOTE: The District required earlier and revised deadlines starting Summer 2012. A “W” will appear on your transcript record after this date.

REMINDER: There is a new LACCD enrollment limit. The limit is now three times to take a class and includes both substandard grades and withdrawals.

If you stop attending a class (or wish to drop a class), YOU MUST DROP THE CLASS YOURSELF – OFFICIALLY – on or before November 23, 2014 (by Internet only).
Failure to do so may result in a grade of “F” in that class.

REGISTRATION INFORMATION
Website – www.laccd.edu (Student Information System)
Admission Regular Office Hours
(Hours are subject to change. Please check the LAMC website)
Monday and Thursday – 8am-5pm
Tuesday and Wednesday – 8am-7pm
Friday – 8am-12noon

HOLIDAYS (College CLOSED)
Independence Day – July 4
Labor Day – September 1
Veteran’s Day – November 11
Thanksgiving – November 27 to 30

VISIT OUR WEBSITE FOR UPDATED INFORMATION ON NEW CLASSES AND CANCELLED CLASSES
www.lamission.edu/schedules

LATE ENROLLMENT: The college reserves the right to cancel or extend late enrollment for reasons relating to student enrollment, level of financial support, or any other reason at the discretion of the LACCD (District) and Los Angeles Mission College.

FOR THOSE WITH DISABILITIES, ALTERNATE FORMATS OF THIS SCHEDULE ARE AVAILABLE BY CALLING 818.833.3313
I am pleased that you are continuing your education and have decided to attend Los Angeles Mission College (LAMC). We are proud to offer you a high quality education and to provide the support you need to succeed. We know there may be many challenges to face, but we are here to help you overcome these challenges and assist you in meeting your educational goals.

This year, Los Angeles Mission College’s Center for Math & Science building received a national award from the Design-Build Institute of America for ‘Best Sustainability Project.’ We have world-class facilities that offer world-class education for our students.

Mission College is dedicated to its philosophy of providing high-quality services and programs in a supportive environment, which is the foundation of the College’s mission—the success of our students. Faculty and staff are proud of the rigorous programs, and are committed to helping students achieve their dreams. Here, you will be encouraged to exceed your potential to meet the challenges of tomorrow.

LAMC offers a variety of programs of study to obtain an associate degree, transfer to a four-year institution, or learn new skills to advance in the workplace. We have flexible scheduling and courses to fit your needs such as online, weekend, evening, short-term, and television courses.

There’s a world of opportunities for building a brighter future for yourself through education. Whatever your reasons are for attending Mission College, you will be provided with a quality education and the tools necessary to help you succeed.

I welcome you to Los Angeles Mission College, and know you will find your experience at LAMC to be rewarding.

Very truly yours,

Monte E. Perez, PhD
President, Los Angeles Mission College
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For complete information on programs at Los Angeles Mission College, please consult the Mission College Catalog at [www.lamission.edu](http://www.lamission.edu)

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NEW 3 REPEAT RULE

EFFECTIVE SUMMER 2012, course withdrawal ("W") or a substandard grade ("D," "F," or "NP") count as an attempt at a course. Only three attempts at any one course will be allowed, with some exceptions. Listed below are the new rules that all students need to know about.

• Students who drop or are excluded after the last day to drop without a grade of "W" will have a "W" appear on their transcript. The "W" will count as an attempt for that course.

• For the Fall semester, September 14, 2014 is the last day to drop a 16-week semester length class without a "W." Students will be able to drop a class online until this date. Contact the office of Admissions and Records for deadlines on late start, short-term and special program classes.

• A course in a student’s transcript which currently shows a recorded "W" counts as an attempt for that course.

• Students will not be allowed to register for any course within the LACCD if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.

• Add permits for a course within the LACCD will not be processed if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.

• For courses specifically designated as “repeatable,” students may repeat up to three times (See Title 5 California Code of Regulations sections 55040, 55041, 58161).

• Where the student’s number of enrollments in a course exceeds the allowable amount, the student may petition for an additional enrollment in cases of extenuating circumstances.

What students should do:

• Be sure you are academically ready for classes you enroll in.

• If you must drop a course, drop before the specified deadline for dropping a class without a grade of “W”
The Los Angeles Mission College Transfer Alliance/Honors Program is designed for motivated students who plan on transferring to a four year college or university. The program consists of academically enriched general education courses in which both written expression and the critical analysis of ideas are stressed. The TAP program offers participating students priority admissions to UCLA and additional opportunities at other universities. Admittance rates for UCLA (tabulated for Fall 2011) for TAP/Honors students was 74.3% versus 27.5% for non-TAP/Honors students! Both current and new students may apply to be part of the TAP program.

Requirements: Students will complete five honors courses (minimum 15 UC transferable units) and maintain at least a 3.25 grade average, and honors designation will appear on the students’ transcripts. For each honors course, students will complete a research project or paper designed in collaboration with the Honors Director Dr. Mike Fenton and the faculty member teaching the course.

Application requirements: 
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 3.50 or higher or an SAT score above 1,000, and their placement tests must place them in English 101 or higher.

If you do not meet a specific requirement but would like to be able to participate in TAP, please write to Dr. Mike Fenton at fentonms@lamission.edu to discuss your particular situation.

Application Packet Requirements: 
Interested students should put together a packet that includes unofficial transcripts, a personal statement, faculty recommendation and a completed application which can be found on the Honors website: www.lamission.edu/honors/default.aspx

Benefits of TAP/Honors Participants @ UCLA: 
• Priority admissions consideration to several prestigious four-year institutions, including UCLA
• An enriched academic program allowing students to gain opportunities to pursue topics and projects of individual interest within courses taken; opportunity to gain valuable critical thinking, research and writing skills; opportunities to explore interdisciplinary approaches to course topics
• Assistance in the transfer process
• Participation in TAP/Honors allows you to have a non-impacted Alternative Major Selection at UCLA
• UCLA Library Card

Benefits of TAP/Honors Participants Here @ LAMC: 
• Transcripts that reflect participation in the program
• Regular opportunities for interaction and individual conferences with faculty mentors and program director
• Priority counseling with the Honors Counselor
• Bookstore Fast Pass (Priority bookstore visits the first week of class)
• Recognition at LAMC graduation ceremony
• Opportunity to attend the annual Honors Students research Conference at UC Irvine as well as the UCLA TAP/Transfer Conference

Contact Information for the UCLA Transfer Alliance/Honors Program: 
Contact Honors Counselor Afri Walker, 818.364.7647, or Honors Coordinator Dr. Mike Fenton, 818.364.7888

Additional Transfer Agreements through the Honors Transfer Council of California

This program was created to promote academic excellence, to stimulate creative intellectual thinking and discussions 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. LAMC Membership in the Honors Transfer Council of California gives our students the opportunity to participate in many honors agreements and the primary benefit is priority admission. To learn more about the Honors Transfer Council of California and the programs, agreements, priority admission, scholarships and other activities they offer to our students, go to www.honorstcc.org

Participating Universities and Colleges: 
Some of the universities and colleges that offer honors program transfer agreements and priority admission to those students who complete all requirements at the time of application for transfer are:

<table>
<thead>
<tr>
<th>University</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cal Berkeley</td>
<td>UC Irvine</td>
</tr>
<tr>
<td>CSU Fullerton</td>
<td>CSU Stanislaus</td>
</tr>
<tr>
<td>San Diego State</td>
<td>San Jose State, Engr</td>
</tr>
<tr>
<td>Azusa Pacific</td>
<td>Chapman</td>
</tr>
<tr>
<td>La Sierra</td>
<td>Loyola Marymount</td>
</tr>
<tr>
<td>Mills College</td>
<td>Occidental College</td>
</tr>
<tr>
<td>Pitzer College</td>
<td>Pomona College</td>
</tr>
<tr>
<td>University of San Diego Whitman College</td>
<td></td>
</tr>
</tbody>
</table>

Benefits to Honors Program Participants at Each School: Each University or College listed above has specific requirements and guidelines and each offers varying additional advantages outside of priority admission for students who complete the Honors Program requirements described. These advantages may include priority for housing, scholarships and other benefits. Transfer agreements for participating schools may be viewed at www.honorstcc.org/transfer/HTCC-Agreements.pdf

Requirements: The requirements are the same as they are for the UCLA TAP Program described above. 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 3.50 or higher or an SAT score above 1,000, and placement tests must place them in English 101 or higher. To earn Honors Program Certification, students must complete five honors courses with a 3.00 grade average, and honors designation will appear on the students’ transcripts. For each honors course, students will complete a research project or paper with a specific faculty member for a class in which the student is enrolled.

Contact Information for HTCC Honors Transfer Programs: Call Counseling at 818.354.7655 or 818.364.7656 and ask to meet with an honors counselor regarding all programs above. Go to www.lamission.edu/honors/default.aspx for additional materials.
California Community College students interested in transfer to a California State University (CSU) are encouraged to learn more about the Associate in Arts or Associate in Science for Transfer (AA-T or AS-T) Degrees. These Transfer Degrees are designed to provide a clear pathway for transfer. California Community College students awarded an AA-T or AS-T degree are guaranteed admission with junior standing in a program that is deemed “similar” within the CSU system. Although priority admission consideration is given to the student’s local CSU campus within a “similar” program, it does not guarantee admission to a specific major or campus.

Students who have been awarded an AA-T or AS-T are able to complete the remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units. Los Angeles Mission College offers several Associate Degrees for Transfer and to find out which CSU campuses accept each degree, go to www.sb1440.org. Students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs.

At the time of catalog publication, a student may earn an AA-T or AS-T at LAMC in the following majors:

- AA-T in Communication Studies
- AS-T in Early Childhood Education
- AS-T in Mathematics

REQUIREMENTS
The following is required for all AA-T or AS-T degrees:
1. Minimum 60 CSU-transferable semester units.
2. Minimum grade point average (GPA) of 2.0 in all CSU-transferable coursework. Although a 2.0 GPA is required for admission, some majors may require a higher, more competitive GPA. Please consult the counselor, the ASSIST website (www.assist.org) and the college catalog for more information.
3. Completion of a minimum of 18 semester units in an "AA-T" or "AS-T" major as detailed in the Disciplines section of this catalog. All courses in the major must be completed with a grade of “C” (2.0) or better. Local graduation requirements are not needed for degree to be granted.
4. Certified completion of the California State University, General Education-Breadth (CSU GE Breadth) pattern, OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
5. Complete a minimum of 12 units at LAMC.
STEM Program Objectives:
- Offering STEM Summer Academy to incoming STEM majors
- Supporting curriculum development in math, life science, physical science and computer science
- Creating accelerated Math and Science series for STEM students
- Offering internships in industry and academia
- Development of mentoring program
- Development of seminar series
- Enhancing Technology in STEM classes

Benefits of Being a STEM Program Student:
- A scholarly community that provides support and mentoring opportunities
- Participation in the Summer Academy for Math and Sciences
- Priority enrollment in STEM funded Math and Science courses
- Provides free math and science tutoring
- STEM academic counseling that provides education plans and time management plans as well as transfer and career advisement
- Participation in the STEM activities (academic trips, fairs, and clubs)
- May be eligible to participate in Undergraduate Research internships in academia and industry

“This internship has really cemented my belief that mechanical Engineering is right for me. The professors and students have guided me in an opportunity that has not only given me an insight into what to expect from the engineering field, but has also helped me experience what it is like to work with others in the lab and conduct research.” – Eduardo Romero
What do our STEM faculty say about opportunities the STEM grant will bring to students?

Said Pazirandeh, Chair, Physical Sciences
“The STEM grant and the programs and support it provides to Mission College have been a great opportunity for faculty and students at the college to build a community that supports higher learning and professional growth in the fields of science, mathematics, engineering and other technology related disciplines. Through support from this grant calculus-based physics courses have been offered at the college during the past year, and organic chemistry courses will be offered at the college during Fall 2014 and Spring 2015 semesters. These courses are an integral part of many STEM related majors pursued by Mission college students. In addition, the STEM grant provides tutoring and other support services such as mentoring for STEM students that is essential in their success at the college.”

Robert Smazenka, Chair, Math, Computer Science, Engineering
“This grant is giving the STEM faculty a unique opportunity to provide our students with access to the sciences and mathematics. Reinvigorating the Computer Science program and facilities will provide our students with the courses, computing facilities, and technical experience necessary to succeed in the STEM disciplines. Currently, STEM has assisted with the integration new curriculum and courses in Computer Science. In addition, the STEM grant has provided engineering summer internships at CSUN and is collaborating with UCLA for additional internships. We look forward over the next three years to meeting other challenges and create opportunities for continued student support in Math, Computer Science, and Engineering.”

Mike Fenton, Chemistry Faculty
“I’m excited to be a part of the STEM community and to be able to encourage and promote student participation in all STEM areas. The STEM grant is providing important resources for students to excel in the STEM areas. Traditionally, the sciences, technology, engineering, and math are difficult topics for students; however, with additional resources faculty will be able to optimize the learning experience, and provide the support needed to properly guide students through these disciplines. The STEM grant is providing STEM tutorial services, STEM specific counseling, summer internships at UCLA and CSUN, as well as summer academy programs. This in turn should better prepare students for university transfer and/or careers in these flourishing fields. Ideally, the STEM opportunity will enrich the learning experience and create an environment conducive to encouraging interested students to pursue their education in the STEM fields.”

Richard Rains, Physics Faculty
“This is the third semester in which I’ve taught the engineering-level physics courses that have been made possible by the Mission College STEM grant. It has been a thrill to watch the high level of talent emerging from these unassuming young people, who are themselves surprised to discover their own capabilities, developing in response to the high-quality, stimulating environment provided by the grant. I have no doubt that many of them will go on to make significant technological contributions to our community and our nation. Thanks, STEM!”

Improve STEM Success and Access
**Counseling Department**

Our counselors are here to assist you in the development of your Student Educational Plan, and to advise you on class selection, academic issues, and career and job development resources. You can make an appointment in advance, drop by for a quick question or two and walk-in for an appointment. If you are interested in the development of your Student Educational Plan, plan on making an appointment for an hour session. All counselors are here to help you!

The Counseling Department is open Monday and Thursday from 8am to 5pm, Tuesday and Wednesday from 8am to 7pm and Fridays until 12 noon. Phone 818.364.7655 for an appointment.

Department Chair: Diana Bonilla  
General Counselors: Afri Walker, Michong Park,  
Dianna Bonilla, Sherrie Loper  
Transfer Center Director: Diana Bonilla  
General Counselor/Articulation Officer: Madelline Hernandez

**Disabled Student Program & Services**

DSPS provides support for students with disabilities by setting up a student educational contract that addresses educational limitations. Students with disabilities are offered a wide array of support which can include: priority registration, academic/personal counseling; job development and career planning; assistive technology support; as well as linkage to campus/community referrals. Reasonable accommodations may include: test proctoring; note taking assistance; and classroom accommodations. The goal of DSPS is to assure that all students with disabilities are afforded equal access to the educational opportunities that exist at LAMC. Please visit us at www.lamission.edu/dsp for additional information.

**Extended Opportunities Programs & Services (EOPS)**  
Cooperative Agencies Resources for Education (CARE)

EOPS/CARE works with a student population that must meet certain qualifications. Drop by the office to see if you qualify. Students are awarded vouchers valued at $225 each that are used to purchase textbooks only at LAMC’s Eagles’ Landing Student Store. EOPS students also receive priority registration, three mandatory individual counseling sessions, tutorial support, available academic workshops and assistance with the financial aid process.

CARE students (EOPS single parents receiving CalWORKs with at least one dependent child less than 14 years old) also receive an additional $150 CARE book grants used to purchase textbooks and supplies at LAMC student store. All new EOPS/CARE students are given survival kits, which include, but are not limited to, backpacks, LAMC binders, notebook paper, pens, pencils and LAMC t-shirts. In addition, CARE students are also awarded meal vouchers valued at $6 each that are used in the cafeteria. EOPS/CARE students are awarded cash grants once or twice a year, depending on availability of funds.

**Office of Admission and Records**

Admissions is located in the Student Services annex of the Instructional Building, which is located near the clock tower. Admissions provides resources to support students, such as processing transcripts and verifications. Admissions accepts and processes a variety of petitions, including but not limited to course repetitions and general petitions. It is our goal to assist the best we can in the academic success of our students.

**Office of Financial Aid & Scholarships**

This office is located in the same location as Admissions & Records, EOPS and the Counseling Department. Make sure you stop by and request information about meeting your financial needs. Many options are available, and staff can assist you in identifying the financial resource for which you qualify.
Transfer & Career Center
The Transfer & Career Center provides students with career and transfer services to assist students through the career exploration process and ensure a smooth transition to four year universities. Our staff is highly dedicated to your success.

Our services include: counseling appointments to address career and transfer questions, appointments with university representatives, transfer and career fairs, spotlight on careers workshops (see below), transfer related workshops, career assessments to help you decide on a major. We provide access to the internet and specialized software for career exploration, information on university field trips, access to public and private University catalogs, and much more.

The Transfer & Career center has undergone several positive changes such as moving to a new more accessible location, longer hours of operation and additional support staff. These changes resulted in increased student contact and service.

The Transfer & Career Center is open Monday and Thursday from 8am to 5:30pm, Tuesday and Wednesday 8am to 7pm, and Friday 8am to 1pm. We are located in the Campus Services building. Please contact us by phone at 818.364.7827 or by email at transfer@lamission.edu. Below is a tentative schedule of events. For specific dates, please visit our website at www.lamission.edu/transfercenter

Make sure to watch the school calendar for Transfer/Career Center events that include the following:
• University representatives from CSU, UC, and Private Universities
• Career Fair
• Evening Transfer Fair
• Spotlight in Careers Workshops
• Career Exploration for the Undecided Student
• Interviewing Techniques to Help You Land that Job
• Writing a Winning Resume Workshop, and
• Transfer Admission Guarantee (TAG) Program

TRIO/Student Support Services (SSS) Program
The TRIO/Student Support Services (SSS) Program is a federally funded program designed to identify and provide resources to help students persist through college. SSS provides support services that promote and facilitate students’ academic and personal success. To qualify for SSS, students must meet at least one of these requirements: 1) Be a first-generation college student (neither parent has a bachelor’s degree); 2) meet an income guideline; 3) be a student with a disability. Students selected to participate in SSS will qualify for one-on-one academic advising and counseling, individual and group tutoring, career counseling, study skills workshops, trips to cultural sites and colleges, and grant aid through a selective process.

Contact us at 818.364.7821, or visit our website for more information: www.lamission.edu/sss
Our Mission Is Your Success

Los Angeles Mission College is dedicated to providing you with a quality education...

and to supporting students with diverse career, transfer and personal goals as they manage the demands of work, school and personal life. We offer a variety of class formats to fit your schedule needs, and we offer a wide range of transfer, professional, personal enrichment and support programs. Some programs are described in this schedule. For complete and up-to-date information please consult the college website at www.lamission.edu

COURSE FORMATS offering students a range of scheduling options include:

- **Traditional classes** - pages 24-47
  on campus, day, evening and weekends

- **Online Classes** - page 12
  also listed within the schedule of courses

- **Hybrid Classes** - page 12
  also listed within the schedule of courses
  (combination of online and on campus)

- **Short Term and Late Start Classes** - page 13
  also listed within the schedule of courses

- **ITV Classes** - page 14
  Televideo courses

- **Off-Campus Locations**
  Some courses are offered at area high school campuses.
  Check the schedule listings.

PROGRAMES that help you meet your career, professional and personal goals:

- **A.A. and A.S. Degree Programs**
- **College Transfer Courses**
- **Honors Transfer Program** - page 4
- **Career and Technical Education**
- **College Level Examination Program (CLEP)** - page 16
- **English as a Second Language Programs** - pages 17-19
  (Non-Credit and Credit)
- **GED and CAHSEE Preparation** - pages 17-18
- **Concurrent Enrollment**: For high school students who are eligible to take college classes while still in high school. See your high school counselor for complete eligibility.

Please consult the Los Angeles Mission College website, www.lamission.edu, for complete information on the programs below and to access our online catalog.

and more...

Go to www.lamission.edu for complete information and to view our College Catalog. Contact information for departments, programs and for college counselors are listed.
Which Course Formats Fit Best Into Your SPRING 2014 Schedule?

<table>
<thead>
<tr>
<th>COURSE/FORMAT</th>
<th>CAMPUS</th>
<th>ONLINE</th>
<th>HYBRID</th>
<th>SHORT TERM</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
<th>ITV</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCOUNTING</td>
<td>X</td>
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<tr>
<td>ADMINISTRATION OF JUSTICE</td>
<td>X</td>
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Online & Hybrid

Students often work full or part time jobs while going to college, so their time is valuable.

**BENEFITS OF TAKING ONLINE CLASSES**
- Provides flexibility, convenience, and 24/7/365 education
- Provides independent learning
- Accommodates different learning styles
- Teaches you to be self-disciplined
- Access to great faculty from Mission College

**Online Courses Bring Education Right To Your Home.**
Save time spent in traffic and invest it in your education. You can study from anywhere in the world. In an online environment, you are EMPOWERED to learn from others in your class. You can make intelligent and thoughtful contributions to discussions online.

You can read and review lecture notes as often as you want, interact within your courseware at any time, and you have the ability to send your professor questions at your convenience.

Are you ready to take an online class?
See if you are ready to take an online class by taking this simple survey - www.waol.org/getstarted/IsOnline4Me.asp

Have questions or need help deciding which path is best for you?
Contact an Online Counselor - 818.364.7655 or Email Afri Walker at walkeraf@lamission.edu or Diana Bonilla at bonilldi@lamission.edu
Check out the Counseling Webpage for more information - lamission.edu/counseling

Get Started with your Online Classes today
1. Become a student at Mission College - apply online: cccapply.org
2. Check which classes are offered online - missiononline.pbwiki.com
3. Check to see if the online class is still available (it may be full - online classes are very popular so register early) - mymission.lamission.edu/soco
4. Add your online class to your schedule of classes - go to the Student Information System - www.laccd.edu/student_information/sis_logon.asp (you will need your 88-Student ID to enter) - eweb4.laccd.edu/index.asp
5. Check to see who is your online instructor - and email him/her about your online class - missiononline.pbwiki.com/faculty
6. Make sure your computer is properly set up to take the class - tuneup.pbwiki.com
7. Find out which course management system your class uses. At Mission we have three different platforms - etudes ng, moodle and course compass - http://missiononline.pbwiki.com
8. Login to the correct online course management system for your online class - missiononline.pbwiki.com/login

Any problems?
Contact the Help Desk at 818.415.2015 or olinemission@gmail.com
or contact our Title V Tutor (Kelly) kps70@hotmail.com

Technical Support
Phone: 818.415.2015 or Email: onlinemission@gmail.com

These classes are also listed in the FALL schedule.
### SHORT TERM

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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Section</th>
<th>Type</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Dates</th>
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<td>CHDEV 61</td>
<td>INTRODUCTION TO FAMILY CHILD CARE II</td>
<td>1</td>
<td>0174 LEC</td>
<td>1:00 pm - 3:50 pm</td>
<td>S MORENO, M</td>
<td>CCDS 202</td>
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<td>CHDEV 62</td>
<td>DEVELOPMENTAL PROFILES: PRE-BIRTH THROUGH AGE EIGHT</td>
<td>2</td>
<td>0175 LEC</td>
<td>9:00 am - 11:50 am</td>
<td>S MORENO, M</td>
<td>CCDS 202</td>
<td>(12Wks - 9/6/2014 to 11/22/2014) Taught bilingually (English/Spanish)</td>
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<td>CHDEV 172</td>
<td>INTRODUCTION TO CAREERS IN CHILD DEVELOPMENT</td>
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<td>12:10 pm - 3:30 pm</td>
<td>F RODRIGUEZ, P</td>
<td>CCDS 202</td>
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<td>SANITATION AND SAFETY</td>
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<td>0464 LEC</td>
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<td>CAI 232</td>
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<td>CAI 227</td>
<td>(8Wks - 10/27/2014 to 12/19/2014)</td>
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### ALERTU

**Sign up is simple:**

Text **LAMC** to **253788** (AlertU) and reply **Y**

Or sign up online at www.alertu.org/lamc

- ALERT NOTIFICATIONS ARE ONLY SENT IN EMERGENCY SITUATIONS
- ALERTU SUBSCRIBERS WILL NOT RECEIVE SPAM
- SUBSCRIBER INFORMATION WILL NOT BE SHARED WITH THIRD PARTY MARKETERS
- STANDARD TEXT MESSAGE RATES APPLY

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**FALL 2014 SCHEDULE OF CLASSES**

**FALL 2014 SCHEDULE OF CLASSES**

These classes are also listed in the FALL schedule.
### 8 WEEK CLASSES

Saturdays at Southwest & City Colleges  
Sundays at Pierce & Valley Colleges  
First college is AM / Second PM

All classes are approved for transfer to the UCs and CSUs and meet graduation requirements at all LACCD Colleges. Transcripts are issued by L.A. Mission College.

Attend only one class meeting at any location. Classes are taught by the same instructor at each campus. All classes use a blended format combining weekend class meetings with video lessons and online activities.

Use the Student Information System to enroll, select ITV as the campus. For questions or assistance with registration call 818/833-3595. Students are advised to speak with a College Counselor when planning their academic program. Financial aid is available for qualified students; fee waivers also apply to these classes.

For classroom locations go to www.lamission.edu/ITV

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#### FALL 2014 Session A  
**September 1 – October 26**

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<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
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<td>Anthropology 101</td>
<td>7267</td>
<td>C/SW</td>
<td>P/V</td>
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<tr>
<td>Economics 1</td>
<td>7268</td>
<td>C/SW</td>
<td>P/V</td>
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<tr>
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<td>7269</td>
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<td>P/V</td>
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<td>C/SW</td>
<td>P/V</td>
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<td>History 11</td>
<td>7271</td>
<td>C/SW</td>
<td>P/V</td>
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<td>SW/C</td>
<td>V/P</td>
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<tr>
<td>Philosophy 1</td>
<td>7273</td>
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<td>V/P</td>
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<td>7275</td>
<td>SW/C</td>
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Saturday class meetings: September 6 - October 25  
Sunday class meetings: September 7 - October 26  

Last Day To: ADD classes, September 9, with instructor approval  
Drop without incurring fees: September 10, 2014  
Drop without receiving a “W”: September 10, 2014

#### SUMMER 2014  
**June 16 – August 3**

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<td>Economics 1</td>
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Saturday class meetings: June 21 - August 2  
Sunday class meetings: June 22 - August 3  

Last Day To: ADD classes, June 23, with instructor approval  
Drop without incurring fees: June 24  
Drop without receiving a “W”: June 24

#### FALL 2014 Session B  
**October 27 – December 21**

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<td>C/SW</td>
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<td>C/SW</td>
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<td>C/SW</td>
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<tr>
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<td>7280</td>
<td>C/SW</td>
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<tr>
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<tr>
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<tr>
<td>Psychology 41</td>
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Saturday class meetings: November 1 - December 20  
Sunday class meetings: November 2 - December 21  

Last Day To: ADD classes, November 4, with instructor approval  
Drop without incurring fees: November 5, 2014  
Drop without receiving a “W”: November 5, 2014

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**Website:** www.lamission.edu/ITV  
**Telephone:** 818/833-3594 or 800/917-9277
Academic Assistance for LAMC Students

The Learning Center (TLC)
Marie Zaiens, Director: zaiensme@lamission.edu | 818.364.7757
Ground floor of the LAMC Library building

Hours: Individual Use Area – Monday – Thursday, 8am to 7pm
Learning Lab Area - Monday – Thursday, 9am to 7pm

The Learning Center is a “hub” for activities designed to help students succeed in their classes. The Learning Center offers print and copy services and access to computers for general use in the Individual Use area as well as computers with academic software in the Learning Lab area. For students enrolled in Developmental Communications, computers are available Monday through Thursday from 8am to 7pm.

The Information Desk is staffed by student assistants who are trained to offer basic support for computing, printing, and copying. Highly qualified student tutors, many of whom are enrolled in master’s degree programs, are trained to assist students with academic writing, reading, math, and computer assignments as well as class projects and homework. The Learning Center includes two centers developed by a Department of Education Title V Hispanic Serving Institution (HSI) grant that is devoted to student success: the Academic Success Center (ASC – LRC 219) and Science Success Center (SSC – located in CMS 101 on the East Campus). Each semester, a variety of workshops and review sessions are offered covering topics in study skills and grammar through the Academic Success Center. The ASC also offers online videos in critical thinking topics to help students understand what critical thinking involves and how to apply critical thinking skills in any of their classes. Other online videos can prepare students for essay writing for English classes as well as any of other classes that include essay assignments. Workshops, study materials, and online videos for Anatomy, Astronomy, Biology, Chemistry, Physics, and Science Success Skills are presented by the Science Success Center. Math tutoring for 105, 112 and 115 students is held Monday through Thursday from 11am to 7pm in the Math Lab, LRC-215. The Learning Center is wheelchair accessible and provides automatic adjustable tables, adaptive software, and screen magnification.

For further information on Learning Center services, please contact the Information Desk at 818.364.7754.

Academic Success Center (ASC)
In the LRC
Library building, ground floor, room 219 – Wheelchair accessible

Hours: Monday – Thursday 11am to 7pm

The ASC provides FREE writing and reading assistance to registered students. We will help students to study, organize essays, learn MLA and APA styles, and improve grammar. Our knowledgeable writing coaches can help students to develop their skills or discuss writing styles for transfer level courses. Our new Reading Plus software program has helped some students improve their reading by five levels, and it is accessible from home. Students can take a Reading Plus or TABE reading assessment and begin improving their reading skills immediately. For more information, visit the ASC or call the Information Desk at 818.364.7754.

- Eleven computers are available with grammar, writing, and reading software to use anytime the Center is open. Two laptops and two MacBooks are also available for student use.
- Workshops are provided on grammar review, APA and MLA styles, writing essays, and note-taking techniques.
- Reading Plus, PLATO, and ESL software is available on lab computers.
- Critical thinking tutoring focuses on analysis, argumentation, presupposing, assumptions, implications, and interpretation.

Contact: Angela Keshishyan, Assistant Coordinator, Title V HSI Academic Success Center, keshisa@lamission.edu or 818.364.7134

Science Success Center (SSC)
CMS (East Campus), main level, seminar rm 101 – Wheelchair accessible

Hours: Monday – Thursday 8am to 7pm

The SSC provides FREE assistance in science courses to registered students: Library building, room 208. Workshops in Astronomy, Biology, Chemistry, and Physics are offered regularly. Midterm and FINAL EXAM review sessions, one-to-one assistance, and group study sessions are available. For more information, call 818.364.7133.

- Resources from professors, SSC handouts, science videos and animations, and links to social networking are on the SSC’s web page.
- Support for success in Anatomy classes includes Histology slides, microscopes, and various anatomical models as well as tutoring.
- Critical SSC Science tutorial videos to support the understanding of the science material are now available to view and/or check out.
- Science related manipulative models are available for use in the SSC.

Contact: Kristina Gonzales, Lead Coordinator, Title V HSI Science Success Center: gonzalkm@lamission.edu 818.364.7133
Website: www.lamission.edu/learningcenter/ssc.aspx

Learning Center Math Lab
Library building, ground floor, room 215 – Wheelchair accessible

Hours: Monday – Thursday 11am to 7pm

Tutoring for Math 105, Math 112 and Math 105 is provided in the Learning Center Math Lab.
Tutoring for Math 105 and Math 112 is provided in the Learning Center Learning Lab next to the Information Desk.

The Learning Center Math tutors are dedicated to student success and provide friendly assistance for class assignments and practice exams. Tutors can also direct students to online videos, assist with math computer programs, and lend calculators and Math textbooks to students for use in the Learning Center.

- Math 105 and 112 instructors often hold their office hours in the LRC to answer class/program related questions and provide tutoring.
- The Learning Center is equipped with computers that support interactive software: MyMathLab, MyLabsPlus, WebAssign, Mathematica, and Minitab.

Contact: Lilit Haroyan, Instructional Assistant, Mathematics haroyanl@lamission.edu or 818.364.7628

Library
Library Building, Top Floor
Hours: Monday – Thursday 8am to 8pm,
Friday 8am to 1pm/Saturday 10am to 2pm
818.364.7600 x7106 | www.lamission.edu/library

Online databases, books, reference materials, periodicals, and information from the Internet – the tools you need to succeed are all available in the Library. The library staff is eager to assist you. Check out your library.
- Many textbooks are available for library use. Most other books can be borrowed for home use.
- E-books, articles in periodicals and newspapers and reference information are available 24/7 from on campus and from home.
- Study rooms are available for small groups to use.
- Computers provide access to Microsoft Office Suite, the internet and online databases.
- Wireless access is available throughout the Library. Use your own laptop or check out a library laptop to use in the Library.
- Use your Student ID card to make copies or print black and white or color documents from computers.
- A scanner is available at the reference desk to scan documents.
- MLA and APA citation and style guides are available by clicking on Research Paper Guides from the Library home page.
- Reference librarians will help you find the information you need for your class assignment.

