LAMC Calendar  
FALL 2015 ~ August 31 to December 19

GENERAL CALENDAR DATES
NOTE: Short Term and Late Start Classes have different Add & Drop deadlines. Please check with your instructor.

Online Applications Accepted .........................................................................................................................Year Round
Assessment and Orientation .................................................................................................................................Year Round
Residency Determination Date............................................................................................................................August 30
DAY AND EVENING CLASSES BEGIN.............................................................................................................August 31
Saturday classes begin .........................................................................................................................................Summer 31
Last day to process Audit Add Request .............................................................................................................September 11
Last day for Section Transfer ...............................................................................................................................September 11
Late day to file for credit/no credit .....................................................................................................................October 9
Late day to file a petition for Fall 2015 graduation .............................................................................................November 13
Classes end ...........................................................................................................................................................December 12
FINAL EXAMS ....................................................................................................................................................December 14-19

PRIORITY Registration Dates - Enrollment is by appointment ONLY, through the Internet.
(You may not register before your appointment.)
Group 1 (Priority Registration for CalWORKS, EOPS, DSPS, Foster Youth and Veterans)...............May 4 to May 6
Group 2 (Continuing Good Standing Students with less than 100 units Completed/New AOC* Completed) .................................................................................................................................May 7 to May 24
Group 3 (Non-matriculated continuing students-AOC* not completed) ..............................................May 25 to June 7
Group 4 (K to 12 Concurrent Student Registration) .....................................................................................June 8 to June 10
Open Enrollment for All Students......................................................................................................................June 11
*AOC = Assessment, Orientation and Counseling

ADD Dates - Late ADDs are not permitted
Deadline to Add Online .................................................................................................................................August 30
Deadline to Add Full Term (16-week) Classes in Person ...........................................................................September 11

DROP CLASSES ON-LINE ONLY (16-week classes)
Drop Classes without Receiving a "W" with Refund (by Internet only) ..................................................September 13
Drop Classes without Incurring Fees or with a Refund (Registration/Parking/Non-resident Fees/Semester-length Classes) (by Internet only) ........................................................................................................September 13
Drop Classes with a "W" – a letter grade is required after this date forward - (by Internet only) ....................................................................................................................................................November 22

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 22, 2015 (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 – 8:30am-4:30pm
Tuesday and Wednesday – 9am-7pm
Friday – 8am-12noon

HOLIDAYS (College CLOSED)
Memorial Day – May 25
Non-Instructional Day – July 3
Independence Day – July 4
Labor Day – September 7
Veteran’s Day – November 11
Thanksgiving – November 26 to November 29

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

Our Mission Is Your Success
LOS ANGELES COMMUNITY COLLEGE DISTRICT

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Carlos R. Gonzalez, Dean, Student Success
Cathy J. Brinkman, Associate Dean, CTE & Workforce Development

On behalf of the Los Angeles Mission College family,
I welcome you to the fall 2015 semester. We are here to support you and ensure that you succeed in your studies.

I like to say that Mission is on the Move. The campus is seeing a healthy number of new students coming to LAMC, and the new buildings are 95% completed. Our faculty and staff are growing with new faculty and student support services professionals being hired this past Academic Year.

Our initiatives in Science, Technology, Engineering and Mathematics (STEM) are expanding and we are increasing the number of tutors, counselors, and other student support services with the funding from the State’s Student Support Success Program (SSSP) and Student Equity Program.

Most importantly, the LAMC family remains committed to welcoming and supporting all of our students. We are supporting many more student events so that LAMC is the place where you not only study and pursue your transfer, degree, or certificate goals, but the place where you thrive.

We are also expanding our community partnerships with community organizations, non-profit agencies, government, and businesses so that the college responds to the current and emerging needs of our communities and guarantees opportunities for you to work, transfer to four-year universities and achieve your career goals.

Welcome to Mission on the Move.

Very truly yours,

Monte E. Perez, PhD
President, Los Angeles Mission College
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 13 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.”
LAMC has numerous agreements with university and college campuses that give students who participate in these programs various transfer application advantages, the most important being priority admission. If you are interested in transferring to UCLA, we have a specific honors transfer program called UCLA Transfer Alliance/Honors Program (TAP). In addition, as a member of the Honors Transfer Council of California, LAMC participates in an alliance with many additional campuses. Information on both programs follows.

UCLA Transfer Alliance/Honors Program

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

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.htcca.org/directors-counselors-faculty/transfer-agreements

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:

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<td>San Jose State, Engr</td>
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<td>Chapman</td>
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<td>Loyola Marymount</td>
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<td>Pitzer College</td>
<td>Pomona College</td>
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<td>University of San Diego</td>
<td>Whitman College</td>
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<td>Whittier College</td>
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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.honorsstcc.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 about 1000, 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.
Associate Degree For Transfer

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](http://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 publication, a student may earn an AA-T or AS-T at LAMC in the following majors:

- AS-T Administration of Justice
- AS-T Business
- AA-T Communication Studies
- AS-T Early Childhood Education
- AA-T English
- AS-T Mathematics
- AA-T Philosophy
- AS-T Sociology
- AA-T Studio Art

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](http://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!”
**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: Michong Park  
General Counselors: Afri Walker, Michong Park, Dianna Bonilla, Sherrie Loper, Aleida Gomez, Christine Kourinian  
Transfer Center Director: Tashini Walker  
General Counselor/Articulation Officer: Michong Park

**Disabled Student Program & Services**

DSPS provides services and supports for students with disabilities. These services support student success and assist the college to meet the requirements ensuring that the college programs, services and activities are accessible to and usable by students with disabilities as required by relevant Federal and state non-discrimination laws, including Sections 504 and 508 of the Federal Rehabilitation Act, the Americans with Disabilities Act (ADA), and state Government Code Sections 11135-11139.5. Students with disabilities are offered a wide array of support which can include: priority registration, academic/personal counseling; job development and career planning; sign language interpreting; assistive technology support; special classes; equipment loan; and linkage to campus/community referrals. Reasonable accommodations may include: test proctoring (i.e., extra test time and a distraction reduced examination setting); note taking assistance; and classroom accommodations (e.g., adaptive classroom furnishings, preferred seating). The goal of DSPS is to assure that students with disabilities are afforded equal access to the educational opportunities that exist at LAMC. Please visit us at www.lamission.edu/dsps 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 & 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
Los Angeles Mission College is committed to assisting students in transferring to four-year institutions, including all campuses within the UC and CSU systems, independent or private colleges in California, and out-of-state institutions.
Transfer Center seeks to make students aware of their transfer choices and to assist with the transfer process.
Transfer Center staff facilitates this process by helping students:
• Understand transfer admission requirements
• Calculate transferable GPA/Units
• Complete the application process for their transfer school(s) of choice
• Stay informed on important dates and deadlines
• Counseling on transferring to colleges and universities
• Providing transfer related workshops
• Opportunities to meet with admissions representatives
• Access to computers for university/major exploration

Students are encouraged to begin planning for transfer as early as possible.

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
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.

PROGRAMS 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**

• **English as a Second Language Programs** - pages 17-19
  (Non-Credit and Credit)

• **GED 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 above programs 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 FALL 2015 Schedule?

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</tbody>
</table>
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.

**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](http://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 Contact an Online Counselor - 818.364.7655 or Email Afri Walker at walkeraf@lamission.edu

Check out the Counseling Webpage for more information - [lamission.edu/counseling](http://lamission.edu/counseling)

**Get Started with your Online Classes today**
1. Become a student at Mission College - apply online: [cccapply.org](http://cccapply.org)
2. Check which classes are offered online - [missiononline.pbwiki.com](http://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) - [eweb4.laccd.edu/index.asp](http://eweb4.laccd.edu/index.asp) (you will need your 88-Student ID to enter)
4. Add your online class to your schedule of classes - go to the Student Information System - [www.laccd.edu/student_information/sis_logon.asp](http://www.laccd.edu/student_information/sis_logon.asp) (you will need your 88-Student ID to enter)
5. Check to see who is your online instructor - and email him/her about your online class - [missiononline.pbwiki.com/faculty](http://missiononline.pbwiki.com/faculty)
6. Make sure your computer is properly set up to take the class - [tunepb.pbwiki.com](http://tunepb.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](http://missiononline.pbwiki.com)
8. Login to the correct online course management system for your online class - [missiononline.pbwiki.com/login](http://missiononline.pbwiki.com/login)

**Any problems?**
Contact the Help Desk at 818.415.2015 or onlinemission@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

**ChDev 61 - INTRO TO FAMILY CHILD CARE II**  
(CSU) 1 UNIT  
<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Duration</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ChDev 61</td>
<td>8:00 am - 12:15 pm</td>
<td>FLORES, L</td>
<td>CCDS 202</td>
<td>4Wks - 9/5/2015 to 9/26/2015</td>
<td>Taught bilingually (English/Spanish)</td>
</tr>
<tr>
<td>ChDev 65 - ADULT SUPERVISION/EARLY CHILDHOOD MENTORING</td>
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<tr>
<td>ChDev 172 - INTRO TO CAREERS IN CHILD DEVELOPMENT</td>
<td>1 UNIT</td>
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<tr>
<td>ClnArt 50 - SANITATION &amp; SAFETY</td>
<td>2 UNITS</td>
<td></td>
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<tr>
<td>Soc 1 - INTRO TO SOCIOLOGY</td>
<td>3 UNITS</td>
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### LATE START

**ChDev 62 - DEVELOPMENTAL PROFILES: PRE-BIRTH THROUGH AGE EIGHT**  
(CSU) 2 UNITS  
<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Duration</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ChDev 62</td>
<td>8:00 am - 12:15 pm</td>
<td>S STAFF</td>
<td>CCDS 202</td>
<td>4Wks - 9/5/2015 to 9/26/2015</td>
<td>Taught bilingually (English/Spanish)</td>
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**ClnArt 103 - CULINARY NUTRITION**  
(CSU) 2 UNITS  
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<th>Location</th>
<th>Duration</th>
<th>Notes</th>
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<tr>
<td>ClnArt 103</td>
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<td>CCDS 202</td>
<td>8Wks - 9/1/2015 to 10/22/2015</td>
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**Soc 28 - THE FAMILY: A SOCIOLOGICAL APPROACH**  
(UC:CSU) 3 UNITS  
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<thead>
<tr>
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<th>Instructor</th>
<th>Location</th>
<th>Duration</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Soc 28</td>
<td>3:00 pm - 4:50 pm</td>
<td>TBA</td>
<td>INST 2005</td>
<td>10 Week Class - Starts 9/4/2015, Ends 11/22/2015</td>
<td>Email: <a href="mailto:levymm@lamission.edu">levymm@lamission.edu</a></td>
</tr>
</tbody>
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**MOBILE ALERT NOTIFICATION SYSTEM**

**Los Angeles Mission College**

**Sign up is simple:**

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

Or sign up online at [www.alertu.org/lamc](http://www.alertu.org/lamc)

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- 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 2015 SCHEDULE OF CLASSES**
8 WEEK CLASSES

**Saturdays** @ Southwest & City Colleges  
**Sundays** @ 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 2015 Session A**  
**August 31 - October 25**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
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<tbody>
<tr>
<td>Anthropology 101</td>
<td>7214</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Economics 1</td>
<td>7215</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>English 101</td>
<td>7216</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Health 11</td>
<td>7217</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 11</td>
<td>7218</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Mathematics 125</td>
<td>7219</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7220</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7221</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Psychology 1</td>
<td>7222</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Sociology 1</td>
<td>7223</td>
<td>C/SW</td>
<td>P/V</td>
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</table>

Saturday class meetings: September 5 – October 24  
Sunday class meetings: September 6 – October 25

Last Day To: ADD classes, September 9, with instructor approval  
Drop without incurring fees: September 3  
Drop without receiving a “W”: September 3

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**FALL 2015 Session B**  
**October 26 - December 20**

<table>
<thead>
<tr>
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<th>Section</th>
<th>Saturday Campus</th>
<th>Sunday Campus</th>
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</thead>
<tbody>
<tr>
<td>Anthropology 102</td>
<td>7224</td>
<td>C/SW</td>
<td>P/V</td>
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<td>Economics 2</td>
<td>7225</td>
<td>C/SW</td>
<td>P/V</td>
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<td>English 101</td>
<td>7226</td>
<td>C/SW</td>
<td>P/V</td>
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<tr>
<td>English 102</td>
<td>7227</td>
<td>C/SW</td>
<td>P/V</td>
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<tr>
<td>Health 11</td>
<td>7228</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 12</td>
<td>7229</td>
<td>C/SW</td>
<td>P/V</td>
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<td>Mathematics 227</td>
<td>7230</td>
<td>SW/C</td>
<td>V/P</td>
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<td>Oceanography 1</td>
<td>7231</td>
<td>SW/C</td>
<td>V/P</td>
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<td>Philosophy 1</td>
<td>7232</td>
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<td>V/P</td>
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<td>7233</td>
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<td>V/P</td>
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<tr>
<td>Psychology 41</td>
<td>7234</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
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</table>

Saturday class meetings: October 31 – December 19  
Sunday class meetings: November 1 – December 20  
No class meetings November 28 & 29

Last Day To: ADD classes, November 4, with instructor approval  
Drop without incurring fees: October 28  
Drop without receiving a “W”: October 28

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**SUMMER 2015**  
**June 15 - August 9**

<table>
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<tbody>
<tr>
<td>Anthropology 101</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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<tr>
<td>English 101</td>
<td>7206</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Health 11</td>
<td>7207</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>History 11</td>
<td>7208</td>
<td>C/SW</td>
<td>P/V</td>
</tr>
<tr>
<td>Mathematics 227</td>
<td>7235</td>
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<td>V/P</td>
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<tr>
<td>Oceanography 1</td>
<td>7210</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Philosophy 1</td>
<td>7211</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Political Science 1</td>
<td>7212</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
<tr>
<td>Psychology 41</td>
<td>7236</td>
<td>SW/C</td>
<td>V/P</td>
</tr>
</tbody>
</table>

Saturday class meetings: June 20 – August 8  
Sunday class meetings: June 21 – August 9  
No class meetings July 4 & 5

Last Day To: ADD classes, June 24, with instructor approval  
Drop without incurring fees: June 24  
Drop without receiving a “W”: July 1
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
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 REGISTRATION

Students registering for classes through the college’s web-based registration system will also have the opportunity to register for classes at any of the other colleges in the Los Angeles Community College District – East L.A. College, L.A. City College, L.A. Harbor College, L.A. Mission College, Pierce College, L.A. Trade Technical College, L.A. Southwest College, L.A. Valley College, and West L.A. College. Students can register for Instructional Television (ITV) classes as well.

Search for Classes on the Web!
Using the college’s web registration system, students can search for available classes at any college in the Los Angeles Community College District. They can even search for a particular course by time and days of the week!

Thousands of Classes to Choose From!
The opportunity to enroll at multiple colleges gives students access to thousands of classes throughout the nine colleges in the Los Angeles Community College District.

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 certificate is earned by passing five official GED tests in the areas of writing, reading, social studies, science and mathematics. Getting your GED certificate can make a big difference in your ability to get and keep a job or to qualify for further education. We will assess your math and English levels and place you into a class that best fits your needs. We offer free preparation classes that focus on reading comprehension and mathematics. We do not offer the GED test at our location but our program will monitor your progress, help you with the registration process and find a convenient location for you to take the test.

**Citizenship Test Preparation Classes and Evaluation of Form N-400.**
Let us help you begin the process to become a U.S. citizen today! During your naturalization eligibility interview, a USCIS Officer will test your ability to read, write, and speak English (unless you are exempt from the English requirements). You will also be given a civics test in English, to test your knowledge and understanding of U.S. history and government, unless you are exempt. Our classes will prepare you to pass the reading, writing and speaking tests. We also have services to help you complete the N-400 form and to answer any questions regarding the process.

**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](http://lamission.edu/noncredit)

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**FREE GED Prep Courses**

<table>
<thead>
<tr>
<th>SECTION #</th>
<th>COURSE NAME</th>
<th>SUBJECT</th>
<th>TIME</th>
<th>DAY</th>
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<td>8847</td>
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<td>8857</td>
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<td>INST 2004</td>
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<tr>
<td>8858</td>
<td>BISCSKL 023</td>
<td>SPANISH GED MATH</td>
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<td>INST 2001</td>
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<td>BUNG 4</td>
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<td>BISCSKL 023</td>
<td>GED FULL PREP</td>
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<td>8859</td>
<td>BISCSKL 023</td>
<td>Basic English Skills (ESL)</td>
<td>8:30AM - 12:45PM</td>
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<td>SARMIENTO</td>
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</table>
¿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 Inglés 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. Inscríbete 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.