Increase your skills in using Library Resources. Attend a workshop on Databases, MLA and Research Strategies. Enroll in Library Science 101-Library Research Methods. Use our online tutorials and research guides. Ask a librarian for assistance.

FALL 2014 SCHEDULE OF CLASSES
The Los Angeles Mission College Child Development Lab School has collaborated and partnered in the instruction of students since their inception 36 years ago. The CDC laboratory school is an institution of learning as well as offering students access to college. Our program is grounded in theory, the latest studies and current best practice. Early childhood education is fluid and changes with the needs of the community and society. What has not changed in over 30 years is that the first 5 years of life is the most significant in learning and comprehension. Studies have only reinforced the need for early education, especially with new studies regarding brain development. Our ratios and participation of vested individuals make us a utopian society of care and education for children. We have the ideal environment that is conducive to learning. We have highly experienced and educated staff, low ratios and purposeful collaboration.

Need to speed up your Graduation/Transfer? Use CLEP.
In many cases, CLEP will help you accomplish this Goal*
CLEP will help you
• Save money on gas driving to and from the college
• Cut the cost of Textbooks
• Study at your own time and pace, so that you may spend more time with Family, job or other obligations
• Save money on tuition, parking, & student fees
• Meet class requirements at your convenience, even if online and traditional classes are full or not offered during a semester or intersession
• Receive your test results quickly
To sign up follow these steps,
1. Visit CLEP online, get study guides, information and resources at http://clep.collegeboard.org
2. Visit the Los Angeles Mission College Regional Testing Center in the lower level of the Campus Center to schedule a test.
3. Pay fees in the business office. A credit or debit card is required to register for the CLEP exam.
4. Veterans are reimbursed through the VA. CLEP allows veterans to save, extend or delay use of their GI Bill for future classes (See Veterans Office for more details).
CLEP office is open the first Saturday of the month from 8am to 4pm & Wednesday evenings from 4pm to 10pm.
*It is the student’s responsibility to check Los Angeles Mission College catalog and the accepting College/University policy to determine acceptance of CLEP. See a counselor before completing any CLEP exam.

Contact: Maria Renteria, STEM Math Center Coordinator rentermd@lamission.edu 818.364.7811

The Los Angeles Mission College Child Development Lab School has collaborated and partnered in the instruction of students since their inception 36 years ago. The CDC laboratory school is an institution of learning as well as offering students access to college. Our program is grounded in theory, the latest studies and current best practice. Early childhood education is fluid and changes with the needs of the community and society. What has not changed in over 30 years is that the first 5 years of life is the most significant in learning and comprehension. Studies have only reinforced the need for early education, especially with new studies regarding brain development. Our ratios and participation of vested individuals make us a utopian society of care and education for children. We have the ideal environment that is conducive to learning. We have highly experienced and educated staff, low ratios and purposeful collaboration.

DISTRICTWIDE PARKING
YOUR LAMC PARKING PERMIT IS GOOD AT ALL 9 CAMPUSES!
Our classes are designed to provide opportunities for personal enrichment, enhancement of job opportunities and preparation for a college career. Our instructors are trained in their fields and committed to providing you with the best education.

Do you need to learn to speak English to advance your personal and career goals?
Do you want to get your GED or need help passing the CAHSEE exams?
Are you beginning your US citizenship process and want to prepare for the exam?
Do you want to go back to school and need academic preparation and guidance?

If you answered “yes” to any of the questions above, the Non-Credit program can help you. We offer...

**English as a Second Language (ESL) Classes**
Learn to read, write and speak English today! Learn to speak, read and write English through our free courses that focus on conversation and beginning grammar. We will assess and place you in a class that best fits your needs. One of our counselors will also monitor your progress and help you transition into higher level credit ESL classes on campus.

**GED Preparation and Services**
Pass your GED test today. We offer free preparation classes. The General Education Development (GED) certificate is widely accepted as an equivalent to a high school diploma.

The GED Preparation and Services will also monitor your progress and help you transition into higher level credit ESL classes on campus.

### FALL 2014 - NON CREDIT SCHEDULE OF CLASSES

<table>
<thead>
<tr>
<th>Sec #</th>
<th>Course</th>
<th>Description</th>
<th>Time</th>
<th>Days</th>
<th>Room</th>
<th>Instructor</th>
</tr>
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<tbody>
<tr>
<td>8853</td>
<td>BSICSKL 023</td>
<td>GED (Read, Write, Soc, Soc)</td>
<td>8:00 am - 12:15 pm</td>
<td>Tu</td>
<td>BUNG 3</td>
<td>SOLARES, D</td>
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<tr>
<td>8852</td>
<td>BSICSKL 023</td>
<td>GED Math (Spanish)</td>
<td>8:00 am - 12:15 pm</td>
<td>Fri</td>
<td>BUNG 6</td>
<td>GUTIERREZ, J</td>
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<tr>
<td>5897</td>
<td>BSICSKL 001</td>
<td>CARSEE Math</td>
<td>8:00 am - 11:10 am</td>
<td>Sat</td>
<td>INST 1010</td>
<td>FUENTES, C</td>
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<tr>
<td>8859</td>
<td>BSICSKL 023</td>
<td>Computers</td>
<td>8:30 am - 12:45 pm</td>
<td>Tu</td>
<td>SAR COUS</td>
<td>SARMENTO-SANDERS, E</td>
</tr>
<tr>
<td>8850</td>
<td>BSICSKL 023</td>
<td>GED Morning</td>
<td>9:00 am - 1:15 pm</td>
<td>Mon</td>
<td>BUNG 5</td>
<td>GUTIERREZ, J</td>
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<tr>
<td>8851</td>
<td>BSICSKL 023</td>
<td>GED Morning</td>
<td>9:00 am - 1:15 pm</td>
<td>Wed</td>
<td>BUNG 5</td>
<td>GUTIERREZ, J</td>
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<tr>
<td>8855</td>
<td>BSICSKL 023</td>
<td>GED Spanish</td>
<td>9:00 am - 1:15 pm</td>
<td>Mon</td>
<td>BUNG 3</td>
<td>YEHIA, S</td>
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<tr>
<td>8856</td>
<td>BSICSKL 023</td>
<td>GED Spanish</td>
<td>9:00 am - 1:15 pm</td>
<td>Wed</td>
<td>BUNG 3</td>
<td>YEHIA, S</td>
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<tr>
<td>8858</td>
<td>BSICSKL 023</td>
<td>Literacy Lab</td>
<td>9:00 am - 11:05 am</td>
<td>M &amp; W</td>
<td>LRC 218</td>
<td>STAFF</td>
</tr>
<tr>
<td>8854</td>
<td>BSICSKL 023</td>
<td>GED Spanish</td>
<td>9:00 am - 1:15 pm</td>
<td>Sat</td>
<td>INST 1013</td>
<td>YEHIA, S</td>
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<tr>
<td>5898</td>
<td>BSICSKL 023</td>
<td>BASIC SKILLS</td>
<td>4:00 PM - 6:05 PM</td>
<td>Tu &amp; Th</td>
<td>C IS</td>
<td>CARTER, L</td>
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<tr>
<td>8850</td>
<td>BSICSKL 023</td>
<td>GED Math</td>
<td>7:00 pm - 9:05 pm</td>
<td>M &amp; W</td>
<td>BUNG 5</td>
<td>ARRIAGA, A</td>
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<tbody>
<tr>
<td>8860</td>
<td>ESL NC 007</td>
<td>ESL 1</td>
<td>8:00 am - 11:10 am</td>
<td>M, Tu, W, Th</td>
<td>OLIVE MNR</td>
<td>LEUJA, A</td>
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<tr>
<td>8846</td>
<td>ESL NC 004</td>
<td>ESL 2</td>
<td>8:30 am - 11:40 am</td>
<td>Tu &amp; Th</td>
<td>GRIDLEY EL</td>
<td>GAUEZ, L</td>
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<tr>
<td>5862</td>
<td>ESL NC 008</td>
<td>ESL 3</td>
<td>9:00 am - 12:10 pm</td>
<td>M, Tu, W, Th</td>
<td>BUNG 4</td>
<td>KRAWCHUK, M</td>
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<tr>
<td>5846</td>
<td>ESL NC 004</td>
<td>ESL Conversation</td>
<td>6:00 pm - 9:10 pm</td>
<td>M &amp; W</td>
<td>BUNG 3</td>
<td>SCHNEIDER, P</td>
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<tr>
<td>5854</td>
<td>ESL NC 008</td>
<td>ESL Multi</td>
<td>6:00 pm - 9:10 pm</td>
<td>M, Tu, W, Th</td>
<td>MONROE HS</td>
<td>DE LA CRUZ, J</td>
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<tr>
<td>5851</td>
<td>ESL NC 007</td>
<td>ESL 1</td>
<td>8:00 am - 9:10 pm</td>
<td>M, Tu, W, Th</td>
<td>BUNG 1</td>
<td>DE LA CRUZ, J</td>
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<tr>
<td>5852</td>
<td>ESL NC 008</td>
<td>ESL 2</td>
<td>8:00 am - 9:10 pm</td>
<td>M, Tu, W, Th</td>
<td>BUNG 2</td>
<td>MICHEL, E</td>
</tr>
<tr>
<td>5853</td>
<td>ESL NC 008</td>
<td>ESL 3</td>
<td>8:30 am - 10:00 pm</td>
<td>M, Tu, W, Th</td>
<td>BUNG 4</td>
<td>SARMENTO-SANDERS, E</td>
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<tr>
<td>8864</td>
<td>ESLCVCS 001</td>
<td>Citizenship</td>
<td>9:00 am - 12:10 pm</td>
<td>Sat</td>
<td>INST 1003</td>
<td>KRAWCHUK, M</td>
</tr>
<tr>
<td>5865</td>
<td>ESLCVCS 001</td>
<td>Citizenship</td>
<td>6:00 pm - 9:10 pm</td>
<td>Wed</td>
<td>INST 1010</td>
<td>YEHIA, S</td>
</tr>
</tbody>
</table>

Classes are FREE and Registration is fast and easy! All services and classes are free of charge and open to everyone in the community. **Don’t wait any longer**, call us today! For more information and for our schedule of classes please call 818.364.7774, or log on to http://lamission.edu/noncredit
¿Necesitas aprender inglés para tu desarrollo personal y laboral?
¿Quieres obtener el GED o necesitas ayuda para pasar el examen de CAHSEE para obtener el Diploma de High School?
¿Quieres empezar el proceso para hacerte ciudadano de Los Estados Unidos y necesitas ayuda preparándote para el examen Naturalización?
¿Quieres regresar a la escuela y necesitas prepararte académicamente y obtener consejería?

Si contestaste “Sí” a una de estas preguntas llámanos hoy. El programa de Non-Credit te puede ayudar. Todos los servicios son GRATIS y registrarse es fácil. Todos los miembros de la comunidad pueden participar en este programa.

Clases de inglés Como Segundo Idioma
Aprende Ingles con nuestras clases gratuitas, inscríbete hoy. El idioma inglés es muy necesario para la comunicación diaria en este país, también es requerido hablarlo, leerlo y escribirlo para alcanzar metas académicas tanto como personales.
Aprende a hablar inglés con nuestras clases gratuitas. Nuestro programa se enfoca en el área de conversación y los niveles básicos de gramática. Nosotros te asesoraremos para poder colocarte en una clase indicada a tu nivel. Nuestros consejeros te ayudaran dándote información que te ayudara a seguir adelante con tus metas académicas.
Tendrás la oportunidad de continuar con clases de crédito en el colegio después de completar nuestro programa. Inscribete hoy.

Clases de preparación de GED en Español
Nosotros te preparamos para que pases tu GED en español. ¡Comienza a trabajar para un mejor futuro hoy!
El certificado de GED (General Education Development) es aceptado como un equivalente a un High School diploma. El certificado puede ser adquirido al pasar una serie de exámenes en las áreas de lectura, matemáticas, estudios sociales, historia de E.E.U.U. y ciencias. El examen lo puedes tomar en español o inglés y está diseñado para medir el nivel de conocimiento de un estudiante a nivel de la High School. El pasar el examen de GED te ayudara a conseguir un mejor empleo, seguir tu educación y calificar para ayuda financiera. Nosotros asesoraremos al estudiante para colocarlo en el nivel indicado. Nuestras clases están diseñadas para preparar al estudiante a pasar el examen. Nuestro programa no administra el examen pero te ayudaremos a encontrar un lugar y una fecha conveniente de acuerdo a sus necesidades, sea en español o inglés.

CAHSEE (Examen de Salida de Preparatoria)
Para poder obtener el diploma de preparatoria (High School) en el estado de California los estudiante tienen que pasar un examen de salida llamado CAHSEE. El programa está diseñado para ayudarte a mejorar tu conocimiento en las materias de Ingles y Matemática. El programa te ofrece (1) una serie de clases en Matemáticas e Ingles que te asesora para pasar el examen, (2) ayuda individual en las materias de Matemática e Ingles (3) asesoría individual con uno de nuestros consejeros para seguir tus metas académicas. Visítanos o llámanos para mayor información.

Clases de Ciudadanía y asesoramiento en la forma N-400
Prepárate y pase el examen de naturalización con la ayuda de nuestras clases, recibe ya los beneficios de ser un ciudadano de los Estados Unidos.
Durante la entrevista de naturalización un oficial de USCIS te hará un examen oral y escrito en inglés. (Excepto a personas que califican no tomarlo en ingles). La segunda parte del examen consiste en una prueba de conocimiento de historia y gobierno de Estados Unidos. Nuestras clases te ayudaran con una preparación sólida para que puedas pasar el examen de naturalización y obtener tu ciudadanía. Te ayudaremos a llenar la aplicación N-400 y contestar todas las preguntas que tengas acerca del proceso.

No Espere Más, ¡Llámame hoy! Para más información y horario de clases llame a Dennis Solares al 818.364.7774 o visite nuestra página de internet http://lamission.edu/noncredit
Why should you enroll in the Credit ESL Program at Mission College?

Our Mission is Your Success! To help you succeed in meeting your goals, our ESL Program provides...

- Dedicated, caring, and experienced instructors and staff
- Modern, technology-equipped classrooms
- State-of-the-art computer labs
- Multi-level program to meet your language development needs
- Day and evening classes to meet your busy schedule
- Financial Aid available for most students

Students who complete the 7-Level Credit ESL Program at Mission College can...

- Succeed in other college courses
- Be prepared to continue their college studies and earn AA and AS Degrees or complete certificates in fields like Culinary Arts, Child Development, Multimedia, Computer Science and other fields
- Enhance job skills and career advancement
- Increase vocabulary and reading skill
- Improve oral and written communication

Go to www.lamission.edu and click on “Apply Online” or come in person with your valid picture ID to complete an application and start the registration process. Once you have applied, Mission College will provide Assessment, Orientation, and Counseling to help you enroll in the correct ESL classes.

El programa de (ESL) inglés como segundo lenguaje en Mission College

Niveles y clases

El programa de (ESL) inglés como segundo lenguaje consiste en siete niveles de instrucción. El estudio en la adquisición del lenguaje recomienda la enseñanza de las habilidades integradas. Consecuentemente algunas clases de (ESL) están combinadas y otras clases requieren pre-requisitos. Los estudiantes reciben el máximo beneficio tomando todas las clases en cada nivel al mismo tiempo.

Nivel 1: ESL 1, Habilidades Integradas - 12 unidades, MTWTh
Nivel 2: ESL 2, Habilidades Integradas - 12 unidades, MTWTh
Nivel 3, 4, 5 y 6 Comprende las asignaturas A, B, y C:
  - ESL 3A, 4A, 5A, 6A: Escritura/Gramática - 6 unidades, MW
  - ESL 3B, 4B, 5B, 6B: Lectura/Vocabulario - 3 unidades, TTh
  - ESL 3C, 4C, 5C, 6C: Escuchar/Hablar - 3 unidades, TTh
Nivel 7: ESL 8: Avanzado ESL Composición - 6 unidades, MW
  - ESL 8 es equivalente a inglés 28 y satisface los requisitos para inglés 101.

Examen - ¿Cuál nivel debo tomar?

Todos los estudiantes nuevos deben tomar el examen de ESL en Mission College. Los resultados de este examen le indicarán a qué nivel deberá inscribirse. Mission College no acepta resultados de exámenes de otros colegios o escuela para adultos.

Una vez inscrito el estudiante que crea que fue asignado a un nivel incorrecto deberá comunicarse con su instructor o el jefe del departamento de ESL.

Para mas informacion llama al 818.364.7666
**The STEPS TO SUCCESS Matriculation Process** connects Los Angeles Mission College with students who enroll for credit courses into an agreement for the purpose of realizing the student’s educational goals through the college’s programs, policies, and requirements.

**Matriculation Exemptions Status:** At the time of application, all students are classified as Exempt or Non-Exempt from various matriculation components. Students may be exempt from one or more of the individual steps described below. Exempt students may participate in all matriculation components. All other students are coded as non-exempt and are expected to complete orientation, assessment, and counseling during their first semester at Los Angeles Mission College. Please refer to exemptions as they pertain to the steps below.

**Student’s Responsibilities:** Non-exempt students are required to express at least a broad educational intent upon admission, declare a specific educational goal no later than the term after which 15 units of degree applicable credit courses are completed, diligently attend class, complete assigned coursework, complete courses and maintain progress toward an educational goal and cooperate in the development of a student educational plan.

Please follow the steps below. Contact information is indicated for each step so that you can call or email with your questions. The process described below is for new students and for returning students who have not attended any LACCD campus for two consecutive semesters.

**STEP 1 COMPLETE AND SUBMIT AN ONLINE APPLICATION FOR ADMISSION**

Online Application Process:
- **GO TO** www.lamission.edu and click on “Apply Online.”
- You will be sent directly to the CCCApply.Org website, where you will follow the steps listed on the website.
- Allow approximately 3 to 5 working days (excluding holidays and weekends) for the processing of your online application.
- Once your on-line application is successfully processed, you will receive an email confirmation containing your STUDENT IDENTIFICATION NUMBER and information explaining how to access your district wide registration appointment online. Your student identification number will allow you to access the registration system.

As per LACCD policy, only online applications will be accepted by Admissions. However, In rare and unusual circumstances paper applications will be accepted with prior approval.

For more Information:
- Visit www.lamission.edu/admissions
- Stop by the Admissions Office in the Student Services Lobby located in the Instructional Building.
- Call 818.833.3322 during our regular office hours, which are subject to change. Check www.lamission.edu/admissions for current office hours.

**STEP 2 ASSESSMENT**

Campus Center Lower Level, Room 1529
ALL students who have submitted an application and have been issued a student ID number are required to take the assessment tests in English or English as a Second Language (ESL) and Math, unless exempt (please refer to exemptions below). The assessment process helps to place students in classes where they are most likely to succeed. Assessments are available on a walk-in basis, Monday through Thursday from 8am to 5pm. Students must have their LACCD ID Number and present a valid form of picture ID prior to taking the assessment tests.

**NOTE:** The Math assessment process requires students to self select the appropriate test level (Algebra Readiness, Elementary Algebra, Intermediate Algebra or Pre-Calculus). For more information on choosing the appropriate Math assessment test, please visit www.lamission.edu/math and select “MDTP Sample Tests” from the Main Menu.

**Assessment Results:**
- Once the assessment tests have been completed, it will take approximately 24 hours for the results to be available.
- Full assessment reports will be available for pick up at the Assessment Center approximately 24 hours after test completion.
- Assessment reports for tests taken on Thursdays will be available for pick-up the following Monday.
- Students may also view their assessment results on the Student Information System – eweb2.laccd.edu/WebStudent/signon.asp

For more Information:
- Visit www.lamission.edu/assessment/default.aspx
- Stop by the Assessment Office in the Campus Center Lower Level Room 1529.
- Call 818.364.7613

**Assessment Exemptions:**
1. Students who have already earned an AA/AS degree or higher
2. Students who are enrolling in recreational and/or personal growth classes only and have no intention of earning a degree or certificate

**NOTE:** Students who have assessment results from a college that uses assessments that are on the approved list of assessment instruments for California Community Colleges or who have completed Math and English courses at other colleges may be exempt from Assessment. Proof of transcripts and/or assessment results need to be presented to a Counselor in the Counseling Office.
**STEP 3  ONLINE ORIENTATION**

Once the assessment tests have been completed and results received, students may sign up at the Assessment Center or Counseling Department to attend an Online or In Person Orientation. It is highly recommended for all new students to attend an Orientation session unless exempt (please refer to exemptions below). Orientation presents important information about the college, educational programs, requirements, resources and services that will help students register for classes and succeed in meeting their educational goals.

For more Information:
- Stop by the Assessment Office in the Campus Center, Lower Level, Room 1529.
- Call 818.364.7613

Orientation Exemptions:
1. Students who have already earned an AA/AS degree or higher, or
2. Students who are enrolling in recreational and/or personal classes only and have no intention of earning a degree or certificate, or
3. Students enrolling in fewer than 6 units of coursework and are concurrently enrolled at another college or university.

**STEP 4  COUNSELING**

All new and returning students should meet with a counselor before registering for courses unless exempt (please refer to exemptions below). It is recommended that all students meet with a counselor regularly, as it provides an opportunity to review educational goals, course requirements, research majors, plan courses, and develop a Student Educational Plan (SEP). It is HIGHLY recommended that students meet with a counselor each semester to receive updates on changes and review progress toward their educational goal. Please contact the Counseling Office for appointment and drop-in availability.

For more Information:
- Visit [www.lamission.edu/counseling](http://www.lamission.edu/counseling)
- Stop by the Counseling Office in the Instructional Building, Administration Wing
- Call 818.364.7655 or 818.364.7656

Counseling Exemptions:
1. Students who have already earned an AA/AS degree or higher, or
2. Students who are enrolling in recreational and/or personal classes only and have no intention of earning a degree or certificate, or
3. Students enrolling in fewer than 6 units of coursework and are concurrently enrolled at another college or university.

**STEP 5  APPLY FOR FINANCIAL AID**

All students are encouraged to apply for financial aid. Eligible students who are U.S. citizens and eligible non-citizens should complete the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.gov](http://www.fafsa.gov). The FAFSA is used to determine eligibility for federal and state financial aid, including grants, work-study, and loans. Students qualifying under AB540 for an exemption to paying California Nonresident Tuition who do not possess permanent Social Security numbers can apply for state financial aid (Cal Grants and the Board of Governor’s (BOG) Fee Waiver) through the California Dream Act Application available online at [www.caldreamact.org](http://www.caldreamact.org).

**STEP 6  ONLINE REGISTRATION FOR YOUR COURSES**

Register for Courses Online:
- The first task is to go to [www.lamission.edu](http://www.lamission.edu) and check for open classes. Have the four-digit section number of the classes you want ready. Then check and make sure there are no time conflicts for your chosen classes. Next, follow the seven steps listed below.
- 1. Have your student ID number ready before you sign on.
- 2. Have your four-digit pin number ready, which is your birth day and month without the year.
- 3. Go to the Los Angeles Community Colleges website, [www.laccd.edu](http://www.laccd.edu)
- 4. Click on “Student Information System.”
- 5. Select “Current Student.”
- 6. Select “View Registration Appointment.” (State Title V regulations mandate that students may not register before their appointment date.)

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**Fees**

<table>
<thead>
<tr>
<th>Enrollment Fees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident Student</td>
<td>$46 (per unit)</td>
</tr>
<tr>
<td>Out-of-State Student</td>
<td>$46 (per unit)</td>
</tr>
<tr>
<td>International Students*</td>
<td>$46 (per unit)</td>
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<table>
<thead>
<tr>
<th>Additional Tuition Fees</th>
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<tbody>
<tr>
<td>Out-of-State Student</td>
<td>$212 (per unit)</td>
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<tr>
<td>International Students*</td>
<td>$212 (per unit) includes additional capital outlay fee of $25</td>
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<table>
<thead>
<tr>
<th>Health Fees</th>
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<tbody>
<tr>
<td>Fall &amp; Spring</td>
<td>$11 (each semester)</td>
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<tr>
<td>Winter &amp; Summer</td>
<td>$8 (each semester)</td>
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<table>
<thead>
<tr>
<th>Student Representation Fees</th>
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<tbody>
<tr>
<td>Each Semester</td>
<td>$1</td>
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<table>
<thead>
<tr>
<th>Parking Fees</th>
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<tbody>
<tr>
<td>Fall &amp; Spring</td>
<td>$20 (each semester)</td>
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<tr>
<td>Winter &amp; Summer</td>
<td>$10 (each semester)</td>
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<table>
<thead>
<tr>
<th>Associated Student Organization (ASO) Membership Fee</th>
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<tr>
<td>Fall &amp; Spring</td>
<td>$7 (each semester)</td>
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<tr>
<td>Winter &amp; Summer</td>
<td>$3 (each semester)</td>
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<table>
<thead>
<tr>
<th>Audit Fee</th>
<th></th>
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<tbody>
<tr>
<td>Per Unit</td>
<td>$15</td>
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</table>

<table>
<thead>
<tr>
<th>International Medical Insurance Coverage (IMED)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Semester</td>
<td>$600</td>
</tr>
<tr>
<td>(required for International or foreign students only)</td>
<td></td>
</tr>
</tbody>
</table>

*Additional $25 Report Fee due once per semester*
**Prerequisites, Corequisites & Advisories**

**Prerequisite:** A class or skill you must have prior to enrolling in the target class. The faculty of that discipline requires the prerequisite because they feel it is necessary for you to succeed in the target course.

**Corequisite:** A class that must be taken simultaneously with the target course. A corequisite may be completed with passing grade ("C" or better) prior to enrollment in the target course.

**Advisory:** A class or skill you are advised to have, but not required to have, prior to enrolling in the target course.

**Target Course:** Any course which the faculty has determined that requires completion of a prerequisite, corequisite, or advisory course.

**Placement Level:** The outcome from the assessment process which is used for placing students into the appropriate level of English, Mathematics, and English as a Second Language courses.

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**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 official transcript or CCC placement results) to the Counseling Department 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 Procedure**

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

- If the student satisfies the requirements 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 official transcript or CCC placement results) to the Counseling Department located in the Instructional and Student Services Building.

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. Students without transcripts or other proof of meeting the specified prerequisite or corequisite but who 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.

**Right to Challenge Prerequisites**

Students have the right to file a challenge for any prerequisite or corequisites. Challenges can be based upon the following:

- 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 required that students seeking to go through the challenge process meet with a counselor to discuss the process in further detail.
2. All challenge forms must be submitted at least five (5) working days prior to the first day of instruction 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 the challenge is approved or the college fails to resolve the challenge within 5 working days, the student shall be allowed to enroll in the course.
3. Once a petition packet is complete (including standard and discipline specific documents), the student will deliver it to the department responsible for the prerequisite or corequisite course. Once a complete packet is received, the department will have five (5) working days within which to make its decision, whereupon the department chair or department designee will sign and date the petition. Incomplete petition packets will not be accepted. 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.
4. Upon review of the challenge, within three (3) working days of reaching its decision, the responsible department will attempt to notify the student using contact information provided on the petition form. All students requesting further information will be directed to contact the counselor of record. A copy of the form will be filed in the department office and the original will be returned to the counseling department.

- If the challenge is approved, the student must obtain the course placement authorization from the counseling department and take it to Admissions along with the necessary add form for processing.
- If the challenge is denied, the student may be able to appeal the decision to the Vice President of Academic Affairs (see petition form for more details). Notification of the appeal decision will be sent to the student within 5 working days after its receipt. Students with complaints or challenges to any matriculation provision may appeal to the Vice President of Student Services.
How to Read the Schedule of Classes

Classes are listed in alphabetical order from Accounting to Theater.
Check Real Time Schedule on the Web.

<table>
<thead>
<tr>
<th>ENGLISH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Number</td>
</tr>
<tr>
<td>101</td>
</tr>
<tr>
<td>Prerequisite: English 28 or ESL 8 with a grade of ‘C’ or better, or appropriate skill level demonstrated through the English assessment process, or by permit.</td>
</tr>
<tr>
<td>Develops proficiency in college-level reading and writing through the application.</td>
</tr>
</tbody>
</table>

**DAY CLASSES**

<table>
<thead>
<tr>
<th>Section No.</th>
<th>Time &amp; Day(s)</th>
<th>Instructor</th>
<th>Building Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0233 LEC</td>
<td>9:05AM - 10:30AM MW</td>
<td>COX, V</td>
<td>CSB 101</td>
</tr>
<tr>
<td>0234 LEC</td>
<td>10:40AM - 12:05PM TTh</td>
<td>LADINSKY, G</td>
<td>CSB 206</td>
</tr>
<tr>
<td>0235 LEC</td>
<td>2:00PM - 3:25PM MW</td>
<td>LADINSKY, G</td>
<td>CSB 205</td>
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**EVENING CLASSES**

<table>
<thead>
<tr>
<th>Section No.</th>
<th>Time &amp; Day(s)</th>
<th>Instructor</th>
<th>Building Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3226 LEC</td>
<td>6:50PM - 10:00PM W</td>
<td>KEMP, E</td>
<td>HFAC 203</td>
</tr>
</tbody>
</table>

**63 CREATIVE CURRICULUM IN A FAMILY CHILD CARE SETTING (CSU) 2.0 UNITS**

<table>
<thead>
<tr>
<th>Section No.</th>
<th>Time &amp; Day(s)</th>
<th>Instructor</th>
<th>Building Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>0180 LEC</td>
<td>1:00PM - 5:15PM S</td>
<td>OLSON, A</td>
<td>CCDS 201</td>
</tr>
</tbody>
</table>

(8 Week Class - Starts 3/31/2012, Ends 5/26/2012)

**SHORT-TERM CLASSES**

<table>
<thead>
<tr>
<th>Section No.</th>
<th>Time &amp; Day(s)</th>
<th>Instructor</th>
<th>Building Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>3179 LEC AND LAB</td>
<td>4:00PM - 6:05PM Th, 6:25 hrs/wk TBA</td>
<td>DE SILVA, L</td>
<td>CCDS 201</td>
</tr>
<tr>
<td>Email: <a href="mailto:DesilvLP@lamission.edu">DesilvLP@lamission.edu</a></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**BUILDING KEY**

- **BUNG:** Bungalows (Between INST & parking structure)
- **CAC:** Cultural Arts Classroom (Adjacent parking structure)
- **CAI:** Culinary Arts Institute (Adjacent parking structure)
- **CCDS:** Center for Child Development Studies (North corner of campus)
- **CMPC:** Campus Center Building (Main Campus)
- **CMS:** Center for Math & Science (East Campus)
- **CSB:** Collaborative Studies Building (North section of campus)
- **ELCRGOLF:** El Cariso Golf Course
- **ELCRPARK:** El Cariso Park
- **HFAC:** Health, Fitness & Athletics Complex (East Campus)
- **INST:** Instructional Center (Main Campus)
- **LRC:** Library Building (Main Campus)

**OFF-CAMPUS LOCATIONS**

- **ALEMANY** – Bishop Alemany HS
- **CCEP HS** – Community Charter Early College HS
- **CCLA** – Cesar Chavez Learning Academies
- **AITES** – Art Theatre Entertainment School
- **ASE** – Academy of Scientific Exploration
- **SJHS** – Social Justice Humanities Academy
- **TPA** – Teacher Preparation Academy
- **GRID-ES** – Gridley Elementary
- **LAKEVIEW** – Lake View Charter HS
- **MISSION HILLS** – Mission Hills Bowl
- **MONROE** – James Monroe HS
- **OLIVE MNR** – Olive Manor Senior Apartments
- **SFDO-HS** – San Fernando HS
- **SARA-COLG** – Sara Coughlin Elementary
- **SYLM-HS** – Sylmar HS
- **TRIUMPH** – Triumph Charter HS
- **VAUGH CTR** – Vaughn Next Century Learning Center

**STUDENT STORE ANNOUNCEMENT** Information on required textbooks and costs of class materials are available on the College Student Store website: eagleslanding.lamission.edu
ACADEMIC SCHEDULE 2014-2015

FALL 2014

ACCOUNTING
Chair: Pat Flood 818.364.7715

1 INTRODUCTORY ACCOUNTING I  (UC:CSU) 5.0 UNITS
Prerequisite: None
Provides an introduction to accounting theory and practice using journals, ledgers and worksheets. An overview of the accounting cycle is presented for both service and merchandising businesses. Emphasis is placed on the application of accounting principles in the preparation and analysis of financial statements. The course is designed for students majoring in business disciplines and planning to transfer.

DAY CLASSES
0101 LEC 10:35AM - 1:05PM MW NERUD, S BUNG 10
0102 LEC 2:30PM - 5:00PM MW NERUD, S BUNG 10

EVENING CLASSES
3001 LEC 7:00PM - 9:30PM MW ORDONEZ, R BUNG 10

2 INTRODUCTORY ACCOUNTING II  (UC:CSU) 5.0 UNITS
Prerequisite: Accounting I with a grade of "C" or better
Introductory course in accounting, applying basic accounting principles to specialized business operations and organizations including partnerships, corporations, and manufacturing enterprises. Students will perform job order cost accounting, process cost accounting, budgeting and an analysis of the source and application of funds statement.