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 inglés). 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 solida 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, ¡Llame 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: 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 cree que fue asignado a un nivel incorrecto deberá comunicarse con su instructor o el jefe del departamento de ESL.

Para mas información llama al 818.364.7666

ANNOUNCEMENT: Title 5, section 55035, prohibits students, who have completed 30 units of “remedial” (basic skills) course work, from enrolling in any additional credit basic skills courses. Starting with the Winter 2010 registration cycle, this requirement will be reinforced by DEC. If a student who has exceeded the 30 unit limit enrolls in a credit or noncredit ESL course, the student will be permitted to enroll in additional basic skills courses. Also, Title 5 exempts students with learning disabilities. The DSPS Office can authorize a system override for these students. The actual override functionality is in A&R so the DSPS Office will have to coordinate this effort with the Admissions Office. This restriction does not apply to non-credit basic skills courses. Students, who have exceeded the 30 unit limit, should be encouraged to enroll in non-credit basic skills courses.
ADMISSION ELIGIBILITY
Persons who possess a high school diploma or its equivalent meet the basic eligibility requirement for admission to any public California two-year community college. Persons who do not possess a high school diploma or its equivalent but meet additional criteria are also eligible for admission if, in the judgment of the College Admissions Officer, they are capable of profiting from the instruction offered. Additional eligibility criteria include the following:
- Persons who are eighteen (18) years of age or older
- Persons who are apprentices, as defined by Section 3077 of the California Labor Code
- Persons in grades K-12, under special circumstances

The Los Angeles Community College District maintains a student record system that uses assigned identification numbers to identify an individual’s records. This number shall be used at all campuses in this District. Changes in a student identification number may be made only in the Admissions Office. Information regarding other eligibility criteria and/or admission procedures is available in the Office of Admissions and Records. Students may receive Admissions and Records information by calling the department directly at 818.833.3322 during regular office hours. Students may also receive more detailed information online at our webpage: www.lamission.edu/admissions

STUDENT SUCCESS & SUPPORT PROGRAM – Matriculation Process
Senate Bill 1456 revised and renamed the Matriculation Act of 1986 as the Seymour-Campbell Student Success Act of 2012. Signed by Governor Brown on September 27, 2012, the program began on January 1, 2013 and will be implemented through stages over a five-year period.

The Student Success and Support Program (formerly Matriculation) supports the transition of new students into the college by providing services that promote academic achievement and successful completion of degrees, transfer preparation, career technical education certificates, or career advancement.

Effective Fall 2014, based on student responses to the Los Angeles Mission College application for admission, students will be identified as matriculating or non-matriculating. Students identified as matriculating are referred to core matriculation services: assessment placement, orientation, and counseling. Students must complete the assessment placement, orientation, and counseling (abbreviated student educational plan) prior to their priority registration date and time. The abbreviated student educational plan is provided during the in-person orientations.

After registration and sometime during the semester, a comprehensive student educational plan must be completed within a reasonable time period by making an appointment to meet with a counselor. Non-matriculating students are exempt from participating in the core matriculation services, but are advised to access these services if they plan to pursue a degree or certificate.

STUDENT RIGHT AND RESPONSIBILITIES: (TITLE 5 SECTION 55530)
- Identify an educational and career goal
- Diligently engage in course activities and complete assigned coursework
- Complete courses and maintain progress toward an educational goal and completing a course of study
- Matriculating Student:
  a. Must identify a course of study
  b. Participate in the assessment placement process
  c. Complete an orientation activity provided by the college
  d. Participate in counseling to develop at minimum an abbreviated student education plan
  e. Failure to complete a, b, c, and d (above) may result in a hold on a student’s registration or loss of registration priority until the services have been completed.

f. A comprehensive educational plan must be completed by the 3rd semester or after completion of 15 semester units of degree applicable coursework (effective Fall 2015).

STATEMENT OF PHILOSOPHY
Los Angeles Mission College is committed to serving adults of all ages who can profit from instruction and provides open access to programs in transfer, occupational, general, transitional and continuing education, as well as community services.

In carrying out these functions and responsibilities, the District colleges have an obligation to assist students in attaining their educational goals by providing information and guidance concerning the choices that are available to them. Students, in turn, have a responsibility to pursue their goals with respect for college standards and a sense of accountability in the use of public funds.

THE MATRICULATION PROCESS: A STEP-BY-STEP GUIDE

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 ten 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 IDENTIFICATION 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. See website for current office hours: www.lamission.edu/assessment. Students must have their STUDENT IDENTIFICATION NUMBER and present a valid form of picture ID prior to taking the assessment tests.

PLEASE 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 http://lamission.edu/math/mdtp_preparation.aspx

Any student with a verified disability may arrange for alternative administration of the Assessment Placement Process (English, Reading, and Mathematics) by contacting the Disabled Student Program and Services (Instructional Building Room 1018) at 818.364.7732.
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

STEP 3 GROUP AND ONLINE ORIENTATION
Once the assessment tests have been completed and results received, students may sign-up at the Assessment Center to attend a group or online orientation. It is highly recommended for all new students to attend an orientation session unless exempt (please refer to exemptions below). After online orientation, a counselor will review the College Catalog and Schedule of Classes to assist in planning a first semester student educational plan. Group or Online 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 goals.

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

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 and plan courses. New students will need to declare a program of study and complete a comprehensive student educational plan by the time 15 degree applicable units are completed. It is HIGHLY recommended that students meet with a counselor each semester to receive updates and review progress towards their educational goal. Please contact the Counseling Office for appointment and drop-in availability.

For more Information:
• Visit www.lamission.edu/counseling
• Stop by the Counseling Office in the Instructional Building, Administration Wing
• Call 818.364.7655 or 818.364.7656

STEP 5 APPLY FOR FINANCIAL AID
All students are encouraged to apply for financial aid. Eligible students 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. California residents can also apply for the Board of Governor’s (BOG) Fee Waiver through either the FAFSA or a separate paper application, available at the Financial Aid Office and on our website at www.lamission.edu/financialaid, under “Apply for a Fee Waiver.” Eligible AB540 students can apply for state financial aid (BOG fee waiver and Cal Grants) through the California Dream Act application, available online at www.coldreamact.org

STEP 6 REGISTER FOR COURSES
The following registration groups will register in this order:
Group 1: New and fully matriculated students as follows:
– Members of the armed forces or veterans in good standing with fewer than 100 degree-applicable units
– CalWORKs recipients in good standing with fewer than 100 degree-applicable units
– Disabled Student Programs and Services (DSPS) students in good standing with fewer than 100 degree-applicable units
– Extended Opportunity Programs and Services (EOPS) students in good standing with fewer than 100 degree-applicable units
– Foster youth or former foster youth, regardless of academic standing and units taken

Group 2:
– Continuing students in good standing with less than 100 degree-applicable units
– middle college students in good standing with less than 100 degree-applicable units
– new, fully matriculated students
– returning exempt

Group 3: Students who have lost their enrollment priority

Group 4: Special K-12 admits pursuant to Education Code section 76001

EXEMPTIONS (TITLE 5 SECTION 55532)
Exemption from core matriculation services (assessment, orientation and counseling) if the student:
1. Has completed an associate degree or higher;
2. Has enrolled at the college for a reason other than career development or advancement, transfer, attainment of a degree or certificate, or completion of a basic skills or English as a Second-Language course sequence;
3. Has completed these services at another community college within a time period as identified by the district;
4. Has enrolled at the college solely to take a course that is legally mandated for employment as defined in section 55000;
5. Has enrolled at the college as a special admit student pursuant to Education Code section 76001

Fees

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<tr>
<th>Fees</th>
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<td>Enrollment Fees</td>
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<td>Resident Student</td>
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<tr>
<td>Out-of-State Student</td>
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<tr>
<td>International Students*</td>
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<tr>
<td>Additional Tuition Fees (non-resident students only)</td>
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<td></td>
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<tr>
<td>Out-of-State Student</td>
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<td>$212 (per unit)</td>
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<td>International Students*</td>
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<td>$212 (per unit)</td>
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<td>Winter &amp; Summer</td>
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<td>Associated Student Organization (ASO) Membership Fee</td>
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<td>Fall &amp; Spring</td>
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<td>Winter &amp; Summer</td>
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<td>Audit Fee</td>
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<td>International Medical Insurance Coverage (IMED) Per Semester</td>
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*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.

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.

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

- The student has the knowledge or ability to succeed in the target course despite not meeting the prerequisite or corequisite. (Criteria for challenging based on knowledge or ability to succeed will be determined by each Academic Department.)
- The prerequisite or corequisite is not valid because it has not been established in accordance with the District’s policy.
- The prerequisite or corequisite is being applied in an unlawfully discriminatory manner.

- 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 a 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.**

### ENGLISH

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Transferability</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>COLLEGE READING &amp; COMPOSITION I (UC-CSU)</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

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...

**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</td>
<td>9:05AM - 10:30AM MW</td>
<td>COX, V</td>
<td>CSB 101</td>
</tr>
<tr>
<td>0234</td>
<td>10:40AM - 12:05PM TTh</td>
<td>LADINSKY, G</td>
<td>CSB 206</td>
</tr>
<tr>
<td>0235</td>
<td>2:00PM - 3:25PM MW</td>
<td>LADINSKY, G</td>
<td>CSB 205</td>
</tr>
</tbody>
</table>

**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</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 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>0182</td>
<td>8:00AM - 12:15PM S</td>
<td>GARCIA OLIVA, C</td>
<td>CCDS 202</td>
</tr>
</tbody>
</table>

(8 Week Class - Starts 4/4/2015, Ends 5/30/2015)

**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>3179</td>
<td>4:00PM - 6:05PM Th</td>
<td>DE SILVA, L</td>
<td>CCDS 201</td>
</tr>
</tbody>
</table>

AND LAB 6:25 hrs/wk TBA

Email: DesilvLP@lamission.edu

**BUILDING KEY**

<table>
<thead>
<tr>
<th>BUNG</th>
<th>Collaborative Studies Building (North section of campus)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAC</td>
<td>Cultural Arts Classroom (Adjacent parking structure)</td>
</tr>
<tr>
<td>CAI</td>
<td>Culinary Arts Institute (Adjacent parking structure)</td>
</tr>
<tr>
<td>CCD'S</td>
<td>Center for Child Development Studies (North corner of campus)</td>
</tr>
<tr>
<td>CMPCS</td>
<td>Campus Center Building (Main Campus)</td>
</tr>
<tr>
<td>CMS</td>
<td>Center for Math &amp; Science (East Campus)</td>
</tr>
<tr>
<td>CSB</td>
<td></td>
</tr>
<tr>
<td>ELCRGOLF</td>
<td>El Cariso Golf Course</td>
</tr>
<tr>
<td>ELCRPARK</td>
<td>El Cariso Park</td>
</tr>
<tr>
<td>HFAC</td>
<td>Health, Fitness &amp; Athletics Complex (East Campus)</td>
</tr>
<tr>
<td>INST</td>
<td>Instructional Center (Main Campus)</td>
</tr>
<tr>
<td>LRC</td>
<td>Library Building (Main Campus)</td>
</tr>
</tbody>
</table>

**OFF-CAMPUS LOCATIONS** - see location map page 69

| CCEP HS – Community Charter Early College HS |
| CCLA – Cesar Chavez Learning Academies      |
| ArTES - Art Theatre Entertainment School    |
| ASE - Academy of Scientific Exploration     |
| SIHS - Social Justice Humanities Academy    |
| TPA - Teacher Preparation Academy           |
| LAKEVIEW – Lake View Charter HS             |
| MONROE – James Monroe HS                     |
| SFDO-HS – San Fernando HS                   |
| SARA-COUG – 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

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**FALL 2015 SCHEDULE OF CLASSES**

23
ACCOUNTING

Chair: Pat Flood 818.364.7715

1 INTRODUCTORY ACCOUNTING I  (UC-CSU) 5 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 10:30AM - 1:00PM MW NERUD, S BUNG 10
0103 LEC 10:30AM - 1:00PM TTh STAFF BUNG 10
0102 LEC 2:30PM - 5:00PM MW NERUD, S BUNG 10

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

2 INTRODUCTORY ACCOUNTING II  (UC-CSU) 5 UNITS
Prerequisite: Accounting I with a grade of 'C' or better
A continuation of Accounting I, the course will emphasize the basic elements of managerial accounting used in decision making. Students will be introduced to manufacturing cost accounting, performance evaluation and investment analysis concepts. The course is designed for students majoring in business disciplines and planning to transfer.

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

15 TAX ACCOUNTING I  (CSU) 3 UNITS
Prerequisite: Accctg 1 or Accctg 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 proprietorships 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

ADMINISTRATION OF JUSTICE

Chair: Pat Flood 818.364.7715 | Vice Chair: Kelly Enos 818.364.7610

1 INTRODUCTION TO ADMINISTRATION OF JUSTICE  (UC-CSU) 3 UNITS
Prerequisite: None
The history and philosophy of Administration of Justice in the United States, including identification of the various subsystems such as the police, courts and corrections. Includes the theories of crime, punishment, rehabilitation, ethics, education and training for professionalism in the justice system.

ONLINE CLASSES
0105 LEC 3:30 hrs/wk TBA HART, J INTERNET www.lamission.edu/online

DAY CLASSES
0106 LEC 12:10PM - 3:20PM M RANDOLPH, D INST 2001

EVENING CLASSES
3005 LEC 6:50PM - 10:00PM M LOMAN, M INST 2004

2 PRINCIPLES & PROCEDURES OF THE JUSTICE SYSTEM  (UC-CSU) 3 UNITS
Prerequisite: None
A study of the different aspects of the criminal justice system with an emphasis on the courts. Reviews the different procedures in court settings and how the courts decisions impact society as a whole.

EVENING CLASSES
3007 LEC 3:30PM - 6:40PM W STAFF INST 2001

AFRICAN AMERICAN STUDIES

Chair: Myrlam 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 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
3017 LEC 3:30PM - 6:40PM T CARTER, M CSB 203

ANATOMY

Chair: Mike Reynolds 818.364.7695 | Vice Chair: Dr. Par Mohammadian 818.833.3424

1 INTRODUCTION TO HUMAN ANATOMY  (UC-CSU) 4 UNITS
Prerequisite: English 28 or ESL 8 and Biology 3 or Biology 5
Examines cells, tissues, and organs of these human systems: integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary, endocrine, lymphatic, and reproductive. Dissection and microscopy are used extensively in lab.

DAY CLASSES
0110 LEC 8:55AM - 10:20AM MW MOHAMMADIAN, P CMS 105
AND LAB 10:30AM - 1:40PM M MOHAMMADIAN, P CMS 105
0111 LEC 8:55AM - 10:20AM MW MOHAMMADIAN, P CMS 105
AND LAB 10:30AM - 1:40PM W MOHAMMADIAN, P CMS 105
0112 LEC 8:55AM - 10:20AM TTh ROSTAMI, M CMS 105
AND LAB 10:30AM - 1:40PM T ROSTAMI, M CMS 105
0113 LEC 8:55AM - 10:20AM TTh ROSTAMI, M CMS 105
AND LAB 10:30AM - 1:40PM M ROSTAMI, M CMS 105

EVENING/WEEEKEND CLASSES
3020 LEC 7:00PM - 9:00PM W EBNEZSHAHIDI, A CMS 105
AND LEC 11:20AM - 1:20PM S EBNEZSHAHIDI, A CMS 4
AND LAB 8:00AM - 11:00AM S EBNEZSHAHIDI, A CMS 102
0321 LEC 7:00PM - 9:00PM W EBNEZSHAHIDI, A CMS 105
AND LEC 11:20AM - 1:20PM S EBNEZSHAHIDI, A CMS 4
AND LAB 12:40PM - 3:50PM S EBNEZSHAHIDI, A CMS 102

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.
101 HUMAN BIOLOGICAL EVOLUTION  (UC:CSU) 3 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 primates order, the features that make Homo sapiens unique. Anthropology 101 is also offered through ITV. See page 14.  
ONLINE CLASSES  
0116 LEC 5:10 hrs/wk TBA GRIIBEN, A INTERNET www.lamission.edu/online  
DAY CLASSES  
0117 LEC 7:45AM - 10:35AM S ARMSTRONG, A CMS 4  
EVENING CLASSES  
3024 LEC 6:50PM - 10:00PM M TARTAGLIA, L CMS 4  

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

104 HUMAN LANGUAGE & COMMUNICATION  (UC:CSU) 3 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  
3025 LEC 3:30PM - 6:40PM M COHEN, M CMS 4  
3026 LEC 6:00PM - 9:00PM T HICKEY, M CMS 4  

ANTHROPOLOGY OF RELIGION, MAGIC & WITCHCRAFT  (UC:CSU) 3 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  
3027 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 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  
0118 LEC 3:10 hrs/wk TBA FOLLAND, T INTERNET www.lamission.edu/online  
DAY CLASSES  
0119 LEC 8:55AM - 10:00AM TTH FOLLAND, T INST 1010  
0120 LEC 10:35AM - 12:00PM TTH FOLLAND, T INST 1010  

102 SURVEY OF ART HISTORY II  (UC:CSU) 3 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  
0121 LEC 12:10PM - 2:00PM M W FOLLAND, T INST 1010  

103 ART APPRECIATION I  (UC:CSU) 3 UNITS  
Advisory: English 28 or ESL 8  
An introductory course that explores insight into the visual arts. Students will develop an understanding of the relationship of art to culture through the study of art movements throughout the western history and the traditional arts of non-western religions.  
DAY CLASSES  
3031 LEC 6:50PM - 10:00PM T RUPPEL, B CSB 207  

109 THE ARTS OF AFRICA, OCEANIA & ANCIENT AMERICA  (UC:CSU) 3 UNITS  
Prerequisite: English 28 or ESL 8 | NOTE: It is not necessary to take Art 101 before 109.  
Provides an overview of art and architecture from Africa, Oceania, and Native North and South America in relation to their history, religion, and culture.  
ONLINE CLASSES  
0122 LEC 3:10 hrs/wk TBA LAVASANI, N INTERNET www.lamission.edu/online  

111 HISTORY OF CONTEMPORARY ART  (UC:CSU) 3 UNITS  
Advisory: English 101 | NOTE: It is not necessary to take Art 101 before 111.  
A history of the major stylistic movements of Modern and Contemporary Art from 1840 to the present with attention to the historical circumstances of visual culture. While the Euro-American tradition will be the primary focus, art produced by the global community will also be considered with the advent of the twentieth and twenty-first century.  
EVENING CLASSES  
3032 LEC 6:50PM - 10:00PM W FOLLAND, T CMS 30
304 ACRYLIC PAINTING I  (UC:CSU) 3 UNITS  
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  
3038 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  (UC:CSU) 3 UNITS  
Prerequisite: Art 304  
Exploration of advanced concepts and ideas in Painting. Emphasis is on composition, color, concept and a variety of materials and techniques.  
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  
306 ACRYLIC PAINTING III  (UC:CSU) 3 UNITS  
Prerequisite: Art 305  
Emphasis upon individuality of response to contemporary problems in paintings related to representational or nonobjective imagery.  
EVENING CLASSES  
3040 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  (UC:CSU) 3 UNITS  
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.  
DAY/SATURDAY CLASSES  
0130 LEC  10:00AM - 12:05PM  S  RUPPEL, B  INST 2018  
AND LAB  12:05PM - 2:10PM  S  RUPPEL, B  INST 2018  
DAY CLASSES  
0131 LEC  10:35AM - 11:30AM  MW  BRENNAN, K  INST 2018  
AND LAB  11:35AM - 12:30PM  MW  BRENNAN, K  INST 2018  
502 BEGINNING 3-DIMENSIONAL DESIGN  (UC:CSU) 3 UNITS  
Prerequisite: None | NOTE: Studio Sequence for Art Majors Level I  
Introduction to the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. Development of a visual vocabulary for creative expression through lecture presentations and use of materials for three-dimensional studio projects.  
DAY CLASSES  
0132 LEC  10:35AM - 11:30AM  Th  PAULSEN, D  INST 2018  
AND LAB  11:35AM - 12:30PM  Th  PAULSEN, D  INST 2018  
520 DESIGN WORKSHOP  (CSU) 3 UNITS  
Prerequisite: Art 500  
Workshop on principles of design. Emphasis is placed on individual research, experimentation, and the development of style. Students work with a variety of art materials.  
DAY/SATURDAY CLASSES  
0133 LEC  10:00AM - 12:05PM  S  RUPPEL, B  INST 2018  
AND LAB  12:05PM - 2:10PM  S  RUPPEL, B  INST 2018  
700 INTRODUCTION TO SCULPTURE  (UC:CSU) 3 UNITS  
Prerequisite: Art 502  
Introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context.  
DAY CLASSES  
0134 LEC  10:35AM - 11:30AM  Th  PAULSEN, D  INST 2018  
AND LAB  11:35AM - 12:30PM  Th  PAULSEN, D  INST 2018  
702 SCULPTURE II  (UC:CSU) 3 UNITS  
Prerequisite: Art 502 and 700  
Students explore the creation of sculptural forms while refining their artistic expression. Emphasis is placed on carving, mold making and casting.  
DAY CLASSES  
0135 LEC  10:35AM - 11:30AM  Th  PAULSEN, D  INST 2018  
AND LAB  11:35AM - 12:30PM  Th  PAULSEN, D  INST 2018
BUSINESS

Chair: Pat Flood 818.364.7715 | Vice Chair: Vilma Bernal 818.853.3410

1 INTRODUCTION TO BUSINESS (UC:CSU) 3 UNITS
Prerequisite: None
A survey in business providing a multidisciplinary examination of how culture, society, economic systems, legal, global, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the US and global society. Together with Business 6, this is a fundamental course for business majors.

DAY CLASSES
0150 LEC 10:35AM - 12:00PM MW BROWN, S CMS 2
AND LAB 12:10PM - 2:00PM MW BROWN, S CMS 2

EVENING CLASSES
3052 LEC 5:15PM - 6:40PM T TH JAYACHANDRAN, S CMS 4
AND LAB 6:50PM - 10:00PM T TH JAYACHANDRAN, S CMS 4

5 BUSINESS LAW I (UC:CSU) 3 UNITS
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, intellectual property, business structure and negotiable instruments.

EVENING CLASSES
3057 LEC 5:30PM - 6:40PM Th BORDBAR, J CSB 102B
3058 LEC 6:50PM - 10:00PM W BORDBAR, J CSB 102B

CHEMISTRY

Chair: Said Pazirandeh 818.364.7705 | Vice Chair: Dr. Mike Fenton 818.364.7888

51 FUNDAMENTALS OF CHEMISTRY I (UC:CSU) 5 UNITS
Prerequisite: Math 115 with a grade of 'C' or better, or appropriate Math placement results
NOTE: It is not intended for students planning to take Chemistry 101.
A course in basic concepts of inorganic chemistry designed for students with interests in nursing, nutrition, dietetics, food science, and environmental and occupational health majors, and for liberal arts students in need of a laboratory course in physical sciences.

DAY CLASSES
0159 LEC 8:20AM - 10:25AM T TH FENTON, M CMS 28
AND LAB 10:35AM - 12:00PM T TH CASSARA, J CMS 203
0160 LEC 8:20AM - 10:25AM T TH FENTON, M CMS 28
AND LAB 10:35AM - 12:00PM T TH PAZIRANDEH, S CMS 201

EVENING CLASSES
3060 LEC 5:30PM - 7:35PM T TH MALLORY, C CMS 204
AND LAB 7:45PM - 9:10PM T TH MALLORY, C CMS 203

65 INTRODUCTORY GENERAL CHEMISTRY (UC:CSU) 4 UNITS
Prerequisite: Math 125 or 123C with a grade of 'C' or better
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
0161 LEC 8:20AM - 10:25AM MW GODIOJAN, G CMS 28
AND LAB 10:30AM - 1:00PM M PAZIRANDEH, S CMS 201
0162 LEC 8:20AM - 10:25AM MW GODIOJAN, G CMS 28
AND LAB 10:30AM - 1:00PM W CASSARA, J CMS 201

EVENING CLASSES
3062 LEC 5:15PM - 6:40PM MW GELLERT, R CMS 204
AND LAB 6:50PM - 10:00PM W GELLERT, R CMS 203

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.
A Comprehensive Overview of the Mexican-American History and Culture

**101 GENERAL CHEMISTRY I** (UC:CSU) 5 UNITS
Prerequisite: Chem 65 and Math 125 or 123C with a grade of 'C' or better, or appropriate Math placement results.
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.

**EVENING CLASSES**
- 3064 LEC 4:35PM - 6:00PM TTh PAZIRANDEH, S CMS 236
- AND LAB 6:10PM - 6:45PM TTh PAZIRANDEH, S CMS 236
- AND LAB 7:00PM - 9:25PM TTh QURESHI, A CMS 210
- AND LAB 6:10PM - 6:45PM TTh PAZIRANDEH, S CMS 236
- AND LAB 1:50PM - 4:15PM TTh HOLUB, D CMS 210

**102 GENERAL CHEMISTRY II** (UC:CSU) 5 UNITS
Prerequisite: Chem 101 with a grade of 'C' or better.
Topics include kinetics, general, ionic, acid-base and solubility equilibria, thermo-dynamics, electrochemistry, transition metals and introductory organic nomenclature. Laboratory work reviews kinetics, equilibria, thermodynamics, electro-chemistry and qualitative analysis of selected cations.

**EVENING CLASSES**
- 3066 LEC 5:15PM - 6:40PM MW PAZIRANDEH, S CMS 236
- AND LAB 6:50PM - 8:25PM MW GODOJIAN, G CMS 210
- 3067 LEC 5:15PM - 6:40PM MW PAZIRANDEH, S CMS 236
- AND LAB 6:50PM - 8:25PM MW FENYES, M CMS 210

**211 ORGANIC CHEMISTRY FOR SCIENCE MAJORS I** (UC:CSU) 5 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**
- 0163 LEC 8:15AM - 9:40AM TTh GODJOIAN, G CMS 222
- AND LAB 9:50AM - 1:00PM TTh 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 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**
- 0165 LEC 3:10 hrs/wk TBA MALDONADO, J INTERNET Email: maldonja@lamission.edu

**EVENING CLASSES**
- 3069 LEC 6:50PM - 10:00PM W JUAREZ, A CMS 236

**7 THE MEXICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES I** (UC:CSU) 3 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**
- 0166 LEC 3:10 hrs/wk TBA MALDONADO, J INTERNET Email: maldonja@lamission.edu

**DAY CLASSES**
- 0167 LEC 7:15AM - 8:40AM TTh MORALES, J CMS 201

**EVENING CLASSES**
- 3070 LEC 6:50PM - 10:00PM Th MALDONADO, J CMS 201

**8 THE MEXICAN-AMERICAN IN THE HISTORY OF THE UNITED STATES II** (UC:CSU) 3 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**
- 0168 LEC 3:10 hrs/wk TBA MORALES, J INTERNET Email: moralejj@lamission.edu
- 0169 LEC 3:10 hrs/wk TBA MORALES, J INTERNET Email: moralejj@lamission.edu

**EVENING CLASSES**
- 0170 LEC 7:15AM - 8:40AM MW MORALES, J CMS 201
- 0171 LEC 8:55AM - 10:20AM MW MORALES, J CMS 201

**37 CHICANO LITERATURE** (UC:CSU) 3 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**
- 0172 LEC 3:10 hrs/wk TBA GUTIERREZ, E INTERNET www.lamission.edu/online
- 0173 LEC 3:10 hrs/wk TBA MALDONADO, J INTERNET Email: maldonja@lamission.edu

**EVENING CLASSES**
- 3072 LEC 6:50PM - 10:00PM T MALDONADO, J CMS 201

**42 CONTEMPORARY MEXICAN LITERATURE** (UC:CSU) 3 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**
- 3073 LEC 5:15PM - 6:40PM TTh MALDONADO, J CMS 201

**44 MEXICAN CIVILIZATION** (UC:CSU) 3 UNITS
Prerequisite: None
This course examines the origins, establishment, and expansion of civilization and culture in Mexico and Meso-America. Course analyzes its evolution from pre-Columbian times to the early twenty-first century, and assesses the impact of the European and Euro-American invasions.

**EVENING CLASSES**
- 3074 LEC 6:50PM - 10:00PM T MUNGARAY, J CMS 105

**46 MEXICAN-AMERICAN FOLKLORE** (UC:CSU) 3 UNITS
Prerequisite: None
Introduction to conventional studies of Chicano/Mexican folklore. Students will analyze and evaluate the various folklore genres: myths, legends, folktales, folk medicine, folk speech, and related topics in both a historical and contemporary social context.

**EVENING CLASSES**
- 3075 LEC 6:50PM - 10:00PM Th MOCTEZUMA, R CMS 5

**52 MEXICAN ART-MODERN** (UC:CSU) 3 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.

**EVENING CLASSES**
- 3076 LEC 6:50PM - 10:00PM M MORALES, J CMS 201

**58 LATIN AMERICAN DANCE CULTURES** (UC:CSU) 3 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**
- 3077 LEC 6:50PM - 10:00PM M MUNGARAY, J CMS 203
## 1. CHILD GROWTH & DEVELOPMENT (UC-CSU) 3 UNITS

**Prerequisite:** None

Examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. Emphasis is placed on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.

### DAY CLASSES
- **0177 LEC  8:50AM - 12:00PM** T SINGH, M CSB 102A
- **0178 LEC  8:50AM - 12:00PM** F SINGH, M CSB 102A
- **0179 LEC  12:10PM - 3:20PM** M DE SILVA, L CSB 102A
- **0180 LEC  12:10PM - 3:20PM** W BAZIKIAN, I CSB 102A

### EVENING CLASSES
- **3078 LEC  3:30PM - 6:40PM** F CAVAZOS, E Taught bilingually (English/Spanish)
- **3079 LEC  6:50PM - 10:00PM** M ALLEN, V CSB 102A
- **3080 LEC  6:50PM - 10:00PM** T MORENO, M CSB 102A
- **3081 LEC  6:50PM - 10:00PM** W MILANI, N CSB 102A

## 2. EARLY CHILDHOOD: PRINCIPLES & PRACTICES (CSU) 3 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
- **0182 LEC  8:50AM - 12:00PM** Th BELTRAN, Y CCDS 202 Taught bilingually (English/Spanish)

### EVENING CLASSES
- **3082 LEC  3:30PM - 6:40PM** M DE SILVA, L CCDS 202
- **3083 LEC  6:50PM - 10:00PM** T STEIN, D CCDS 201

### NOTE: Child Development 8 now replaces Child Development 3

## 7. INTRODUCTION TO CURRICULUM IN EARLY CHILDHOOD EDUCATION (CSU) 3 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
- **0184 LEC  8:50AM - 12:00PM** S ANAYA, E CCDS 201 Taught bilingually (English/Spanish)

### DAY CLASSES
- **0185 LEC  8:50AM - 12:00PM** T DE SILVA, L CCDS 201

### EVENING CLASSES
- **3084 LEC  6:50PM - 10:00PM** W GRIGORYAN, R CCDS 201

## 8. CURRICULUM IN EARLY CHILDHOOD EDUCATION (CSU) 3 UNITS

**Prerequisite:** ChDev 2

Students design and evaluate developmentally appropriate curriculum and environments for young children from birth to age 8. Based on the value of play, students demonstrate the teacher's role in applying theory to practice in supporting children's concept development. Preparing and assessing the implementation of curriculum will include but not be limited to: language and literacy, social studies, art and creativity, music and rhythm, physical and motor mastery, mathematics, and physical sciences.

### NOTE: Child Development 8 now replaces Child Development 3

## 10. HEALTH, SAFETY & NUTRITION (CSU) 3 UNITS

**Prerequisite:** None

Study of the laws, regulations, standards, policies, procedures and early childhood curriculum related to child health, safety and nutrition. Key components that ensure physical health, mental health, and safety for children and staff are identified along with importance of collaboration with families and health professionals. The interrelationship of health, safety and nutrition and the impact on children's growth and development are key areas of focus.

### DAY CLASSES
- **0186 LEC  8:50AM - 12:00PM** M BAZIKIAN, I CCDS 202

### EVENING CLASSES
- **3087 LEC  3:30PM - 6:40PM** W RODRIGUEZ, P CCDS 202

## 11. CHILD, FAMILY & COMMUNITY (CSU) 3 UNITS

**Prerequisite:** None

Introduces the student to the effects of the home, the school and the community on the development and experience of the child. Issues, challenges and concerns will be explored as well as the importance of developing partnerships.