EVENING CLASSES
3002 LEC 7:00PM - 9:30PM THH NERUD, S BUNG 10

15 TAX ACCOUNTING I  (CSU) 3.0 UNITS
Prerequisite: Acctg 1 or Acctg 21 and 22 with a grade of "C" or better
A study of Federal and California State Income Taxes as they apply to individuals and sole proprietors and an analysis of laws, consideration of appropriate accounting procedures, and preparation of reports and returns.

EVENING CLASSES
3003 LEC 3:40PM - 6:50PM TH YAMAUCHI, R BUNG 10
921 COOP ED - ACCOUNTING  (CSU) 2.0 UNITS
931 COOP ED - ACCOUNTING  (CSU) 3.0 UNITS
941 COOP ED - ACCOUNTING  (CSU) 4.0 UNITS

14 REPORT WRITING FOR PEACE OFFICERS  (CSU) 3.0 UNITS
Prerequisite: None
A course covering the procedures used in writing reports, arrest reports, and other documents. Students will become familiar with many of the reports and writing styles used by local law enforcement agencies.

EVENING CLASSES
3004 LEC 6:50PM - 10:00PM TH ROCKE, J INST 2001
150 UNDERSTANDING STREET & PRISON GANGS  (CSU) 3.0 UNITS
Prerequisite: None
Provides an introduction to the history and sociology of a gang. Topics include the organization and structure of a street gang, recruitment into a gang, gang attire, hand signs, tattoos, body language, graffiti, and their effect on society. The organizational structure of a prison gang and the relationship with organized crime are also covered.

EVENING CLASSES
3015 LEC 3:30PM - 6:40PM T KOVNATOR, G INST 2001

160 POLICE ORGANIZATION & ADMINISTRATION  (CSU) 3.0 UNITS
Prerequisite: None
Historical and modern police activities; organization of administrative structure and administrative procedure on the police function; assessment of decision-making processes, police-community relations, and misconduct.

EVENING CLASSES
3016 LEC 3:30PM - 6:40PM TH ENOS, K INST 2001
921 COOP ED - ADMINISTRATION OF JUSTICE  (CSU) 2.0 UNITS
931 COOP ED - ADMINISTRATION OF JUSTICE  (CSU) 3.0 UNITS
941 COOP ED - ADMINISTRATION OF JUSTICE  (CSU) 4.0 UNITS

AFRICAN AMERICAN STUDIES
Chair: Myriam Levy 818.833.3414 | Vice Chair: D’Art Phares 818.364.7681

4 THE AFRICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES I  (UC:CSU) 3.0 UNITS
Prerequisite: None
A survey of U.S. History from the early Colonial era through the Civil War with special emphasis on Trans-Atlantic migration. Course provides critical analysis of African-American contributions to the political and social development of the United States.

EVENING CLASSES
3018 LEC 3:30PM - 6:40PM TH CARTER, M INST 2001

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.
ANATOMY
Chair: Mike Reynolds 818.364.7695 | Vice Chair: Dr. Par Mohammadian 818.833.3424

1 INTRODUCTION TO HUMAN ANATOMY (UC-CSU) 4.0 UNITS
Prerequisite: English 28 or ESL 8 and Biology 3
Examines cells, tissues, and organs of these human systems: integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary, endocrine, lymphatic, and reproductive. Dissection and microscopy used extensively in lab.

DAY CLASSES
0106 LEC 8:55AM - 10:20AM TTh MOHAMMADIAN, P CMS 105
AND LAB 10:30AM - 1:40PM T MOHAMMADIAN, P CMS 102
AND LAB 10:30AM - 1:40PM Th MOHAMMADIAN, P CMS 102
0107 LEC 8:55AM - 10:20AM TTh MOHAMMADIAN, P CMS 105
AND LAB 10:30AM - 1:40PM Th MOHAMMADIAN, P CMS 105
0108 LEC 8:55AM - 10:20AM MW ROSTAMI, M CMS 5
AND LAB 10:30AM - 1:40PM M ROSTAMI, M CMS 5
0109 LEC 8:55AM - 10:20AM MW ROSTAMI, M CMS 5
AND LAB 10:30AM - 1:40PM W ROSTAMI, M CMS 5
EVENING CLASSES
3022 LEC 7:00PM - 9:00PM W EBENESHAHIDI, A CMS 105
AND LEC 7:00PM - 9:00PM S EBENESHAHIDI, A CMS 4
AND LEC 7:00PM - 9:00PM S EBENESHAHIDI, A CMS 4
AND LEC 7:00PM - 9:00PM W EBENESHAHIDI, A CMS 105
AND LEC 12:40PM - 3:50PM S EBENESHAHIDI, A CMS 105

ANTHROPOLOGY
Chair: Mike Reynolds 818.364.7695

101 HUMAN BIOLOGICAL EVOLUTION (UC-CSU) 3.0 UNITS
Prerequisite: English 28 or ESL 8
Examination of the unifying principles of human evolution including: the basic principles of natural selection, the fossil record, the position of humans within the primate order, the features that make Homo sapiens unique. Anthropolgy 101 is also offered through ITV. See page 14.

DAY CLASSES
0112 LEC 7:45AM - 10:55AM S ARMSTRONG, A CMS 4
0113 LEC 8:55AM - 10:20AM TTh HICKEY, M CMS 4
EVENING CLASSES
3025 LEC 6:50PM - 10:00PM M TARTACIA, L CMS 4

ANTHROPOLOGY 102 is ONLY offered through ITV. See page 14.

104 HUMAN LANGUAGE & COMMUNICATION (UC-CSU) 3.0 UNITS
Prerequisite: English 28 or ESL 8
Examines basic principles of linguistics: language components, diversity, origins, acquisition and use are explored, with emphasis on communication and sociocultural factors.

EVENING CLASSES
3026 LEC 3:30PM - 6:40PM M COHEN, M CMS 4
3027 LEC 6:50PM - 10:00PM T BRAUN, L CMS 5

121 ANTHROPOLOGY OF RELIGION, MAGIC & WITCHCRAFT (UC-CSU) 3.0 UNITS
Prerequisite: English 28 or ESL 8
Focuses on religious beliefs and practices around the world. Overview of forms of religious beliefs; variety of gods and supernatural forces; use of myth, ritual, religious ceremony; shamans, priests, and religious specialists.

EVENING CLASSES
3028 LEC 6:50PM - 10:00PM W ETHERIDGE, S CMS 4

ART - Arts, Media & Performance
Chair: Deborah Paulsen 818.364.7738

101 SURVEY OF ART HISTORY I (UC-CSU) 3.0 UNITS
Advisory: English 101
A survey of Western Art and Architecture from Pre-historic through Medieval periods; students develop perceptual and critical skills by analyzing the evolution and function of art within historical, cultural, and philosophical contexts.

ONLINE CLASSES
0111 LEC 3:30 hrs/wk TBA LEZO, A INTERNET www.lamission.edu/online

DAY CLASSES
0114 LEC 8:50AM - 12:00PM S MANDELL, L CSB 207
0115 LEC 10:55AM - 12:00PM MW FOLLAND, T CMS 5
0116 LEC 1:55PM - 3:20PM MW FOLLAND, T CMS 5

102 SURVEY OF ART HISTORY II (UC-CSU) 3.0 UNITS
Advisory: English 101 | NOTE: It is not necessary to take Art 101 before 102
A survey of Western Art and Architecture from Renaissance through the Twentieth Century; students develop perceptual and critical skills by analyzing the evolution and function of art within historical, cultural, and philosophical context.

DAY CLASSES
0117 LEC 12:15PM - 1:40PM MW FOLLAND, T CMS 5
EVENING CLASSES
3152 LEC 6:50PM - 10:00PM Th FOLLAND, T CMS 30

105 HISTORY OF ASIAN ART (UC-CSU) 3.0 UNITS
Advisory: English 101 | NOTE: It is not necessary to take Art 101 before 105
Provides a select overview of art and architecture from India, Southeast Asia, China, Korea, and Japan from pre-history to modern times. Examines social, economic, political, religious and philosophical influences on art and architecture, as well as the interchange of cultural influence and artistic expression.

EVENING CLASSES
3153 LEC 6:50PM - 10:00PM T RUPPEL, B CSB 207

109 THE ARTS OF AFRICA, OCEANIA & ANCIENT AMERICA (UC-CSU) 3.0 UNITS
Prerequisite: English 28 or ESL 8 | NOTE: It is not necessary to take Art 101 before 109
Provides and overview of art and architecture from Africa, Oceania, and Native North and South America in relation their history, religion, and culture.

ONLINE CLASSES
0119 LEC 3:30 hrs/wk TBA LAWSAN, N INTERNET www.lamission.edu/online

111 HISTORY OF CONTEMPORARY ART (UC-CSU) 3.0 UNITS
Advisory: English 101 | NOTE: It is not necessary to take Art 101 before 111
The historical development of Modern and Contemporary visual art 1840 to the present. Art produced by the global community will be considered with special concentration placed on European and North American artistic production since 1900.

DAY CLASSES
0124 LEC 12:10PM - 3:20PM T FOLLAND, T CMS 207

Studio Sequence for Art Majors
Level I: Art 201, 501, 502
Level II: Art 300, 202 or 204, MultiMd 100

201 DRAWING I (UC-CSU) 3.0 UNITS
Prerequisite: None | NOTE: Studio Sequence for Art Majors Level I
Introduction to principles, elements, and practices of drawing, employing a wide range of subject matter and drawing media. Focus on perceptually based drawing, observational skills, technical abilities, and creative responses to materials and subject matter, including great works of the human imagination.

DAY/SATURDAY CLASSES
0120 LEC 8:50AM - 10:55AM S COLE, J CAC 1
AND LAB 10:55AM - 1:00PM S COLE, J CAC 1
DAY CLASSES
0121 LEC 8:20AM - 9:15AM TTh ZARCONET, J CAC 1
AND LAB 9:15AM - 10:10AM TTh ZARCONET, J CAC 1
0122 LEC 12:10PM - 2:15PM M BRENNAN, K CAC 1
AND LAB 2:15PM - 4:20PM M BRENNAN, K CAC 1
0123 LEC 12:10PM - 2:15PM W SCHMELTZ, L CAC 1
AND LAB 2:15PM - 4:20PM W SCHMELTZ, L CAC 1

202 DRAWING II (UC-CSU) 3.0 UNITS
Prerequisite: Art 201 | NOTE: Studio Sequence for Art Majors Level II
Continuation of Drawing I, introduces color. Students develop an intermediate ability to observe and render from life using perspective, with emphasis on the human head, hands, feet, and anatomy.

EVENING CLASSES
3034 LEC 5:50PM - 7:55PM M KERWIN WALLIS, B CAC 1
AND LAB 7:55PM - 10:00PM M KERWIN WALLIS, B CAC 1
203 DRAWING III  
Prerequisite: Art 202

Students create an advanced portfolio of drawings utilizing techniques and media which emphasize individual artistic development.

EVENING CLASSES
3035 LEC 5:50PM - 7:55PM M KERWIN WALLIS, B CAC 1
AND LAB 7:55PM - 10:00PM M KERWIN WALLIS, B CAC 1

204 LIFE DRAWING I  
Advisory: Art 201 | NOTE: Studio Sequence for Art Majors Level I

A beginning course in drawing the figure from life. Drawings with varying time limitations are done to explore the relationships of movement, form, and space as they pertain to the human body. Emphasis is placed on proportion, structure and anatomy. This course is recommended for all art majors.

EVENING CLASSES
3029 LEC 5:50PM - 7:55PM W ZARCONE, J CAC 1
AND LAB 7:55PM - 10:00PM W ZARCONE, J CAC 1

205 LIFE DRAWING II  
Prerequisite: Art 204

An intermediate course in drawing the human figure. Emphasis is on developing extended knowledge of human anatomy and acquiring enhanced skill in rendering its essential structure.

EVENING CLASSES
3030 LEC 5:50PM - 7:55PM W ZARCONE, J CAC 1
AND LAB 7:55PM - 10:00PM W ZARCONE, J CAC 1

206 LIFE DRAWING III  
Prerequisite: Art 205

An advanced course in drawing the human figure. Emphasis is placed on developing an advanced knowledge of human anatomy and acquiring advanced skill in rendering its essential structure.

EVENING CLASSES
3032 LEC 5:50PM - 7:55PM W ZARCONE, J CAC 1
AND LAB 7:55PM - 10:00PM W ZARCONE, J CAC 1

300 INTRODUCTION TO PAINTING  
Prerequisite: None | NOTE: Studio Sequence for Art Majors Level II

An introductory course in painting. Lectures and assignments utilize color theory, historical and contemporary styles of painting from great works of the human imagination which will be studied in relation to painting techniques.

DAY CLASSES
0125 LEC 10:00AM - 12:05PM F KERWIN WALLIS, B CAC 1
AND LAB 12:05PM - 2:10PM F KERWIN WALLIS, B CAC 1

EVENING CLASSES
3036 LEC 5:50PM - 7:55PM T KERWIN WALLIS, B CAC 1
AND LAB 7:55PM - 10:00PM T KERWIN WALLIS, B CAC 1

304 ACRYLIC PAINTING I  
Prerequisite: Art 300

A continuation and reinforcement of techniques and styles learned in introduction to Painting, with emphasis on exploring personal expression through a series of paintings utilizing a common theme.

EVENING CLASSES
3037 LEC 5:50PM - 7:55PM Th KERWIN WALLIS, B CAC 1
AND LAB 7:55PM - 10:00PM Th KERWIN WALLIS, B CAC 1

305 ACRYLIC PAINTING II  
Prerequisite: Art 304

Prerequisite of advanced concepts and ideas in Painting. Emphasis is on composition, color, concept and a variety of materials and techniques.

EVENING CLASSES
3038 LEC 5:50PM - 7:55PM Th KERWIN WALLIS, B CAC 1
AND LAB 7:55PM - 10:00PM Th KERWIN WALLIS, B CAC 1

306 ACRYLIC PAINTING III  
Prerequisite: Art 305

Emphasis upon individuality of response to contemporary problems in paintings related to representational or nonobjective imagery.

EVENING CLASSES
3039 LEC 5:50PM - 7:55PM Th KERWIN WALLIS, B CAC 1
AND LAB 7:55PM - 10:00PM Th KERWIN WALLIS, B CAC 1

501 BEGINNING 2-DIMENSIONAL DESIGN  
Prerequisite: None | NOTE: Studio Sequence for Art Majors Level I

Introduction to the concepts, applications, and historical references related to two-dimensional art and composition, including the study of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Development of a visual vocabulary for creative expression through lecture presentations, studio projects, problem solving, and written assignments.

EVENING CLASSES
3040 LEC 5:50PM - 7:55PM Th RUPPEL, B INST 2018
AND LAB 7:55PM - 10:00PM Th RUPPEL, B INST 2018

ASTRONOMY

Chair: Said Pazianedeh 818.364.7705 | Vice Chair: Richard Rains 818.364.7702

1 ELEMENTARY ASTRONOMY  
Advisory: English 21, or ESL 6A

Surveys the contents and workings of the universe at an introductory level designed to satisfy the general education science requirement, primarily for non-science majors. Emphasizes the physical principles essential to fundamental understanding of astronomy. Discusses historical foundations, the tools of the astronomer, the solar system, stars and stellar evolution, galaxies and deep space, cosmology, and extraterrestrial life.

DAY CLASSES
0130 LEC 8:55AM - 10:20AM Thh STAFF CMS 256

EVENING CLASSES
3045 LEC 6:50PM - 10:00PM M MALLORY, C CMS 105

5 FUNDAMENTALS OF ASTRONOMY LABORATORY  
Corequisite: Astronomy 1

Includes the use and maintenance of telescopes. Emphasis is on observations of the moon, planets, binary stars, clusters, nebulae and galaxies. In-class explorations include telescope optics, Kepler's Laws, H-R diagram and analysis of scientific data.

EVENING CLASSES
3046 LAB 6:50PM - 10:00PM T RAINS, R CMS 6

BAKING, PROFESSIONAL

Chair: Louis Zandalasini 818.364.7849

210 PRINCIPLES OF BAKING & PÂTISSERIE II  
Prerequisite: ProBkg 200

Advanced baking and pâtisserie techniques including advanced formulas. Explore advanced fundamentals techniques in baking and pâtisserie. Examine how a formula works including changes of yields and altering percentages of ingredients in formulas to produce desired results are stressed.

DAY CLASSES
0480 LEC 2:20PM - 3:15PM MT STAFF CAI 208
AND LAB 3:30PM - 6:40PM MT STAFF BAKE KIT

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.
3 INTRODUCTION TO BIOLOGY (UC-CSU) 4.0 UNITS
Prerequisite: English 28 or ESL 8
Advisory: Math 115
Examines the fundamental principles of biology with laboratories emphasizing hands-on investigations. Topics include an introduction to evolutionary theory, basic biological chemistry, cell function and reproduction, cellular respiration and photosynthesis, classical and contemporary genetics, gene expression and an introduction to animal structure and function. Meets UC/CSU GE requirement of natural science with a lab.

DAY/SATURDAY/HYBRID CLASSES
0128 LEC 3:10 hrs/wk TBA MOHAMMadian, P INTERNET
AND LAB 8:30AM - 11:40AM S MOHAMMadian, P CMS 110
http://www.lamission.edu/~mohammp; https://myetudes.org
NOTE: Lec online, Lab on campus. There will be three (3) mandatory on-campus exams:
Saturday, October 11 and Saturday, November 22 from 11:40am-12:40pm; the Final Exam
is on Saturday, December 20 time TBA.

0129 LEC 3:10 hrs/wk TBA MOHAMMadian, P INTERNET
AND LAB 1:00PM - 4:10PM S MOHAMMadian, P CMS 110
http://www.lamission.edu/~mohammp; https://myetudes.org
NOTE: Lec online, Lab on campus. There will be three (3) mandatory on-campus exams:
Saturday, October 11 and Saturday, November 22 from 11:40am-12:40pm; the Final Exam
is on Saturday, December 20 time TBA.

DAY CLASSES
0134 LEC 8:55AM - 10:20AM MW ECHEVERRI, A CMS 4
AND LAB 10:30AM - 1:40PM M ECHEVERRI, A CMS 110
0135 LEC 8:55AM - 10:20AM MW ECHEVERRI, A CMS 4
AND LAB 10:30AM - 1:40PM W ECHEVERRI, A CMS 110
0136 LEC 7:15AM - 8:40AM T Th REYNOLDS, J CMS 4
AND LAB 8:50AM - 12:00PM T REYNOLDS, J CMS 110
0137 LEC 7:15AM - 8:40AM T Th REYNOLDS, J CMS 4
AND LAB 8:50AM - 12:00PM Th REYNOLDS, J CMS 110
0138 LEC 12:15PM - 1:40PM MW FENNOY, S CMS 4
AND LAB 1:50PM - 5:00PM M FENNOY, S CMS 110
0139 LEC 12:15PM - 1:40PM MW FENNOY, S CMS 4
AND LAB 1:50PM - 5:00PM W FENNOY, S CMS 110
0140 LEC 12:15PM - 1:40PM T Th CALDANI, P CMS 4
AND LAB 1:50PM - 5:00PM T CALDANI, P CMS 110
0141 LEC 12:15PM - 1:40PM T Th CALDANI, P CMS 4
AND LAB 1:50PM - 5:00PM Th CALDANI, P CMS 110

EVENING CLASSES
3048 LEC 5:15PM - 6:40PM MW VODA, M CMS 4
AND LAB 6:50PM - 10:00PM W VODA, M CMS 110
3049 LEC 5:15PM - 6:40PM MW VODA, M CMS 5
AND LAB 6:50PM - 10:00PM M VODA, M CMS 110
3050 LEC 5:15PM - 6:40PM T Th JAYACHANDRAN, S CMS 4
AND LAB 6:50PM - 10:00PM T JAYACHANDRAN, S CMS 110
3051 LEC 5:15PM - 6:40PM T Th JAYACHANDRAN, S CMS 4
AND LAB 6:50PM - 10:00PM Th JAYACHANDRAN, S CMS 110

6 GENERAL BIOLOGY I (UC-CSU) 5.0 UNITS
Prerequisite: English 28 or ESL 8, and Math 123C or Math 129B, and Chemistry 51 or Chemistry 65 or Chemistry 101
Examines the unifying principles of biology through the study of biological molecules, cell structure and function, metabolism, inheritance, molecular genetics, evolution and population genetics. Together with Biology 7, this is a fundamental course for biology majors. NOTE: Together with Biology 7 equivalent to: UCLA Life Science 1 & 2; CSUN Biology 106 & 107; CSULA Biology 100A, 102 & 100B, 100C Biology 6, 7, 40=UCLA Life Science 1, 2, 3.

DAY CLASSES
0142 LEC 10:35AM - 12:00PM MW BROWN, S CMS 2
AND LAB 12:10PM - 2:20PM MW BROWN, S CMS 2

7 GENERAL BIOLOGY II (UC-CSU) 5.0 UNITS
Prerequisite: English 28 or ESL 8, and Math 123C or Math 125 or Math 129B
Advisory: Biology 6
Examines the unifying principles of biology through the study of phylogeny, taxonomy, animal and plant structure/function, population biology and ecology. Together with Biology 6, this is a fundamental course for biology majors.

DAY CLASSES
0143 LEC 8:55AM - 10:20AM T Th BROWN, S CMS 106
AND LAB 10:30AM - 1:40PM T Th BROWN, S CMS 106

33 MEDICAL TERMINOLOGY (CSU) 3.0 UNITS
Prerequisite: None
Examines medical vocabulary by examining the meanings of word components: roots, suffixes and prefixes. It is ideal for allied health professionals and allied health students. Emphasis is on words used in clinical medicine.

ONLINE CLASSES
0144 LEC 3:10 hrs/wk TBA SAeki, W INTERNET
NOTE: There will be two (2) mandatory on-campus exams on Saturdays, please contact
the instructor for the dates and time. www.lamission.edu/~saekiw
FALL 2014

102  GENERAL CHEMISTRY II  (UC:CSU) 5.0 UNITS
Prerequisite: Math 123C or Math 125 or Math 129B
An introductory course for students who wish to enroll in Chemistry 101. Course presents
the basic principles, laws, and nomenclature of inorganic chemistry, with emphasis on
the application of chemical principles to everyday life and the development of a basic
chemical vocabulary.

DAY CLASSES
0349 LEC 8:55AM - 10:20AM  TTh PAZIRANDEH, S  CMS 28
AND LAB 10:30AM - 1:40PM  T  STAFF  CMS 201
0350 LEC 8:55AM - 10:20AM  TTh PAZIRANDEH, S  CMS 28
AND LAB 10:30AM - 1:40PM  Th  STAFF  CMS 201

EVENING CLASSES
3059 LAB 1:50PM - 5:00PM  W  STAFF  CMS 210
AND LEC 5:15PM - 6:40PM  MW GELLERT, R  CMS 28
AND LEC 5:15PM - 6:40PM  MW GELLERT, R  CMS 28
AND LAB 6:50PM - 10:00PM  W  GELLERT, R  CMS 210

101  GENERAL CHEMISTRY I  (UC:CSU) 5.0 UNITS
Prerequisite: Chem 65 and Math 123C or Math 125 or Math 129B
A study of fundamental chemical principles and theories, as related to the structure of
matter, with special emphasis on stoichiometry, atomic structure, periodic table, chemical
bonding, solutions, acids and bases, oxidation-reduction, and properties of gases.

DAY CLASSES
0131 LEC 2:35PM - 5:00PM  TTh GODJOIAN, G  CMS 210
AND LEC 5:15PM - 6:40PM  TTh GODJOIAN, G  CMS 256
AND LEC 5:15PM - 6:40PM  TTh GODJOIAN, G  CMS 256
AND LEC 6:50PM - 7:25PM  TTh MALLORY, C  CMS 236
AND LEC 6:50PM - 7:25PM  TTh MALLORY, C  CMS 236
AND LEC 7:35PM - 10:00PM  TTh GODJOIAN, G  CMS 210

EVENING CLASSES
211 ORGANIC CHEMISTRY FOR SCIENCE MAJORS I  (UC:CSU) 5.0 UNITS
Prerequisite: Chem 102
First part of a two-course sequence presenting the structure, equilibrium, nomenclature
including conformational analysis, hybridization, stereochemistry and mechanisms of
reactions of aliphatic hydrocarbons and related functionalities. The laboratory presents
the techniques of preparation, isolation, and analysis of organic compounds employing standard
and modern instrumental methods, including Nuclear Magnetic Resonance (NMR) and
Infrared (IR) Spectroscopy.

DAY CLASSES
0555 LEC 8:25AM - 9:50AM  MW GODJOIAN, G  CMS 236
AND LAB 10:00AM - 1:10PM  MW GODJOIAN, G  CMS 206

CHICANO STUDIES
Chair: John Morales 818.364.7679 | Vice Chair: Jose Maldonado 818.833.3412

2  THE MEXICAN-AMERICAN IN CONTEMPORARY SOCIETY  (UC:CSU) 3.0 UNITS
Prerequisite: None
This course introduces students to the major characteristics of the Chicano community, with
special emphasis on culture, ethnicity, gender, language, nationality, race, religion, and social
class distinctions which differentiate Chicanos from other ethnic groups in the present-day
United States.

ONLINE CLASSES
0152 LEC 3:10 hrs/wk  TBA MALDONADO, J  INTERNET
Email: maldonja@lamission.edu

EVENING CLASSES
3061 LEC 6:50PM - 10:00PM  W JIMENEZ, G  CSB 203

7  THE MEXICAN-AMERICAN IN THE HISTORY  (UC:CSU) 3.0 UNITS
Prerequisite: None
United States history viewed through the experience of Mexican-descended peoples.
Traces their evolution from pre-Columbian times to the end of the US War against Mexico.
Examines the contributions of Mexican communities to the development and growth of the
United States.

ONLINE CLASSES
0153 LEC 3:10 hrs/wk  TBA GUTIERREZ, E  INTERNET
Email: maldonja@lamission.edu
0154 LEC 7:15AM - 8:40AM  TTh MORALES, J  CSB 201
Email: moralejj@lamission.edu

EVENING CLASSES
3062 LEC 6:50PM - 10:00PM  Th Maldonado, J  CSB 201

8  THE MEXICAN-AMERICAN IN THE HISTORY  (UC:CSU) 3.0 UNITS
Prerequisite: None
This course examines the Mexican-American historical experience from the nineteenth
century to the present. It discusses the impact of U.S. Constitutional Law on the social,
economic and political conditions of Mexican-Americans living in the United States.

ONLINE CLASSES
0155 LEC 3:10 hrs/wk  TBA MORALES, J  INTERNET
Email: moralejj@lamission.edu
0156 LEC 3:10 hrs/wk  TBA MORALES, J  INTERNET
Email: moralejj@lamission.edu

DAY CLASSES
0157 LEC 7:15AM - 8:40AM  MW MORALES, J  CSB 201
0158 LEC 8:55AM - 10:20AM  MW MORALES, J  CSB 201

EVENING CLASSES
3063 LEC 6:50PM - 10:00PM  W Maldonado, J  CSB 201

37 CHICANO LITERATURE  (UC:CSU) 3.0 UNITS
Prerequisite: None
An analysis of the literary, social, and historical aspects of essay, novel, drama, short story,
and poetry written by Chicano writers who seek to define themselves and their communities
within an American social context.

ONLINE CLASSES
0159 LEC 3:10 hrs/wk  TBA Maldonado, J  INTERNET
Email: maldonja@lamission.edu
0160 LEC 3:10 hrs/wk  TBA Maldonado, J  INTERNET
Email: maldonja@lamission.edu

DAY CLASSES
0161 LEC 10:35AM - 12:00PM  MW JUAREZ, A  CSB 203

EVENING CLASSES
3064 LEC 6:50PM - 10:00PM  T Maldonado, J  CSB 201

42 CONTEMPORARY MEXICAN LITERATURE  (UC:CSU) 3.0 UNITS
Prerequisite: None
This course reviews the major literary trends in Mexico from the Mexican Revolution through the
early 21st century. The course covers contemporary literary trends from Indigenismo to Postmodernism, and genres including poetry, theater, fiction, literary theory, biography
and autobiography.

EVENING CLASSES
3065 LEC 5:15PM - 6:40PM  TTh Maldonado, J  CSB 201

47 THE MEXICAN-AMERICAN WOMAN IN SOCIETY  (UC:CSU) 3.0 UNITS
Prerequisite: None
Examines the socio-historical development of Chicanas in the U.S. It analyzes issues relating to
feminism, gender politics, history, and community activism. The class assesses specific
social issues which are central to the Chicana experience.
52 MEXICAN ART-MODERN  (UC:CSU) 3.0 UNITS
Prerequisite: None
A survey of the art of Mexico from the nineteenth century to the present, including the
renaissance of indigenous Mexican art, the evolution of a Mexican-American art, and the
cultural interplay between the United States and Mexico.
DAY CLASSES
0162 LEC  8:55AM - 10:20AM TTh MORALES, J CSB 201
EVENING CLASSES
3066 LEC  6:00PM - 10:00PM M MORAL, M CSB 201
3067 LEC  6:50PM - 10:00PM T MUNAGRAY, J CMS 105
58 LATIN AMERICAN DANCE CULTURES  (UC:CSU) 3.0 UNITS
Prerequisite: None
Focuses on Latin American folk dance appreciation, studying dance as culture, and how
each region manifests its traditions, history, and lifestyle as expressed through movement.
Students explore and analyze folk dances and how they are reflected by the worldview of
people who practice them. They also analyze symbolic movements from selected dances to
recognize the quality of movement and the relationship between religious and secular dances.
EVENING CLASSES
3068 LEC  5:15PM - 6:40PM MW JIMENEZ, G CSB 203

CHILD DEVELOPMENT
Chair: Janice Silver 818.364.7714
1 CHILD GROWTH & DEVELOPMENT  (UC:CSU) 3.0 UNITS
Prerequisite: None
Examines the major developmental milestones for children from conception through
adolescence in the physical, social, emotional, and cognitive domains. Emphasis is placed on
issues that affect typical and atypical development through the study of theories, research
and child observation.
DAY/SATURDAY CLASSES
0133 LEC  8:50AM - 12:00PM S CAVAZOS, E CSB 102A
Taught bilingually (English/Spanish)
DAY CLASSES
0164 LEC  8:50AM - 12:00PM T MILANI, N CSB 102A
0165 LEC  8:50AM - 12:00PM F SINGH, M CSB 102A
0166 LEC  12:10PM - 3:20PM W STAFF CSB 102A
EVENING CLASSES
3070 LEC  3:30PM - 6:40PM T DE SILVA, L CSB 102A
3071 LEC  6:50PM - 10:00PM T SINGH, M CSB 102A
3072 LEC  6:50PM - 10:00PM W BAZIYAN, I CSB 102A
3073 LEC  6:50PM - 10:00PM Th ALLEN, V CCDS 201
Taught bilingually (English/Spanish)
2 EARLY CHILDHOOD: PRINCIPLES & PRACTICES  (CSU) 3.0 UNITS
Corequisite: ChDev 1
The student will explore the history of early childhood education as well as current
philosophies and practices. Early Childhood programs will be observed and examined in
relation to the needs of the child, the arrangement of the environment and the role of the
teacher.
DAY CLASSES
0168 LEC  8:50AM - 12:00PM Th SILVER, J CCDS 202
0169 LEC  12:10PM - 3:20PM W DE SILVA, L CCDS 202
EVENING CLASSES
3074 LEC  6:50PM - 10:00PM T GARCIA OLIVA, C CCDS 201
Taught bilingually (English/Spanish)
3 CREATIVE EXPERIENCES FOR CHILDREN I  (CSU) 3.0 UNITS
Prerequisite: None
Explores the creative approach to program planning in areas of sensory, motor,
manipulative, art, dramatic play, puppetry, blocks, music and movement. Students
will develop and implement creative curriculum for young children. Emphasis is on
environments that promote creativity and the role of the teacher.
EVENING CLASSES
3075 LEC  3:30PM - 6:40PM T GARCIA OLIVA, C CCDS 201
Taught bilingually (English/Spanish)
3076 LEC  6:50PM - 10:00PM Th BERG, R CSB 102A
7 INTRODUCTION TO CURRICULUM IN EARLY CHILDHOOD EDUCATION  (CSU) 3.0 UNITS
Prerequisite: ChDev 2
Exploration of appropriate curriculum and environments for young children. Students
examine a teacher’s role in supporting development and positive learning experiences for all
young children using observation and assessment strategies and emphasizing the essential
role of play. Planning, implementation and evaluation of curriculum includes but is not
limited to: language and literacy, social and emotional learning, sensory learning, art and
creativity, math, natural and physical sciences.
DAY/SATURDAY CLASSES
0167 LEC  8:50AM - 12:00PM S ANNAY, E CCDS 200
Taught bilingually (English/Spanish)

 Directed studies opportunities are available on a contract basis under
the supervision of an instructor. Students interested in enrolling in the
Directed Courses must contact the Department Chair.
34 OBSERVING & RECORDING CHILDREN'S BEHAVIOR  (CSU) 3.0 UNITS
Prerequisite: ChDev 2 | NOTE: Students must show proof of a current negative TB test (Mantoux Test) or chest x-ray within the last two years.

Appropriate use of assessment and observation strategies to document development, growth, play and learning to join with families and professionals in promoting children's success. Recording strategies, rating systems, portfolios, and multiple assessment tools are explored.

DAY CLASSES
0179 LEC 8:50AM - 12:00PM  Th  STAFF  CCDS 201

EVENING CLASSES
3089 LEC 6:50PM - 10:00PM  M  MERMELL, R  CCDS 201

38 ADMINISTRATION & SUPERVISION OF EARLY CHILDHOOD PROGRAMS I  (CSU) 3.0 UNITS
Prerequisite: ChDev 1, ChDev 2, ChDev 11 and ChDev 3 or ChDev 4 or ChDev 7
Prepares students to establish and administer an early childhood program. Financial aspects of administration, legal rules and regulations pertaining to administration are emphasized. Concepts of budgeting, personnel management, marketing, as well as mentoring and working with families are explored.

EVENING CLASSES
3090 LEC 6:50PM - 10:00PM  T  SAINT-ANDREWS, C  CCDS 202
Taught bilingually (English/Spanish)

42 TEACHING IN A DIVERSITY SOCIETY  (CSU) 3.0 UNITS
Prerequisite: None
Examines the development of social identities in diverse societies including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society.

DAY CLASSES
0173 LEC 12:10PM - 3:20PM  M  DE SILVA, L  CCDS 202

EVENING CLASSES
3091 LEC 6:50PM - 10:00PM  T  RODRIGUEZ, P  CCDS 202

44 EARLY INTERVENTION FOR CHILDREN WITH SPECIAL NEEDS  (CSU) 3.0 UNITS
Prerequisite: None
Designed for students interested in working with young children with special needs and their families. Instruction focuses on accommodating and adapting the physical environment, instructional strategies and curriculum to meet the needs of differently abled children from birth to preschool.

EVENING CLASSES
3092 LEC 3:30PM - 6:40PM  Th  GRONEWOLD, J  CCDS 201

45 PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS  (CSU) 3.0 UNITS
Prerequisite: None
Overview of programs providing special education services for children with special needs focusing on preschool through school age. Includes a study of various programs, legislation, characteristics of exceptionalities and educational implications. Observation in schools will be required.

EVENING CLASSES
3093 LEC 3:30PM - 6:40PM  W  PREUSS, C  CCDS 202

46 SCHOOL AGE PROGRAMS I  (CSU) 3.0 UNITS
Advisory: ChDev 2
Introductory course for the care of school-age children in before-and-after school programs.

EVENING CLASSES
3094 LEC 6:50PM - 10:00PM  W  OLSON, A  CCDS 200

61 INTRODUCTION TO FAMILY CHILD CARE II  (CSU) 1.0 UNITS
Prerequisite: None
An in-depth study of the business aspects of Family Child Care Programs: Contracts, Advertising, Budgets, Recordkeeping, Staff Relations, working with Parents and Licensing Regulations. Reviewing and utilizing the Family Home Day Care Rating Scale for facilities in evaluating and assessing the classroom and teacher effectiveness.

DAY/SATURDAY/SHORT-TERM CLASSES
0177 LEC 8:50AM - 10:55AM  Th  STAFF  CMS 30
AND LAB 10:55AM - 1:00PM  Th  STAFF  CMS 30

0178 LEC 9:00AM - 11:05AM  F  AREVSHATIAN, Z  INST 1003
AND LAB 11:05AM - 1:10PM  F  AREVSHATIAN, Z  INST 1003

EVENING CLASSES
3095 LEC 5:50PM - 7:55PM  T  STAFF  CMS 30
AND LAB 7:55PM - 10:00PM  T  STAFF  CMS 30

4 HISTORICAL DOCUMENTARY FILM (UC/CSU) 3.0 UNITS
Prerequisite: None
Examines the development of the documentary as narrative film from the 1890s to present day. Includes historical, propaganda, educational, commercial, cinema verite and direct cinema. Students will develop critical standards for judging documentary films.

EVENING CLASSES
3096 LEC 5:50PM - 7:55PM  W  NICHOLS, R  LRC TCR
AND LAB 7:55PM - 10:00PM  W  NICHOLS, R  LRC TCR

COMMUNICATION STUDIES
Chair: Louise Barbato 818.364.7687 | Vice Chair: Margie Long 818.364.7682

101 ORAL COMMUNICATION I (UC/CSU) 3.0 UNITS
Advisory: Eng 28
Introduction to techniques of Public Speaking including writing and delivery of speeches to inform and persuade. Students refine critical thinking, research, organizational, and time management skills. They learn to adapt a message to any audience and occasion.

DAY CLASSES
0451 LEC 7:15AM - 8:40AM  MW  LONG, M  INST 1012
AND LAB 8:45AM - 10:10AM  MW  LONG, M  INST 1012

0452 LEC 7:15AM - 8:40AM  TTh  LONG, M  INST 1012
AND LAB 8:45AM - 10:10AM  TTh  LONG, M  INST 1012

0453 LEC 8:55AM - 10:20AM  MW  LONG, M  INST 1012
AND LAB 10:25AM - 11:50AM  MW  LONG, M  INST 1012

0454 LEC 8:55AM - 10:20AM  TTh  LONG, M  INST 1012
AND LAB 10:25AM - 11:50AM  TTh  LONG, M  INST 1012

0455 LEC 10:35AM - 12:00PM  MW  LONG, M  INST 1012
AND LAB 12:05PM - 1:30PM  MW  LONG, M  INST 1012

0456 LEC 10:35AM - 12:00PM  TTh  LONG, M  INST 1012
AND LAB 12:05PM - 1:30PM  TTh  LONG, M  INST 1012

0457 LEC 12:10PM - 1:35PM  W  GOODWIN, W  INST 1012

102 ORAL COMMUNICATION II (CSU) 3.0 UNITS
Advisory: Eng 28
Introduction to advanced phases of critical thinking, research, and public speaking. Course includes comprehension of structure, evaluation of arguments, researching and presenting evidence, language usage, and evaluation of fallacious reasoning. Adherence to ethics stressed in all communication setting.

DAY CLASSES
0459 LEC 12:15PM - 1:40PM  MW  BARKER, B  INST 1010
121 THE PROCESS OF INTERPERSONAL COMMUNICATION  (CSU) 3.0 UNITS
Advisory: Eng 28
Designed to provide skills and fuller understanding of how individuals cope with social interactions that are difficult, problematic, distressing, and disruptive in personal and familial relationships.

EVENING CLASSES
3320 LEC 6:50PM - 10:00PM Th FU, P INST 1012
151 SMALL GROUP COMMUNICATION  (CSU) 3.0 UNITS
Advisory: Eng 28
Provides an analysis of the purposes, principles, and types of group communication processes. Development of individual skills in leadership and problem solving is achieved by responsible group participation.

EVENING CLASSES
3319 LEC 6:50PM - 10:00PM W GLAVAN, J INST 1012

COMPUTER APPLICATIONS & OFFICE TECHNOLOGIES
Chair: Pat Flood 818.364.7715

1 COMPUTER KEYBOARDING I  (CSU) 3.0 UNITS
Prerequisite: None
In this beginning computer keyboarding course, students will learn how to key by touch while developing speed and accuracy with the goal of achieving 30 words per minute by the end of the semester. Students will also learn how to use Microsoft Word to format letters, memos, tables, and reports.

DAY CLASSES
8002 LEC 10:35AM - 11:30AM TTh WOODMANSEE, J INST 2021
AND LAB 11:40AM - 1:05PM TTh WOODMANSEE, J INST 2021

31 BUSINESS ENGLISH  (CSU) 3.0 UNITS
Prerequisite: None
A review of fundamental English language skills necessary for written and oral communication in business. Students develop competency in English usage through review of parts of speech, punctuation, and sentence structure. Develops ability to write logical, concise, coherent sentences and paragraphs. After successful completion of this course, students will be prepared for CAOT 32, Business Communications.

DAY CLASSES
8005 LEC 10:35AM - 12:00PM MW MORENO, P INST 2021

64 COMPUTER APPLICATIONS & OFFICE TECH LAB  (CSU) 1.0 UNIT
Corequisite: Enrollment in at least one other CAOT course
NOTE: Class is graded pass/no pass.
This course is designed as an aid to students who need additional time and practice to increase their skills in any CAOT subject area.

DAY CLASSES
8008 LEC 1:15PM - 2:10PM MW WOODMANSEE, J INST 2021

82 MICROCOMPUTER SOFTWARE SURVEY IN THE OFFICE  (CSU) 3.0 UNITS
Advisory: CAOT 1 and 31
Introduces students to the use of the computer and software used in the business office. Provides hand on introduction to Microsoft Word, Excel, Access, and Power Point. Students gain basic knowledge necessary for using computer and becoming computer literate.

DAY CLASSES
8001 LEC 10:35AM - 11:30AM MW WOODMANSEE, J INST 2021
AND LAB 11:55AM - 1:00PM MW WOODMANSEE, J INST 2021

85 MICROCOMPUTER OFFICE APPLICATIONS: SPREADSHEET  (CSU) 3.0 UNITS
Prerequisite: None
Use Excel to plan, present, manipulate, and calculate numerical data by writing formulas with advanced techniques, visual charts, and clip art images.

DAY CLASSES
8021 LEC 10:15PM - 1:15PM MW WOODMANSEE, J INST 2021
AND LAB 1:25PM - 2:30PM MW WOODMANSEE, J INST 2021

92 COMPUTER WINDOWS APPLICATION  (CSU) 2.0 UNITS
Prerequisite: None
Utilize and more effectively manage computers and files using the Windows 7 operating system, including using the Control Panel settings to customize a computer, using the accessory functions, and optimizing a computer by using the disk management and security features.

DAY CLASSES
8013 LEC 8:55AM - 9:25AM TTh WOODMANSEE, J INST 2021
AND LAB 9:25AM - 10:20AM TTh WOODMANSEE, J INST 2021

108 PRESENTATION DESIGN FOR THE OFFICE  (CSU) 2.0 UNITS
Prerequisite: None
This course provides an overview of presentation design software. Students learn to use PowerPoint templates, outlines, clipart and Microsoft Office documents to create presentations, electronic slide shows and web sites.

DAY CLASSES
8014 LEC 8:55AM - 9:25AM MW WOODMANSEE, J INST 2021
AND LAB 9:25AM - 10:20AM MW WOODMANSEE, J INST 2021

150 SOCIAL MEDIA FOR BUSINESS  (CSU) 3.0 UNITS
Prerequisite: CAOT 82
Emerging trends and the impact of social media as it applies to business. Areas of coverage will include how to promote business on popular social networking websites, web marketing, video sharing, blogging, RSS feeds, and maximizing response rate. Legal, ethical, and political implications will be addressed. Students will learn how social media can be used to create, promote, and expand a business online.

EVENING CLASSES
5005 LEC 4:00PM - 4:30PM MW LAMPERT, M INST 2021
AND LAB 4:30PM - 6:35PM MW LAMPERT, M INST 2021

COMPUTER SCIENCE INFORMATION TECHNOLOGY
Chair: Robert Smazenka 818.364.7609 | Vice Chair: Mari Rettke 818.364.7697

401 INTRODUCTION TO COMPUTERS & THEIR USES  (UC:CSU) 3.0 UNITS
Prerequisite: None
Describes computer development, uses of the computer by business management, the use of major workplace applications programs, operating systems and programming. Students will analyze, design and construct technology solutions for organizations.

ONLINE CLASSES
0182 LEC 3:10 hrs/wk TBA GARCIA, C INTERNET www.lamission.edu/online
AND LAB 0.55 hrs/wk TBA GARCIA, C INTERNET

407 PROGRAMMING LOGIC  (UC:CSU) 3.0 UNITS
Prerequisite: Math 115 Advisory: CoSci 401
Covers basic concepts of computer hardware, software, and information representation including binary and hexadecimal number systems. Introduces concepts necessary to analyze, design, code, test, and document programs using top-down structured programming techniques. Introduces to programming and fundamental programming concepts using a high level language.

DAY CLASSES
0183 LEC 8:20AM - 10:25AM M KUBICKI, P INST 2005
AND LEC 8:20AM - 9:20AM W KUBICKI, P INST 2005
AND LEC 9:30AM - 10:25AM W KUBICKI, P INST 2007
0184 LEC 12:15PM - 2:20PM M STAFF INST 2005
AND LEC 12:15PM - 1:15PM W STAFF INST 2005
AND LEC 1:25PM - 2:30PM W STAFF INST 2007

EVENING CLASSES
3101 LEC 5:45PM - 6:45PM M KUBICKI, P INST 2005
AND LEC 6:05PM - 6:45PM T KUBICKI, P INST 2005
AND LEC 6:50PM - 7:30PM T KUBICKI, P INST 2005

408 VISUAL BASIC  (UC:CSU) 3.0 UNITS
Prerequisite: CoSci 401 Advisory: CoSci 407
Introductory course in Object Oriented programming in the .NET environment. This course covers program planning, VB controls, events, objects, procedures, decision, repetition, arrays, graphics and sequential files.

DAY CLASSES
0185 LEC 8:55AM - 10:20AM TTh STAFF INST 2005

430 MICROCOMPUTER APPLICATION I  (CSU) 3.0 UNITS
Prerequisite: None
The effective use of Excel and Access. The course includes: financial investment analysis, arrays, graphics and sequential files.

DAY CLASSES
0186 LEC 10:35AM - 11:30AM TTh RETTKE, M INST 2005
AND LAB 11:40AM - 12:35PM MW KUBICKI, P INST 2005

EVENING CLASSES
3101 LEC 5:45PM - 7:50PM Th STAFF INST 2007
AND LAB 7:55PM - 10:00PM Th STAFF INST 2007

431 MICROCOMPUTER APPLICATIONS II  (CSU) 3.0 UNITS
Prerequisite: None
Prepare to become MOS certified by taking this class. Learn to use Windows and Word to create documents such as cover letters, resumes, term papers, sales proposals, multiple column newsletters and do mail merge operations.

EVENING CLASSES
3102 LEC 5:45PM - 7:50PM W STAFF INST 2007
AND LAB 7:55PM - 10:00PM W STAFF INST 2007
436 INTRODUCTION TO DATA STRUCTURES  (CSU) 3.0 UNITS
Prerequisite: CoSci 440 or 452
Covers abstract data types including a deeper understanding of object-oriented programming concepts. Students will learn how to analyze running times of algorithms using analysis tools. Implements linear data structures including stacks, queues, and hash tables. Introduces to trees and basic implementations.

EVENING CLASSES
3303 LEC  5:45PM - 7:50PM  Th  RETTKE, M  INST 2005
AND LAB  7:55PM - 10:00PM  Th  RETTKE, M  INST 2006

440 PROGRAMMING IN C++  (CSU) 3.0 UNITS
Prerequisite: CoSci 407
Covers C++ language and object-oriented programming paradigm. Fundamental programming topics include control structures, functions, arrays, pointers, strings, input and output, recursion, and file processing. Object-oriented programming and advance topics include classes, operator overloading, inheritance, virtual functions, polymorphism, templates, and exception handling. Introduces to data structures such as stacks, queues, and trees.

EVENING CLASSES
3304 LEC  5:45PM - 7:50PM  T  RETTKE, M  INST 2006
AND LAB  7:55PM - 10:00PM  T  RETTKE, M  INST 2006

452 PROGRAMMING IN JAVA  (UC-CSU) 3.0 UNITS
Prerequisite: CoSci 407
Covers Java language and object-oriented programming paradigm. Topics include Java expressions, control structures, methods, Java classes, overloading, object references, inheritance, polymorphism, Java library packages, exception handling, file I/O, applets, GUI, and event handling. Introduces to data structures such as stacks, queues, and trees.

EVENING CLASSES
3335 LEC  5:45PM - 7:50PM  M  RETTKE, M  INST 2006
AND LAB  7:55PM - 10:00PM  M  RETTKE, M  INST 2006

921 COOP ED - COMPUTER SCIENCE-INFORMATION TECH  (CU-CSU) 2.0 UNITS
Prerequisite: None
A program providing students with a linkage to their future career success and job placement. This program is open to all students who wish to gain 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. A student may take only one CoopEd section per semester. Students with disabilities will be accommodated and may contact the DSPS Office.

CSU generally accepts up to eight (8) Cooperative Education (CWEE) units as electives. Check with the Admissions Office at the college or university you wish to transfer for specific information.

CoopEd/CWEE forms are available at the LAMC Website, or may be purchased in the campus bookstore. All individuals must complete and turn in properly authenticated paperwork within two weeks of the start of the semester or the student will be dropped.

Instructions on how to download the Cooperative Education Forms
First: Go to lamission.edu, then click on “Student”.
Second: Go down to “Programs Offered” and click on “Cooperative Education”.
Third: Click on the left where it says “Forms”.
Fourth: Print the first 2 pages
1. Application for enrollment
2. Cooperative Education Agreement
Fifth: Bring two (2) blank envelopes with U.S. stamps

Requirements: Students must be employed, or in a voluntary job.
Five (5) mandatory meetings per semester are required (see times below).
Students may add a Cooperative Education class online or at the Admissions Office during open enrollment.

Required Meetings
Introduction to Coop Ed
Using the Internet to Find a Job
The Job Search
The Job Interview
Summit Meeting
Day Students
Sep 2, 9am, CSB 105
Oct 7, 9am, CSB 105
Oct 21, 9am, CSB 105
Nov 4, 9am, CSB 105
Nov 18, 9am, CSB 105
Evening Students
Sep 8, 4:50pm, CSB 201
Oct 6, 4:50pm, CSB 201
Oct 20, 4:50pm, CSB 201
Nov 5, 4:50pm, CSB 201
Nov 17, 4:50pm, CSB 201

Please ask the CoopEd advisor about the 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.

Students enrolled in CoopEd/CWEE must work in accordance with the following schedule. Students employed must work at least 75 hours per unit, per semester. For example, a student taking CoopEd 921 must work at least 150 hours per semester. Students in an unpaid or volunteer position must work at least 60 hours per unit, per semester. A student taking CoopEd 921 in the unpaid capacity must work at least 120 hours per semester.

Additional CoopEd/CWEE Requirements:
2. A completed resume in standard format
   - An exam on material in the textbook will be required. Student must bring a standard 25 question scantron.

For questions or further information, call the CoopEd/CWEE Hot Line at 818.364.7700.

NOTE: Only one Cooperative Education class may be taken each semester. Students can repeat the same CoopEd class for a maximum of 4 semesters.

SECTION NUMBER MAJOR
921, 931, 941 ACCOUNTING
9001, 9002, 9003 ADMINISTRATION OF JUSTICE
9093, 9094, 9095 BUSINESS/ECONOMICS/FINANCE/MARKETING
9021, 9022, 9023 CHILD DEVELOPMENT
9088, 9089, 9090 COMPUTER SCIENCE
9092, 9093, 9094 FAMILY & CONSUMER STUDIES/Food Service Management
9089, 9090, 9091 MANAGEMENT

CULINARY ARTS
Chair: Louis Zandalasini 818.364.7749

50 SANITATION & SAFETY  (CSU) 2.0 UNITS
Prerequisite: None
An introduction to the basic principles of sanitation, safety, work simplification, and use and care of institutional food service equipment. Emphasis is on the importance of proper employee training practices as related to food safety. ServSafe Food Handler’s Manager Certification will be obtained upon successfully passing exam.


0465 LEC  7:25AM - 9:30AM  TTh  EGUARAS, L  EGUARAS, L  INST 2006  EGUARAS, L  INST 2006

60 CULINARY ARTS ORIENTATION & TECHNIQUES  (CSU) 4.0 UNITS
Corequisite: ClnArt 50 or FSM 50
Students will apply history, description, and interrelationships of the hospitality industries with an emphasis on the multifaceted food service industry. Introduction to the world of commercial food production. Students are introduced to culinary techniques and develop skills in handling, fabrication skills, ingredient identification, small and large equipment use, weights and measures, recipe development and cooking fundamentals.

AND LAB  10:35AM - 1:45PM  MW  EGUARAS, L  EGUARAS, L  INST 2006  EGUARAS, L  INST 2006

0467 LEC  9:35AM - 10:30AM  TTh  EGUARAS, L  EGUARAS, L  INST 2006  EGUARAS, L  INST 2006
AND LAB  10:35AM - 1:45PM  TTh  EGUARAS, L  EGUARAS, L  INST 2006  EGUARAS, L  INST 2006

101 CULINARY FUNDAMENTALS I  (CSU) 4.0 UNITS
Corequisite: ClnArt 60
Introduction to culinary fundamentals and techniques for basic food preparation is learned and experienced. Culinary arts basics and foundations, including classic knife cuts, mother sauces, soups, basic cooking methods, terminology, equipment, measurements, culinary math and ingredients is covered. Students will be on rotation in the Mission Cafe.

0468 LAB  7:15AM - 10:25AM  MW  SANCHEZ, J  SANCHEZ, J  INST 2006  EGUARAS, L  INST 2006

0469 LAB  7:15AM - 10:25AM  TTh  SANCHEZ, J  SANCHEZ, J  INST 2006  INST 2006

AND LEC  10:35AM - 11:30AM  TTh  SANCHEZ, J  SANCHEZ, J  INST 2006  INST 2006

0470 LEC  9:40AM - 10:35AM  MW  STAFF  STAFF  INST 2006  STAFF  INST 2006

AND LAB  10:45AM - 1:55PM  MW  STAFF  STAFF  INST 2006  STAFF  INST 2006

102 CULINARY FUNDAMENTALS II  (CSU) 4.0 UNITS
Corequisite: ClnArt 101
Introduction to breakfast and lunch cookery. Students will prepare breakfast and lunch items. Students will be part of a rotation in the Mission Cafe (AKA The Servery) and rotate all throughout the stations in the cafe. Students will cover culinary management, supervision, leadership, customer service, communication, teamwork and time management.

0471 LEC  9:40AM - 10:35AM  TTh  STAFF  STAFF  INST 2006  STAFF  INST 2006

AND LAB  10:45AM - 1:55PM  TTh  STAFF  STAFF  INST 2006  STAFF  INST 2006

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.
### 103 CULINARY NUTRITION  
**Prerequisite:** None  
Fundamental culinary nutrition principles and theories for various groups are investigated. Healthy foods, pleasing to the eyes and the palate, will be prepared to cater to the growing number of health-minded customers. Recipe and menu development including ingredient selection and cooking techniques will be discussed. Special diets such as low fat, low sodium, diabetic, gluten-free and caloric intake will be discussed.

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<td>2.0</td>
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### 104 DINING ROOM & BEVERAGE MANAGEMENT  
**Prerequisite:** ClnArt 101  
Instruction and practical training covers all aspects of FOH/Dining Room service and Beverage Management in restaurants. This includes food and cash controls, POS systems, dining room service styles and dining area merchandising. Receptions, banquets, buffets are covered from the bus person to Maitre d’ positions. Special event presentations included with wine serving techniques.

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### 106 PURCHASING & RECEIVING  
**Prerequisite:** ClnArt 101  
Provides training in duties and functions of the professional food buyer. Basic information on sources, grades, quality, and standards for selecting food items. Points stressed are specifications for receiving, storing, issuing procedures, cost and operational expenses, and seasonal variations.

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### 150 CHEFS TRAINING FOR APPRENTICESHIP I  
**Prerequisite:** ClnArt 101  
Provides supervised internship experience within the Culinary Arts Institute. Internship provides students with hands-on training and experience in working on the line in The Mission Cafe (AKA The Servery), customer service, catering, special events and prepares them for their externship experience. Students learn skills required for commercial, restaurant and hotel establishments.

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### 155 CHEFS TRAINING FOR APPRENTICESHIP II  
**Prerequisite:** ClnArt 101  
Provides supervised externship opportunity within a selected outside restaurant, hotel or food service establishment who supports the Culinary Arts Institute program. This is a supervised fieldwork experience in the industry and gives hands-on training in food service, catering, fine dining, commercial service, hotel and restaurant establishments. Students learn skills required for job competence.

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### DEVELOPMENTAL COMMUNICATIONS  
Chair: Gary Prostak 818.364.7666 | Vice Chair: Curt Riesberg 818.364.7847

#### 1 GRAMMAR: APPLIED TO WRITING  
**Prerequisite:** None  
This course offers an introduction to basic grammar as it relates to writing and other communication skills. It covers parts of speech, sentence structure, types of phrases and clauses, verb tenses and agreement, pronoun usage, comparison, capitalization, and punctuation.

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#### 34 BASIC READING  
**Prerequisite:** None  
A basic reading course designed to improve word-attack skills, build vocabulary, improve dictionary skills, and develop comprehension and critical reading skills.

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#### 36A READING II: COMPREHENSION & RELATED SKILLS  
**Prerequisite:** DevCom 34 or appropriate skill level demonstrated by placement exam  
Class is graded pass/no pass. Intermediate course in reading; emphasizes finding main ideas, critical thinking, vocabulary skills, and study skills.

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#### 36B READING II: COMPREHENSION & RELATED SKILLS  
**Prerequisite:** DevCom 36A or appropriate skill level demonstrated by placement exam  
Class is graded pass/no pass. Comprehensive course in advanced study skills, note taking, and efficient study techniques. Transition from every-day reading skills to college reading skills.

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# FALL 2014 SCHEDULE OF CLASSES
ACCELERATED ENGLISH PILOT PROGRAM

These two course classes are part of an accelerated English pilot program. Students in this program are required to enroll and maintain enrollment in both courses for the entire semester. Given the intense nature of this program, this program is not ideal for all students.

ACCELERATED ENGLISH PILOT PROGRAM

ECONOMICS

Chair: Pat Flood 818.364.7715

1 PRINCIPLES OF ECONOMICS I (UC-CSU) 3.0 UNITS

Prerequisite: None

Introductory course in the principles of microeconomic theory, including economic analysis of the firm and resource allocation, analysis of the laws of supply and demand, market structures of the American economy, price theory, and current domestic economic problems.

Economics I is also offered through ITV. See page 14.

DAY CLASSES

0202 LEC 8:55AM - 10:20AM MW DANAI, M BUNG 10

EVENING CLASSES

3113 LEC 6:50PM - 8:00PM Th ESPINOZA, A CMS 126

2 PRINCIPLES OF ECONOMICS II (UC-CSU) 3.0 UNITS

Prerequisite: None

Introductory course in the principles of macroeconomic theory. Measurement of aggregate economic performance, including GDP and national income, money and banking business cycle, role of government and the Federal Reserve System (fiscal and monetary policies), economic growth and stability, international trade, and economics of under development are covered in this course.

EVENING CLASSES

3114 LEC 6:50PM - 8:00PM M DANAI, M CMS 246

ENGLISH

Chair: Louise Barbato 818.364.7687 | Vice Chair: Carolyn Daly 818.853.3311

28 INTERMEDIATE READING & COMPOSITION 3.0 UNITS

Prerequisite: English 21 with a grade of “C” or better, or appropriate skill level demonstrated through the ENL assessment process, or by permit

A course in reading and writing designed to strengthen the student’s ability to use basic communication skills, including grammar, punctuation, and mechanics. Instruction will include the assignment of expository and argumentative essays, online grammar and writing exercises, and a research paper.

DAY CLASSES

0210 LEC 8:55AM - 10:20AM MW DIAZ-COOPER, V CSB 102B

0211 LEC 10:35AM - 12:00PM MW STAFF CMS 204

0212 LEC 10:35AM - 12:00PM MW STAFF INST 1013

0213 LEC 12:15PM - 1:40PM W KESHISHYAN, A CSB 101

0214 LEC 12:15PM - 1:40PM Th SELSBY, D INST 1013

0215 LEC 12:15PM - 1:40PM W CAGGIANO, S CSB 101

0216 LEC 1:55PM - 3:20PM W CAGGIANO, S CSB 101

0217 LEC 1:55PM - 3:20PM Th DIAZ-COOPER, V CSB 101

EVENING CLASSES

3120 LEC 3:30PM - 4:40PM T SPITLER, E CSB 101

3121 LEC 6:50PM - 8:00PM W GUDAS, E CSB 101

3122 LEC 6:50PM - 8:00PM Th WELCH, T CSB 205

101 COLLEGE READING & COMPOSITION I (UC-CSU) 3.0 UNITS

Prerequisite: English 28 or ESL 8 with a grade of "C" or better, or appropriate skill level demonstrated through the English assessment process, or by permit

Develops proficiency in college-level reading and writing through the application of the principles of rhetoric, argument, and critical thinking. Students will write expository essays based on college-level readings. Emphasis is placed on the research paper. This course requires the writing of a minimum of 6000 words in essays and a research paper.

NOTE: 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.

English 101 is also offered through ITV. See page 14.

ONLINE CLASSES

0218 LEC 3:10 hrs/wk ThB BARBATO, L INTERNET www.lamission.edu/online

0219 LEC 3:10 hrs/wk ThB BARBATO, L INTERNET www.lamission.edu/online

DAY CLASSES

0220 LEC 8:50AM - 10:40AM S SMITH, N INST 1001

0221 LEC 8:55AM - 10:20AM Th DIAZ-COOPER, V CSB 102B

0222 LEC 8:55AM - 10:20AM Th STAFF CSB 101

0223 LEC 10:35AM - 12:00PM Th LADINSKY, G CSB 101

0224 LEC 10:35AM - 12:00PM M YALE, A CSB 206

EVENING CLASSES

3123 LEC 3:30PM - 4:40PM T GUDAS, E CSB 205

3124 LEC 3:30PM - 4:40PM Th SELSBY, D CSB 101

3125 LEC 3:30PM - 4:40PM Th LAWSON, R CSB 208

3126 LEC 6:50PM - 8:00PM M BLOOM, A CSB 101

3127 LEC 6:50PM - 8:00PM T VOORHIS, M CSB 201

3128 LEC 6:50PM - 8:00PM W VOORHIS, M CSB 207

102 COLLEGE READING & COMPOSITION II (UC-CSU) 3.0 UNITS

Prerequisite: English 101 with a grade of "C" or better, or by permit

An introduction to critical analysis of poetry, novels, short stories, and drama. A variety of analytical strategies will be used to distinguish between deductive and inductive reasoning.

Emphasis is placed on writing a research paper.

English 102 is also offered through ITV. See page 14.

DAY CLASSES

0227 LEC 7:15AM - 8:40AM Th LAWSON, R CSB 208

0228 LEC 8:55AM - 10:20AM MW DIAZ-COOPER, V CSB 101

0229 LEC 8:55AM - 10:20AM W DIAZ-COOPER, V CSB 207

0230 LEC 10:35AM - 12:00PM W DIAZ-COOPER, V CSB 102B

0231 LEC 10:35AM - 12:00PM Th SELSBY, D INST 1013

0232 LEC 12:10PM - 2:20PM W YALE, A CSB 205

EVENING CLASSES

3129 LEC 3:30PM - 4:40PM T NIS HIMURA, M CSB 101

3130 LEC 3:30PM - 4:40PM W NIS HIMURA, M CSB 101

3131 LEC 3:30PM - 4:40PM Th LAWSON, R CSB 208

3132 LEC 3:30PM - 4:40PM W VOORHIS, M CSB 207

103 COMPOSITION & CRITICAL THINKING (UC-CSU) 3.0 UNITS

Prerequisite: English 101

Develops critical thinking and writing skills and emphasizes logical reasoning, analysis, and strategies of argumentation using expository prose as subject matter. Designed to improve critical thinking in written arguments by applying established modes of reasoning, analyzing rhetorical strategies, evaluating logical fallacies, and detecting bias.

DAY CLASSES

0234 LEC 10:35AM - 12:00PM MW STAFF INST 1001
ENGLISH 101
Prerequisite: English 101
An introduction to the key literary works of the Western world, the Middle East, Africa, and Asia, from antiquity to the seventeenth century. Students will analyze readings, poetic forms, and literary themes from different cultures in reasoned analysis.

DAY CLASSES
0236 LEC 10:35AM - 12:00PM TTh DALY, C CSB 207

ENGLISH LITERATURE I (UC:CSU) 3.0 UNITS
Prerequisite: English 101
An introduction to major works of English literature from the origins to the nineteenth century. Emphasis is placed on developing an understanding and appreciation of the poetry, fiction, and drama of these literary periods.