### DAY CLASSES
- **0187 LEC  8:50AM - 12:00PM** W SILVER, J CCDS 202

### EVENING CLASSES
- **3088 LEC  3:30PM - 6:40PM** Th DE SILVA, L CCDS 202
- **3089 LEC  6:50PM - 10:00PM** Th HERNANDEZ, A CCDS 200 Taught bilingually (English/Spanish)

## 15. CREATIVE CURRICULUM IN BILINGUAL-BICULTURAL PROGRAMS (CSU) 3 UNITS

**Prerequisite:** None

An overview of bilingual, bicultural resources available for educators of English Language Learners. Skills in research techniques to find these resources will be acquired. Curriculum development and lesson planning will be stressed.

### EVENING CLASSES
- **3090 LEC  3:30PM - 6:40PM** M RODRIGUEZ, P CCDS 201 Taught bilingually (English/Spanish)

## 22. PRACTICUM IN CHILD DEVELOPMENT I (CSU) 4 UNITS

**Prerequisite:** ChDev 4 or 7, and ChDev 1, 2 & 11, English 28 or ESL 8

NOTE: Students must show proof of a current negative TB test (Mantoux Test) or chest x-ray within the last two years.

Course involves Supervised experience in a preschool, child development center, elementary-school, special education center, or other childcare and development education setting. The student will relate all previous theory and curriculum courses to practical application in the classroom.

### NOTE: Please bring current transcripts of all completed course-work to first class.

### NOTE: Total of 90 hours of supervised field experience.

### EVENING CLASSES
- **3091 LEC  4:30PM - 6:35PM** T SILVER, J CCDS 202
- **3092 LEC  6:50PM - 8:55PM** T RODRIGUEZ, P CCDS 200
- **3093 LEC  6:30 hrs/wk** TBA SILVER, J CCDS 200
- **3094 LEC  4:30PM - 6:35PM** T GRIGORYAN, R CCDS 201
- **3095 LEC  6:30 hrs/wk** TBA GRIGORYAN, R CCDS 202

## 23. PRACTICUM IN CHILD DEVELOPMENT II (CSU) 4 UNITS

**Prerequisite:** English 28 or ESL 8, ChDev 22 and TB clearance

The second semester of practicum teaching experience in a different setting, if possible, under the supervision of a master teacher or college instructor/coordinator. This course provides the practical application of theories covered in prerequisite courses.

### NOTE: Total of 90 hours of supervised field experience.

### NOTE: Students with a B.A. and the 12 core units (ChDev 4 or 7, and ChDev 1, 2 & 11) in Child Development can request faculty permission to get a waiver for ChDev 22.

### EVENING CLASSES
- **3096 LEC  4:30PM - 6:35PM** W DE SILVA, L CCDS 200
- **3097 LEC  6:30 hrs/wk** TBA DE SILVA, L CCDS 200
- **3098 LEC  4:30PM - 6:35PM** Th RODRIGUEZ, P CCDS 200
- **3099 LEC  6:30 hrs/wk** TBA RODRIGUEZ, P CCDS 202

## 30. INFANT & TODDLER STUDIES I (CSU) 3 UNITS

**Prerequisite:** None | NOTE: Required by the state for those who work with infants

This course reviews physical, social-emotional, language and cognitive development during the period of infancy and toddlerhood. Focus is on infant/toddler group care and licensing regulations related to this age. The course also addresses the role of the caregiver in meeting the needs of infants and toddlers and their families through responsive, respectful and sensitive caregiving practices. Varying philosophies and issues of diversity are explored.

### EVENING CLASSES
- **3096 LEC  6:50PM - 10:00PM** M PREUSS, C CCDS 202 Taught bilingually (English/Spanish)

## 34. OBSERVING & RECORDING CHILDREN'S BEHAVIOR (CSU) 3 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
- **0189 LEC  8:50AM - 12:00PM** Th GRIGORYAN, R CCDS 201

### EVENING CLASSES
- **3095 LEC  6:50PM - 10:00PM** M MERMELL, R CCDS 201

## 38. ADMINISTRATION & SUPERVISION OF EARLY CHILDHOOD PROGRAMS I (CSU) 3 UNITS

**Prerequisite:** ChDev 1, ChDev 2, ChDev 11 and ChDev 3 or ChDev 4 or ChDev 7

Provides training for administrators of Early Childhood Programs, private and public. Topics include: state and federal regulations, grant and proposal writing, advocacy, supervision and staff development, conflict resolution, leadership skills and team management techniques, appropriate computer applications, family partnership, current assessment tools, legal issues, and disaster preparedness.

### EVENING CLASSES
- **3105 LEC  6:50PM - 10:00PM** T SAINZ, C CCDS 202 Taught bilingually (English/Spanish)
42 TEACHING IN A DIVERSE SOCIETY (CSU) 3 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.

EVENING CLASSES
0396 LEC 3:30PM - 6:40PM T DE SILVA, I CCDS 201
0397 LEC 6:50PM - 10:00PM Th RODRIGUEZ, P CCDS 202

44 EARLY INTERVENTION FOR CHILDREN WITH SPECIAL NEEDS (CSU) 3 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
0398 LEC 3:30PM - 6:40PM W GRONEWOLD, J CCDS 201

45 PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS (CSU) 3 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
0399 LEC 3:30PM - 6:40PM M DAIMS, G CSB 102A

46 SCHOOL AGE PROGRAMS I (CSU) 3 UNITS
Prerequisite: None
Examines school age care programs for those planning to work in before and after school programs. Students will explore the developmental needs of school age children, program models, creation of environments, classroom management techniques and designing developmentally appropriate experiences and curriculum.

EVENING CLASSES
0310 LEC 6:50PM - 10:00PM W OLSON, A CCDS 202

61 INTRODUCTION TO FAMILY CHILD CARE II (CSU) 1 UNIT
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/LATE START CLASSES
0197 LEC 8:00AM - 12:15PM S FLORES, L CCDS 202 Taught bilingually (English/Spanish)

62 DEVELOPMENTAL PROFILES: PRE-BIRTH THROUGH AGE EIGHT (CSU) 2 UNITS
Prerequisite: None
Provides the study of concise developmental profiles from pre-birth through age eight. Key concepts in current child development literature, development of curriculum plan and children's developmental assessment tools will be examined.

DAY/SATURDAY/LATE START CLASSES
0192 LEC 8:00AM - 12:15PM S STAFF CCDS 202 Taught bilingually (English/Spanish)

65 ADULT SUPERVISION/EARLY CHILDHOOD MENTORING (CSU) 2 UNITS
Prerequisite: ChDev 23 and 38
Methods and principles of supervising adults in early childhood education settings with emphasis on the role of administrators and experienced teachers acting as mentors to new teachers. This course is required for upper levels of the California Child Development Permit, and to become a California Early Childhood Mentor.

EVENING CLASSES
0191 LEC 6:45PM - 10:00PM M GRIGORIAN, R CCDS 200 (10 Week Class - Starts 9/9/2015, Ends 10/9/2015)

172 INTRODUCTION TO CAREERS IN CHILD DEVELOPMENT 1 UNIT
Prerequisite: None
Introduces students to the variety of career options available to Child Development majors. It explores career opportunities, qualifications required, resources available, as well as academic and professional support systems.

DAY/ LATE START CLASSES
0193 LEC 12:10PM - 3:30PM F RODRIGUEZ, P CCDS 202 Taught bilingually (English/Spanish)

COMMUNICATION STUDIES

Chair: Dr. Louise Barbato 818.364.7687 | Vice Chair: Margie Long 818.364.7682

101 PUBLIC SPEAKING (UC:CSU) 3 UNITS
Advisory: English 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/Friday CLASSES
0199 LEC 8:00AM - 11:10AM F DERVISHIAN, N INST 1012

DAY CLASSES
0200 LEC 7:15AM - 8:40AM MW LONG, M INST 1012
0201 LEC 7:15AM - 8:40AM Thh LONG, M INST 1012
0202 LEC 8:55AM - 10:20AM MW LONG, M INST 1012
0203 LEC 8:55AM - 10:20AM Thh LONG, M INST 1012
0204 LEC 10:55AM - 12:00PM MW LONG, M INST 1012
0205 LEC 10:55AM - 12:00PM Thh LONG, M INST 1012
0206 LEC 12:10PM - 3:20PM W GOODWYN, M INST 1012

EVENING CLASSES
0306 LEC 3:30PM - 6:40PM M WALLACE, J INST 1012
0307 LEC 3:30PM - 6:40PM T TORRES, A INST 1012
0308 LEC 3:30PM - 6:40PM W CASAREZ, R INST 1012
0310 LEC 6:50PM - 10:00PM T BARKER, B INST 1012

102 ORAL COMMUNICATION II (CSU) 3 UNITS
Advisory: English 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
0207 LEC 12:15PM - 1:40PM MW DERVISHIAN, N INST 1013

121 INTERPERSONAL COMMUNICATION (CSU) 3 UNITS
Advisory: English 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
0311 LEC 6:50PM - 10:00PM Th FU, P INST 1012

151 SMALL GROUP COMMUNICATION (UC:CSU) 3 UNITS
Advisory: English 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
0312 LEC 6:50PM - 10:00PM W KAMINSKY, A INST 1012

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.
1 COMPUTER KEYBOARDING & DOCUMENT APPLICATIONS I  
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 also will 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  
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 HOLT, S INST 2021

32 BUSINESS COMMUNICATIONS  
Prerequisite: CAOT 1 and 31
Emphasizes the concepts of successful written and oral communication in business in order to write effective business communications including letters, electronic communications, and short reports. Develops the ability to create and present oral presentations.

**EVENING CLASSES**
- **5001 LEC** 6:50PM - 10:00PM Th LAMPERT, M INST 2021

64 COMPUTER APPLICATIONS & OFFICE TECHNOLOGIES LAB  
Prerequisite: None 
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 LAB** 1:15PM - 2:10PM MW WOODMANSEE, J INST 2021

78 MICROCOMPUTER ACCOUNTING APPLICATIONS FOR THE ELECTRONIC OFFICE
Advisory: Accounting 1 or 21
Acquaints students with the use of the microcomputer for bookkeeping and accounting applications. Students receive hands-on experience in analyzing business transactions, keeping records, preparing financial statements, and generating financial management reports using an accounting software package such as QuickBooks.

**EVENING CLASSES**
- **5003 LEC** 6:15PM - 6:45PM MW LAMPERT, M INST 2021
- AND LAB 6:55PM - 9:00PM MW LAMPERT, M INST 2021

82 MICROCOMPUTER SOFTWARE SURVEY IN THE OFFICE  
Prerequisite: None 
Advisory: CAOT 1
Introduces students to the use of the computer and software used in the business office. Provides hands-on introduction to Microsoft Word, Excel, Access, and PowerPoint. Students gain basic knowledge necessary for using computer and becoming computer literate.

**EVENING CLASSES**
- **8011 LEC** 10:35AM - 11:30AM MW WOODMANSEE, J INST 2021
- AND LAB 11:35AM - 1:00PM MW WOODMANSEE, J INST 2021

85 MICROCOMPUTER OFFICE APPLICATIONS: SPREADSHEET  
Prerequisite: None
Use Excel to plan, present, manipulate, and calculate numerical data by using formulas with mathematical operators, linking workbooks and sharing workbooks. Format worksheets with advanced techniques, visual charts, and clip art images.

**DAY CLASSES**
- **8012 LEC** 1:15PM - 1:45PM MW WOODMANSEE, J INST 2021
- AND LAB 1:50PM - 3:55PM MW WOODMANSEE, J INST 2021

92 COMPUTER WINDOWS APPLICATION  
Prerequisite: None
Utilize and more effectively manage computers and files using the Windows 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

100 PRESENTATION DESIGN FOR THE OFFICE  
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

401 INTRODUCTION TO COMPUTERS & THEIR USES  
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**
- **0210** TBA 3.10 hrs/wk TBA GARCIA, C INST 2021
- AND LAB 0.55 hrs/wk TBA GARCIA, C INST 2021

411 CYBER SECURITY I  
Prerequisite: None
Advisory: CoSci 431
An introduction to the theory and practice of information security. The topics covered include Windows basics, Windows networking, accounts basics, threats, vulnerabilities, exploits and attack, basic cryptography and design and system defensive strategies.

**EVENING CLASSES**
- **3118 LEC** 5:45PM - 7:50PM W STAFF INST 2007
- AND LAB 7:55PM - 10:00PM W STAFF INST 2007

430 MICROCOMPUTER APPLICATION I  
Prerequisite: None
The effective use of Excel and Access. The course includes: financial investment analysis and exploits, routes, domain name servers, workgroups, domains, servers, access control, authentication and basic cryptography and design of system defensive strategies.

**DAY CLASSES**
- **0214** LEC 10:35AM - 11:30AM MW KUBICKI, P INST 2007
- AND LAB 11:40AM - 12:35PM MW KUBICKI, P INST 2007

439 PROGRAMMING IN C  
Prerequisite: CoSci 401 and 407
Coverage includes data types, operators and expressions, control flow, functions and program structure, pointers, arrays, structures and objects, and text files.

**DAY CLASSES**
- **0215** LEC 10:35AM - 11:30AM Th RETTKE, M INST 2006
- AND LAB 11:35AM - 12:30PM Th RETTKE, M INST 2006
440 PROGRAMMING IN C++  (UC:CSU) 3 UNITS
Prerequisite: Co Sci 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 advanced 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
3120 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 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
3121 LEC 5:45PM - 7:50PM M RETTKE, M INST 2006
AND LAB 7:55PM - 10:00PM M RETTKE, M INST 2006

453 A+ CERTIFICATION PREPARATION  3 UNITS
Prerequisite: None
Provides student with the workable knowledge needed for the installation, setup, troubleshooting and optimization of hardware and software related to personal computer systems and peripheral devices. This course will cover information needed to prepare for the current A+ certification test and the CISCO IT certification test.

EVENING CLASSES
3122 LEC 5:45PM - 7:50PM Th RETTKE, M INST 2007
AND LAB 7:55PM - 10:00PM Th RETTKE, M INST 2007

487 INTRODUCTION TO LOCAL AREA NETWORKS  (CSU) 3 UNITS
Advisory: CoSci 453
Provides a solid foundation in computer networking technology. It covers network cables, connectors & devices, network topologies & architecture, wired and wireless networking protocols & standards, OSI model, TCP/IP, IP addressing, subnets, wide area networks, network security & troubleshooting and client/server operating systems survey.

DAY CLASSES
0216 LEC 12:45PM - 2:55PM W STAFF INST 2007
AND LAB 4:05PM - 5:50PM W STAFF INST 2007

COUNSELING
Chair: Michong Park 818.364.7868

4 CAREER PLANNING  (CSU) 1 UNIT
Prerequisite: None. | Class is graded pass/no pass.
Designed to assist students in choosing a major or vocational choice. Students will explore their interests, skills, and values through the use of career and vocational assessments. Students will access information regarding occupational characteristics, employment trends and labor market updates.

DAY/LATE START CLASSES
0450 LEC 8:30AM - 10:20AM S DALE, J INST 1008
Note: Geared towards students with disabilities
(9 Week Class - Starts 9/12/2015, Ends 11/7/2015)
W ANDRADE, M CSB 208
(7 Week Class - Starts 9/16/2015, Ends 10/28/2015)
0454 LEC 1:00PM - 3:20PM W STAFF CSB 207
(7 Week Class - Starts 10/21/2015, Ends 12/9/2015)

EVENING/LATE START CLASSES
3324 LEC 4:20PM - 6:40PM T DALE, J INST 1008
(7 Week Class - Starts 9/22/2015, Ends 11/5/2015)
3801 LEC 4:20 pm - 6:40 pm T ANDRADE, M CSB 206
(7Wks -10/27/2015 to 12/8/2015)

17 COLLEGE SURVIVAL SKILLS DEVELOPMENT  (CSU) 1 UNIT
Prerequisite: None. | Class is graded pass/no pass.
Examines 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
0452 LEC 1:00PM - 3:05PM M SCHWARTZ, R INST 2003
NOTE: Geared toward students with disabilities
(8 Week Class - Starts 10/5/2015, Ends 11/23/2015)
F BONILLA, D CSB 206
(7 Week Class - Starts 9/18/2015, Ends 10/30/2015)

EVENING/LATE START CLASSES
3802 LEC 4:20 pm - 6:40 pm Th BONILLA, D CSB 206
(7Wks - 10/22/2015 to 12/10/2015)

22 THE TRANSFER PROCESS  (CSU) (Rpt 1) 1 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.

DAY CLASSES
0455 LEC 12:15PM - 2:35PM T STAFF INST 2005
(7 Week Class - Starts 10/27/2015, Ends 12/9/2015)

EVENING/LATE START CLASSES
3323 LEC 4:20PM - 6:40PM W WALKER, T INST 2006
(7 Week Class - Starts 9/9/2015, Ends 10/21/2015)

CULINARY ARTS
Chair: Louis Zandalsinski 818.364.7849
All students enrolled in the Culinary Arts Institute program must wear uniformed chef coats at all times during lecture/lab classes. ALL STUDENTS are required to be in full uniform for both lecture and lab classes beginning the first day of class.