DAY CLASSES
0237 LEC 10:35AM - 12:00PM MW BARBATO, L CSB 101

ENGLISH AS A SECOND LANGUAGE
Chair: Gary Prostak 818.364.7666 | Vice Chair: Mike Climo 818.364.7693

ENGLISH 102, 103, 127, 203, 206, 208, 240

1 COLLEGE ESL I (NDA) 12.0 UNITS
Prerequisite: None | Class is graded credit/no-credit.

DAY CLASSES
0239 LEC 8:50AM - 12:00PM MW STAFF CSB 111
AND LEC 8:50AM - 12:00PM TTh STAFF CSB 111

EVENING CLASSES
3157 LEC 6:50PM - 10:00PM MW STAFF CSB 111
AND LEC 6:50PM - 10:00PM TTh STAFF CSB 111

2 COLLEGE ESL II (NDA) 12.0 UNITS
Prerequisite: ESL 1 or appropriate placement | Class is graded pass/no pass.

DAY CLASSES
0240 LEC 8:50AM - 12:00PM MW ENGLE, S CSB 206
AND LEC 8:50AM - 12:00PM TTh CORTES, T CSB 206

EVENING CLASSES
3158 LEC 6:50PM - 10:00PM MW LARSON, J CSB 206
AND LEC 6:50PM - 10:00PM TTh CHELEBEK, A CSB 206

3 COLLEGE ESL III 12.0 UNITS
Prerequisite: College ESL 2, or appropriate ESL placement results, or by permit
Class is graded pass/no pass. | NOTE: Students MUST take sections B&C together. Students are encouraged to enroll in all three sections (A, B, C).

DAY CLASSES
3139 LEC 6:50PM - 10:00PM MW JACKSON, K CSB 227
ESL 3A – Writing and Grammar – 6 units
ESL 3B – Reading and Vocabulary – 3 units
ESL 3C – Listening and Speaking – 3 units

EVENING CLASSES
3140 LEC 7:00PM - 8:25PM TTh LILBURN, M CSB 228
ESL 3A – Writing and Grammar – 6 units
ESL 3B – Reading and Vocabulary – 3 units
ESL 3C – Listening and Speaking – 3 units

0241 LEC 8:50AM - 12:00PM MW JARA, G CSB 208
ESL 3A – Writing and Grammar – 6 units
ESL 3B – Reading and Vocabulary – 3 units
ESL 3C – Listening and Speaking – 3 units

0242 LEC 8:50AM - 12:00PM MW STAFF CSB 111
ESL 3A – Writing and Grammar – 6 units
ESL 3B – Reading and Vocabulary – 3 units
ESL 3C – Listening and Speaking – 3 units

0243 LEC 10:35AM - 12:00PM TTh OTTOO, S CSB 208
ESL 3A – Writing and Grammar – 6 units
ESL 3B – Reading and Vocabulary – 3 units
ESL 3C – Listening and Speaking – 3 units

4 COLLEGE ESL IV 12.0 UNITS
Prerequisite: College ESL 3, or appropriate ESL placement results, or by permit
Class is graded pass/no pass. | NOTE: Students MUST take sections B&C together. Students are encouraged to enroll in all three sections (A, B, C).

DAY CLASSES
3141 LEC 6:50PM - 10:00PM TTh LILBURN, M CSB 228
ESL 4A – Writing and Grammar – 6 units
ESL 4B – Reading and Vocabulary – 3 units
ESL 4C – Listening and Speaking – 3 units

EVENING CLASSES
3143 LEC 7:00PM - 8:25PM TTh KEESEE, D CSB 128
ESL 4A – Writing and Grammar – 6 units
ESL 4B – Reading and Vocabulary – 3 units
ESL 4C – Listening and Speaking – 3 units

0244 LEC 8:50AM - 12:00PM MW LUIS, C CSB 102A
ESL 4A – Writing and Grammar – 6 units
ESL 4B – Reading and Vocabulary – 3 units
ESL 4C – Listening and Speaking – 3 units

0245 LEC 8:50AM - 12:00PM TTh FINE OLSON, A CAI 230
ESL 4A – Writing and Grammar – 6 units
ESL 4B – Reading and Vocabulary – 3 units
ESL 4C – Listening and Speaking – 3 units

0246 LEC 10:35AM - 12:00PM TTh FINE OLSON, A CAI 230
ESL 4A – Writing and Grammar – 6 units
ESL 4B – Reading and Vocabulary – 3 units
ESL 4C – Listening and Speaking – 3 units

0247 LEC 6:50PM - 10:00PM TTh KEESEE, D CSB 128
ESL 4A – Writing and Grammar – 6 units
ESL 4B – Reading and Vocabulary – 3 units
ESL 4C – Listening and Speaking – 3 units

5 COLLEGE ESL V 12.0 UNITS
Prerequisite: College ESL 4, or appropriate ESL placement results, or by permit
Class is graded pass/no pass. | NOTE: Students MUST take sections B&C together. Students are encouraged to enroll in all three sections (A, B, C).

DAY CLASSES
3144 LEC 8:35PM - 10:00PM TTh KEESEE, D CSB 128
ESL 5A – Writing and Grammar – 6 units
ESL 5B – Reading and Vocabulary – 3 units
ESL 5C – Listening and Speaking – 3 units

EVENING CLASSES
3145 LEC 7:00PM - 8:25PM TTh CLIMO, M CSB 206
ESL 5A – Writing and Grammar – 6 units
ESL 5B – Reading and Vocabulary – 3 units
ESL 5C – Listening and Speaking – 3 units

0248 LEC 8:50AM - 12:00PM TTh LILBURN, M CSB 228
ESL 5A – Writing and Grammar – 6 units
ESL 5B – Reading and Vocabulary – 3 units
ESL 5C – Listening and Speaking – 3 units

0249 LEC 10:35AM - 12:00PM TTh CLIMO, M CSB 206
ESL 5A – Writing and Grammar – 6 units
ESL 5B – Reading and Vocabulary – 3 units
ESL 5C – Listening and Speaking – 3 units

Directed study opportunities are available on a contract basis under the supervision of an instructor.

Students interested in enrolling in the Directed Courses must contact the Department Chair.

FALL 2014 SCHEDULE OF CLASSES
6 COLLEGE ESL VI 12.0 UNITS
Prerequisite: College ESL 5, or appropriate ESL placement results, or by permit
Class is graded pass/no pass. | NOTE: Students MUST take sections B&C together. Students are encouraged to enroll in all three sections (A, B, C).

DAY CLASSES
ESL 6A – Writing and Grammar – 6 units
0250 LEC  8:50AM - 12:00PM MW CLIMO, M BUNG 9
0251 LEC  8:55AM - 10:20AM TTh LUIS, C BUNG 9
ESL 6B – Reading and Vocabulary – 3 units
0252 LEC  10:35AM - 12:00PM TTh LUIS, C BUNG 9

EVENING CLASSES
ESL 6A – Writing and Grammar – 6 units
3148 LEC  6:50PM - 10:00PM MW CLIMO, M BUNG 9
ESL 6B – Reading and Vocabulary – 3 units
3149 LEC  7:00PM - 8:25PM TTh STAFF BUNG 9
ESL 6C – Listening & Speaking – 3 units
3150 LEC  8:35PM - 10:00PM TTh STAFF BUNG 9

8 ADVANCED ESL COMPOSITION (UC:CSU) 6.0 UNITS
Prerequisite: ESL 6A or appropriate placement
NOTE: Students receive a letter grade | NOTE: This course is equivalent to English 28.
This course is tailored for the English-as-a-second-language student who is preparing to take English 101. Emphasis is on advanced language development, grammar skills, critical reading, and the writing of essays and research papers.

DAY CLASSES
0253 LEC  8:50AM - 12:00PM MW PROSTAK, G CSB 205

EVENING CLASSES
3151 LEC  6:50PM - 10:00PM MW PROSTAK, G CSB 205

FAMILY & CONSUMER STUDIES
Chair: Louis Zandalasini 818.364.7849

21 NUTRITION (UC-CSU) 3.0 UNITS
Prerequisite: None
Nutrition is the science that deals with the role of nutrients in the human body. These scientific concepts are related to individual needs during the changing life cycles. Interrelationships of nutrients are evaluated for promotion of optimum health.
NOTE: Required for ACF Certificate, Dietary Supervisor and Food Production Certificate

ONLINE CLASSES
0255 LEC  3:10 hrs/wk TBA SHAW, S INTERNET
Email: ShawS@lamission.edu

DAY CLASSES
0256 LEC  1:50PM - 5:00PM W BERG, J CAI 230

EVENING CLASSES
3155 LEC  6:50PM - 10:00PM Th EPPS, F CAI 232

23 NUTRITIONAL ASPECTS OF WEIGHT CONTROL 2.0 UNITS
Prerequisite: Fam&CS 21 and 50
Food composition and nutritional aspects of food preparation during weight control will be explored. Causes of obesity will be analyzed. Plans for weight control will be examined.

DAY CLASSES
0291 LEC  1:15PM - 3:20PM M BERG, J CAI 230

EVENING CLASSES
3156 LEC  6:50PM - 10:00PM T BURNETT, M CAI 232

38 IN-HOME CARE 3.0 UNITS
Prerequisite: None
Provides training for those interested in providing in-home care to older adults.

EVENING CLASSES
3157 LEC  3:30PM - 6:40PM M BRUSASCO, J CAI 230

70 DEVELOPMENT OF COMMUNITY PROJECTS (CSU) 2.0 UNITS
Prerequisite: None
NOTE: Research and event planning for a care giver support day in May
This involves development of awareness of community needs in relation to their buying practices, development of knowledge of public agencies available to the community to meet their needs and development of mini courses in various areas of Family and Consumer Studies to present to community groups.

EVENING CLASSES
3158 LEC  6:50PM - 8:55PM T STAFF CAI 230

91 LIFE MANAGEMENT (CSU) 3.0 UNITS
Prerequisite: None
Provides individuals with skills for understanding and using internal and external resources to function effectively in the present and future society. Techniques for improving self-understanding and interpersonal relationships that reflect decision-making, time, energy, stress, conflict and money management.

EVENING CLASSES
3159 LEC  6:50PM - 10:00PM Th VELAZQUEZ, J CAI 230

921 COOP ED - FAMILY & CONSUMER STUDIES (CSU) 2.0 UNITS
9092 LEC  2:05 hrs/wk TBA RASKIN, E SCHEDULE

931 COOP ED - FAMILY & CONSUMER STUDIES (CSU) 3.0 UNITS
9038 LEC  3:10 hrs/wk TBA RASKIN, E SCHEDULE

941 COOP ED - FAMILY & CONSUMER STUDIES (CSU) 4.0 UNITS
9039 LEC  4:15 hrs/wk TBA RASKIN, E SCHEDULE
**FINANCE**

Chair: Pat Flood 818.364.7715

8 PERSONAL FINANCE & INVESTMENTS (CSU) 3.0 UNITS

Prerequisite: None

Helps the individual manage, optimize and preserve personal income, expenditure and investments. Discussion will be focused on institutions that exist to serve the consumer. Attention will be given to family budgeting, consumer protection, buying on credit and borrowing money, home ownership and financing, different types of insurance, retirement planning and investments.

EVENING/HYBRID CLASSES

3162 LEC 5:15PM - 6:40PM T BERNAL, V INST 1013

AND LEC 1.25 hrs/wk TBA BERNAL, V INTERNET www.lamission.edu/business/bernal

**FOOD SERVICE MANAGEMENT**

SEE CULINARY ARTS

**FRENCH**

Chair: Jolie Scheib 818.364.7690

1 ELEMENTARY FRENCH I (UC:CSU) 5.0 UNITS

Prerequisite: None

First course in understanding, speaking, reading, and writing French. Introduction to the cultures and civilization of the French-speaking world. Intended primarily for students with little or no knowledge of French.

DAY CLASSES

0270 LEC 12:10PM - 2:40PM TTh LOPEZ, B CSB 201

**GEOGRAPHY**

Chair: Sad Paziandeh 818.364.7705

1 PHYSICAL GEOGRAPHY (UC:CSU) 3.0 UNITS

Prerequisite: None

Explores the earth’s ever-changing physical system, including human activities where they interface with the environment. Emphasis is given to earth-sun relationships, atmosphere-hydrosphere interactions, lithospheric processes, integration of climate, soils and biomes and their spatial patterns. Students interpret the spatial patterns using maps produced from Geographic Information System (GIS), Global Positioning System (GPS), and satellite imagery.

DAY CLASSES

0271 LEC 8:55AM - 10:20AM TTh WAKTOLA, D CMS 128

0272 LEC 10:35AM - 12:00PM MW WAKTOLA, D CMS 28

EVENING CLASSES

3172 LEC 6:50PM - 10:00PM M WAKTOLA, D CMS 28

7 WORLD REGIONAL GEOGRAPHY (UC:CSU) 3.0 UNITS

Prerequisite: None

NOTE: This course meets university transfer requirements for Social and Behavioral Sciences. Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies.

This course offers a geographical survey of the world's major realms, regions, and countries.

DAY CLASSES

0271 LEC 8:55AM - 10:20AM TTh WAKTOLA, D CMS 128

0272 LEC 10:35AM - 12:00PM MW WAKTOLA, D CMS 28

EVENING CLASSES

3172 LEC 6:50PM - 10:00PM M WAKTOLA, D CMS 28

15 PHYSICAL GEOGRAPHY LABORATORY (UC:CSU) 2.0 UNITS

Prerequisite or Corequisite: GEOG 1 | NOTE: This course meets university transfer requirements for the laboratory portion of the Physical Sciences.

This earth environment laboratory emphasizes the scientific method by competing exercises and observations about Earth-Sun relations, weather systems, climate regions, soil classification, rock types and agents of landform modification.

DAY CLASSES

0274 LEC 12:10PM - 1:05PM W WAKTOLA, D CMS 10

AND LAB 1:15PM - 3:20PM W WAKTOLA, D CMS 10

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.

**HEALTH**

Chair: Leslie Milke 818.364.7765 | Vice Chair: Cindy Cooper 818.364.7707

8 WOMEN’S PERSONAL HEALTH (UC:CSU) 3.0 UNITS

Prerequisite: None

Presents health issues 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.

DAY CLASSES

0275 LEC 8:55AM - 10:20AM TTh CHOU DHURY, B HFC 204

0276 LEC 10:35AM - 12:00PM MW COOPER, C HFC 203

EVENING CLASSES

3176 LEC 6:50PM - 10:00PM Th VALDEZ BARKWILL, M HFC 203

11 PRINCIPLES OF HEALTHFUL LIVING (UC:CSU) 3.0 UNITS

Prerequisite: None

Offers health concepts to use today and tomorrow as guidelines for self-directed responsible living. Emphasis is placed on relating health concepts to the individual's well-being in personal, professional, community, vocational and leadership roles.

Health 11 is also offered through ITV. See page 14.

ONLINE CLASSES

0277 LEC 3:30PM - 6:40PM W ASILI, H HFC 204

0278 LEC 3:30PM - 6:40PM W ASILI, H HFC 204

0279 LEC 8:50AM - 10:20AM M EPS, F HFC 204

HISTORy

Chair: Myriam Levy 818.833.3414 | Vice Chair: D’Art Phares 818.364.7681

1 INTRODUCTION TO WESTERN CIVILIZATION I (UC:CSU) 3.0 UNITS

Prerequisite: None

A survey course emphasizing the main political, social, and economic currents that shaped the development of Western Civilization from Paleolithic times through the 17th century.

DAY CLASSES

0267 LEC 12:10PM - 2:40PM TTh MILLER, R INST 1003

0268 LEC 1:15PM - 3:20PM W PHARES, D INST 1003

2 INTRODUCTION TO WESTERN CIVILIZATION II (UC:CSU) 3.0 UNITS

Prerequisite: None

A survey course emphasizing the main political, social, and economic currents that shaped the development of Western Civilization from the 17th century to today.

EVENING CLASSES

3184 LEC 6:50PM - 10:00PM Th BEHLING, R INST 1003

11 POLITICAL & SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU) 3.0 UNITS

Prerequisite: None

A general survey of the political and social developments that shaped the history of the United States from pre-Columbian times to Reconstruction.

History 11 is also offered through ITV. See page 14.

DAY CLASSES

0288 LEC 8:50AM - 10:20AM F DENNIS, D INST 1003

0289 LEC 8:50AM - 10:20AM W EPS, F HFC 204

0290 LEC 10:35AM - 12:00PM M PHARES, D INST 1003

12 POLITICAL & SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU) 3.0 UNITS

Prerequisite: None

Covers the second half of the standard survey of United States history, providing an analytical study of the history of the United States from the Reconstruction era to the present, focusing not only on political and social developments in the history of the United States but also on economic and cultural developments, and analyzing changes in both the United States’ domestic policies and its ongoing and changing role in international affairs.

History 12 is also offered through ITV.

DAY CLASSES

0292 LEC 8:50AM - 10:20AM T Th PHARES, N INST 1003

0293 LEC 10:35AM - 12:00PM M PHARES, N INST 1003

EVENING CLASSES

3186 LEC 6:50PM - 10:00PM M STAFF INST 1003
86 INTRODUCTION TO WORLD CIVILIZATION I (UC:CSU) 3.0 UNITS
Prerequisite: None
A historical survey of the major political, economic, intellectual and cultural movements and events of Early World Civilizations from Early World History from the Paleolithic Era, through the 16th Century.
DAY CLASSES
0294 LEC 7:15AM - 8:40AM MW ROLEDER, G INST 1003
EVENING CLASSES
3187 LEC 6:50PM - 10:00PM T JIMENEZ, G INST 1003

HUMANITIES - Arts, Media & Performance
Chair: Debra Paulsen 818.364.7738

1 CULTURAL PATTERNS OF WESTERN CIVILIZATION (UC:CSU) 3.0 UNITS
Prerequisite: English 28 or ESL B
An introduction to the general concepts of the Humanities. Mythology, music, history, philosophy, painting, drama, sculpture, architecture, and religion are studied and compared in relation to their background, medium, organization and style.
DAY/SATURDAY CLASSES
0295 LEC 8:50AM - 12:00PM S KIANI, A INST 1002
DAY CLASSES
0296 LEC 8:50AM - 12:00PM W Buchanan, L CMS 105

30 THE BEGINNINGS OF CIVILIZATION (UC:CSU) 3.0 UNITS
Prerequisite: English 28 or ESL B
A survey of cultural heritages from prehistoric times to the early civilizations of India, China, the Middle East, and Egypt; includes Classical Greek and Roman periods. Emphasis is placed on the arts, literature, religion, and cultural traditions of these civilizations.
EVENING CLASSES
3189 LEC 6:50PM - 10:00PM M SCHUSTER, M CMS 5

31 PEOPLE IN CONTEMPORARY SOCIETY (UC:CSU) 3.0 UNITS
Prerequisite: English 28 or ESL B
A survey of cultural heritages from prehistoric times to the early civilizations of India, China, the Middle East, and Egypt; includes Classical Greek and Roman periods. Emphasis is placed on the arts, literature, religion, and cultural traditions of these civilizations.
EVENING CLASSES
3193 LEC 3:30PM - 6:40PM T O’CONNELL, C CSB 203

INTERIOR DESIGN
Chair: Louis Zandalasini 818.364.7849 | Vice Chair: Sharon Anderson 818.364.7600 x4570

105 TEXTILES (UC:CSU) 3.0 UNITS
Prerequisite: None
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
3188 LEC 6:50PM - 10:00PM W KUNDU, A INST 1015

109A KITCHENS & BATH DESIGN (CSU) 2.0 UNITS
Advisory: IntrDgn 102 and 106
Kitchen design covers the cooking process in relation to counters, cabinets, sinks, lighting, acoustics, flooring, safety, appliances and ergonomics.
EVENING CLASSES
3190 LEC 6:50PM - 7:45PM T WITHERS, K INST 1015
AND LAB 7:55PM - 10:00PM T WITHERS, K INST 1015

109B KITCHENS & BATH DESIGN (CSU) 2.0 UNITS
Advisory: IntrDgn 102, 106 and 109A
Continuation of Interior Design 109A
EVENING CLASSES
3191 LEC 6:50PM - 7:45PM M WITHERS, K INST 1015
AND LAB 7:55PM - 10:00PM M WITHERS, K INST 1015

112 INTERIOR MANAGEMENT (CSU) 4.0 UNITS
Prerequisite: None
This course covers business procedures, contracts and business forms, time allocation and financial planning, bookkeeping and accounting procedures, complaints and adjustments, designer-client relations, compensations and fees, public relations and publicity.
DAY CLASSES
0298 LEC 10:00AM - 12:05PM T ANDERSON, S INST 1015
AND LAB 12:40PM - 4:55PM T ANDERSON, S INST 1015

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.

ITALIAN
Chair: Jolie Scheib 818.364.7690

1 ELEMENTARY ITALIAN I (UC:CSU) 5.0 UNITS
Prerequisite: None
First course in understanding, speaking, reading and writing Italian. Introduction to Italian culture and civilization. Intended primarily for students with little or no knowledge of Italian.
EVENING CLASSES
3195 LEC 7:00PM - 9:30PM TTH PARDESS, D INST 1005

KINESIOLOGY
Chair: Leslie Milke 818.364.7765 | Vice Chair: Cindy Cooper 818.364.7707

FITNESS CENTER CLASSES
These classes will be held in the Fitness Center and include cardiovascular exercises combined with strength and circuit training. All students must download a copy of the Waiver form and bring to the first class meeting (www.lamission.edu/fitness). Orientation and Fitness Assessments will be administered the first week of class and NO adds will be accepted after the first week of class. Students are required to bring their student ID and towel to each class.

329 BODY CONDITIONING (UC:CSU) 1.0 UNIT
Prerequisite: None
The class will include various aerobic activities to enhance cardiovascular conditioning. Weight resistance exercises and stretching exercises will be included to develop muscle strength, endurance, and flexibility. Training principles and concepts along with nutritional information will be introduced.
DAY CLASSES
2047 LAB 7:15AM - 8:40AM TTH COOPER, C HFAC FT CR
DAY CLASSES
2049 LAB 7:15AM - 8:40AM WM CASCHIANE, J HFAC FT CR

350 WEIGHT TRAINING (UC:CSU) 1.0 UNIT
Prerequisite: None
Weight Training and Conditioning includes progressive resistance exercises. There is an emphasis on the knowledge, understanding and values of building muscle strength and endurance. Students will develop their own physical fitness program based upon sound physiological principles.
DAY/SATURDAY CLASSES
2048 LAB 8:00AM - 11:10AM S CASCHIANE, J HFAC FT CR
DAY CLASSES
2049 LAB 7:15AM - 8:40AM WM CASCHIANE, J HFAC FT CR

35 BADMINTON SKILLS (UC:CSU) 1.0 UNIT
Prerequisite: None
This course is designed to teach all skill levels. Basic strokes, footwork, and serves are introduced and expanded upon. Includes instruction on single and double strategy, rules, etiquette, and safety. Recreational and competitive play will be part of the class experience.
DAY CLASSES
2026 LAB 9:30AM - 10:25AM TTH PAARES, S HFAC FT CR

36 KARATE (UC:CSU) 1.0 UNIT
Prerequisite: None
Introduces students to the fundamental aspects of karate including basic kicking, punching, blocking, and grappling techniques. Through active participation, students will improve in the basic five components of fitness: cardiopulmonary endurance, muscular strength, muscular endurance, flexibility, and body composition.
DAY CLASSES
2028 LAB 12:15PM - 1:40PM MW CARLEN, N HFAC 206
### 329 BODY CONDITIONING

**Prerequisite:** None

The class will include various aerobic activities to enhance cardiovascular conditioning. Weight resistance exercises and stretching exercises will be included to develop muscle strength, endurance, and flexibility. Training principles and concepts along with nutritional information will be introduced.

**DAY CLASSES**
- 2029 LAB 7:15AM - 8:40AM MW JEFFRIES, S HFAC 205
- 2030 LAB 8:55AM - 10:20AM MW RUYS, S HFAC 205
- 2031 LAB 11:15AM - 12:40PM MW RUYS, S HFAC 205

**EVENING CLASSES**
- 2929 LAB 7:00PM - 8:25PM TTh MILLER, C HFAC 205
- 2927 LAB 7:00PM - 8:25PM TTh MILLER, C HFAC 205

**330 CARDIO KICKBOXING**

**Prerequisite:** None

A non-contact aerobic activity course designed to use basic kicking and punching techniques to improve overall fitness including: cardio respiratory endurance, muscular strength and endurance, flexibility, and body composition. Weights, steps, and calisthetic exercises may also be utilized.

**EVENING CLASSES**
- 2928 LAB 5:20PM - 6:45PM TTh LEVIN, K HFAC 206

**332 STEP AEROBICS**

**Prerequisite:** None

This course is designed to improve cardiovascular fitness and strengthen select muscle groups by performing stepping skills in rhythm with music. Stepping is primarily a low impact aerobic exercise. Activity includes muscle conditioning and flexibility exercises.

**DAY CLASSES**
- 2032 LEC 10:35AM - 12:00PM TTh COOPER, C HFAC 205
- 2031 LEC 11:00AM - 12:00PM TTh COOPER, C HFAC 205

**347 PILATES MAT**

**Prerequisite:** None

Introductory techniques based on the Pilates concepts are used: concentration, control, center, fluidity, precision and breath. It is designed to improve flexibility while developing muscular strength and muscular endurance in the core muscles: abdominal area, lower back, hips, and buttocks.

**DAY CLASSES**
- 2033 LEC 12:25PM - 1:50PM TTh LUBOW, C HFAC 206
- 2034 LEC 12:40PM - 2:05PM TTh LUBOW, C HFAC 206

**351 YOGA**

**Prerequisite:** None

Designed to introduce students to the fundamental aspects of yoga, such as postures, breathing, stretching and relaxation techniques. Through active participation students will decrease stress and improve mental wellbeing and improve overall fitness.

**DAY CLASSES**
- 2034 LAB 8:55AM - 10:20AM MW JEFFRIES, S HFAC 208
- 2035 LAB 8:55AM - 10:20AM TTh RUYS, S HFAC 208

**EVENING CLASSES**
- 2932 LAB 5:15PM - 6:40PM MW HOJO, H HFAC 208
- 2933 LAB 5:15PM - 6:40PM MW HOJO, H HFAC 208

**387 BASKETBALL**

**Prerequisite:** None

This course is designed to teach all levels. It emphasizes fundamental basketball skills such as dribbling, passing and shooting. It also includes the selection and care of equipment, rules, offense and defense strategy, etiquette, terminology and the components of fitness.

**DAY/SATURDAY CLASSES**
- 2037 LAB 9:30AM - 12:40PM S WEISS, J HFAC GYM

**DAY CLASSES**
- 2036 LAB 9:00AM - 12:10PM F CASCIONE, J HFAC GYM
- 2038 LAB 10:35AM - 12:00PM MW CASCIONE, J HFAC GYM

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### KINESIOLOGY ATHLETICS

Chair: Leslie Milke 818.364.7765 | Vice Chair: Cindy Cooper 818.364.7707

#### 511 INTERCOLLEGIATE ATHLETICS-SOCCER

**Prerequisite:** 1) Eligibility as required by State Athletic Code; 2) Signature of Coach; (3) Physical examination required

**DAY CLASSES**
- 2040 LAB 11:05hrs/wk TBA CASTILLO, J HAN SEN

**EVENING CLASSES**
- 2041 LAB 11:05hrs/wk TBA KAMINSKY, A HFAC GYM

#### 516 INTERCOLLEGIATE ATHLETICS-VOLLEYBALL

**Prerequisite:** None

Offers advanced instruction in the skills and techniques of volleyball and the opportunity for practical application in intercollegiate competition. Students must be enrolled in at least 12 units each semester and maintain at least C grade point average to participate.

**DAY CLASSES**
- 2042 LAB 3:10hrs/wk TBA CASCIONE, J ELCRPARK
- 2043 LAB 3:10hrs/wk TBA DURAZO-LUSK, S ELCRPARK

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### LAW

Chair: Pat Flood 818.364.7715 | Vice Chair: David Jordan 818.364.7720

#### 1 BUSINESS LAW I

**Prerequisite:** None

Study of the fundamental principles of law as they apply in the business world by examining legal rights and remedies, business torts and crimes, contracts, agency, employment, and negotiable instruments.

**EVENING/HYBRID CLASSES**
- 3197 LEC 5:15PM - 6:40PM W JORDAN, D CMS 4
- 3198 LEC 5:15PM - 6:40PM W CHAVARRY, E CMS 5

#### 2 BUSINESS LAW II

**Prerequisite:** None

Further study of the fundamental principles of law as they apply in the business world. Examines bailment, the rights and liabilities of agent, principles and liabilities of agent, principles and third parties, partnerships, corporations, stockholders, negotiable instruments and securities.

**ONLINE CLASSES**
- 0300 LEC 3:10hrs/wk TBA MORINAKA, B INTERNET

#### 10 INTRODUCTION TO LEGAL ASSISTANT I

**Prerequisite:** None

Introductory study of law including an overview of the system of American law, legal reasoning, case law, statutes, the courts, court procedures, constitutional law, torts, intellectual property, criminal law, administrative law, international law, employment law and environmental law.

**EVENING/HYBRID CLASSES**
- 3199 LEC 8:30PM - 9:55PM W CHAVARRY, E CMS 5

#### 11 INTRODUCTION TO LEGAL ASSISTANT II

**Prerequisite:** None

Study of civil and criminal procedures. Emphasis is on parties and jurisdiction, pleadings, discovery, pre-trial and trial preparation, appeal, enforcement of judgements, and alternate dispute resolution.

**ONLINE CLASSES**
- 0301 LEC 3:10hrs/wk TBA JACKMAN, J INTERNET

#### 12 TORT LAW & CLAIMS INVESTIGATION

**Prerequisite:** None

Study of the law of torts including intentional torts, privileges, negligence, joint & several Liability, damages, defenses, liability without fault, product liability, strict liability, nuisance, trespass, economic torts, misuses of legal process, defamation, invasion of privacy, insurance, and workers' compensation.

**ONLINE CLASSES**
- 0302 LEC 3:10hrs/wk TBA ROSE, E INTERNET

**EVENING/HYBRID CLASSES**
- 3199 LEC 6:50PM - 8:15PM W JORDAN, D CMS 5
13 WILLS, TRUSTS & PROBATE ADMINISTRATION (CSU) 3.0 UNITS
Prerequisite: None
Study of the law of wills and trusts, including simple wills, codicils, trust forms, living trusts, pour over wills, advance directives, powers of attorney, guardianship, conservatorship, caretakers, basic estate planning, life estates, disposition of property outside probate, tax issues, and life insurance trusts.

ONLINE CLASSES
0303 LEC 5:10 hrs/wk TBA LAMPERT, E INTERNET www.lamission.edu/law

16 CIVIL & CRIMINAL EVIDENCE (CSU) 3.0 UNITS
Prerequisite: None
Study of the rules of civil and criminal evidence and the admissibility of such evidence in court including relevancy, hearsay, hearsay exceptions, character evidence, habit and custom, witness & competency, impeachment, authentication and identification of documents, constitutional restraints, and common law privileges. Students analyze evidentiary objections to trial transcripts, and other legal documents.

ONLINE CLASSES
0300 LEC 3:10 hrs/wk TBA SOLEDAD, H INTERNET www.lamission.edu/law

17 LEGAL WRITING (CSU) 3.0 UNITS
Prerequisite: None
Study of legal drafting and writing including writing case briefs, demand letters, legal memoranda, motions, pleadings, and writing a legal research paper.

EVENING/HYBRID CLASSES
3200 LEC 8:30PM - 9:45PM TBA SOLEDAD, H CMS 29
AND LEC 1:25 hrs/wk TBA SOLEDAD, H INTERNET www.lamission.edu/law

18 MARRIAGE & FAMILY LAW (CSU) 3.0 UNITS
Prerequisite: None
Study of marriage and family law with emphasis on dissolution of marriage, California community property laws, jurisdiction, forms completion, calendaring, discovery, support and custody issues, restraining orders, and domestic disputes.

EVENING/HYBRID CLASSES
3200 LEC 6:50PM - 8:15PM TBA LOPEZ, V CMS 5
AND LEC 1:25 hrs/wk TBA LOPEZ, V INTERNET www.lamission.edu/law

19 PROPERTY & CREDITOR RIGHTS 3.0 UNITS
Prerequisite: None
Study of property and creditor rights including real and personal property, joint tenancy, leases, deeds, escrows, deeds of trust, the system of recording and search of public documents, bankruptcy laws and forms, landlord-tenant, secured transactions, collateral, purchase money security interests, liens, attachments, garnishments, and other creditor’s remedies.

ONLINE CLASSES
0305 LEC 3:10 hrs/wk TBA JORDAN, D INTERNET www.lamission.edu/law

20 BASIC PROBATE PROCEDURES (CSU) 3.0 UNITS
Prerequisite: None
Study of the fundamental principles and methods of fact gathering, office procedures, and required court work involved in the handling of probates of both testate and intestate decedents, as well as the administration of estates in California Probate Courts.

ONLINE CLASSES
0306 LEC 5:10 hrs/wk TBA GUDINO, A INTERNET www.lamission.edu/law

EVENING CLASSES
3204 LEC 6:50PM - 10:00PM M HIBLER, J INST 2004

34 LEGAL RESEARCH LABORATORY 3.0 UNITS
Prerequisite: None
Study of legal research including key search terms, precedents, citation format, finding cases, constitutions, statutes, regulations, ordinances, conducting, expanding and updating both federal and California legal research and reporting research results in various formats.

ONLINE CLASSES
0307 LEC 3:10 hrs/wk TBA JORDAN, D INTERNET www.lamission.edu/law

LEARNING SKILLS
Chair: Gary Prostak 818.364.7666

4 THE MECHANICS OF SPELLING (NDA) 1.0 UNIT
Prerequisite: None | Class is graded pass/no pass
Based on 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
3202 LEC 3:30PM - 5:30PM T KOBOSA, D INST 2003

108 MATHEMATICS FUNDAMENTALS (NDA) 1.0 UNIT
Prerequisite: None | Class is graded pass/no pass
Based on assessment the student receives individualized instruction. Topics include whole numbers, fractions, decimals, percents, ratios and proportions.

EVENING CLASSES
3203 LAB 3:30PM - 5:30PM Th CHARLES, J INST 2003

40 INTRODUCTION TO LEARNING DISABILITIES (NDA) 1.0 UNIT
Prerequisite: None | Class is graded pass/no pass
Individualized diagnostic assessment processes are conducted. Students identify problems, become aware of strengths and weaknesses, and develop individual educational plans outlining goals, objectives and recommendations.

0310 LEC 2:05 hrs/wk TBA RESENDEZ, C INST 2003

NOTE: Class is geared toward students who suspect they may have a learning disability. Students interested in this course must contact Disabled Students Programs & Services (DSPS) at 818.364.7732 prior to enrollment.

73 ONLINE GRAMMAR & WRITING LAB (NDA) 1.0 UNIT
Prerequisite: None | Class is graded pass/no pass
This course provides students with an introduction to verb usage and grammar while completing short personal and impersonal writings. Students will have access to online writing labs and will be required to submit written assignments for peer and instructor review.

DAY CLASSES
0311 LAB 12:10PM - 2:10PM T LOFQUIST, M CSB 111

LIBRARY SCIENCE
Chair: Sandy Thomsen 818.364.7750

101 LIBRARY RESEARCH METHODS (UC:CSU) 1.0 UNIT
Prerequisite: None
Students learn to use research tools found in most libraries to gather, organize, and evaluate information from various sources, including computer databases, catalogs, indexes, books, periodicals, microfilm, and the Internet.

DAY/LATE START CLASSES
0313 LEC 10:00AM - 11:50AM F MACDOWELL, S LRC 205
(9 Week Class - Starts 9/19/2014, Ends 11/14/2014)

LINGUISTICS
Chair: Jolie Scheib 818.364.7690

1 INTRODUCTION TO LANGUAGE & LINGUISTICS (UC:CSU) 3.0 UNITS
Prerequisite: None
Examines basic linguistic concepts in cultural context. Language diversity, origins, acquisitions and use are explored, with an emphasis on communication and sociocultural factors.

DAY/LATE START CLASSES
0314 LEC 10:00AM - 11:50AM F MACDOWELL, S LRC 205
(9 Week Class - Starts 9/19/2014, Ends 11/14/2014)

MANAGEMENT
Chair: Pat Flood 818.364.7715

2 ORGANIZATION & MANAGEMENT THEORY (CSU) 3.0 UNITS
Prerequisite: None
A beginning course in theory and practice of management and organization. It gives a realistic account of what managers actually do and what they face. It presents various theories of management and organization. The functions of management with special emphasis on foreign operations and future trends in management are analyzed.

EVENING/HYBRID CLASSES
3207 LEC 7:00PM - 8:25PM T BERNAL, V INST 1013
AND LEC 1:25 hrs/wk TBA BERNAL, V INTERNET www.lamission.edu/business/bernal

13 SMALL BUSINESS ENTREPRENEURSHIP (CSU) 3.0 UNITS
Prerequisite: None
This course presents a systematic approach to startup and management of small business operations. It covers personal evaluation, pre-ownership preparation, management and leadership, financing, location, record keeping, employees, purchasing, advertising, sales and credit, and emphasizes adequate planning and preparation for success.

ONLINE CLASSES
0314 LEC 3:10 hrs/wk TBA BERNAL, V INTERNET www.lamission.edu/business/bernal
33 PERSONNEL MANAGEMENT (CSU) 3.0 UNITS

Prerequisite: None
Consists of a critical examination of the principles, methods, and procedures related to the effective utilization of human resources in organizations. Includes the management of employment recruiting, testing, selection and placement; job evaluation; wage and salary administration; labor relations and communication; performance evaluation; promotion and transfer; discipline, motivation, and morale.

ONLINE CLASSES
0315 LEC 3:30 hrs/wk TBA BERNAL, V INTERNET www.lamission.edu/business/bernal

921 COOP ED - MANAGEMENT (CSU) 2.0 UNITS
9049 LEC 2:05 hrs/wk TBA RASKIN, E SCHEDULE

931 COOP ED - MANAGEMENT (CSU) 3.0 UNITS
9050 LEC 3:10 hrs/wk TBA RASKIN, E SCHEDULE

941 COOP ED - MANAGEMENT (CSU) 4.0 UNITS
9051 LEC 4:15 hrs/wk TBA RASKIN, E SCHEDULE

MARKETING
Chair: Robert Smazenka 818.364.7715

21 PRINCIPLES OF MARKETING (CSU) 3.0 UNITS

Prerequisite: None
Designed to provide the student with a comprehensive introduction to concepts and principles of marketing from a marketing manager perspective. It examines the problems and decisions that marketing managers encounter in selecting an attractive target market.

EVENING CLASSES
3210 LEC 3:30PM - 6:40PM T Th RASKIN, E INST 1001

EVENING CLASSES
3214 LEC 7:00PM - 8:25PM MW MCCANNA, E

112 PRE-ALGEBRA (CSU) 3.0 UNITS

Prerequisite: Math 105 with grade of ‘C’ or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

Bridges the gap between arithmetic and algebra. Topics include a review of arithmetic and an introduction to fundamental algebraic concepts.

EVENING CLASSES
3215 LEC 7:15AM - 8:40AM MW REYES, C
3216 LEC 7:15AM - 8:40AM TTh FERGUSON, T
3217 LEC 7:15AM - 8:40AM MW AGUANIAN, Y
3218 LEC 7:15AM - 8:40AM TTh OGANYAN, K

MATHEMATICS
Chair: Robert Smazenka 818.364.7709 | Vice Chair: Debby Wong 818.364.7887

Mathematics Course Sequence

105 ARITHMETIC (NDA) 3.0 UNITS

Prerequisite: None
Reviews operations and applications of arithmetic, including whole numbers, fractions, decimals, and percents. Additional topics of ratios and proportion, measurement, geometric concepts, signed numbers, and a brief introduction of elementary algebra will be presented.

DAY CLASSES
0321 LEC 8:55AM - 10:20AM MW STAFF
0324 LEC 8:55AM - 10:20AM T T FERGUSON, T
0325 LEC 8:55AM - 10:20AM T Th AGUANIAN, Y
0326 LEC 8:55AM - 10:20AM TTh OGANYAN, K
0327 LEC 10:35AM - 12:00PM T Th STAFF
0328 LEC 10:40AM - 12:05PM MW PAIGE, B
0329 LEC 10:40AM - 12:05PM MW DAKDOUK, R
0330 LEC 12:00PM - 1:45PM MW HAGAR, M

EVENING CLASSES
3215 LEC 7:15AM - 8:40AM MW MARSUBIAN, A
3216 LEC 7:15AM - 8:40AM T Th BLOOM, J
3217 LEC 7:00PM - 8:25PM MW CONSTANTINO, A
3218 LEC 7:00PM - 8:25PM T Th WINDSOR, K

115 ELEMENTARY ALGEBRA 5.0 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.

NOTE: All Mathematics 115 students are required to pass a comprehensive department final. The exam will be administered by each instructor in the assigned classroom on the day and time as specified in the Final Exam Schedule appearing in the schedule of classes. Failure to take this examination at the scheduled time and day will result in a score of zero.

Explores the concepts of algebra, including signed numbers, exponents, linear equations, graphs, and quadratic equations. It also contains techniques for interpreting and solving verbal programs related to the above topics.

DAY CLASSES
0334 LEC 7:45AM - 9:10AM MW MKRATCHYAN, T
0335 LEC 7:45AM - 9:10AM TTh KIM, J
0336 LEC 7:45AM - 9:10AM TTh CHIU, E
0337 LEC 8:35AM - 10:10AM MW EWINIAN, Z
0340 LEC 10:40AM - 1:10PM MW CHEN, C
0341 LEC 10:40AM - 1:10PM Th CRACIUN, G
0342 LEC 12:20PM - 2:50PM MW AKL, C
0343 LEC 12:20PM - 2:50PM T Th DAKDOUK, R
0344 LEC 12:20PM - 2:50PM TTh STAFF

EVENING CLASSES
3221 LEC 4:05PM - 6:35PM MW AVENDANO, J
3222 LEC 4:05PM - 6:35PM T Th WINDSOR, K
3223 LEC 7:00PM - 9:30PM MW JAFAH, H
3224 LEC 7:00PM - 9:30PM MW ASATRYAN, J
3225 LEC 7:00PM - 9:30PM T Th MKRATCHYAN, T
3226 LEC 7:00PM - 9:30PM TTh EYKHER, M

121 ESSENTIALS OF PLANE GEOMETRY 3.0 UNITS

Prerequisite: Math 123C or Math 125 or Math 129B or appropriate skill level demonstrated through the Mathematics assessment process, or by permit.

Construction methods with straight-edge and compass.

EVENING CLASSES
3227 LEC 5:15PM - 6:40PM TTh MKRATCHYAN, T

123A ELEMENTARY & INTERMEDIATE ALGEBRA I 4.0 UNITS

Prerequisite: Math 112 or appropriate skill level demonstrated through the Mathematics assessment process.

First of three modules for Math 123, covering topics from Elementary Algebra, including properties of real numbers; linear equations and inequalities; polynomials; factoring first-degree expressions; application problems; graphics. Course has a computer lab component.

DAY CLASSES
0348 LEC 9:20AM - 10:45AM T Th YUN, Y
AND LAB 10:55AM - 11:50AM TTh YUN, Y

EVENING CLASSES
3228 LEC 7:00PM - 8:25PM MW MARSUBIAN, A
AND LAB 8:35PM - 9:30PM MW MARSUBIAN, A

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.
123B ELEMENTARY & INTERMEDIATE ALGEBRA II 4.0 UNITS
Prequisite: Math 123A or appropriate skill level demonstrated through the math assessment process
Second of the three modules for Math 123, covering topics from Elementary and Intermediate Algebra, including solving rational equations; systems of equations; quadratic equations; applications; radicals; rational exponents. Course has a computer lab component.

DAY CLASSES
0352 LEC 8:55AM - 10:20AM MW REYES, C CMS 127
AND LAB 10:30AM - 11:25AM MW REYES, C CMS 120
EVENING CLASSES
3229 LEC 4:00PM - 5:25PM MW WONG, K CMS 127
AND LAB 5:35PM - 6:30PM MW WONG, K CMS 120
3230 LEC 4:00PM - 5:25PM TTH DAKDOUK, R CMS 126
AND LAB 5:35PM - 6:30PM TTH DAKDOUK, R CMS 120
123C ELEMENTARY & INTERMEDIATE ALGEBRA III 4.0 UNITS
Prequisite: Math 123B or appropriate skill level demonstrated through the math assessment process
Third of the three modules for Math 123, covering topics from Intermediate Algebra, including operations on functions; complex numbers; conic sections; logarithms and exponential functions. Course has a computer lab component.

DAY CLASSES
0346 LEC 9:20AM - 10:45AM TTh SAMII, B CMS 126
AND LAB 10:55AM - 11:50AM TTh SAMII, B CMS 122
EVENING CLASSES
3231 LEC 7:00PM - 8:25PM MW HEMENWAY, L CMS 127
AND LAB 8:35PM - 9:30PM MW HEMENWAY, L CMS 122

125 INTERMEDIATE ALGEBRA 5.0 UNITS
Prequisite: 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
Fundamental laws, exponents, radicals, equations (linear, quadratic, and some of higher degree), system of equations and inequalities (linear, and quadratic), conics, complex numbers, functions, logarithms and binomial theorem.
Math 125 is also offered through ITV. See page 14.

DAY CLASSES
0351 LEC 7:40AM - 9:15AM MWF SHARNAZIYAN, E CMS 246
0352 LEC 7:55AM - 9:20AM TTh CRACIUN, G CMS 27
0353 LEC 8:55AM - 10:20AM MW HAGAR, M CMS 225
0354 LEC 9:10AM - 10:20AM MW PETIKIAN, G CMS 204
0355 LEC 10:55AM - 12:00PM MW AGRAVIAN, Y CMS 128
0356 LEC 10:50AM - 11:10PM TTh AKL, C CMS 21
0358 LEC 12:20PM - 1:25PM MW YAMADA, R CMS 27
0359 LEC 12:20PM - 1:25PM MW NGO, H CMS 21
0360 LEC 12:20PM - 1:25PM TTh HOVASAPIAN, S CMS 23
0361 LEC 12:20PM - 1:25PM TTh BLOOM, J CMS 27
EVENING CLASSES
3233 LEC 4:05PM - 5:30PM MW MCCANN, E CMS 23
3234 LEC 4:05PM - 5:30PM MW CONSTANTINO, A CMS 128
3235 LEC 4:05PM - 5:30PM TTH BURDS, J CMS 23
3237 LEC 7:00PM - 8:05PM MW DABAGIAN, M CMS 23
3238 LEC 7:00PM - 8:05PM TTh PARK, S CMS 22
129A PRE-COLLEGE MATH I (ND) 6.0 UNITS
Prequisite: Math 105 or appropriate skill level demonstrated through the math assessment process
Covers topics from Pre-Algebra and Elementary Algebra, including Whole Numbers; Integers; Fractions; Decimals; Percents; Geometry; Linear Equations and Inequalities; Graphing Linear Equations; Polynomials and Factoring. Course has a computer lab component and fulfills any Pre-Algebra requisite.

DAY CLASSES
0376 LEC 8:20AM - 9:30AM MW REYES, C CMS 127
AND LAB 9:40AM - 10:10AM MW REYES, C CMS 120
137 PRE-STATISTICS ALGEBRA 5.0 UNITS
Prequisite: Math 112 with a grade of ‘C’ or better, or appropriate skill level demonstrated through the Mathematics assessment process, or by permit
Introduces algebra topics and the basic elements of exploratory data analysis. Topics in the course include: solving algebraic equations, simplifying algebraic expressions, data analysis, sample statistics and graphs, measures of central tendency and spread, functions and their graphs, probability, sequences and series, and exponential and logarithmic functions. This class is intended as preparation for students who wish to take Statistics. Students wishing to take other 200 level math classes will require Math 125 and should consult the college catalog for prerequisites.

DAY CLASSES
0404 LEC 9:30AM - 11:05AM MW REYES, C CMS 126
AND LAB 11:05AM - 11:25AM MW REYES, C CMS 120
0405 LEC 12:30PM - 2:05PM MW SAMII, B CMS 126
AND LAB 2:05PM - 2:25PM MW SAMII, B CMS 126

227 STATISTICS (UC-CSU) 4.0 UNITS
Prequisite: Math 123C or Math125 or Math 129B or appropriate skill level demonstrated through the math assessment process
Includes the following topics: graphical techniques; probability and probability distributions; sampling: estimation; correlations; regression; hypothesis testing; categorical data. Emphasis on data analysis and interpretation, using sample data to extrapolate population characteristics.
Math 227 is also offered through ITV. See page 14.

ONLINE CLASSES
0362 LEC 4:15 hrs/wk TBA WONG, K INTERNET
Class will meet in CMS: 030 from 7:00pm-9:00pm Wed 9/3 - Orientation, Sat 9/27 - 1st Test and Discussion of Project 1 from 8:00am-11:00am in CMS 120 & CMS 122, Sat/10/25 - 2nd Test and Discussion of Project 2 from 8:00am-11:00am in CMS 120 & CMS 122, Sat/11/22 - 3rd Test and Discussion of Project 3 from 8:00am-11:00am in CMS 120 & 122, Sat/12/13 - Final Exam from 8:00am-10:00am in CMS 120 & 122.
www.lamission.edu/online

238 CALCULUS FOR BUSINESS & SOCIAL SCIENCE I (UC-CSU) 5.0 UNITS
Prequisite: Math 123C or Math125 or Math 129B or appropriate skill level demonstrated through the math assessment process
Advisory: Math 245
Includes the following topics and their business applications: polynomial, exponential and logarithmic functions; differentiation and integration; integration by parts; numerical integration; improper integrals; multivariable calculus.

EVENING CLASSES
3245 LEC 7:00PM - 9:05PM MW MKRITCHYAN, T CMS 21
240 TRIGONOMETRY (CSU) 3.0 UNITS
Prequisite: Math 123C or Math125 or Math 129B or appropriate skill level demonstrated through the math assessment process
Introduces trigonometric functions, their graphs, inverses, and fundamental identities. Trigonometric equations are solved. The laws of sines and cosines; vectors; scalar and vector products and introduced. Polar coordinates and equations are introduced and used to represent complex numbers.

DAY CLASSES
0367 LEC 10:40AM - 12:05PM TTh YAMADA, R CMS 23
0368 LEC 12:15PM - 1:40PM MW DAKDOUK, R CMS 236
245 COLLEGE ALGEBRA (UC-CSU) 3.0 UNITS
Prequisite: Math 123C or Math125 or Math 129B or appropriate skill level demonstrated through the math assessment process
Topics include the properties of real numbers, relations, functions and their graphs, matrices and determinants, complex numbers, theory of equations, permutations, combinations, and probability.

DAY CLASSES
0318 LEC 8:55AM - 10:20AM TTH MKRITCHYAN, T CMS 29
0319 LEC 10:40AM - 12:05PM MW BASTA, R CMS 29
0320 LEC 10:40AM - 12:05PM TTh STAFF CMS 20
EVENING CLASSES
3248 LEC 5:15PM - 6:40PM MW STAFF CMS 21
260 PRE-CALCULUS (UC-CSU) 5.0 UNITS
Prequisite: Math 240, with a grade of ‘C’ or better or appropriate skill level demonstrated through the Mathematics assessment process, or by permit
Provides topics essential for a comprehensive background for the calculus sequence: functional analysis, analytic geometry, theory of equations, induction, sequences and series, trigonometry and polar coordinates.

DAY CLASSES
0369 LEC 9:25AM - 11:55AM MW ANTONIOU, N CMS 29
0370 LEC 10:40AM - 12:05PM TTh WONG, L CMS 22
0371 LEC 10:40AM - 12:05PM MW WONG, K CMS 23
0372 LEC 12:20PM - 2:25PM MW YUN, Y CMS 29
0373 LEC 12:20PM - 2:25PM TTh YAMADA, R CMS 27
0374 LEC 7:00PM - 9:05PM MW ADIB, R CMS 27

265 CALCULUS WITH ANALYTIC GEOMETRY I (UC-CSU) 5.0 UNITS
Prequisite: Math 240 and 245 or 260 with a grade of ‘C’ or better
The first Calculus course in a three-course sequence. Topics include: limits, continuity, derivatives, mean value theorem, fundamental theorem of calculus, definite integrals, area and volume of solids of revolution, exponential and logarithmic functions, and applications including work, curve sketching, and optimization.

DAY CLASSES
0375 LEC 10:40AM - 11:10AM MW SHARHIYAN, E CMS 29
0376 LEC 12:20PM - 1:50PM MW ANTONIOU, N CMS 29

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.
266 CALCULUS WITH ANALYTIC GEOMETRY II  (UC-CSU) 5.0 UNITS  
Prerequisite: Math 265 with a grade of 'C' or better  
Second course of calculus. Includes differentiation and integration of transcendental functions, polar coordinates, specialized methods of integration, parametric equations, and infinite series.  
**DAY CLASSES**  
0373 LEC 10:35AM - 1:05PM TTh WONG, K CMS 246  
267 CALCULUS WITH ANALYTIC GEOMETRY III  (UC-CSU) 5.0 UNITS  
Prerequisite: Math 266 with a grade of 'C' or better  
This course of calculus includes solid analytic geometry, partial differentiation, multiple integration, vector analysis, infinite series and an introduction to differential equations.  
**DAY CLASSES**  
0374 LEC 8:35AM - 10:10AM MWF STAFF CMS 27  
270 LINEAR ALGEBRA  (UC-CSU) 3.0 UNITS  
Prerequisite: Math 266 with a grade of 'C' or better  
Covers vector spaces, linear transformation, matrices, matrix algebra, determinants, Eigen vectors and Eigen values.  
**EVENING CLASSES**  
3251 LEC 5:15PM - 6:40PM Th LEDEZMA, M CMS 2  
0388 LEC 8:35AM - 10:20AM TTh LEDEZMA, M CMS 5  
3255 LEC 5:50PM - 7:55PM T GARCIA, J LRC 233  
**MICROBIOLOGY**  
Chair: Mike Reynolds 818.364.7695  
20 GENERAL MICROBIOLOGY  (UC-CSU) 4.0 UNITS  
Prerequisite: English 28 or ESL 8, and Biology 3, and Chemistry 51 or 65  
Examines microbiological principles related to the morphology, metabolism and genetics of bacteria and distinguishing characteristics of viruses, protozoa, fungi, and multicellular parasites, with applications to human disease. It is intended principally for allied health majors with 3 hours of lab each week.  
**DAY CLASSES**  
0387 LEC 8:55AM - 10:20AM T Th LEDEZMA, M CMS 5  
AND LAB 10:30AM - 1:40PM T Th LEDEZMA, M CMS 2  
0388 LEC 8:55AM - 10:20AM T Th LEDEZMA, M CMS 5  
AND LAB 10:30AM - 1:40PM T Th LEDEZMA, M CMS 2  
**EVENING CLASSES**  
3252 LEC 5:15PM - 6:40PM T Th ECHEVERRI, A CMS 105  
AND LAB 6:50PM - 10:00PM T Th ECHEVERRI, A CMS 2  
3253 LEC 5:15PM - 6:40PM T Th ECHEVERRI, A CMS 105  
AND LAB 6:50PM - 10:00PM T Th ECHEVERRI, A CMS 2  
**MULTIMEDIA - Arts, Media & Performance**  
Chair: Deborah Paulsen 818.364.7778 | Vice Chair: Curtis Stage 818.364.7771  
100 INTRO TO MULTIMEDIA COMPUTER APPLICATIONS  (CSU) 3.0 UNITS  
Corequisite: MultMd 500  
Students apply the principles of design to an electronic medium while developing the skills necessary to digitally manipulate graphic images and text with Adobe Photoshop. Students also learn the basics of Adobe Illustrator and integrate Photoshop materials with Illustrator documents.  
**DAY CLASSES**  
0379 LEC 12:50PM - 2:55PM M STAGE, C LRC 233  
AND LAB 2:55PM - 5:00PM M STAGE, C LRC 233  
**EVENING CLASSES**  
3254 LEC 5:50PM - 7:55PM W STAGE, C LRC 233  
AND LAB 7:55PM - 10:00PM W STAGE, C LRC 233  
110 VISUAL COMMUNICATION  (CSU) 3.0 UNITS  
Advisories: MultMd 100 & 500  
A fundamental course on the nature of visual communication. Emphasis is placed on historical, philosophical, theoretical, cultural and practical aspects of art, design and media arts. Students integrate theory and applied technology to a variety of multimedia projects.  
**EVENING CLASSES**  
3255 LEC 5:50PM - 7:55PM T GARCIA, J LRC 233  
AND LAB 7:55PM - 10:00PM T GARCIA, J LRC 233  
200 DIGITAL IMAGING  (CSU) 3.0 UNITS  
Advisories: MultMd 100  
Explore fundamentals of photography and camera operations: Photography's relationship with digital imaging, including lighting, composition, depth of field, lens flare, incident/reflective light, motion, color and presentation. Includes photographic demonstrations, portfolio and business strategies.  
**EVENING CLASSES**  
3274 LEC 5:50PM - 7:55PM W COLE, D LRC 126  
AND LAB 7:55PM - 10:00PM W COLE, D LRC 126  
220 ILLUSTRATION FOR MULTIMEDIA  (CSU) 3.0 UNITS  
Prerequisite: None  
Illustration techniques for commercial and graphic applications, such as logo design, character development, cover art and storyboards. The communication of original ideas through the use of various art media is emphasized.  
**EVENING CLASSES**  
3256 LEC 5:50PM - 7:55PM M MARTIN, G LRC 126  
AND LAB 7:55PM - 10:00PM M MARTIN, G LRC 126  
310 INTERACTIVE MULTIMEDIA FOR EDUCATION & BUSINESS  (CSU) 3.0 UNITS  
Corequisite: MultMd 100  
Advisory: MultMd 100  
Students will create interactive environments and web animations. Introduces computer applications that integrate motion, sound and interactivity in multimedia projects. Emphasis is on innovative ways by which to conceptualize, design and create interactive multimedia art.  
**EVENING CLASSES**  
0380 LEC 5:50PM - 7:55PM Th RAMIREZ, C LRC 233  
AND LAB 7:55PM - 10:00PM Th RAMIREZ, C LRC 233  
320 WEB DESIGN I  (CSU) 3.0 UNITS  
Advisory: MultMd 100 and 500  
An introduction to web page design and site management. The characteristics of web page design and navigation structures are analyzed. Emphasis is on innovative ways by which to conceptualize, design and create interactive websites.  
**EVENING CLASSES**  
0381 LEC 12:50PM - 2:55PM W STAGE, C LRC 233  
AND LAB 2:55PM - 5:00PM W STAGE, C LRC 233  
340 VECTOR GRAPHICS  (CSU) 3.0 UNITS  
Advisory: MultMd 100 and 500  
Use of vector graphics based software to produce illustrations for commercial applications. Emphasis is placed on the fundamental principles such as color, use of layers and typographic skill. Step-by-step demonstrations will lead into more creative projects.  
**EVENING CLASSES**  
3257 LEC 5:50PM - 7:55PM F MEASURES, J LRC 233  
AND LAB 7:55PM - 10:00PM F MEASURES, J LRC 233  
350 WEB DESIGN II  (CSU) 3.0 UNITS  
Prerequisite: MultMd 320  
Advisory: MultMd 100 and 500  
Advanced development of aesthetic and conceptual skills related to design for Web Sites. Techniques are demonstrated to further student experience with design. Dreamweaver, HTML 5 and CC (Cascading Style Sheets). Focus is also placed on usability, accessibility and web standards.  
**EVENING CLASSES**  
3258 LEC 5:50PM - 7:55PM M STAGE, C LRC 233  
AND LAB 7:55PM - 10:00PM M STAGE, C LRC 233  
400 INTRODUCTION TO EXPERIMENTAL ANIMATION  (CSU) 3.0 UNITS  
Advisory: MultMd 100 & 500  
Introduces the student to the basic principles of experimental animation. Emphasis is placed on the techniques, tools, and resources required to create a wide range of animated projects, including hand-drawn, clay animation and cut-out. Students apply concepts of timing, weight, personality, balance and style.  
**DAY CLASSES**  
0383 LEC 12:50PM - 2:55PM Th HOOD, S LRC 106  
AND LAB 2:55PM - 5:00PM Th HOOD, S LRC 106  
500 MULTIMEDIA LABORATORY  (CSU) 1.0 UNIT  
**400 INTRODUCTION TO EXPERIMENTAL ANIMATION**  
Advisory: MultMd 100 & 500  
Introduces the student to the basic principles of experimental animation. Emphasis is placed on the techniques, tools, and resources required to create a wide range of animated projects, including hand-drawn, clay animation and cut-out. Students apply concepts of timing, weight, personality, balance and style.  
**DAY CLASSES**  
0383 LEC 12:50PM - 2:55PM Th HOOD, S LRC 106  
AND LAB 2:55PM - 5:00PM Th HOOD, S LRC 106  
600 STORY, SCRIPT & SCREEN  (CSU) 3.0 UNITS  
Prerequisite: None  
Study, Script, and Screen is a fundamental course on creative writing and scripting basics. The course structure includes lectures; short and feature film screenings; writing assignments; in-class group discussions and critique.  
**DAY CLASSES**  
3259 LEC 10:00AM - 1:10PM F NYIRI, D LRC 106  
610 INTRODUCTION TO DIGITAL VIDEO PRODUCTION  (CSU) 3.0 UNITS  
Prerequisite: None  
An introductory course emphasizing the technical and creative aspects of digital video production and editing. Professional techniques in production and post-production are stressed.  
**EVENING CLASSES**  
3260 LEC 5:50PM - 7:55PM Th LAPIDOT, D LRC 106  
AND LAB 7:55PM - 10:00PM Th LAPIDOT, D LRC 106
FALL 2014

101 FUNDAMENTALS OF MUSIC
Prerequisite: None
Students will learn the basic rudiments of musical notation, scales, keys, intervals, rhythms, and basic harmonization through written work, ear-training and sight reading.

DAY CLASSES
0386 LEC 8:55AM - 10:20AM MW SPARFELD, T INST 1008
0389 LEC 12:15PM - 1:40PM MW SPARFELD, T INST 1008

111 MUSIC APPRECIATION I
Prerequisite: None
A general introduction to music designed to enhance listening enjoyment and ability. It emphasizes the elements of music, the characteristic styles of major historical periods, and the lives and works of key composers within the Western musical tradition.

DAY CLASSES
0390 LEC 10:35AM - 12:00PM MW SPARFELD, T INST 1008

640 DIGITAL VIDEO PRODUCTION: DIGITAL EDITING (CSU) 3.0 UNITS
Advisory: MultMed 500, 510 and 630
An advanced course that focuses on post-production projects in video editing, compositing and motion graphics. Students will be exposed to the concepts and techniques of nonlinear editing, computer generated imagery and live action special effects, video and design, and titling and motion graphics.

DAY/SATURDAY CLASSES
3261 LEC 9:50AM - 11:55AM S WINIEMKO, G LRC 126
AND LAB 11:55AM - 2:00PM S WINIEMKO, G LRC 126

3262 LEC 3:35PM - 5:00PM MW CANON, S CSB 102A

3273 LEC 4:25PM - 6:45PM Th TEOL A, D HFAC 108

501 COLLEGE CHOIR (UC:CSU) 1.0 UNIT
Prerequisite: None
Introduction to choral ensemble singing. Emphasis is on vocal technique and choral elements, such as blend, intonation, diction, and music reading. Repertoire is chosen on the basis of the ensemble's ability and represent historical and current styles of music.

EVENING CLASSES
5270 LAB 6:50PM - 10:00PM M SPARFELD, T INST 1008

PERSONAL DEVELOPMENT
Chair: Madelline Hernandez 818.364.7618

17 COLLEGE SURVIVAL SKILLS DEVELOPMENT (CSU) 1.0 UNIT
Prerequisite: None | Class is graded pass/no pass
This course covers a variety of academic survival skills including familiarization with college support services, time management, memory, reading, note-taking, testing techniques, and stress reduction. Included will be identifying different learning, educational, and decision making styles.

DAY/LATE START CLASSES
0395 LEC 12:15PM - 2:35PM W NAYLA, O CSB 201
0396 LEC 8:55AM - 10:20AM MW SCHWARTZ, R INST 1001
0397 LEC 12:15PM - 2:35PM Th HOBS, M CSB 206
0398 LEC 12:15PM - 2:35PM Th TEOLLA, D HFAC 108

22 THE TRANSFER PROCESS (CSU) 1.0 UNIT
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 Internet will be included.

EVENING START CLASSES
5273 LEC 4:25PM - 6:45PM M CANON, S CSB 102A
NOTE: Class is geared towards athletes (7 Week Class - Starts 9/13/2014, Ends 11/8/2014)

PHILOSOPHY
Chair: Myriam Levy 818.833.3414

1 INTRODUCTION TO PHILOSOPHY (UC:CSU) 3.0 UNITS
Prerequisite: None
A survey of the fundamental questions about self, society, and the universe. Primary focus is on issues in metaphysics, theories of knowledge, moral theory, and philosophy of religion. Philosophy I is also offered through ITV. See page 14.

DAY CLASSES
0396 LEC 8:55AM - 10:20AM MW PURSLEY, M CSB 203
0397 LEC 12:15PM - 1:40PM MW PURSLEY, M CSB 203

EVENING CLASSES
3374 LEC 6:50PM - 8:00PM T PURSLEY, M INST 1001

6 LOGIC IN PRACTICE (UC:CSU) 3.0 UNITS
Prerequisite: None
Introduces formal and informal methods for evaluating arguments. Students will learn to classify arguments as inductive or deductive, determine whether deductive arguments are valid or invalid, and identify strong and weak inductive arguments. Applications of critical thinking to social and political discourse will be considered.