MANDATORY CULINARY ARTS INSTITUTE STUDENT ORIENTATION
DAY: Monday, August 17, 2015
TIME: 8:30am
LOCATION: CAI Arroyo Faculty Dining Room
(CAI – Culinary Arts Institute & Eagles Landing Student Store Building)
Please have current email registered with Admissions & Records.

50 SANITATION & SAFETY  (CSU) 2 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.

DAY/SHORT-TERM CLASSES
0217 LEC 7:25AM - 9:30AM MW ECUARAS, L CAI 230
(8 Week Class - Starts 9/7/2015, Ends 10/22/2015)
0218 LEC 7:25AM - 9:30AM TTh ECUARAS, L CAI 230
(8 Week Class - Starts 9/7/2015, Ends 10/22/2015)

60 CULINARY ARTS ORIENTATION & TECHNIQUES  (CSU) 4 UNITS
Corequisite: ClnArt 50 or FSMgmt 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 theories and develop skills in knife handling, fabrication skills, ingredient identification, small and large equipment use, weights and measures, recipe development and cooking fundamentals.

DAY CLASSES
0219 LEC 9:35AM - 10:30AM MW ECUARAS, L CAI 230
AND LAB 10:35AM - 1:45PM MW ECUARAS, L CAI 230
0220 LEC 9:35AM - 10:30AM TTh ECUARAS, L CAI 230
AND LAB 10:35AM - 1:45PM TTh ECUARAS, L CAI 230

101 CULINARY FUNDAMENTALS I  (CSU) 4 UNITS
Corequisite: ClnArt 60 or FSMgmt 50 & 100
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.

DAY CLASSES
0221 LAB 7:15AM - 10:25AM MW SANCHEZ, J CAI 208
AND LEC 10:35AM - 11:30AM MW SANCHEZ, J CAI 208
0222 LAB 7:15AM - 10:25AM TTh SANCHEZ, J CAI 208
AND LEC 10:35AM - 11:30AM TTh SANCHEZ, J CAI 208

102 CULINARY FUNDAMENTALS II  (CSU) 4 UNITS
Corequisite: ClnArt 101 or FSMgmt 50, 100 & 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. Student will cover culinary management, supervision, leadership, customer service, communication, teamwork and time management.

DAY CLASSES
0223 LEC 9:40AM - 10:35AM MW SILVA, J CAI 232
AND LAB 10:45AM - 1:55PM MW SILVA, J CAI 232
0224 LEC 9:40AM - 10:35AM TTh SILVA, J CAI 231
AND LAB 10:45AM - 1:55PM TTh SILVA, J CAI 231
103 CULINARY NUTRITION (CSU) 2 UNITS

Prerequisite: None

Fundamental culinary nutrition principles and theories for various groups are investigated. Healthy foods, pleasing to the eye 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.

DAY CLASSES
0225 LEC 7:25AM - 9:30AM MW EGUARAS, L CAI 230
(8 Week Class - Starts 10/26/2015, Ends 12/18/2015)
0226 LEC 7:25AM - 9:30AM TTh STAFF CAI 230
(8 Week Class - Starts 10/27/2015, Ends 12/17/2015)

104 DINING ROOM & BEVERAGE MANAGEMENT (CSU) 4 UNITS

Prerequisite: ChinArt 101 or FSmgmt 50, 100 & 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.

DAY CLASSES
0027 LEC 9:05AM - 10:00AM MW ZANDALASINI, L CAI 231
AND LAB 10:10AM - 12:10PM MW ZANDALASINI, L CAI 231

106 PURCHASING & RECEIVING (CSU) 3 UNITS

Prerequisite: ChinArt 101 or FSmgmt 50, 100 & 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.

DAY CLASSES
0228 LEC 2:25PM - 4:30PM T SANCHEZ, J CAI 228
AND LAB 4:35PM - 6:40PM T SANCHEZ, J CAI 228

150 CHEFS TRAINING FOR APPRENTICESHIP I (CSU) 2 UNITS

Prerequisite: ChinArt 101 or FSmgmt 50, 100 & 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.

DAY CLASSES
0229 LEC 2:25PM - 3:20PM M ZANDALASINI, L CAI 231
AND LAB 3:10 hrs/wk TBA ZANDALASINI, L SCHEDULE

155 CHEFS TRAINING FOR APPRENTICESHIP II (CSU) 2 UNITS

Prerequisite: ChinArt 101 or FSmgmt 50, 100 & 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 competition.

DAY CLASSES
0230 LEC 2:25PM - 3:20PM W SANCHEZ, J CAI 231
AND LAB 3:10 hrs/wk TBA SANCHEZ, J SCHEDULE

DANCE STUDIES

Chair: Leslie Milke 818.364.7765

805 HISTORY & APPRECIATION OF DANCE (UC:CSU) (Rpt 1) 3 UNITS

Prerequisite: None

Course will examine the historical evolution of dance throughout western society in the line of form court dance, ballet, modern dance, musical theater, dance theater, tap, jazz, social dance and ballroom dance. Will consider the impact of dance on the western world and some other cultures and how it has been affected by the different dance traditions worldwide and how the historical evolution, culture and social events, political, and philosophical climate of the period reflects on dance and its evolution.

EVENING CLASSES
2935 LEC 5:15PM - 6:40PM MW HOJO, H HFAC 107

DANCE TECHNIQUES

Chair: Leslie Milke 818.364.7765

121 JAZZ DANCE TECHNIQUES I (CSU) 1 UNIT

Prerequisite: None

This fundamental course in Jazz dance provides a foundation for performance-based dance techniques of Jazz by introducing fundamental step sequencing and combinations, music, terminology and appreciation of the evolution of Jazz dance as a performing art form, which prepares students for further study in Jazz dance technique.

DAY CLASSES
2053 LAB 12:15PM - 1:40PM MW LUBOW, C HFAC 206

141 MODERN DANCE TECHNIQUES I (CSU) 1 UNIT

Prerequisite: None

Teaches technique, principles, terminology and the practice of modern contemporary dance at the introductory level. Students will undergo an in depth exploration of how the body is used in modern dance technique with a focus on alignment, body part initiation, body organization and sequencing. The course will also include the history of modern dance and an introduction to the elements of space, time, and energy through improvisational and choreographic exercises. Students will develop coordination, flexibility, and cardiovascular strength using various movement combinations.

DAY CLASSES
2054 LAB 10:35AM - 12:00PM TTh LUBOW, C HFAC 206

142 MODERN DANCE TECHNIQUES II (CSU) 1 UNIT

Prerequisite: DanceTq 141

Teaches technique, principles, terminology and the practice of modern (contemporary) dance at the beginning level. Emphasis is on the correct placement and execution of beginning level modern dance movements, and will include an in-depth exploration of the choreographic element of space through improvisational and choreographic exercises. Students will develop coordination, flexibility, and cardiovascular strength using various movement combinations.

DAY CLASSES
2055 LAB 10:35AM - 12:00PM TTh LUBOW, C HFAC 206

DEVELOPMENTAL COMMUNICATIONS

Chair: Gary Prostak 818.364.7666 | Vice Chair: Curt Riesberg 818.364.7847

1 GRAMMAR: APPLIED TO WRITING (NDA) 3 UNITS

Prerequisite: Placement Exam | Class is graded pass/no pass.

Offers an introduction to basic grammar as it relates to writing and other communication skills. Reviews parts of speech, sentence structure, types of phrases and clauses, verb tenses and agreement, pronoun usage, comparison, capitalization, and punctuation.

DAY CLASSES
0233 LEC 10:35AM - 12:00PM TTh RIESBERG, C CSB 110
0234 LEC 8:55AM - 10:20AM MW ZAILES, M CSB 110
0235 LEC 8:55AM - 10:20AM TTh ZAILES, M CSB 110
0236 LEC 10:35AM - 12:00PM MW ZAILES, M CSB 110
0238 LEC 12:15PM - 1:40PM MW ZAILES, M CSB 110

34 BASIC READING (NDA) 3 UNITS

Prerequisite: Placement Exam | Class is graded pass/no pass.

A basic reading course designed to improve word-attack skills, build vocabulary, improve dictionary skills and develop comprehension and critical reading skills.

DAY CLASSES
0239 LEC 8:55AM - 10:20AM MW KING, V INST 1013
0240 LEC 10:35AM - 12:00PM MW KING, V INST 1013
0241 LEC 10:35AM - 12:00PM TTh LUBOW, C HFAC 107

36A READING II: COMPREHENSION & RELATED SKILLS (NDA) 3 UNITS

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.

DAY CLASSES
0242 LEC 10:35AM - 12:00PM MW ZAILES, M CAI 228
0243 LEC 10:35AM - 12:00PM TTh NAHM, H INST 1005
0244 LEC 12:15PM - 1:40PM MW ZAILES, M CAI 228

36B READING II: COMPREHENSION & RELATED SKILLS (NDA) 3 UNITS

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.

DAY CLASSES
0245 LEC 8:55AM - 10:20AM TTh SARKISSIAN, V CAI 228
ENGLISH
Chair: Dr. Louise Barbato 818.364.7687
Vice Chairs: Carolyn Daly 818.833.3311 & Veronica Diaz-Coope 818.364.7694

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. This program is designed for the student who is willing to make a commitment to dedicate a great deal of time to the homework component of these courses. Acceptance in this program will be based on assessment scores and/or recommendations by English faculty. If you think that this program is a fit for you, please see Linda Carruthers, Assessment Coordinator. Her office is located in the Assessment Center in the Campus Center.

DAY CLASSES
20 - INTERMEDIATE READING & COMPOSITION (NDA) 3 UNITS
Prerequisite: English 21
0257 LEC 7:15AM - 8:40AM MW DIAZ-COOPER, V CSB 101
101 - COLLEGE READING & COMPOSITION I (UC-CSU) 3 UNITS
Prerequisite: English 28 or ESL 8
0268 LEC 7:15AM - 8:40AM TTh DIAZ-COOPER, V CSB 205

EVENING CLASSES
20 - INTERMEDIATE READING & COMPOSITION (NDA) 3 UNITS
Prerequisite: English 21
3810 LEC 3:30PM - 4:40PM T SPITLER, E CSB 101
101 - COLLEGE READING & COMPOSITION I (UC-CSU) 3 UNITS
Prerequisite: English 28 or ESL 8
3811 LEC 3:30PM - 4:40PM Th SPITLER, E CSB 101

21 ENGLISH FUNDAMENTALS (NDA) 3 UNITS
Prerequisite: Dev.Com. 1, or appropriate skill level demonstrated through the English assessment process or by permit | Class graded pass/no pass.

This is a course in reading and writing designed to strengthen the student’s basic communication skills, including grammar, spelling, punctuation, and sentence construction. G. emphasis is placed on the writing of competent paragraphs and short essays. 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
0259 LEC 8:55AM - 10:20AM TTh KESHIKHIAN, A BUNG 10
0260 LEC 10:55AM - 12:20PM MW DAILY, C CSB 207
0261 LEC 10:55AM - 12:20PM TTh LADINSKY, G CSB 205
0262 LEC 12:10PM - 2:00PM M DIAZ-COOPER, V CSB 207
0258 LEC 12:10PM - 2:00PM W DIAZ-COOPER, V CSB 205
0263 LEC 12:15PM - 1:40PM MW STAFF CSB 102B
0264 LEC 12:15PM - 1:40PM MW CAGGIANO, S CSB 101
0265 LEC 1:55PM - 3:20PM MW STAFF CSB 110
0266 LEC 1:55PM - 3:20PM TTh LADINSKY, G CSB 101

EVENING CLASSES
3158 LEC 3:30PM - 6:40PM T STAFF BUNG 9
3159 LEC 3:30PM - 6:40PM T VOORHEIS, M CSB 207
3160 LEC 6:50PM - 9:00PM W WELCH, T CSB 101
3161 LEC 6:50PM - 9:00PM Th WELCH, T CSB 205

101 COLLEGE READING & COMPOSITION II (UC-CSU) 3 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 extensive reading, writing of essays, term papers, study of style, methods of discourse, logic and documentation. English 101 is also offered through ITV. See page 14.

ONLINE CLASSES
0269 LEC 3:10 hrs/wk TBA BARBATO, L INTERNET www.lamission.edu/online
0270 LEC 3:10 hrs/wk TBA BARBATO, L INTERNET www.lamission.edu/online

DAY/SATURDAY CLASSES
3271 LEC 8:50AM - 12:00PM S STAFF CSB 102B

DAY CLASSES
0267 LEC 8:50AM - 12:00PM F DREWES, R CSB 110
0272 LEC 8:55AM - 10:20AM MW PHAM, L CSB 101
0273 LEC 8:55AM - 10:20AM TTh DIAZ-COOPER, V CSB 205
0274 LEC 8:55AM - 10:20AM TTh STAFF CSB 101
0275 LEC 10:55AM - 12:00PM MW PHAM, L CSB 236
0276 LEC 10:55AM - 12:00PM TTh STAFF CSB 101
0277 LEC 10:55AM - 12:00PM TTh DAILY, C CSB 207

EVENING CLASSES
3164 LEC 3:30PM - 6:40PM T Th STAFF BUNG 9
3165 LEC 3:30PM - 6:40PM T DAILY, C CSB 205
3166 LEC 3:30PM - 6:40PM T LAWSON, R CSB 208
3167 LEC 3:30PM - 6:40PM Th VOORHEIS, M CSB 207
3168 LEC 6:50PM - 9:00PM M STAFF CSB 101
3169 LEC 6:50PM - 9:00PM Th BAKKHACHADZIAN, A CSB 101
3170 LEC 6:50PM - 9:00PM W PAYTE, T CSB 207

102 COLLEGE READING & COMPOSITION II (UC-CSU) 3 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
0279 LEC 7:15AM - 8:40AM TTh SMITH, N CSB 101
0280 LEC 8:50AM - 12:00PM W STAFF BUNG 9
0281 LEC 8:55AM - 10:20AM MW DIAZ-COOPER, V CSB 207
0282 LEC 10:55AM - 12:00PM TTh STAFF CSB 201
0283 LEC 10:55AM - 12:00PM TTh SELSBY, D INSTIT 103
0284 LEC 1:55PM - 3:20PM TTh STAFF CSB 205

EVENING CLASSES
3172 LEC 3:30PM - 6:40PM T NISHIMURA, M CSB 102B
3173 LEC 3:30PM - 6:40PM T GABRIELIAN, R CSB 101
3174 LEC 6:50PM - 9:00PM M OROZCO, J CSB 102B
3175 LEC 6:50PM - 9:00PM T OROZCO, J CSB 205
3176 LEC 6:50PM - 9:00PM Th NISHIMURA, M CSB 102B

ENGLISH
103 COMPOSITION & CRITICAL THINKING (UC:CSU) 3 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
0285 LEC 10:35AM - 12:00PM MW LADINSKY, G INST 1005

127 CREATIVE WRITING (UC:CSU) 3 UNITS
Prerequisite: English 101
This course is designed as an introduction to professional writing. Students write poems, plays, stories, and scripts and present them for informal discussion and peer critiques by the class and instructor. The course offers an opportunity to discover and develop talent.

DAY CLASSES
0286 LEC 1:55PM - 3:20PM MW LADINSKY, G CSB 111

203 WORLD LITERATURE I (UC:CSU) 3 UNITS
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, plays, stories, and scripts and present them for informal discussion and peer critiques by the class and instructor. The course offers an opportunity to discover and develop talent.