DAY CLASSES
0399 LEC 10:35AM - 12:00PM MW PURSLEY, M CSB 203

EVENING CLASSES
3275 LEC 6:50PM - 10:00PM Th PURSLEY, M CSB 203
10 BEGINNING PHOTOGRAPHY (UC:CSU) 3.0 UNITS
Advisory: MultiMd 100 & 500 | Supplies: Students are encouraged to provide a Digital SLR camera and must have storage media. Covers basic digital camera operation, exposure, scanning techniques, composition and aesthetics. The student will learn how to photograph, transfer images to a computer; edit the images using industry standard software and create their own prints. Emphasis is placed on communicating both fine art and commercial photography techniques.

DAY CLASSES
0401 LEC 11:00AM - 1:05PM T GARCIA, J LRC 106
AND LAB 1:05PM - 4:15PM T GARCIA, J

PHYSICAL EDUCATION
SEE KINESIOLOGY & DANCE TECHNIQUES

PHYSICAL SCIENCE
Chair: Said Pazirandeh 818.364.7705 | Vice Chair: Richard Rains 818.364.7702

1 PHYSICAL SCIENCE I (UC:CSU) 3.0 UNITS
Advisory: Math 115 | NOTE: Recommended for students enrolled in the PRECREDENTIAL OPTION of the Liberal Studies Program
Course is designed for non-science majors. It meets the General Education requirements for Natural Sciences. This survey course covers the general principles of any three of the following subject areas: astronomy, chemistry, geology and physics.

DAY CLASSES
0402 LEC 8:35AM - 10:00PM TTH HOLUB, D

PHYSICS
Chair: Said Pazirandeh 818.364.7705 | Vice Chair: Richard Rains 818.364.7702

6 GENERAL PHYSICS I (UC:CSU) 4.0 UNITS
Prerequisite: Math 123C or Math 125 or Math 129B and Math 240
An introductory course in physics covering mechanics of solids, heat and sound. This course is designed for the health science majors (Environmental and Occupational Health, Physical Therapy, Radiologic Technology, Pre-medical, Pre-dental, Pre-optometry, Pre-pharmacy, and Geology majors).

EVENING CLASSES
3284 LEC 6:50PM - 10:00PM M HAROYAN, L
AND LAB 6:50PM - 10:00PM W HAROYAN, L

7 GENERAL PHYSICS II (UC:CSU) 4.0 UNITS
Prerequisite: Physics 6
This course is a continuation of Physics 6, covering electricity and magnetism, light and modern physics. The course is designed for the health science majors (Environmental and Occupational Health, Physical Therapy, Radiologic Technology, Pre-medical, Pre-dental, Pre-optometry, and Geology majors).

DAY CLASSES
3407 LEC 8:50AM - 12:00PM T RAINS, R
AND LAB 8:50AM - 12:00PM Th RAINS, R
PSYCHOLOGY

1 GENERAL PSYCHOLOGY I  (UC:CSU) 3.0 UNITS
Advisory: English 28 or ESL 8
This introductory psychology course covers biological foundations of behavior, various theoretical perspectives including learning, personality, and intelligence theories as well as experimental and research methodology. Psychology 1 is also offered through ITV. See page 14.
ONLINE CLASSES
0419 LEC 3:10 hrs/wk TBA MCKENNA, P INTERNET
Email: paul2317_psych1@yahoo.com
DAY CLASSES
0420 LEC 7:15AM - 8:40AM MW HARRIS, C INST 1002
0421 LEC 8:55AM - 10:20AM MW SPITZ, K INST 2004
0422 LEC 8:55AM - 10:20AM TTh SANGKAVICHAI, M INST 1002
0423 LEC 8:55AM - 10:20AM TTh STAFF CSB 205
0424 LEC 12:15PM - 1:40PM MW STAFF INST 1002
EVENING CLASSES
3293 LEC 3:30PM - 5:00PM T WILLIAMS, F INST 1002
3294 LEC 3:30PM - 5:00PM W HARRIS, C INST 2004
3295 LEC 6:50PM - 8:00PM M WILLIAMS, F INST 1002
3296 LEC 6:50PM - 8:00PM T MILANI, N INST 2004
3297 LEC 6:50PM - 8:00PM W HARRIS, C CAI 230

2 BIOLOGICAL PSYCHOLOGY  (UC:CSU) 3.0 UNITS
Prerequisite: Psychology 1 with a grade of 'C' or better
Introduction to the scientific study of the biological, physiological, and neuroanatomical foundations of behavior and mental processes through discussion of research of fundamental concepts and issues in psychology. The structure and functions of the brain and the nervous system and their effects on human behavior are studied.
DAY CLASSES
0425 LEC 8:55AM - 10:20AM MW WILLIAMS, F INST 1002
0426 LEC 11:15AM - 12:40PM MW LEVY, M INST 2001
EVENING CLASSES
3298 LEC 6:50PM - 8:00PM W MILANI, N INST 2004

14 ABNORMAL PSYCHOLOGY  (UC:CSU) 3.0 UNITS
Prerequisite: Psych 1 with a grade of 'C' or better
Examines the etiology, assessment and classification, diagnosis, and treatment of the major psychological/psychiatric disorders. Topics include the history of abnormal psychology, as well as anxiety, mood, personality, dissociative, somatoform, cognitive disorders, sexual dysfunctions, addiction, schizophrenia, and disorders of childhood and adolescence. This course will provide an introduction to the Diagnostic and Statistical Manual of Mental Disorders (DSM-V).
DAY CLASSES
0427 LEC 10:30AM - 12:00PM MW SPITZ, K INST 1002

41 LIFE-SPAN PSYCHOLOGY: FROM INFANCY TO OLD AGE  (UC:CSU) 3.0 UNITS
Prerequisite: Psych 1 Advisory: English 28 or ESL 8
Individual psychological development from conception to death, including physical, cognitive and psychosocial aspects. Major theories and research methodologies are introduced. Family, peer, education and social influences on intelligence, gender, personality and relationships are explored. Practical applications are emphasized. Special emphasis is given to social and cultural influences. Psychology 41 is also offered through ITV. See page 14.
DAY CLASSES
0428 LEC 10:30AM - 12:00PM TTh WILLIAMS, F INST 1002
EVENING CLASSES
3299 LEC 6:50PM - 8:00PM T WILLIAMS, F INST 1002

52 PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY  (UC:CSU) 3.0 UNITS
Prerequisite: None
Explores the psychological aspects of human sexuality. Addresses areas of sexual development and functioning including but not limited to: self-awareness/awareness of sexual identity; sex organs and their functions; sexual myths and fallacies; sexual dysfunction and variant behavior.
EVENING CLASSES
3300 LEC 3:30PM - 5:00PM M WILLIAMS, F INST 1002

SOCIOLOGY

1 INTRODUCTION TO SOCIOLOGY  (UC:CSU) 3.0 UNITS
Prerequisite: None
Presents an orientation to the field of sociology, including core sociological theories in the areas of socialization; the impact of social institutions such as the family, culture, religion, education, government; concepts of conformity and deviance; and the study of social inequalities in U.S. society due to race/ethnicity, sex, gender and age. Sociology 1 is also offered through ITV. See page 14.
ONLINE CLASSES
0430 LEC 3:10 hrs/wk TBA BIONDO, J INTERNET
Email: jillb9191@yahoo.com
0431 LEC 3:10 hrs/wk TBA D’ANTONIO, V INTERNET
Email: virginia.dantonio@yahoo.com
0432 LEC 3:10 hrs/wk TBA LEVY, M INTERNET
Email: profllevym@hotmail.com
DAY CLASSES
0433 LEC 7:15AM - 8:40AM TTH RASKIN, E INST 1002
0435 LEC 8:55AM - 10:20AM MW LEVY, M INST 2001
0436 LEC 10:35AM - 12:00PM MW BIONDO, J INST 2004
0437 LEC 10:35AM - 12:00PM LEVY, M INST 2001
0438 LEC 10:35AM - 12:00PM TTh BIONDO, J INST 2004
0439 LEC 12:15PM - 1:40PM MW BIONDO, J INST 1002
EVENING CLASSES
3292 LEC 3:30PM - 5:00PM M STAFF INST 1003
3301 LEC 3:30PM - 5:00PM Th GERAMI, E INST 1001
3302 LEC 6:50PM - 8:00PM M RASKIN, E CSB 203
3303 LEC 6:50PM - 8:00PM W LABERTEW, L INST 2004

2 AMERICAN SOCIAL PROBLEMS  (UC:CSU) 3.0 UNITS
Prerequisite: None
Sociological concepts and theories that explain a range of social problems in the U.S. including: crime, drugs, immigration, poverty, racism, issues of social privilege, health care, the environment, educational inequalities, terrorism; and the potential solutions to these social problems.
ONLINE CLASSES
0441 LEC 3:10 hrs/wk TBA LEVY, M INTERNET
Email: profllevym@hotmail.com
DAY CLASSES
0442 LEC 8:55AM - 10:20AM TTh BIONDO, J INST 2004
EVENING CLASSES
3324 LEC 6:50PM - 8:00PM Th MENDEZ, M INST 1002

3 CRIME & DELINQUENCY  (UC:CSU) 3.0 UNITS
Prerequisite: None
Examines the nature and extent of crime and delinquency, theories of causation, types of juvenile and adult offenses, and efforts by society to cope with law violations: includes programs for prevention, correction, and rehabilitation.
ONLINE CLASSES
0445 LEC 3:10 hrs/wk TBA BIONDO, J INTERNET
Email: jillb9191@yahoo.com
DAY CLASSES
0444 LEC 8:55AM - 10:20AM Th LEVY, M INST 2001
EVENING CLASSES
3305 LEC 6:50PM - 8:00PM T LITTLE, D CSB 203

4 SOCIOLOGICAL ANALYSIS  (UC:CSU) 3.0 UNITS
Advisory: Soc 1
An introduction to the scientific study of social research: topics include research design, conceptualization, measurement, sampling methodology, and both qualitative and quantitative data analysis. Students will analyze specific data collected in the field.
DAY CLASSES
0444 LEC 8:55AM - 10:20AM T Th LEVY, M INST 2001
EVENING CLASSES
3305 LEC 6:50PM - 8:00PM T LITTLE, D CSB 203

11 RACE & ETHNIC RELATIONS  (UC:CSU) 3.0 UNITS
Prerequisite: None
Describes how race, class, religion and gender shape the experience of diverse groups in America: patterns of prejudice and discrimination that affect major ethnic, racial and minority groups; and the complexities of race relations and its impact on society.
EVENING CLASSES
3306 LEC 3:30PM - 5:00PM W KLEIN, M INST 1002

28 THE FAMILY: A SOCIOLOGICAL APPROACH  (UC:CSU) 3.0 UNITS
Prerequisite: None
Examines the diverse definitions of the family; the role of marriage, divorce, cohabitation, parenting, and work. The impact of culture, race, social class, gender, and sexual orientation onto individuals and society to sociological research.
ONLINE CLASSES
0445 LEC 3:10 hrs/wk TBA LEVY, M INTERNET
Email: profllevym@hotmail.com
SPANISH
Chair: Jolie Scheib 818.364.7690

1 ELEMENTARY SPANISH I  (UC:CSU) 5.0 UNITS
Prerequisite: None
Introduction to present and past tenses. Students learn vocabulary and related skills for oral and written comprehension and expression through discussion of topics such as clothing, food, family, sports and cultural aspects of Latin America and Spain.

DAY CLASSES
0447 LEC 10:35AM - 1:05PM MW SCHEIB, J CSB 105
0448 LEC 10:35AM - 1:05PM TTh SCHEIB, J CSB 105

EVENING CLASSES
3304 LEC 4:10PM - 6:40PM MW ESCOBAR, M INST 1004
3307 LEC 4:00PM - 6:30PM TTh SCHEIB, J CSB 105
3308 LEC 7:00PM - 9:30PM TTh ZAMUDIO DAWA, M CSB 105

2 ELEMENTARY SPANISH II  (UC:CSU) 5.0 UNITS
Prerequisite: Spanish 1 or equivalent
Elementary Spanish II continues the study of elementary grammar. Includes the reading of simplified texts with continued emphasis on aural and written comprehension, oral expression, and the writing of simple Spanish. Further study of Spanish and Hispanic cultures. Use of the language laboratory may be required. Basic computer skills required for accessing online activities.

DAY CLASSES
0449 LEC 10:35AM - 1:05PM TTh SCOBAR, M CSB 203

EVENING CLASSES
3309 LEC 7:00PM - 9:30PM MW ACUNA, N CSB 105

3 INTERMEDIATE SPANISH I  (UC:CSU) 5.0 UNITS
Prerequisite: Spanish 2 or equivalent
A more intensive study of the language, including idiomatic expressions and irregular structures. Stress on fluency in oral expression and facility in writing. Comprehensive review of grammar and study of advanced grammatical concepts. Extensive reading and discussion in Spanish of literary and cultural texts. Discussion, in Spanish, of Spanish and Spanish-American life and difficulties.

EVENING CLASSES
3310 LEC 4:00PM - 6:30PM MW SCHEIB, J CSB 111

4 INTERMEDIATE SPANISH II  (UC:CSU) 5.0 UNITS
Prerequisite: Spanish 3 or equivalent
Further development of writing and communication skills through the study of representative Spanish and Latin American literary and cultural works; focus is on analysis and discussion. Sustained study of grammar and vocabulary with emphasis on complex structures, stylistics, and use of idiomatic expressions. Basic computer skills required for accessing online activities.

EVENING CLASSES
3311 LEC 7:00PM - 9:30PM MW LERIN, L INST 1004

5 ADVANCED SPANISH I  (UC:CSU) 5.0 UNITS
Prerequisite: Spanish 4 or equivalent
Introduction to the major literary movements in Spain and Latin American literature through the study of representative literary and cultural texts of different genres. Emphasis on improving oral expression, comprehension, reading and textual analysis, and composition. Stresses oral and written reports within the context of Latin American literature and civilization. Basic computer skills required for accessing and performing online activities.

EVENING CLASSES
3312 LEC 7:00PM - 9:30PM TTh LERIN, L INST 1004

THEATER - Arts, Media & Performance
Chair: Deborah Paulsen 818.364.7738

100 INTRODUCTION TO THE THEATER  (UC:CSU) 3.0 UNITS
Prerequisite: English 21 or ESL 6A
Focuses on the relationship of theater to various cultures throughout history, and on the contributions of significant individual artists. This course introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles and genres of theatre through play reading, discussion, films and viewing and critiquing live theatre, including required attendance of theatre productions.

DAY CLASSES
0803 LEC 8:50AM - 12:00PM Th TROPF, R CSB 102A
0462 LEC 12:15PM - 1:40PM TTh CUCUZZA, R INST 1008

EVENING CLASSES
3327 LEC 6:50PM - 10:00PM T AUGUSZTINY, E INST 1008

405 COSTUME DESIGN  (UC:CSU) 3.0 UNITS
Prerequisite: None
A survey of historical periods and their application to the stage; an intensive study of costume design including figure drawing, character and composition. Students interested in enrolling in the Directed Courses must contact the Department Chair.

Directed studies opportunities are available on a contract basis under the supervision of an instructor. Students interested in enrolling in the Directed Courses must contact the Department Chair.
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 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:
• Promote equal opportunity for participation;
• Maintain appropriate standards for academic achievement;
• Provide an educational environment which meets the needs of students with varied learning skills;
• Provide support services which contribute to instructional effectiveness and student success;
• Affirm the importance of multi-cultural, international, and intercultural collegiate experiences that foster individual and group understanding; and
• 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
Students wishing to drop a class or withdraw from the college during the semester may do so easily online through the Student Information System at www.laccd.edu or in person during the Admissions & Records Office hours. Failure to withdraw officially may result in an “F” grade. For the FALL 2014 semester, students must withdraw online on or before November 23, 2014 in order to receive a W. Students in late start, short term, or special program classes must check with the Admissions & Records Office to determine the official drop date. IT IS THE STUDENT'S RESPONSIBILITY TO WITHDRAW OFFICIALLY.

HOW TO DROP CLASSES OR WITHDRAW FROM COLLEGE
1. Dropping classes or withdrawing from the college must be done by the drop date deadline for that class.
2. To drop classes online, have your student identification number ready and go to www.lamission.edu. Click on the upper right corner “Register for Classes,” then select registration and select drop. Follow the prompts. Make a note of your confirmation number and check that your class is no longer in your schedule.
3. To drop classes in person, fill out a “Drop Card” and present the form and a picture identification at the Admissions Office. To drop ALL classes (withdrawal), check item number one, the first box, on the drop card. The Admissions staff processes the form and gives you a receipt. Keep your receipt for your records.
4. Fees are not automatically refunded. Fee refunds must be requested from the Business Office if you drop classes or withdraw by the refund deadline for that class. Refund deadlines are earlier for short term classes.
5. Students in short term classes must check withdrawal deadlines with the appropriate program director, the instructor or with the Admissions & Records office.

Withdrawal from Classes
FOR FALL 2014 SEMESTER: No notation (“W” or other) will appear on the student's record if the class is dropped online on or before November 23, 2014.
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).

IMPORTANT - All Students Please Read
Beginning Summer 2012: New 3 Repeat Rule
Effective summer 2012, course withdrawal (“W”) or a substandard grade (“D,” “F,” or “NP”) count as an attempt at a course. Only three attempts at any one course will be allowed, with some exceptions. Listed below are the new rules that all students need to know about.
• Students who drop or are excluded after the last day to drop without a grade of “W” will have a “W” appear on their transcript. The “W” will count as an attempt for that course.
• For the FALL 2014 semester, November 23, 2014 is the last day to drop a 16-week semester length class without a “W.” Students will be able to drop a class online until this date. Contact the office of Admissions and Records for deadlines on late start, short-term and special program classes.
• A course in a student's transcript which currently shows a recorded “W” counts as an attempt for that course.
• Students will not be allowed to register for any course within the LACCD if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.
• Add permits for a course within the LACCD will not be processed if there are three recorded attempts for that course in any combination of W, D, F, or NP grades.
• For courses specifically designated as “repeatable,” students may repeat up to three times. (See Title 5 California Code of Regulations sections 55040, 55041, 58161)
• Where the student's number of enrollments in a course exceeds the allowable amount, the student may petition for an additional enrollment in cases of extenuating circumstances.

What students should do:
• Be sure you are academically ready for classes you enroll in.
• If you must drop a course, drop before the specified deadline for dropping a class without a grade of “W”

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 Office. 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. Students are asked to voluntarily provide their student identification number for this purpose.

**Family Educational Rights and Privacy**

The Family Educational Rights and Privacy Act (FERPA) affords students the following rights with respect to their educational records:

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 released 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 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.

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 it 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) mescaline, (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 statement, 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.

Policy on Illegal File Sharing
Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students to civil and criminal liability. Civil liability for copyright infringement may include payment of monetary damages to the copyright owner. Criminal penalties for copyright infringement may include fines up to $250,000 and imprisonment up to ten years. Students who violate the District’s computing facilities usage policy (LACCD Administrative Regulation B-28) may also be subject to college disciplinary action, including, but not limited to, suspension or expulsion.
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 ethnic groups identification, race, color, national origin, ancestry, religion, creed, sex, pregnancy, marital status, medical condition (cancer related), sexual orientation, age, physical or mental disability (including AIDS) or veteran status (Reference: Board Rule 1202).

Politica No Discriminatória
Todos los programas y actividades de los colegios de la comunidad de Los Angeles se administrarán de una manera que no discrimine 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.

Compliance Procedure
In order to insure nondiscrimination policy compliance at Los Angeles Mission College, please direct inquiries to the President of the college, Dr. Monte E. Perez, 818.364.7795. Matters involving Section 504 may be directed to the Coordinator of Disabled Student’s Program at 818.364.7733. In addition, inquiries may be directed to the District Office of Diversity Programs at 213.891.2315.

Proceso de arbitraje
Para cumplir con la política no discriminatoria en Los Angeles Mission College, dirija sus preguntas a la oficina del Presidente, el Dr. Monte E. Perez, 818.364.7733. Para asuntos sobre la sección 504, favor de dirigirse al Coordinador de estudiantes incapacitados, 818.364.7733, además puede dirigir sus preguntas a la oficina “Diversity Programs,” 213.891.2315.

Compliance Officer
If students feel they have grounds for a grievance, they may contact the college President, 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 college president, Dr. Monte E. Perez.

Oficial de arbitraje
Si un estudiantes cree que tiene motivos para formular una acusación, puede comunicarse con el presidente del Colegio que le ayudara dándole una explicación de las reglas y procedimientos de la institución. Si el problema puede ser resuelto, le dara una sugerencia de cual es la mejor manera de resolverlo. Para obtener información adicional y para conseguir la fórmula E55 de las regulaciones administrativas (student grievance procedure), por favor comunicarse con el Dr. Monte E. Perez.

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 statutes; 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).

Politica de abuso sexual
El “Community College District,” se compromete a proveer un ambiente seguro a los estudiantes, visitantes y personal. Cualquier incidente de abuso sexual debe ser reportado de inmediato al departamento de policía del Colegio al 818.364.7843. La palabra “abuso sexual,” que se encuentra registrada bajo el código de educación de California en la sección 67385(d), incluye amenazas de violencia sexual. Cualquier persona acusada de abuso sexual en el Colegio puede ser suseta a penalización bajo las leyes de California. Los estudiantes también pueden ser sujetos a disciplina bajo los procedimientos disciplinarios para estudiantes. La política de acoso sexual puede ser aplicada y se puede comunicar al oficial de arbitraje al número de teléfono 818.364.7701. Esta información se mantendrá confidencial.

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 toward 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.

Politica de acoso sexual
La policía de “Los Angeles Community College District”, es proveer un ambiente educativo, de empleo y de trabajo excepto de avances sexuales, solicitud de favores sexuales o cualquier otra conducta inapropiada física o verbal o comunicación que envuelva acoso sexual. Los empleados, estudiantes u otras personas que representen el Distrito y que acosen a alguien sexualmente pueden ser de acuerdo a la política de discriminación sexual o del Estado.
General Policies

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 4250, any use of controlled substances, the possession of which are prohibited by the 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 substances,” as used in this section, include, but are not limited to, the following drugs and narcotics:
  a. opiates, opium and opium derivatives
  b. mescaline
  c. hallucinogenic substances
  d. peyote
  e. marijuana stimulants
  f. depressants and
  g. cocaine.

The Board’s policy on the Drug Free Workplace, adopted March 22, 1989, restates these prohibitions.

- Legal Sanctions. Federal laws regarding alcohol and illicit drugs allow for fines and/or imprisonment. Other legal problems include the loss of driver’s license and limitations of career choices.

- Health Risks. Health risks associated with the abuse of controlled substances include malnutrition, damage to various organs, hangovers, blackouts, general fatigue, impaired learning, dependency, disability, and death. Both drugs and alcohol may be damaging to the development of an unborn fetus.

- Other Risks. Personal problems include diminished self-esteem, depression, alienation from reality, and suicide. Social problems include loss of friends, academic standing, co- and extra-curricular opportunities, alienation from and abuse of family members, and chronic conflict with authority. Economic problems include loss of job, financial aid eligibility, homes, savings, and other assets.

Additionally, on June 28, 2000, the Board of Trustees adopted Rules 9803.24 Threatening Behavior, 9803.25 Disorderly Conduct, 9803.26 Theft or Abuse of Computer, and 9806 Unsafe Conduct. Each are fully described in Standards of Student Conduct.

Smoking Policy
In accordance with Board Rule 9804, smoking is permitted in designated areas only. A student who violates the rules is subject to the student disciplinary regulations.

Campus Security
The campus Sheriff’s office personnel are responsible for the safety and well being of staff, faculty and students, and of the security of college property and facilities, 818.364.7843.

Campus Crime Report
Los Angeles Mission College’s general statistics and crime can be viewed at the following URLs:

- Crime http://ope.ed.gov/SECURITY/instDetailasp?UNTID=117867 then click on Criminal Offenses, Hate Offenses, or Arrests.

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
- display your LAMC student parking permit

For more details, request a parking brochure from the Sheriff’s Department on campus.
The Eagles’ Landing Student Store/Bookstore is an educational resource center that provides students, faculty, staff and the community with a variety of products and services, including textbook purchase or rental, study aids, general merchandise, fashionable apparel, giftware, technology, special orders, and much more. Students may purchase textbooks, handouts and reference material online via the website at eagleslanding.lamission.edu. To obtain the status of online orders, check availability, or for general questions call 818.364.7798 or 818.364.7654. Look for our new C-Store located at the Center for Math & Science building.

REGULAR STORE HOURS* (Main Campus)
Monday – Thursday 7:45am - 7:15pm
Friday 7:45am - 1pm
Sat, Sun & Holidays Closed
Special Rush Hours during the first two weeks of the Spring and Fall semesters.

REGULAR CONVENIENT STORE HOURS* (CMS Building)
Monday – Thursday 8:00am - 9:00am
11:45am - 1:00pm
4:45pm - 7:00pm
Friday – Sunday Closed

Business Office
www.lamission.edu/services/businessoffice | 818.364.7600 x7110
Payment of enrollment fees, refund requests, faculty, staff and student ID issuance and other financial transactions are handled in the Business Office.
BUSINESS OFFICE HOURS*
Monday & Tuesday 9am - 6pm
Tuesday & Thursday 9am -7pm
Friday 9am - 4pm
Sat, Sun & Holidays Closed
Special Rush Hours during the first two weeks of the Spring and Fall semesters.
For more information, visit www.lamission.edu/services/businessoffice

Campus Child Development Center
Family Child Care Homes Education Network
818.364.7865
The Child Development Center provides a developmentally based curriculum for children of all ages infant/toddlers to 12 years old** here on site. Off site, we have the Family Child Care Homes Education Network that consists of at least 19 licensed family child care providers who are located in the community around LAMC. Qualified students may receive child care services for infants and toddlers, preschoolers, school-age children, with low or no fees.
OFFICE HOURS: 8am to 4:30pm
Infant/Toddler Program and Preschool Program:
Monday – Friday 7:30am - 5pm

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

* HOURS SUBJECT TO CHANGE
Admissions & Records
818.833.3522
The Admissions and Records Office keeps all student records. Go to www.lamission.edu to learn how you can apply online and also how to add or drop classes.

Career Center
www.lamission.edu/careercenter | 818.364.7655
Are you undecided about your major? Or perhaps you don’t know much about your chosen career. Allow the Career Center to assist you. Stop by and meet with a counselor to help you evaluate personal abilities and interests, participate in our career events and workshops, or use our electronic resources to explore career options and learn about different careers. Our goal is to help you formulate your career interests and choose a satisfying career.

Counseling
www.lamission.edu/counseling | 818.364.7655 or 818.364.7656
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. 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. The assessment process is designed to inform students of areas in which they need improvement to be best prepared for success in college. The College Orientation Program is designed for students to learn about the college, educational programs, services, degree requirements, and the tools necessary to be a successful college student. Online counseling is now available. Please visit our website.

Financial Aid & Scholarships
www.lamission.edu/financialaid | 818.364.7648
The Financial Aid Office offers many services to our students including financial aid awareness events and workshops. Financial aid advising is available by appointment with the Financial Aid Supervisor. Our staff can answer your questions about financial aid programs, processes and forms. We are here to help you fund your cost of education. Stop by the Financial Aid Office or visit our website. YOU are in charge of your education; we are here to help you finance it.

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. 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. The hours for the Health Center vary and are posted on the trailer door, which is located next to the Collaborative Studies Building.

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.

Learning Center
www.lamission.edu/learningcenter | 818.364.7756
Comprised of the Academic Success Center, Science Success Center, Math Lab, and Learning Lab. The Learning Center is a hub of activity designed to support student success by providing a variety of free services to Mission College students. One-on-one assistance and small-group tutoring sessions are available on the first floor of the Library Building for many skills and subject areas, including Writing and Reading across the curriculum, English, ESL, Literacy, Developmental Communications, and Mathematics 105, 112 and 155 on the East Campus in the CMS Middle Level Seminar Room 101, tutoring is provided for Physical Science and Life Sciences courses. Our tutoring staff includes peer tutors, graduate students, and professionals in these areas. In addition to the tutorial labs, where students receive in-depth help, learning software is available for self-paced study under the supervision of qualified tutorial support. Walk-in workshops are offered periodically on topics such as critical thinking skills, study and test taking skills, essay writing, and computer literacy. Our LRC staff welcomes the opportunity to assist students on the path to success.

The Learning Center also houses the Computer Commons and Print Center providing two copy machines, two printers, and 126 state-of-the-art Internet linked computers. The Learning Center is wheelchair accessible and specialized software and hardware accommodate students with disabilities.

For more information, please contact our staff in person or visit the Learning Center online at lamission.edu/learningcenter
Student Services

Library
www.lamission.edu/library | 818.364.7600 x7106
Online databases, 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 the information you need. You can study in our quiet individual study areas and small groups can use our study rooms. Call or visit the Library website for hours.

Transfer Center
www.lamission.edu/transfercenter | 818.364.7827
Students are encouraged to begin planning for Transfer as early as possible. The Transfer Center helps students prepare to continue their education at a four-year college or university. Services include counseling appointments to assist you in developing a student educational plan to transfer, assistance with filling out your University applications, opportunities to meet one-on-one with representatives from four-year institutions, Transfer Admission Guarantee (TAG) assistance, a resource library, transfer-related workshops and university fairs, information regarding articulation agreements, and computer stations. Transfer students can also earn an Associates Degree while completing transfer requirements. The Transfer Center staff is here to help you transfer to UC, CSU and private institutions.

TRIO/Student Support Services (SSS) Program
www.lamission.edu/sss | 818.364.7821
TRIO/Student Support Services (SSS) Program is a federally funded program designed to identify and provide resources to help students persist through college. TRIO/SSS provides qualifying students with services including tutoring, mentoring, one-on-one counseling, study skills workshops, financial aid assistance, and cultural activities which promote and facilitate students’ academic and personal success.

Student Health Fee Information
The Los Angeles Community College Board of Trustees at its April 29, 1992 meeting modified Board rule 8502, thus making the $11 Health Services fee a mandatory fee for all students enrolled in credit classes. The Los Angeles Community College District policy exempts the following students from paying the student health fee: (a) students who depend exclusively on prayer for healing in accordance with the teaching of a bona fi de religious sect, (b) students who are attending classes under an approved apprenticeship training program, (c) non-credit education students, (d) students enrolled in District colleges exclusively at sites where student health services are not provided, (e) students who are enrolled in District colleges exclusively through Instructional Television or distance education classes, (f) students who are enrolled in District colleges exclusively through contract education. Students exempted under the provisions of (a), (b) and (c) 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. Your registration fee receipt, or your current Student ID must be presented to receive services.

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.

Associated Students Organization
and Inter-Club Council Clubs
- Associated Student Organization
- AB 540 Club
- Alpha Gamma Sigma-AGS
- Armenian Student Assocaition
- Anime Alliance Club
- Astronomy Club
- ATA Poetry Club
- Azlan Graduation Committee
- Business Entrepreneurship Club
- Campus Advance
- Child Development for all Generations
- Classical Music Club
- Culinary Club
- Drama Club
- Eagles Taekwondo Club
- Gay Straight Alliance
- Interior Design Club
- Inter-Club Council
- LASOINCHI
- L.E.A.P
- LGBTs Club
- Mecha
- National Society of Collegiate Scholars
- Robotecas
- S.H.A.R.P.
- Society of Hispanic Professional Engineers
- Tiahui Ollin

Our Mission Is Your Success
Emergency Information

Fire
1. If you smell smoke or see fire, activate the nearest fire alarm pull box. Call the campus sheriff, extension 7845 or 7843 (outside telephone 818.833.3504). If you are unable to contact the sheriff, call 911.

2. When you hear the fire alarm, proceed in an orderly fashion to the designated building evacuation assembly area. The last person to leave the room should close the door.

3. At the assembly area, wait for further instructions from a faculty member or administrator.

Earthquake
1. At first sign of shaking, get away from any potential falling objects. Try to get under a table or desk.

2. Do not run outside. If you are in a multistory building, do not use the elevator.

3. If you are aware of any gas lines or heaters in the area, attempt to shut off the gas line or heater.

4. Wait for a faculty member or administrator to give further instructions.

Power Outage
1. Try to stay where you are and do not attempt to restore power.

2. Notify plant facilities, extension 7801 (outside telephone 818.364.7801).

3. Wait for the power to come back on or for information/instruction from plant facilities or an administrator to ascertain the probably length of the outage and to be advised of what to do next.

Evacuation
1. If you hear the alarm, proceed in an orderly fashion to the nearest exit and assemble at the designated building evacuation assembly area.

2. If you are in a multistory building, do not use the elevator.

3. At the assembly area, wait for further instructions from a faculty member or administrator.

Other Emergencies
1. In the case of other emergencies, you will be given instructions from a faculty member or administrator on what to do.

2. Please remain calm and follow instructions.

EMERGENCY PHONE NUMBERS

<table>
<thead>
<tr>
<th></th>
<th>CAMPUS PHONES</th>
<th>OUTSIDE PHONES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sheriff’s Station</td>
<td>7843</td>
<td>818.364.7843</td>
</tr>
<tr>
<td>President</td>
<td>7795</td>
<td>818.364.7795</td>
</tr>
<tr>
<td>Academic Affairs</td>
<td>7635</td>
<td>818.364.7635</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>7780</td>
<td>818.364.7780</td>
</tr>
<tr>
<td>Plant Facilities</td>
<td>7801</td>
<td>818.364.7801</td>
</tr>
<tr>
<td>Los Angeles County: Police Department</td>
<td>9 - 911</td>
<td>911</td>
</tr>
<tr>
<td>Fire Department</td>
<td>9 - 911</td>
<td>911</td>
</tr>
</tbody>
</table>

Pay Telephones: For any emergency - Press *11 to reach L.A. County Sheriff’s Office.

To comply with federal privacy requirements, Los Angeles Mission College and the Los Angeles Community College District has discontinued use of the Social Security Number as the student’s identification number. Instead, a new Student Identification Number will be issued for each student. The college can only release this number to the student. The new nine-digit number is randomly generated, but each will begin with the digits “88.” Students will use the same Identification Number in all nine colleges of the District.

Your first Student ID Card is free. Go to the business office to obtain yours. Student Identification cards are only issued for the current semester. All current semester fees must be paid in full to receive a student identification card. You will need to present your student registration/receipt for the current semester and also a second form of picture Identification such as a California ID or a high school picture ID.

Visit www.lamission.edu/services/businessoffice for current office hours.

Where to use your new student ID card:
A valid student ID card is required to access student services in the following areas:
- Library
- Student Store/Bookstore
- Financial Aid
- Health Center
- Computer Labs
- Health & Fitness Center
The Intersegmental General Education Transfer Curriculum (IGETC) is a general education program that community college prospective transfer students may complete to satisfy the lower division general education requirements for either the UC (University of California) or CSU (California State University) system without the need to take additional lower-division general education courses after transfer.

All IGETC coursework must be completed with a "C" or better. Courses in which a student receives a "pass" grade may be used if the community college's policy states that a "pass" is equivalent to a "C" grade (2.0) or better. The UC system allows a maximum of 14 semester units (of the 60 required, transferable units) on a Pass/No Pass basis. There is no CSU system-wide policy on limitations for a "pass" grade, therefore each CSU campus has its own established policy (please check with your CSU campus of choice). Courses may only be used once to satisfy one IGETC subject area (even if listed under multiple areas), however, courses may be used to satisfy IGETC general education areas AND major preparation requirements. Major preparation requirements can be accessed at www.assist.org, the official source for California articulation and student transfer information.

The IGETC is NOT an admission requirement to the UC or CSU system. There is no connection between completion of the IGETC and eligibility for admission to the UC or CSU system, or admission to a specific campus or program. Existing segmental and campus-specific admission requirements for transfer students remain unchanged. Requirements for lower-division courses for admission to particular majors also remain unchanged. The IGETC plan will total approximately 34-37 transferable units. A recommended total minimum of 60 units must be completed prior to transfer.

If you are approaching readiness for transfer and are unable to complete one or two IGETC courses, you may be eligible for partial certification (and complete IGETC after transferring). "Certification" means that LAMC has verified that a student has completed the lower division General Education requirements listed in each area of the IGETC. Certification does not guarantee admission or admission eligibility. Certification is not required and is not automatic; it must be requested by the student at the time the final official transcript is sent. A student may only be granted IGETC certification once (either partial or complete) prior to their first semester at the 4-year university. Students receiving partial certification must ensure that admission criteria for the university has been met (IGETC areas I and II). Students may complete the necessary coursework at the transfer institution and may NOT return to the Community College for complete certification if partial certification was granted. Without certification, the student will be held to the specific general education requirements of the university campus of choice. Please note, the UC Berkeley, College of Letters and Science does not accept partial Certification.

Courses taken at several institutions may be used to fulfill the IGETC. Students should be aware that placement of courses within IGETC subject areas may vary from college to college. Placement of a course will be based on the college of attendance and its IGETC pattern at the time the course was completed. Completion of the IGETC program may be certified by the last community college, which the student attends. Foreign coursework (from non-U.S. regionally accredited institutions) may not be used on the IGETC. It is NOT advisable for ALL students to follow the IGETC. Some students may be better served by taking courses that fulfill the CSU General Education Breadth requirements or the general education pattern of the UC or CSU campus or college to which they plan to transfer. Students pursuing majors that require extensive lower division major preparation, (such as Engineering on all campuses or Business at UC Berkeley) may not find the IGETC option to be advantageous. The Eleanor Roosevelt College and Revelle College of UC San Diego do not accept IGETC. Additional lower-division general education requirements may be needed prior to transfer. The IGETC will be most useful for students who want to keep their options open before making a final decision about transferring to a particular UC or CSU campus.
**Los Angeles Mission College**

**IGETC ADVISING FORM** -- for transfer to the CSU / UC Systems

General Education Plan (2013-2014)

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**ENGLISH COMMUNICATIONS**  
2-3 COURSES (6-9 Sem/12 Quarter Units)  
CSU transfer – complete one course from each group. UC transfer – complete one course from groups A and B only.

- **A.** English Composition: **English 101**
- **B.** Critical Thinking/ English Composition: **English 102, 103, Philos 5**
- **C.** Oral Communication (CSU requirement only): **Comm 101, 102, 151**

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**MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING**  
1 COURSE (3 Sem/4 Quarter Units)  
Math 227, 238, 245, 260, 265, 266, 267, 270, 275

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**ARTS AND HUMANITIES**  
3 COURSES (9 Sem/12 Quarter Units)  
Choose 1 course from A, 1 course from B, and a third course from A or B

- **A.** Art: **Art 101, 102, 103, 109, 111, 201, 300, 501, 502, Chicoan 52, Cinema 3, Human 1,3, Music 111, 141, Theater 100**
- **B.** Humanities: **Anthro 104, Chicoan 37, 42, 44, 46 Cinema 4, English 203, 205, 206, 208, 240, Human 1,3, 2, 30, 31, 54, Ling 1, Philos 1, 20, 33, Spanish 3, 4, 5, 6**

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**SOCIAL AND BEHAVIORAL SCIENCES**  
3 COURSES (9 Sem/12 Quarter Units)  
Choose 3 courses from at least two different disciplines

- **A.** Social Sciences: **Econ 1, 2, 10, Geog 2, 7, 14, Hist 1,2, 11, 12, 13, 20, 52, 86, Ling 1, Pol Sci 1, 2, 5, 7, Psy 1, 2, 13, 14, 41, 52, Soc 1, 2, 3, 11, 22, 24, 28**

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**PHYSICAL AND BIOLOGICAL SCIENCES**  
2 COURSES (7 Sem/9 Quarter Units)  
Choose 1 course from a, 1 course from B. At least 1 course must include a corresponding lab (lab courses are underlined).

- **A.** Physical Science: **Astron 1, 5, Chem 51°, 52*, 65°, 101, 102, Geog 1, 15, Geology 1, Ocean 1, Phys Sc 1, 14*, Physics 6, 7, 37, 38**

- **B.** Biological Sciences: **Anatomy 1, Anthro 101, Bio 3, 6, 7, 40, Env Sci 2, Micro 20*, Physiol 1, Psy 2**

- **C.** Laboratory Activity: A corresponding lab course must be completed from A or B (labs are underlined)

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**LANGUAGE OTHER THAN ENGLISH** (UC Requirement ONLY)  
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, proving competency by an acceptable exam, or choosing one of the following courses at a level 2 or higher: French, Italian, Spanish

If proficiency was met in high school, an official transcript must be provided (no units granted for HS coursework). Students will not be granted credit in any foreign language course if any portion of HS (9th-12th) was completed in a country where the language of instruction was that language.

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**CSU Requirement ONLY – GRADUATION REQUIREMENT** (NOT part of IGETC American Institutions)  
Not part of IGETC, but may be completed prior to transfer. For IGETC Certification purposes, courses used to satisfy this CSU graduation requirement may also be used to satisfy IGETC area IV. If a course is used to satisfy both IGETC area IV and CSU, some CSU campuses may require students to take an additional course(s) after transfer.

Choose 1 course from A, 1 course from B

- **A.** Afro Am 4, Chicoan 8*, Econ 10, History 11, 12°, 13, 52
- **B.** Pol Sci 1

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**Counselor Signature**

**Date**

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**IGETC Advising Form**  
See information on previous page

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**Certification:** [ ] UC [ ] CSU  
**Liberal Arts AA Degree Emphasis**

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**Student Name**

**Student ID #**

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**Los Angeles Mission College**

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**Fall 2014 Schedule of Classes**
CSU ADVISING FORM

IMPORTANT INFORMATION: Courses on this list are approved for a specific academic year, which begins with the Fall 2013 semester and remains valid through Summer 2014.

The general education courses listed for the CSU system are specified within subject areas that satisfy lower division general education requirements for the CSU campuses. Students wishing to use a course to fulfill a CSU General Education (GE) requirement must be sure that the course is approved for the academic year in which it is taken. The CSU general education form changes each year. It is advised that students meet with a counselor regularly to review any changes. A course must be on the CSU GE Breadth during the term in which it is taken. If a course is taken before it is approved for inclusion, or after it is removed from the list, it cannot be used to meet the area requirement.

CSU GE Breadth Certification is available to community college transfer students who satisfy the general education requirements in each area. “Certification” means that LAMC has verified that a student has completed the lower division General Education requirements listed in each area of the CSU GE Breadth. Certification does not guarantee admission or admission eligibility. Students with full CSU GE Certification will only be responsible for an additional 9 semester units of upper division general education at the CSU campus. CSU Certification is not required and is not automatic; it must be requested by the student at the time the final official transcript is sent. Without certification, the student will be held to the specific general education requirements of the CSU campus of choice.

Students who have taken courses at other colleges can have these courses “passed along” in the certification process. Los Angeles Mission College will certify courses taken at other California Community Colleges in the areas designated by the offering college. Courses taken at California four-year colleges, or accredited out-of-state two-year, or four-year colleges, may be used for certification – please consult a counselor for detailed information. Courses from foreign institutions cannot be used in the certification process. Students requesting CSU GE “pass along” certification must meet with a counselor.

ADDITIONAL INFORMATION

1. A course cannot satisfy more than one General Education area requirement (even if listed under multiple areas).
2. Courses used to satisfy General Education requirements may also satisfy Major Preparation requirements.
3. LAMC recommends that students complete as much of the lower division requirements as possible for the major before transfer. Major preparation requirements can be accessed at www.assist.org, the official source for California articulation and student transfer information. Completion of these requirements may not guarantee admission into the major, but can increase the student’s chances for acceptance. Other lower division courses that are not offered at LAMC may be required for the major after transfer.
4. Students who transfer to CSU may also complete an Associate degree by completing courses in the major (please see a counselor for major-specific information), a Health and a P.E. course to satisfy the General Education requirements for the Associate degree, along with a total of 60 transferable units completed.
5. Completion of the General Education requirements will not guarantee admission into a university but can increase the student’s chances for acceptance.
6. Coursework in areas A1, A2, A3 and B4 must be completed with a “C” or better to meet admissions eligibility to a CSU campus.
7. All coursework must have a cumulative GPA of 2.0 (“C”) or better.
8. This advising form may not be the best general education preparation pathway for ALL majors (such as Engineering, Computer Science and Liberal Studies – Teacher Prep). Please consult with a counselor to determine the best plan to meet your educational goals.

GET ON TRACK TO TRANSFER!

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.

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 WEBSITE AT:
www.lamission.edu/counseling/transfercenter

Los Angeles Mission College
TRANSFER CENTER
Helping You Get There
818.364.7827 • Campus Services Building
### CSU Advising Form

**THIS FORM SUBJECT TO CHANGE EACH YEAR:** Please Consult with a Counselor

(C = Completed, IP = In Progress, N = Need)

<table>
<thead>
<tr>
<th>C</th>
<th>IP</th>
<th>N</th>
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#### A ENGLISH LANGUAGE COMMUNICATION AND CRITICAL THINKING

9 Semester /12 Quarter UNITS

Select 1 course from each area.

- **A-1. Oral Communication:** Comm 101, 102, 151
- **A-2. Written Communication:** English 101
- **A-3. Critical Thinking:** English 102, 103, Philos 5, 6, Comm 102

*All coursework in this area must be completed with a “C” or better to meet admissions requirements to a CSU campus.*

Other College

<table>
<thead>
<tr>
<th>Emphasis:___________</th>
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</table>

| Liberal Arts AA Degree: Emphasis:___________ |

#### B SCIENTIFIC INQUIRY AND QUANTITATIVE REASONING

9 Semester /12 Quarter UNITS

Select 3 courses to include one from B-1, one from B-2, and one from B-4. A related lab course is required.

- **B-1. Physical Science:** Astron 1, 5, Chem 51, 52, 65, 101, 102, Geog 1, 15, Geology 1, Ocean 1, Phys 1, 14, Physics 6, 7, 37, 38, 39
- **B-2. Biological Sciences:** Anatomy 1, Anthro 101, Bio 3, 6, 7, 40, Env Sci 2, Micro 20, Physiol 1, Psych 2
- **B-3. Laboratory Activity:** A corresponding lab course must be completed from B-1 or B-2 (lab courses are underlined).

Coursework in area B-4 (Math/Quantitative Reasoning) must be completed with a “C” or better for admissions to a CSU.

Other College

| Advanced Placement__________ |

#### C ARTS AND HUMANITIES

9 Semester /12 Quarter UNITS

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

- **C-1. Arts:** Art 101, 102, 103, 109, 111, 201, 300, 501, 502, Chicano 52, Cinema 3, English 240, Fam&CS 16, Human 1, 3, 31, Intrdgn 104, Music 101, 111, 114, 141, 321-324, 341, Photo 10, 11, 12, Theater 100
- **C-2. Humanities:** Anthro 104, Chicano 37, 42, 44, 46, Cinema 4, English 203, 205, 206, 208, 240, French 1, 2, History 86, Human 1, 2, 30, 31, 54, Italian 1, 2, Ling 1, Philos 1, 20, 33, Portge 1, Spanish 1, 2, 3, 4, 5, 6

Other College

| Advanced Placement__________ |

#### D SOCIAL SCIENCES

9 Semester /12 Quarter UNITS

Courses must be chosen from at least two disciplines (please review box below for additional options).

- **D-0.** Af Am 1, 13, Soc 1, 2, 3, 11, 22, 24, 28
- **D-1.** Anthro 102, 104, 121, Ling 1
- **D-2.** Econ 1, 2, 10
- **D-3.** Afr Am 2, 4, Chicano 2, 7, 8, 20, 47, 71, Soc 11
- **D-4.** Chicano 47, Hist 52, Soc 22
- **D-5.** Geog 2, 7, 14

Other College

| Advanced Placement__________ |

### E LIFELONG UNDERSTANDING AND SELF-DEVELOPMENT

3 Semester /4 Quarter UNITS

- **Chicano 47, Child Dev 1, Env Sci 2, Fam&CS 6, 21, 31, 91, Health 8, 11, Psych 1, 2, 41, 52, Soc 22**  
  (Activity courses): Kin* 96-742, DanceTQ* 462  
  * Only 1 unit of Physical Activity may be counted

Other College

| Military Credit__________ |

**TOTAL**

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**Counselor’s Signature**

**Date**
Do you need assistance paying your enrollment fees?

The Board of Governors Fee Waiver Program (commonly referred to as BOG) is a California state program that waives enrollment fees. This waiver does not have to be repaid.

Eligibility: Students must be either residents of California or qualifying under AB540 for an exemption to paying California Nonresident Tuition, AND be enrolled at Los Angeles Mission College in at least one (1) unit. Fees for audited classes, cannot be waived through the BOG.

There are three ways to qualify for the Fee Waiver:

Method A: You (or your parents, if you are considered a Dependent student when completing the BOG Fee Waiver application) are a recipient of benefits under the TANF/ CalWORKS Program, SSI (Supplemental Security Income), or General Assistance (also known as General Relief). You can also qualify for Method A if you meet one of the following criteria: you have certification from the California Department of Veterans Affairs or the National Guard Adjutant General that you are eligible for a Dependent's Fee Waiver, you are a recipient of the Congressional Medal of Honor (or are a child of a recipient), you are a dependent of a victim of the September 11, 2001 terrorist attack, or you are a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty.

Method B: You (or your parents) income falls below the income standards set by the Board of Governors. By completing the FAFSA (or California Dream Act Application for eligible AB540 students) or BOG application your reported income will be used to determine your eligibility for BOG through Method B.

Method C: If you do not qualify based on Method A or Method B, you may be eligible for the BOG fee waiver through Method C. For eligible California residents, you must complete the Free Application for Federal Student Aid (FAFSA) available at www.fafsa.gov. For students qualifying under AB540 for an exemption to paying California Nonresident Tuition who do not possess a permanent Social Security number, you must complete the California Dream Act Application available at www.caldreamact.org. With this method, you may be eligible by demonstrating a minimal level of financial need as determined by the College and the California Community Colleges Chancellor’s Office. Our Federal School Code (used on both the FAFSA and California Dream Act Application) is 012550.

How to apply: To qualify for Method A you must complete the Board of Governors (BOG) Fee Waiver Application. To qualify for Method B you can complete the BOG Fee Waiver Application or FAFSA/California Dream Act Application. You can pick up the BOG application at the Financial Aid & Scholarships Office or you may download it from the web at www.lamission.edu/financialaid by selecting the “Apply for a Fee Waiver” link on the left side.

Do you know that you may request for a refund of your enrollment fees? If you have already paid your enrollment fees for Summer 2014, Fall 2014, Winter 2015 and/or Spring 2015, AND you are eligible for a BOG fee waiver, contact the campus Business Office regarding a refund.

Financial Aid & Scholarships

818.364.7648 Email: lamcfinancialaid@lamission.edu
Website: www.lamission.edu/financialaid
Twitter: www.twitter.com/LAMCFAO
Facebook: www.facebook.com (Like “LAMC Financial Aid”) Federal School Code: 012550

Office Hours:
Monday - Thursday 8am - 2pm, and 5pm - 6:45pm
Friday 8am - noon
NOTE: Our office hours during the summer term may be different. Please consult our website for any updates.

Getting a college education is an investment in your future! We want your educational experience at Los Angeles Mission College to be challenging, rewarding and supportive; therefore, we are pleased to provide you with the information and tools to assist you in completing your educational goals. Read through the information below about the financial aid process, and check out the links to our website and other websites to find updates and new information to assist you.

What is Financial Aid?

Financial Aid is funding provided by the federal and state governments, the college, and private entities, to assist students with their educational expenses and is available in the form of grants, scholarships, employment and loans. Financial aid is meant to supplement the family’s existing resources in funding the costs of a college education.

How to Apply for Financial Aid:

Eligible students who are U.S. citizens and eligible non-citizens should complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov. The FAFSA is used to determine eligibility for federal and state financial aid, including grants, work-study, and loans. Students qualifying under AB540 for an exemption to paying California Nonresident Tuition who do not possess permanent Social Security numbers can apply for state financial aid (Cal Grants and the Board of Governor’s (BOG) Fee Waiver) through the California Dream Act Application available online at www.caldreamact.org.

Both the FAFSA and California Dream Act Application are available annually, starting January 1st, for the following academic year. We encourage students to apply early, as some financial aid sources are limited and awarded to students who apply early and have financial need. To have your FAFSA or California Dream Act Application information sent to Los Angeles Mission College, make sure to use our Federal School Code: 012550.

To apply for scholarships through the Financial Aid Office at Los Angeles Mission College, check out our website at www.lamission.edu/financialaid and select the “Scholarships” link on the left.

When Do I Apply?

You need to apply for financial aid every year. The FAFSA and California Dream Act Application are available starting January 1st of each year for the following academic year. We encourage students to apply early, as some financial aid sources are limited and awarded to students who apply early and have financial need.

Key Dates

• January 1 – FAFSA application available online at www.fafsa.gov for the following academic year. Also, the California Dream Act Application is available online at www.caldreamact.org
• March 2 – Application deadline for Cal Grant consideration.
• May 1 – L. A. Mission College “Priority” deadline. Submit your FAFSA and any follow-up documents and items by this date for maximum financial aid consideration.
• September 2 – Extended Cal Grant B “competitive” awards deadline for eligible community college students only.

FINANCIAL AID NEWS

There are a number of changes in federal and state aid eligibility that took effect over the past two years. In particular:

1. The federal government has instituted a “6 year” limit on Pell Grant eligibility. This will limit ALL STUDENTS, including students who have already received Pell Grants at any college or university, to no more than 6 full-time academic years of Pell Grant eligibility (based on 2 full-time semesters per academic year). Students can check their eligibility and usage at the U.S. Department of Education’s NSLDS website at www.nslds.ed.gov
2. The “minimum need” for Board of Governors (BOG) fee waiver eligibility has been adjusted. In prior years, a student applying for the BOG fee waiver would only need $1 or more of “financial need” to qualify for BOG (Method C). For the 2014-2015 academic year, the California Community Colleges Chancellor’s Office (CCCCO) will determine a “minimum need” based on the value of a full-time BOG fee waiver award. Based on the $46/unit Enrollment Fee for 2014-2015, and assuming full-time enrollment of 24 units for an academic year, the “minimum need” amount would be $1104. We anticipate this will only affect a small portion of students, most of whom are not eligible for federal or state grant aid.
3. The federal government has removed the Ability to Benefit (ATB) option for students who do not have a high school diploma or GED. In past years a student could take an ATB test (or pass 6+ degree applicable units) and meet the “high school diploma/GED” standard for financial aid eligibility. As of July 1, 2012, students who have not started enrollment in college AND who are not high school graduates or possess a GED will NOT be eligible for financial aid (except for the BOG program).
4. Students qualifying under AB540 for an exemption to paying California Nonresident Tuition may be eligible for the Board of Governors (BOG) Fee Waiver. Also, students in this cohort may also qualify for Entitlement Cal Grants.
5. The federal government has established a limitation of 150% if the published length of a student’s programs of study for Direct Subsidized Loans. More information will be made available on our website and at our Loan Entrance Counseling workshops.
California Nonresident Tuition Exemption Request

CALIFORNIA NONRESIDENT TUITION EXEMPTION

Complete and sign the form to request an exemption from Nonresident 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 Nonresident Tuition Exemption for eligible California high school graduates

at ___________________________ 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:

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<tr>
<th>SCHOOL</th>
<th>CITY</th>
<th>STATE</th>
<th>DATES FROM - Month/Year TO - Month/Year</th>
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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 without 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 nonresident 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 nonresident charges from which I was exempted and may be subject to disciplinary action by the College or University.

Print Full Name (as it appears on your campus student records) Campus/Student Identification Number

Print Full Mailing Address (number, street, city, state, zip code) Email address (optional)

Phone number (optional)

Signature Date

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.
ARTS, MEDIA & PERFORMANCE
Chair: Deborah Paulsen 818.364.7738
   Secretary: Maryland Harris 818.364.7680
   Art
   Cinema
   Humanities
   Multimedia – Vice Chair: Curtis Stage 818.364.7771
   Music – Vice Chair: Tobin Sparfeld 818.364.7890
   Photography – Vice Chair: Curtis Stage 818.364.7771
   Theater

BUSINESS & LAW
Chair: Pat Flood 818.364.7715
   Secretary: Maryland Harris 818.364.7680
   Accounting
   Administration of Justice – Vice Chair: Kelly Enos 818.364.7610
   Business – Vice Chair: Vilma Bernal 818.833.3410
   Computer Applications & Office Technologies
   Economics
   Finance
   Law – Vice Chair: David Jordan 818.364.7720
   Management
   Marketing

CHICANO STUDIES
Chair: John Morales 818.364.7679
   Secretary: Patricia Carter 818.364.7793
   Vice Chair: Jose Maldonado 818.833.3412

CHILD DEVELOPMENT
Chair: Janice Silver 818.364.7714
   Secretary: James Armstrong 818.364.7722

COOPERATIVE EDUCATION/CWEE
Faculty Advisor: Ed Raskin 818.364.7700

DISABLED STUDENT PROGRAMS & SERVICES (DSPS)
Director: Larry Resendez 818.364.7732
   TDD 818.364.7861

ENGLISH AS A SECOND LANGUAGE (ESL), DEVELOPMENTAL COMMUNICATIONS & LEARNING SKILLS
Chair: Gary Prostak 818.364.7666
   Secretary: James Armstrong 818.364.7722
   Developmental Communications – Vice Chair: Curt Riesberg 818.364.7847
   English as a Second Language (ESL) – Vice Chair: Mike Climo 818.364.7693

ENGLISH & COMMUNICATION STUDIES
Chair: Dr. Louise Barbato 818.364.7687
   Secretary: Maryland Harris 818.364.7680
   English – Vice Chair: Carolyn Daly 818.833.3311
   Communication Studies – Vice Chair: Margie Long 818.364.7682

FOREIGN LANGUAGE
Chair: Jolie Scheib 818.364.7690
   Secretary: Maryland Harris 818.364.7680
   French
   Italian
   Linguistics
   Spanish

HEALTH, KINESIOLOGY & ATHLETICS
Chair: Leslie Milke 818.364.7765
   Secretary: Sally Romano 818.364.7727
   Dance Techniques
   Health – Vice Chair: Cindy Cooper 818.364.7707
   Kinesiology – Vice Chair: Cindy Cooper 818.364.7707

LEARNING CENTER
Director: Marie Zaiens 818.364.7757
   Secretary: Sheila Money 818.364.7756

LIBRARY
Chair: Sandy Thomsen 818.364.7750

LIFE SCIENCES
Chair: Mike Reynolds 818.364.7695
   Secretary: Patricia Carter 818.364.7793
   Anatomy – Vice Chair: Dr. Par Mohammadian 818.833.3424
   Anthropology
   Biology – Vice Chair: Dr. Steven Brown 818.364.7665
   Environmental Science
   Microbiology
   Physiology – Vice Chair: Dr. Par Mohammadian 818.833.3424

MATHEMATICS & COMPUTER SCIENCE
Chair: Robert Smazenka 818.364.7609
   Secretary: Margarita Padilla 818.364.7894
   Computer Science Information Technology – Vice Chair: Mari Rettke 818.364.7697
   Mathematics – Vice Chair: Debby Wong 818.364.7887

PERSONAL DEVELOPMENT
Chair: Madelline Hernandez 818.364.7618

PHYSICAL SCIENCES
Chair: Said Pazirandeh 818.364.7705
   Secretary: Patricia Carter 818.364.7793
   Astronomy – Vice Chair: Richard Rains 818.364.7702
   Chemistry – Vice Chair: Dr. Mike Fenton 818.364.7888
   Geography
   Geology
   Oceanography
   Physical Science – Vice Chair: Richard Rains 818.364.7702
   Physics – Vice Chair: Richard Rains 818.364.7702

PROFESSIONAL STUDIES
Chair: Louis Zandalasini 818.364.7849
   Secretary: Sheila Money 818.364.7756
   Baking, Professional
   Culinary Arts
   Family & Consumer Studies
   Food Service Management
   Gerontology
   Interior Design – Vice Chair: Sharon Anderson 818.364.7600x4370

SOCIAL SCIENCES
Chair: Myriam Levy 818.833.3414
   Secretary: Patricia Carter 818.364.7793
   African American Studies – Vice Chair: D’Art Phares 818.364.7681
   History – Vice Chair: D’Art Phares 818.364.7681
   Philosophy
   Political Science – Vice Chair: Dr. Ebru Durukan 818.364.7675
   Psychology – Vice Chair: Dr. Christopher F. Williams 818.364.3413
   Sociology
Buildings & Classrooms

Center for Math & Science (CMS)

@ East Campus Complex

West

Upper Level

East

West

Main Level

East

West

Lower Level

East
1 - ALEMANY
Bishop Alemany HS
11111 Alemany Dr, Mission Hills

2 - CCEP HS
Community Charter Early College HS
11500 Eldridge Ave, Lake View Terrace

3 - CCLA
Cesar Chavez Learning Academies
1001 Arroyo Ave, San Fernando

4 - GRID-ES
Gridley Elementary
1907 Eight St, San Fernando

5 - LAKEVIEW
Lakeview Charter High School
919 Eight St, San Fernando

6 - MONROE
James Monroe High School
9229 Haskell Ave, North Hills

7 - MSSNBOWL
Mission Hills Bowl
10430 Sepulveda Blvd, Mission Hills

8 - OLIVE MNR
Olive Manor Senior Apartments
13155 Bromont Ave, Sylmar

9 - SARA-COUG
Sara Coughlin Elementary
11035 Borden Ave, Pacoima

10 - SFDO-HS
San Fernando High School
11133 Omelveny Ave, San Fernando

11 - SYLM HS
Sylmar High School
13050 Borden Ave, Sylmar

12 - TRIUMPH
Triumph Charter High School
9171 Telfair Ave, Sun Valley

13 - VAUGH CTR
Vaughn Next Century Learning Center
11505 Herrick Ave, San Fernando
The Los Angeles Valley College Study Away Program offers study abroad programs for community college students (and non-students) who want a memorable learning experience. These programs are open to any individual who wants the opportunity to study a subject in a foreign country or in the United States.

Visit [www.lavc.edu/studyaway](http://www.lavc.edu/studyaway) for information on our Summer programs.

Check our website for information about Study Away.

---

Pierce College

Time for a change?
**Try one of these careers**

[www.piercecollege.edu](http://www.piercecollege.edu)

- Horse Science
- GIS Certificate
- Auto Tech
- Vet Tech

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NOTES:
### Final Exam Schedule FALL 2014

**Monday, December 15 – Saturday, December 20**

**HOW TO FIND WHEN YOUR FINAL EXAM WILL BE HELD:**
1. At the top of the chart below, find the day(s) that your class is held.
2. At the left of the chart below, find the start time of your class.
3. Your exam day and time is at the intersection of the day(s) of your class and the start time of your class.
4. Check the Exceptions section below the chart to see if any of the exceptions apply to you.

**Example:**
- If your class meets Mondays only at 4:35pm, then your final exam will be held on Mon, December 15 from 5:30-7:30pm.
- If your class meets Tu & Th at 10:35am, then your final exam will be held on Th, December 18 from 10am-12pm.

<table>
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<tr>
<th>CLASS START TIME</th>
<th>TIME ↓ DAY→</th>
<th>Mon &amp; Wed</th>
<th>Tu &amp; Th</th>
<th>Mon only</th>
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<td>7:00-8:35am</td>
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<td>8:40-10:30am</td>
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<td>10:35-10:50am</td>
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**Exceptions:**
1. All classes that meet more than twice a week (MTWTh) should follow the Mon & Wed exam schedule.
2. Final exams for short-term classes shall be administered during the final two hours of the last class period.

**NOTE:**
- Every instructor is required to give a final examination following the schedule above.
- Final exams are scheduled for two hours.
- Final exams will be held in the regularly scheduled classroom.
- If students indicate that a conflict is occurring, instructors are advised to contact their supervising dean immediately.
- Any change from this schedule must be approved by the Office of Academic Affairs.
- Any questions regarding this schedule should be directed to Academic Affairs.
Directory of College Services

Academic Affairs ........................................ 818.364.7635
Admissions & Records ............................... 818.833.3322
Assessment Center ................................. 818.364.7613
Business Office ...................................... 818.364.7600 x7110
CalWORKs ............................................. 818.364.7760
Campus Security ...................................... 818.364.7843
Career Center ........................................ 818.364.7827
Child Development Center ...................... 818.364.7863
College Ombudsperson ............................ 818.364.7690
Cooperative Education ............................ 818.364.7700
Counseling Department ......................... 818.364.7655 or 818.364.7656
Disabled Student Programs & Services (DSPS) .... 818.364.7732
Telecommunication Device for the Deaf (TDD) .... 818.364.7861
Eagles’ Landing Student Store ................. 818.364.7798
Extended Opportunity Program & Services (EOPS) . 818.364.7645
English as a Second Language (ESL) Program ........ 818.364.7735
Financial Aid Office .............................. 818.364.7648
Health Center ........................................ 818.362.6182
Honors/Transfer Alliance Program .............. 818.364.7683
International Students .......................... 818.364.7741
ITV (Instructional Television) ..................... 818.833.3594
Learning Center .................................... 818.364.7756
Library ............................................ 818.364.7600 x7106
President’s Office ................................... 818.364.7795
Student Activities .................................. 818.364.7820
Student Services .................................... 818.364.7766
Transfer Center ...................................... 818.364.7827
Veterans Office ..................................... 818.364.7864