DAY CLASSES
0287 LEC 12:15PM - 1:40PM MW DALY, C CSB 111

205 ENGLISH LITERATURE I (UC:CSU) 3 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
0288 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 818.364.7683

NOTE: ESL courses at level 3, 4, 5, and 6 are divided into three sections. (A) WRITING AND GRAMMAR, (B) READING AND VOCABULARY, (C) LISTENING AND SPEAKING

1 COLLEGE ESL I (NDA) 12 UNITS
Prerequisite: None | Class is graded credit/no-credit.

DAY CLASSES
0290 LEC 8:50AM - 10:20AM MW GALEZ,L CSB 111
AND LEC 8:50AM - 10:20AM TTh FLETADO, S CSB 111

EVENING CLASSES
3180 LEC 6:50PM - 8:20PM MW KIM, D CSB 111
AND LEC 6:50PM - 8:20PM TTh CRAFORD, S CSB 111

2 COLLEGE ESL II (NDA) 12 UNITS
Prerequisite: ESL 1 or appropriate placement | Class is graded pass/no pass.

DAY CLASSES
0291 LEC 8:50AM - 10:20AM MW ENGLE, S CSB 206
AND LEC 8:50AM - 10:20AM TTh CORTES, T CSB 206

EVENING CLASSES
3181 LEC 6:50PM - 8:20PM MW LARSON, J CSB 206
AND LEC 6:50PM - 8:20PM TTh CHLEBEK, A CSB 206

3 COLLEGE ESL III (NDA) 12 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
ESL 3A – Writing and Grammar – 6 Units
0292 LEC 8:50AM - 10:20AM MW JARA, G CSB 208
ESL 3B – Reading and Vocabulary – 3 Units
0293 LEC 8:50AM - 10:20AM TTh OTTO, S CSB 208
ESL 3C – Listening & Speaking – 3 Units
0294 LEC 10:35AM - 12:00PM TTh OTTO, S CSB 208

EVENING CLASSES
ESL 3A – Writing and Grammar – 6 Units
3182 LEC 6:50PM - 8:20PM MW JARSON, K CSB 208
ESL 3B – Reading and Vocabulary – 3 Units
3183 LEC 7:00PM - 8:20PM TTh STAFF CSB 208
ESL 3C – Listening & Speaking – 3 Units
3184 LEC 8:35PM - 10:00PM TTh STAFF CSB 208

4 COLLEGE ESL IV 12 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
ESL 4A – Writing and Grammar – 6 Units
0295 LEC 8:50AM - 10:20AM MW LUIS, C CSB 102A
ESL 4B – Reading and Vocabulary – 3 Units
0296 LEC 8:50AM - 10:20AM TTh FINE OLSON, A CSB 207
ESL 4C – Listening & Speaking – 3 Units
0297 LEC 10:35AM - 12:00PM TTh FINE OLSON, A CSB 207

EVENING CLASSES
ESL 4A – Writing and Grammar – 6 Units
3185 LEC 6:50PM - 8:20PM MW JESSEGUIRAS, A CSB 228
ESL 4B – Reading and Vocabulary – 3 Units
3186 LEC 7:00PM - 8:20PM TTh KEESEE, D CSB 228
ESL 4C – Listening & Speaking – 3 Units
3187 LEC 8:35PM - 10:00PM TTh KEESEE, D CSB 228

5 COLLEGE ESL V 12 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
ESL 5A – Writing and Grammar – 6 Units
0298 LEC 8:50AM - 10:20AM MW PARK, R CSB 208
ESL 5B – Reading and Vocabulary – 3 Units
0299 LEC 8:50AM - 10:20AM TTh PELLETIER, P CSB 228
ESL 5C – Listening & Speaking – 3 Units
0300 LEC 10:35AM - 12:00PM TTh PELLETIER, P CSB 228

EVENING CLASSES
ESL 5A – Writing and Grammar – 6 Units
3188 LEC 6:50PM - 8:20PM MW SIMHA, C CSB 228
ESL 5B – Reading and Vocabulary – 3 Units
3189 LEC 7:00PM - 8:20PM TTh SIMHA, C CSB 228
ESL 5C – Listening & Speaking – 3 Units
3190 LEC 8:35PM - 10:00PM TTh SIMHA, C CSB 228
6 COLLEGE ESL VI  
Prerequisite: College ESL 5, or appropriate ESL placement results, or by permission  
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  
0301 LEC 8:50AM - 12:00PM MW CLIMO, M INST 1010  
0302 LEC 8:55AM - 10:20AM TTh LUIS, C BUNG 9  
ESL 6C – Listening & Speaking – 3 Units  
0303 LEC 10:35AM - 12:00PM TTh LUIS, C BUNG 9  
EVENING CLASSES  
ESL 6A – Writing and Grammar – 6 Units  
3191 LEC 6:50PM - 10:00PM MW CLIMO, M BUNG 9  
ESL 6B – Reading and Vocabulary – 3 Units  
3192 LEC 7:00PM - 8:25PM TTh CLIMO, M BUNG 9  
ESL 6C – Listening & Speaking – 3 Units  
3193 LEC 8:35PM - 10:00PM TTh CLIMO, M BUNG 9  
8 COLLEGE ENGLISH AS A SECOND LANGUAGE VIII:  
ADVANCED ESL COMPOSITION  
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  
0304 LEC 8:50AM - 12:00PM MW PROSTAK, G CSB 205  
EVENING CLASSES  
3194 LEC 6:50PM - 10:00PM MW PROSTAK, G CSB 205  
FAMILY & CONSUMER STUDIES  
Chair: Louis Zandalasini 818.364.7849  
21 NUTRITION  
(UC-CSU) 3 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 and Dietary Services Supervisor Skill Certificate  
ONLINE CLASSES  
0307 LEC 3:10 hrs/wk TBA SHAW, S INST 1013  
Email: sueshawla@gmail.com  
0308 LEC 3:10 hrs/wk TBA SHAW, S INST 1013  
Email: sueshawla@gmail.com  
DAY CLASSES  
0309 LEC 1:50PM - 5:00PM W BERG, J CAI 230  
EVENING CLASSES  
3198 LEC 6:50PM - 10:00PM Th EPPS, F CAI 230  
31 MARRIAGE & FAMILY LIFE  
(UC-CSU) 3 UNITS  
Prerequisite: None  
Interpersonal growth and rewarding relationships are explored over the course of the family life cycle. Emphasis will be placed on the intergenerational nature of family relationships.  
EVENING CLASSES  
3199 LEC 6:50PM - 10:00PM T BURNETT, M CAI 230  
91 LIFE MANAGEMENT  
(UC-CSU) 3 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  
3200 LEC 6:50PM - 10:00PM M BRUSASCO, J CAI 230  
FINANCE  
Chair: Pat Flood 818.364.7715  
8 PERSONAL FINANCE & INVESTMENTS  
(UC-CSU) 3 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  
3203 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 BAKING, PROFESSIONAL AND CULINARY ARTS  
FRENCH  
Chair: Jolie Scheib 818.364.7690  
1 ELEMENTARY FRENCH I  
(UC-CSU) 5 UNITS  
Prerequisite: None  
DAY CLASSES  
0312 LEC 12:10PM - 2:40PM TTh LOPEZ, B CSB 201  
GEOGRAPHY  
Chair: Said Pazirandeh 818.364.7705  
1 PHYSICAL GEOGRAPHY  
(UC-CSU) 3 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  
0315 LEC 8:55AM - 10:20AM TTh WAKTOLA, D CMS 27  
0316 LEC 10:35AM - 12:00PM MW WAKTOLA, D CMS 28  
EVENING CLASSES  
3206 LEC 6:50PM - 10:00PM M WAKTOLA, D CMS 28  
7 WORLD REGIONAL GEOGRAPHY  
(UC-CSU) 3 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.  
Examines the world geographic realms, with a specific reference to physical landscapes, climates, demographics, cultural patterns, livelihoods, and integration in the global economy. Tools used for geographic inquiries may include analogue maps and digital images.  
EVENING CLASSES  
3207 LEC 6:50PM - 10:00PM T WAKTOLA, D CMS 28  
15 PHYSICAL GEOGRAPHY LABORATORY  
(UC-CSU) 2 UNITS  
Prerequisite or Corequisite: Geog 1 | NOTE: This course meets university transfer requirements for the laboratory portion of the Physical Sciences.  
Provides hands-on exercise in topics covered in the Physical Geography (Geog 1) course. This laboratory course deals with skills of collecting, analyzing, and displaying of geographic data, with a specific reference to Earth’s energy balance, weather and climate, vegetation, tectonic processes, landforms, and natural hazards. Students use both analogue maps and digital media (GIS, GPS, satellite images, and Internet maps).  
DAY CLASSES  
0317 LEC 12:10PM - 1:05PM W WAKTOLA, D CMS 10  
AND LAB 1:15PM - 3:20PM W WAKTOLA, D CMS 10
96 INTRODUCTION TO WORLD CIVILIZATION I (UC:CSU) 3 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
0341 LEC  7:15AM - 8:40AM  TTh ROLEDER, G  INST 1003
EVENING CLASSES
3221 LEC  6:50PM - 10:00PM  T  JIMENEZ, G  INST 1003

HUMANITIES - Arts, Media & Performance
Chair: Deborah Paulson 818.364.7758
1 CULTURAL PATTERNS OF WESTERN CIVILIZATION (UC:CSU) 3 UNITS
Prerequisite: English 28 or ESL 8
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.
EVENING CLASSES
5224 LEC  3:30PM - 6:40PM  T  O'CONNELL, C  INST 2004

3 POLITICAL & SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU) 3 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, community, vocational and leadership roles. Health 11 is also offered through ITV. See page 14.
ONLINE CLASSES
5324 LEC  3:10 hrs/wk  TBA EUBANKS, H  INTERNET www.lamission.edu/online

HISTORY
Chair: Myriam Levy 818.833.3414 | Vice Chair: D'Art Phares 818.364.7681
1 INTRODUCTION TO WESTERN CIVILIZATION I (UC:CSU) 3 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.
EVENING CLASSES
3217 LEC  3:30PM - 6:40PM  T  DENNIS, D  INST 1003
2 INTRODUCTION TO WESTERN CIVILIZATION II (UC:CSU) 3 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.
DAY CLASSES
0334 LEC  1:50PM - 5:00PM  W  PHARES, D  INST 1003
EVENING CLASSES
3218 LEC  6:50PM - 10:00PM  Th  BEHLING, R  INST 1003
11 POLITICAL & SOCIAL HISTORY OF THE UNITED STATES I (UC:CSU) 3 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
0336 LEC  8:50AM - 12:00PM  F  DENNIS, D  INST 1002
0337 LEC  8:50AM - 12:00PM  MW  PHARES, D  INST 1003
0338 LEC  10:55AM - 12:00PM  MW  PHARES, D  INST 1003
EVENING CLASSES
3219 LEC  6:50PM - 10:00PM  W  CRAMER, A  INST 1003
12 POLITICAL & SOCIAL HISTORY OF THE UNITED STATES II (UC:CSU) 3 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
0339 LEC  8:55AM - 12:00PM  TTh  PHARES, D  INST 1003
0340 LEC  10:55AM - 12:00PM  TTh  PHARES, D  INST 1003
EVENING CLASSES
3220 LEC  6:50PM - 10:00PM  W  JIMENEZ, G  INST 1002
316-1 KARATE (UC:CSU) 1 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: cardiorespiratory endurance, muscular strength, muscular endurance, flexibility, and body composition.

**DAY CLASSES**

2048 LEC 12:15PM - 12:30PM MW CARLEN, N HFAC 208
AND LAB 12:30PM - 1:40PM MW CARLEN, N HFAC 208

316-2 KARATE II (UC:CSU) 1 UNIT
Prerequisite: Kin 316-1
Students continue their education in the fundamental aspects of karate including basic kicking, punching, blocking, and grappling techniques. The science behind martial arts such physiology and physics of how and why specific techniques apply in certain situations is emphasized. Through active practice, students improve in the basic five components of fitness: cardiorespiratory endurance, muscular strength, muscular endurance, flexibility, and body composition.

**DAY CLASSES**

2049 LEC 12:15PM - 12:30PM MW CARLEN, N HFAC 208
AND LAB 12:30PM - 1:40PM MW CARLEN, N HFAC 208

329 BODY CONDITIONING (UC:CSU) 1 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/SATURDAY CLASSES**

2029 LAB 8:15AM - 12:25AM S CASCIONE, J HFAC FT CR

**EVENING CLASSES**

2030 LAB 7:15AM - 8:40AM MW JEFFERIS, S HFAC 208
2031 LAB 8:55AM - 10:20AM MW RUYS, S HFAC 208
2032 LAB 8:55AM - 10:20AM T Th COOPER, C HFAC 208

**DAY/SATURDAY CLASSES**

2927 LAB 5:15PM - 6:40PM T Th MILLER, C HFAC 208
2928 LAB 7:00PM - 8:25PM T Th TEOLA, D HFAC 208

330 CARDIO KICKBOXING (UC:CSU) 1 UNIT
Prerequisite: None
A non-contact aerobic activity course designed to use basic kicking and punching techniques to improve overall fitness including: cardiorespiratory endurance, muscular strength and endurance, flexibility, and body composition. Steps, kicks, and calisthenic exercises may also be utilized.

**EVENING CLASSES**

2929 LAB 5:15PM - 6:40PM T Th LEVIN, K HFAC 206

332 STEP AEROBICS (UC:CSU) 1 UNIT
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**

2033 LEC 10:35AM - 12:20PM T Th COOPER, C HFAC 208
AND LAB 10:35AM - 12:00PM T Th COOPER, C HFAC 208

347 PILATES MAT (UC:CSU) 1 UNIT
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**

2034 LEC 10:35AM - 12:00PM MW LUBOW, C HFAC 206
AND LAB 10:35AM - 12:00PM MW LUBOW, C HFAC 206
2035 LEC 12:35PM - 2:00PM T Th LUBOW, C HFAC 206
AND LAB 12:35PM - 1:40PM T Th LUBOW, C HFAC 206

351 YOGA (UC:CSU) 1 UNIT
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**

2039 LAB 8:55AM - 10:20AM MW JEFFERIS, S HFAC 208
2040 LAB 8:55AM - 10:20AM T Th RUYS, S HFAC 208

**EVENING CLASSES**

2932 LAB 3:35PM - 5:00PM MW HOJO, H HFAC 208
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

Course teaches advanced soccer skills and techniques for the intercollegiate soccer team. It provides an opportunity to learn the fine skills and strategies needed to compete at the collegiate level. The course also provides additional exposure to students interested in articulating to four-year colleges or professional soccer programs.

19  PROPERTY & CREDITOR RIGHTS   3 UNITS

Prerequisite: None

Study of property and creditor rights including real and personal property, joint and 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.

12 TORT LAW & CLAIMS INVESTIGATION

Prerequisite: None

Study of the law of torts including intentional torts, 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

www.lamission.edu/law

16 CIVIL & CRIMINAL EVIDENCE

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

www.lamission.edu/law

17 LEGAL WRITING

Prerequisite: None

Study of legal drafting and writing including writing case briefs, demand letters, legal memoranda, motions, pleadings, and writing a legal research paper.

ONLINE CLASSES

www.lamission.edu/law

18 MARRIAGE & FAMILY LAW

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.

ONLINE CLASSES

www.lamission.edu/law

19 PROPERTY & CREDITOR RIGHTS

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

www.lamission.edu/law

20 BASIC PROBATE PROCEDURES

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

www.lamission.edu/law

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 judgments, and alternate dispute resolution.

ONLINE CLASSES

www.lamission.edu/law
LEARNING SKILLS
Chair: Gary Prostak 818.364.7666

4 THE MECHANICS OF SPANNING  (NDA) 1 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
3243 LEC 3:30PM - 5:35PM T KOBOSA, D INST 1005

10B MATHEMATICS FUNDAMENTALS  (NDA) 1 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
3244 LAB 3:30PM - 5:35PM Th CHARLES, J INST 2003

73 ONLINE GRAMMAR & WRITING LAB  (NDA) 1 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
0358 LAB 12:10PM - 3:20PM T LOFQUIST, M CSB 206

LIBRARY SCIENCE
Chair: Donna Ayers 818.364.7799

101 LIBRARY RESEARCH METHODS  (UC:CSU) 1 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
0360 LEC 3:00PM - 4:50PM T KNOTTES, K LRC 205 (9 Week Class - Starts 9/15/2015, Ends 11/10/2015)

LINGUISTICS
Chair: Jolie Scheib 818.364.7690

1 INTRODUCTION TO LANGUAGE & LINGUISTICS  (UC:CSU) 3 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.

EVENING CLASSES
3246 LEC 6:50PM - 10:00PM W PARDESS, D INST 1005

MANAGEMENT
Chair: Pat Flood 818.364.7715

2 ORGANIZATION & MANAGEMENT THEORY  (CSU) 3 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
3248 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 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
0362 LEC 3:10 hrs/wk TBA BERNAL, V INTERNET www.lamission.edu/online

34 LEGAL RESEARCH LABORATORY  3 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
0355 LEC 3:10 hrs/wk TBA JORDAN, D INTERNET www.lamission.edu/law

33 PERSONNEL MANAGEMENT  (CSU) 3 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
0363 LEC 3:10 hrs/wk TBA BERNAL, V INTERNET www.lamission.edu/business/bernal

MARKETING
Chair: Pat Flood 818.364.7715

21 PRINCIPLES OF MARKETING  (CSU) 3 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
0364 LEC 10:35AM - 12:00PM Th SCHONFELD, D CMS 105

22 GREEN MARKETING  (CSU) 3 UNITS
Prerequisite: English 28
Analyzes emerging green marketing trends with an overview of key issues and challenges involved in sustainable marketing that relate to product development, product life cycle, marketing strategies, channels, communication and practices within the context of corporate social responsibility and environmental sustainability.

DAY CLASSES
0367 LEC 10:55AM - 12:00PM Th BORDBAR, J CSB 102B

MATHS
Chair: Debby Wong 818.364.7887 | Vice Chair: Yoon Yun 818.364.7691

Mathematics Course Sequence
GE Transfer and AA Degree Track

- Math 105: (3 units) Arithmetic
- Math 112: (3 units) Pre-Algebra
- Math 115: (5 units) Intermediate Algebra
- Math 123A: (4 units) Elementary & Intermediate Algebra I
- Math 123B: (4 units) Elementary & Intermediate Algebra II
- Math 123C: (4 units) Intermediate Algebra III
- Math 127: (3 units) Elementary & Intermediate Algebra II
- Math 227: (4 unit) Statistics
- Math 245: (3 units) College Algebra
- Math 238: (5 units) Calculus for Business & Social Sci
- Math 121: (3 units) Essentials of Plane Geometry
- Math 215: (3 units) Principles of Mathematics
115 ELEMENTARY ALGEBRA 5 UNITS
Prerequisite: Math 112 or appropriate skill level demonstrated through the Mathematics assessment process
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.

NOTE: All Mathematics 115 students are required to pass a comprehensive departmental final. The Math 115 common final exam will be available to students throughout Monday to Thursday during the final exam week. From November 16 to December 12, students must visit the Math Center, CMS 121, to schedule a two hour time block in which to take their final exam. At that time, students will receive confirmation of the date, time, and location of their exam. Students must report on time for the exam. Late arrivals will have only the remaining time in their scheduled block to complete the exam. Students who do not take their final exam will receive a score of zero. Additional details will be given by your instructor after the semester begins.

DAY CLASSES
0376 LEC 7:45AM - 10:15AM MW EVINAYAN, Z CMS 29
0377 LEC 7:45AM - 10:15AM TTh KIM, J CMS 21
0378 LEC 9:20AM - 11:50AM MW CHEN, C CMS 128
0379 LEC 9:20AM - 11:50AM TTh OGANIAN, K INST 2005
0380 LEC 10:40AM - 1:10PM MW REYES, C CMS 22
0381 LEC 10:40AM - 1:10PM MW DAKDOUK, R CMS 105
0382 LEC 10:40AM - 1:10PM TTh SARGSYAN, E CMS 29
0383 LEC 12:20PM - 1:30PM MW YAMADA, R CMS 246
0384 LEC 12:20PM - 2:50PM MW EYKHIER, M CMS 28
0385 LEC 12:20PM - 2:50PM TTh CRACIUN, G CMS 20

EVENING CLASSES
3261 LEC 4:05PM - 6:35PM MW WONG, K CMS 126
3262 LEC 4:05PM - 6:35PM TTh WINDSOR, K CMS 127
3263 LEC 7:00PM - 9:30PM MW ASATRUYAN, J CMS 20
3265 LEC 7:00PM - 9:30PM TTh JAFARI, H CMS 21

121 ESSENTIALS OF PLANE GEOMETRY 3 UNITS
Prerequisite: Math 125 or appropriate skill level demonstrated through the Mathematics assessment process
Covers the definition, axioms, and theorems of geometry relating to angles, lines, circles, polygons, and polyhedra. It also provides an introduction to formal proofs, logic, and construction methods with straight-edge and compass.

DAY CLASSES
0386 LEC 8:55AM - 10:20AM TTh MKRTCHYAN, T CMS 204

123A ELEMENTARY & INTERMEDIATE ALGEBRA I 4 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- and second-degree expressions; application problems; graphics. Course has a computer lab component.

DAY CLASSES
0387 LEC 8:55AM - 10:20AM MW AKL, C CMS 126
AND LAB 10:30AM - 11:25AM MW AKL, C CMS 122

EVENING CLASSES
3270 LEC 7:00PM - 8:25PM MW MKRTCHYAN, T CMS 236
AND LAB 8:35PM - 9:30PM MW MKRTCHYAN, T CMS 222

123B ELEMENTARY & INTERMEDIATE ALGEBRA II 4 UNITS
Prerequisite: Math 123A or appropriate skill level demonstrated through the Mathematics assessment process
Second of 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
0389 LEC 9:20AM - 10:45AM TTh DAKDOUK, R CMS 127
AND LAB 10:55AM - 11:50AM TTh DAKDOUK, R CMS 120
0390 LEC 8:55AM - 10:20AM MW LAN, H CMS 246
AND LAB 10:30AM - 11:25AM MW LAN, H CMS 222

EVENING CLASSES
3271 LEC 7:00PM - 8:25PM MW HEMENWAY, L CMS 126
AND LAB 8:35PM - 9:30PM MW HEMENWAY, L CMS 122

123C ELEMENTARY & INTERMEDIATE ALGEBRA III 4 UNITS
Prerequisite: Math 123B or appropriate skill level demonstrated through the Mathematics assessment process
Third of 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
0392 LEC 9:20AM - 10:45AM TTh YUN, Y CMS 126
AND LAB 10:55AM - 11:50AM TTh YUN, Y CMS 122

EVENING CLASSES
3273 LEC 7:00PM - 8:25PM MW MARSUBIAN, A CMS 127
AND LAB 8:35PM - 9:30PM MW MARSUBIAN, A CMS 120

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.
125 INTERMEDIATE ALGEBRA  5 UNITS
Prerequisite: Math 115 or appropriate skill level demonstrated through the Mathematics assessment process
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.

NOTE: All Mathematics 125 students are required to pass a comprehensive departmental final. The Math 125 common final exams will be available to students throughout Monday to Thursday during the final exam week. From November 16 to December 12, students must visit the Math Center, CMS 121, to schedule a two hour time block in which to take their final exam. At that time, students will receive confirmation of the date, time, and location of their exam. Students must report on time for the exam. Late arrivals will have only the remaining time in their scheduled block to complete the exam. Students who do not take the final exam will receive a score of zero. Additional details will be given by your instructor after the semester begins.

Math 125 is also offered through ITV. See page 14.

DAY CLASSES
0394 LEC 7:40AM - 9:15AM MWF SHARNAZYAN, E CMS 128
0395 LEC 8:55AM - 11:25AM MW HAGAR, M CMS 128
0396 LEC 9:20AM - 11:50AM MW YUN, Y CMS 128
0397 LEC 9:20AM - 11:50AM TTh SAMII, B CMS 22
0398 LEC 10:35AM - 1:05PM TTh PETIKYAN, G CMS 22
0399 LEC 10:35AM - 1:05PM MW AGVANIAN, Y CMS 5
0400 LEC 12:20PM - 2:50PM MW SARGSYAN, E CMS 20
0401 LEC 12:20PM - 2:50PM MW NGO, H CMS 20
0402 LEC 12:20PM - 2:50PM TTh HOVASAPYAN, S CMS 22
0403 LEC 12:20PM - 2:50PM TTh BLOOM, J CMS 27

EVENING CLASSES
3275 LEC 4:05PM - 6:35PM MW MCGANN, E CMS 23
3276 LEC 4:05PM - 6:35PM MW CONSTANTINO, A CMS 128
3277 LEC 4:05PM - 6:35PM TTh BURDS, J CMS 23
3278 LEC 7:00PM - 9:30PM MW DABAGIAN, M CMS 29
3279 LEC 7:00PM - 9:30PM TTh PARK, S CMS 128

137 PRE-STATISTICS ALGEBRA  5 UNITS
Prerequisite: Math 112 or appropriate skill level demonstrated through the Mathematics assessment process
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 courses will require Math 125 and should consult the college catalog for prerequisites.

DAY CLASSES
0406 LEC 12:10PM - 1:40PM MW YUN, Y CMS 128
0407 LEC 12:10PM - 1:40PM TTh YUN, Y CMS 128
0408 LEC 1:00PM - 1:30PM TTh YUN, Y CMS 128
0409 LEC 2:10PM - 2:40PM MW SAMII, B CMS 127
0410 LEC 2:10PM - 2:40PM TTh SAMII, B CMS 127

EVENING CLASSES
3280 LEC 4:30PM - 6:05PM MW ADES, R CMS 22
3281 LEC 4:35PM - 6:40PM MW SARGSYAN, E CMS 21
3282 LEC 4:35PM - 6:40PM MW AVENDANO, J CMS 27
3283 LEC 7:00PM - 9:05PM MW ADIS, R CMS 27
3284 LEC 7:05PM - 9:05PM TTh MKRTCHYAN, T CMS 27

227 STATISTICS  (UCCSU) 4 UNITS
Prerequisite: Math 125 or 123C with a grade of 'C' or better, or appropriate skill level demonstrated through the Mathematics assessment process
Includes the following topics: graphical techniques; probability and probability distributions; sampling; estimation; correlations; regression; hypothesis testing; categorical data. Emphasis is on data analysis and interpretation, using sample data to extrapolate population characteristics.
Math 227 is also offered through ITV. See page 14.

ONLINE CLASSES
0408 LEC 4:15 hrs/wk TBA MKRTCHYAN, T INTERNET www.lamission.edu/online
NOTE: Students must be adept at using email and the Internet. Unlike a traditional classroom course, the successful student must be motivated and a disciplined learner. The majority of the work is online without the personal supervision of the instructor. Class will meet in CSM-030 from 4:30pm-7pm on Tu 9/1 for Orientation. Classes will meet in CMS 120/122 from 1:00pm to 3:30pm; Sat 9/26 Questions & Answers/Exam 1; Sat 10/24 Questions & Answers/Exam 2; Sat 11/14 Questions & Answers/Exam 3, and Sat 12/12 Questions & Answers/Final Exam.

DAY CLASSES
0409 LEC 8:10AM - 10:15AM MW REYES, C CMS 22
0410 LEC 8:10AM - 10:15AM TTh ANTONIOU, N CMS 22
0411 LEC 10:40AM - 12:45PM MW CHAU, E CMS 126
0412 LEC 10:40AM - 12:45PM TTh ANTONIOU, N CMS 22
0413 LEC 12:20PM - 2:25PM TTh DAKDOUK, R CMS 21
0414 LEC 12:20PM - 2:25PM TTh YUN, Y CMS 20

EVENING CLASSES
3285 LEC 4:10PM - 6:40PM MW HOVASAPYAN, S CMS 22
3286 LEC 4:10PM - 6:40PM MW SARGSYAN, E CMS 21
3287 LEC 5:15PM - 6:40PM MW NEWBERRY, L CMS 29

260 PRE-CALCULUS  (UCCSU) 5 UNITS
Prerequisite: Math 240, with a grade of 'C' or better or appropriate skill level demonstrated through the Mathematics assessment process
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
0416 LEC 7:05AM - 11:25AM MW YAMADA, R CMS 27
0417 LEC 12:15PM - 1:40PM MW HAGAR, M CMS 21

265 CALCULUS WITH ANALYTIC GEOMETRY I  (UCCSU) 5 UNITS
Prerequisite: Math 240 and 245 or 260 or appropriate skill level demonstrated through the Mathematics assessment process
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
0419 LEC 8:55AM - 10:20AM TTh YAMADA, R CMS 29
0420 LEC 10:25AM - 12:00PM MW SARGSYAN, E CMS 29
0421 LEC 10:35AM - 12:00PM TTh HOVASAPYAN, S CMS 20

EVENING CLASSES
3288 LEC 4:10PM - 6:40PM MW DAKDOUK, R CMS 22

266 CALCULUS WITH ANALYTIC GEOMETRY II  (UCCSU) 5 UNITS
Prerequisite: Math 265
Second course of calculus. Includes differentiation and integration of transcendental functions, polar coordinates, specialized methods of integration, parametric equations, and infinite series.

DAY CLASSES
0423 LEC 7:55AM - 10:25AM MW MKRTCHYAN, T CMS 27

267 CALCULUS WITH ANALYTIC GEOMETRY III  (UCCSU) 5 UNITS
Prerequisite: Math 266
This course of calculus, includes solid analytic geometry, partial differentiation, multiple integration, vector analysis, infinite series and an introduction to differential equations.

DAY CLASSES
0428 LEC 7:55AM - 10:25AM MW MKRTCHYAN, T CMS 26

270 LINEAR ALGEBRA  (UCCSU) 3 UNITS
Prerequisite: Math 266
Covers vector spaces, linear transformation, matrices, matrix algebra, determinants, Eigen vectors and Eigen values.

DAY CLASSES
0429 LEC 1:55PM - 3:20PM MW YAMADA, R CMS 27
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.
Our Mission Is Your Success
### MUSIC - Arts, Media & Performance

Chair: Deborah Paulsen 818.364.7738 | Vice Chair: Tobin Sparfeld 818.364.7890

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Fundamentals of Music</td>
<td>(UC-CSU) 3 UNITS</td>
<td>None</td>
<td>Students will learn the basic rudiments of musical notation, scales, keys, intervals, rhythms, and basic harmonization through written work, ear-training and sight reading.</td>
</tr>
<tr>
<td>111</td>
<td>Music Appreciation I</td>
<td>(UC-CSU) 3 UNITS</td>
<td>None</td>
<td>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.</td>
</tr>
<tr>
<td>321</td>
<td>Elementary Piano I</td>
<td>(UC-CSU) 2 UNITS</td>
<td>None</td>
<td>Covers keyboard geography and functional keyboard skills in each key using popular tunes and classics arranged for the elementary pianist.</td>
</tr>
<tr>
<td>322</td>
<td>Elementary Piano II</td>
<td>(UC-CSU) 2 UNITS</td>
<td>Music 321 with a grade of 'C' or better</td>
<td>Provides continuing instruction in basic piano skills, emphasizing all major and selected minor scales, primary chord progressions, triads, transposition, harmonization, repertoire and memorization.</td>
</tr>
<tr>
<td>323</td>
<td>Elementary Piano III</td>
<td>(UC-CSU) 2 UNITS</td>
<td>Music 322 with a grade of 'C' or better</td>
<td>Continued instruction in developing and refining piano skills with emphasis on major and minor scale techniques, chord progressions, triads, arpeggios, harmonization, transposition, repertoire from the major historical periods and memorization.</td>
</tr>
<tr>
<td>324</td>
<td>Elementary Piano IV</td>
<td>(UC-CSU) 2 UNITS</td>
<td>Music 323 with a grade of 'C' or better</td>
<td>Further study of technique and interpretation of works from all periods of the level of the Bach 2-part invention of Chopin preludes.</td>
</tr>
</tbody>
</table>

#### EVENING CLASSES

- 3312 LEC 5:30PM - 6:00PM TTH CANON, S BUNG 7
- AND LAB 6:00PM - 7:00PM TTH CANON, S BUNG 7
- 3313 LEC 5:15PM - 6:45PM TTH CANON, S BUNG 7
- AND LAB 6:45PM - 8:15PM TTH CANON, S BUNG 7
- 3315 LEC 5:15PM - 6:45PM TTH CANON, S BUNG 7
- AND LAB 6:45PM - 8:15PM TTH CANON, S BUNG 7

### PHYSICS

Chair: Myriam Levy 818.833.3414

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction to Philosophy</td>
<td>(UC-CSU) 3 UNITS</td>
<td>None</td>
<td>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 1 is also offered through ITV.</td>
</tr>
</tbody>
</table>
PHYSICAL SCIENCE

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

1 PHYSICAL SCIENCE I (UC:CSU) 3 UNITS
Prerequisite: None  Advisory: Math 115 | NOTE: Recommended for students enrolled in the PRECEDENTIAL 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
0455 LEC 10:55AM - 12:00PM TTh STAFF CMS 28

EVENING CLASSES
3331 LEC 6:50PM - 10:00PM W MALLORY, C CMS 28

14 PHYSICAL SCIENCE LABORATORY (UC:CSU) 1 UNIT
Prerequisite or Corequisite: Physical Science I
NOTE: Recommended for students enrolled in the PRECEDENTIAL OPTION of the Liberal Studies Program.
Laboratory experiments and a limited number of demonstrations will be performed that will allow students to visualize and apply basic concepts in physics and chemistry. Students will acquire basic problem-solving and laboratory skills.

DAY CLASSES
0465 LEC 10:35AM - 12:00PM TTh STAFF CMS 28

PHYSICS

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

6 GENERAL PHYSICS I (UC:CSU) 4 UNITS
Prerequisite: Math 123C or Math 125 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).

DAILY CLASSES
0468 LEC 8:50AM - 12:00PM T STAFF CMS 6
AND LEC 8:50AM - 12:00PM Th STAFF CMS 6

37 PHYSICS FOR ENGINEERS & SCIENTISTS I (UC:CSU) 5 UNITS
Prerequisite: Math 265
Designed for Physics, Astronomy, Chemistry, Engineering & Mathematics majors. This is the first semester of a three semester calculus-level sequence in introductory college Physics. Topics include kinematics, dynamics, laws of motion, and conservation laws for particles and systems of particles in both translation and rotation.

DAY/LATE START CLASSES
0469 LEC 10:55AM - 12:40PM MW RAINS, R CMS 6
AND LEC 10:55AM - 1:45PM F RAINS, R CMS 6

PHYSIOLOGY

Chair: Mike Reynolds 818.364.7695 | Vice Chair: Dr. Par Mohammadinan 818.833.3424

1 INTRODUCTION TO HUMAN PHYSIOLOGY (UC:CSU) 4 UNITS
Prerequisite: Biology 3 or Biology 5, and Anatomy 1, and Chemistry 51 or 65 or 101, and English 28 or ESL 8
Examines the function of the following human systems: integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary, endocrine, lymphatic, and reproductive. Labs include hands-on and computer-assisted applications.

DAY CLASSES
0472 LEC 10:55AM - 12:00PM TTh COVITT, G CMS 4
AND LAB 12:10PM - 3:20PM T COVITT, G CMS 104
0473 LEC 10:55AM - 12:00PM TTh COVITT, G CMS 4
AND LAB 12:10PM - 3:20PM Th COVITT, G CMS 104

EVENING CLASSES
3340 LEC 3:35PM - 5:00PM MW REYNOLDS, J CMS 105
AND LAB 5:05PM - 8:15PM M REYNOLDS, J CMS 105
3341 LEC 3:35PM - 5:00PM MW REYNOLDS, J CMS 105
AND LAB 5:05PM - 8:15PM W REYNOLDS, J CMS 104

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.
2 BIOLOGICAL PSYCHOLOGY (UC:CSU) 3 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
0490 LEC 10:35AM - 12:00PM TTh WILLIAMS, F INST 1002
EVENING CLASSES
3360 LEC 6:50PM - 10:00PM T STAFF CMS 126
13 SOCIAL PSYCHOLOGY (UC:CSU) 3 UNITS
Prerequisite: None
Examines how individuals are influenced by the behavior and presence of others. Emphasizes such topics as: liking and loving; forming impressions; aggression; changing attitudes; interactions within groups; and the psychology of conformity, obedience, and prejudice.
EVENING CLASSES
3361 LEC 6:50PM - 10:00PM Th CORONADO OLSEN, H INST 2004
14 ABNORMAL PSYCHOLOGY (UC:CSU) 3 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, somatiform, 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-IV).
DAY CLASSES
0491 LEC 8:55AM - 10:20AM TTh WILLIAMS, F INST 1002
41 LIFE-SPAN PSYCHOLOGY: FROM INFANCY TO OLD AGE (UC:CSU) 3 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
0492 LEC 8:55AM - 10:20AM TTh STAFF CSB 105
EVENING CLASSES
3362 LEC 6:50PM - 10:00PM T WILLIAMS, F INST 1002
52 PSYCHOLOGICAL ASPECTS OF HUMAN SEXUALITY (UC:CSU) 3 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
3363 LEC 6:50PM - 10:00PM M WILLIAMS, F INST 1002
SOCILOGY
Chair: Myriam Levy 818.833.3414
1 INTRODUCTION TO SOCIOLOGY (UC:CSU) 3 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
0494 LEC 5:10 hrs/wk TBA LEVY, M INTERNET Email:levymm@lamission.edu
0495 LEC 5:10 hrs/wk TBA D’ANTONIO, V INTERNET Email: dantonv@lamission.edu
ONLINE/SHORT-TERM CLASSES
0496 LEC 5:10 hrs/wk TBA BIONDO, J (10 Week Class - Starts 9/14/2015, Ends 11/8/2015) INTERNET Email: biondojk@lamission.edu
2 AMERICAN SOCIAL PROBLEMS (UC:CSU) 3 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.
DAY CLASSES
0504 LEC 3:10 hrs/wk TBA BIONDO, J INST 2004 INTERNET Email: biondojk@lamission.edu
DAY CLASSES
0505 LEC 8:55AM - 10:20AM TTh BIONDO, J INST 2004
3 CRIME & DELINQUENCY (CSU) 3 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.
DAY CLASSES
0506 LEC 10:35AM - 12:00PM TTh BIONDO, J INST 1004
4 SOCIOLOGICAL ANALYSIS (UC:CSU) 3 UNITS
Prerequisite: None
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
0507 LEC 8:55AM - 10:20AM TTh LEVY, M INST 2001
EVENING CLASSES
3371 LEC 6:50PM - 10:00PM T LITTLE, D CSB 203
11 RACE & ETHNIC RELATIONS (UC:CSU) 3 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
3372 LEC 3:30PM - 6:40PM M KLEIN, M INST 1002
28 THE FAMILY: A SOCIOLOGICAL APPROACH (UC:CSU) 3 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/LATE START CLASSES
0508 LEC 5:10 hrs/wk TBA LEVY, M INTERNET Email: levymm@lamission.edu (10 Week Class - Starts 9/14/2015, Ends 11/22/2015)

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.
31  SOCIOLOGY OF GENDER  (UC:CSU) 3 UNITS
Prerequisite: None
This course examines the social significance of gender in contemporary U.S. society. It analyzes the social construction of gender ideology and how women and men's experiences are affected by social institutions such as work, education, the family, and the criminal justice system. Men and women's differential experiences are analyzed within the contexts of race, class, and sexual orientation. The course demonstrates how the experiences of men and women are created through social institutions and can, therefore, be transformed through social and institutional change.
DAY CLASSES
0509  LEC  8:55AM - 10:20AM  TTh  ANDERSON, J  INST 1003

SPANISH

1  ELEMENTARY SPANISH I  (UC:CSU) 5 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
0511  LEC  10:35AM - 1:05PM  MW  SCHEIB, J  CSB 105
0512  LEC  10:35AM - 1:05PM  TTh  SCHEIB, J  CSB 105
DAY CLASSES
0513  LEC  10:35AM - 1:05PM  TTh  STAFF  CSB 203

2  ELEMENTARY SPANISH II  (UC:CSU) 5 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 oral 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
0517  LEC  1:50PM - 3:20PM  TTh  CUCUZZA, R  BUNG 9
0518  LEC  1:55PM - 3:20PM  TTh  CUCUZZA, R  INST 1008
0519  LEC  12:10PM - 1:05PM  W  CUCUZZA, R  BUNG 9
AND  LAB  1:15PM - 3:20PM  W  CUCUZZA, R  BUNG 9

3  INTERMEDIATE SPANISH I  (UC:CSU) 5 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
3375  LEC  4:00PM - 6:30PM  MW  SCHEIB, J  CSB 105
3376  LEC  4:00PM - 6:30PM  TTh  SCHEIB, J  CSB 105
3377  LEC  7:00PM - 9:30PM  TTh  ZAMUDIO DAWA, M  CSB 105

4  INTERMEDIATE SPANISH II  (UC:CSU) 5 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
3378  LEC  7:00PM - 9:30PM  MW  ESCOBAR, M  CSB 111

5  ADVANCED SPANISH I  (UC:CSU) 5 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
3381  LEC  7:00PM - 9:30PM  TTh  LERIC, L  INST 1004

THEATER - Arts, Media & Performance

100  INTRODUCTION TO THE THEATER  (UC:CSU) 3 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
0514  LEC  6:00PM - 6:50PM  TTh  SCHEIB, J  INST 1003
0515  LEC  10:35AM - 12:00PM  TTh  CUCUZZA, R  INST 1008
0516  LEC  1:55PM - 3:20PM  TTh  CUCUZZA, R  INST 1008

271  INTERMEDIATE ACTING  (UC:CSU) 3 UNITS
Prerequisite: Theater 200
Acting principles are expanded and applied in staged scenes. The emphasis is on comprehension, translation into meaningful dramatic action, and creation. The actor’s self-awareness is explored and developed before a classroom audience.
DAY CLASSES
0513  LEC  10:35AM - 1:05PM  TTh  CUCUZZA, R  CSB 105
0514  LEC  6:00PM - 6:50PM  TTh  CUCUZZA, R  INST 1003
0515  LEC  10:35AM - 12:00PM  TTh  CUCUZZA, R  INST 1008
0516  LEC  1:55PM - 3:20PM  TTh  CUCUZZA, R  INST 1008
0517  LEC  8:50AM - 12:00PM  M  CUCUZZA, R  BUNG 9
0518  LEC  1:50PM - 5:00PM  M  CUCUZZA, R  BUNG 9

SUPERVISED LEARNING ASSISTANCE

Director: TBA 818.367.7754

1T  SUPERVISED LEARNING ASSISTANCE  (NDA) (Rpt 3) 0 UNITS
Upon instructor referral, students will receive tutoring in the LRC. It is a non-credit, open-entry, open-exit course which is non-graded and will not appear on student transcripts.
0510  LEC  22:15 hrs/wk  TBA  STAFF  LRC 219
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](http://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 2015 semester, students must withdraw online on or before November 22 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](http://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 2015 SEMESTER:** No notation (“W” or other) will appear on the student’s record if the class is dropped online on or before September 13, 2015.

**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 2015 semester, September 13 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 Officer. Copies of pertinent State and Federal legislation are available for inspection.

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

**Family Educational Rights and Privacy Act**

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 disclosed without a student’s consent unless the student has notified the college that he/she does not want all or portions of the directory information released. To do so, the student must submit the appropriate College 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 recent 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://srkt.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 recording 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 this is a warning that continued conduct of the type described in the reprimand may result in formal action against the student.
3. DISCIPLINARY PROBATION – Exclusion from participation in privileges or extra-curricular college activities set forth in the notice of disciplinary probation for a specified period of time. The imposition of disciplinary probation involves notification in writing of the reason for disciplinary probation to the student(s) or president of the student organization involved.
4. RESTITUTION – Reimbursement for damage or for misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
5. SUMMARY SUSPENSION – A Summary Suspension is for purposes of investigation. It is a means of relieving the tension of the student body or individual class due to a serious infractions 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.

b. Unauthorized transfer of a file.

c. Unauthorized use of another individual’s identification or password.

d. Use of computing facilities to interfere with the work of a student, faculty member or college official, or to alter college or district records.

9803.27 Use of unlicensed software

9803.28 Unauthorized copying of software

9803.29 Use of computing facilities to access, send or engage in messages which are obscene, threatening, defamatory, present a clear and present danger, violate a lawful regulation and/or substantially disrupt the orderly operation of a college campus.

9803.30 Use of computing facilities to interfere with the regular operation of the college or District computing system.

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

9805 Interference with Performance of Duties of Employees: Action to cause, or attempt to cause, any employee of the District to do, or refrain from doing, any act in the performance of his or her duties by means of a threat to inflict any injury upon any person or property.

9805.10 Assault or Abuse of an Instructor: Assault or abuse of any instructor employed by the District in the presence or hearing of a community college student, or in the presence of other community college personnel or students, and at a place which is on District premises or public sidewalks, streets, or other public ways adjacent to school premises, or at some other place where the instructor is required to be in connection with assigned college activities.

9806 Unsafe Conduct: Conduct which poses a threat of harm to the individual and/or to others. This includes, but is not limited to, the following types of conduct: Unsafe conduct in connection with a Health Services Program (e.g., Nursing, Dental Hygiene, etc.); failure to follow safety directions of District and/or college staff; willful disregard of safety rules as adopted by the District and/or college; negligent behavior which creates a unsafe environment.

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 Discriminatoria
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 estudiante cree que tiene motivos para formular una queja, puede comunicarse con el presidente del College que le ayudara dándole una explicación de las reglas y procedimientos de la institución. Si el problema pueda ser resuelto, le dara una sugerencia de cuál es la mejor manera de resolverlo. Para obtener información adicional y para conseguir la formula E55 de las regulaciones administrativas (student grievance procedure), por favor comunícese 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 statues; students may also be subject to discipline under the Student Disciplinary Procedures. The Sexual Harassment Policy may also apply, and the Compliance Officer may be contacted at 818.364.7701. Confidentiality shall be maintained (Reference: Board Rule 16400.11).

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 sujeto 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 policia 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

on any property owned or used by the District or colleges of the
by the same, or any possession or use of alcoholic beverages while
use of controlled substances, the possession of which are prohibited
section 11350 or Business and Professions Code section 4230, any
which would constitute a violation of Health and Safety Code
 Alcohol and Drugs.  Any possession of controlled substances
Board of Trustees adopted Rule 9803.19, which prohibits:
On April 20, 1989, the Los Angeles Community College District

Angeles Community College District.

premises, in District vehicles, or as part of any activity of the Los
 Students and employees are prohibited from unlawfully
free institution of higher education.

compliance with requirements that maintain our college as a drug-
Los Angeles Mission College adheres to, supports, and is in full

Drug-Free Environment

Los Angeles Mission College adheres to, supports, and is in full
compliance with requirements that maintain our college as a drug-

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.

Diversity Program

The policy of the Los Angeles Community College District is to
implement equal opportunity to all qualified employees and
applicants for employment without regard to race, color, national
origin, ancestry, religion, creed, sex, pregnancy, age, disability, marital
status, medical condition (cancer related), sexual orientation, or
veteran status. Positive action will be taken to ensure that this
policy is followed in all personnel practices, including recruitment,
hiring, placement, upgrading, transfer, demotion, treatment during
employment, rate of pay or other forms of compensation, selection
for training, layoff, or termination. Inquiries regarding equal
opportunity practices at Los Angeles Mission College should be
directed to the college Compliance Officer located in the Campus
Center, 818.364.7701.

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:
• General Information
• Crime
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.
Los Angeles Mission College Offers These Special Services To Students

Eagles’ Landing Student Store

eagleslanding.lamission.edu | 818.364.7798 or 818.364.7654

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 http://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 C-Store located at the Center for Math & Science building 818.364.7731.

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

REGULAR CONVENIENT STORE HOURS* (CMS Building)
Monday – Thursday | 8am - 9:30am
11:30am - 1pm
5pm - 7pm
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
Saturdays, Sundays & 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

College Ombudsperson

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

Disabled Student Programs & Services (DSPS)

www.lamission.edu/dsps | 818.364.7732
DSPS provides services and accommodations for students with disabilities. Once a DSPS professional has made the determination that a student has a disability (usually through the review of documentation from a qualified professional), the student begins working with a DSPS counselor and/or the Disability Specialist to create a customized student education contract (SEC) that outlines the specific services and accommodations that may be needed for the student to be successful in their academic endeavors. Additionally, students receive academic counseling support to create a student education plan (SEP) that is essentially the road map to completing a field of study which can include: basic skills development, certificate completion, AA/AS degree completion and/or preparation for transfer to a 4-year college or university. Visit us at www.lamission.edu/dsps for additional information.

Extended Opportunity Programs & Services/CARE

818.364.7645
EOPS provides qualifying students with academic counseling, peer advisement, peer tutoring, free workshops, free university/cultural tours, transfer assistance, and assistance with books. Single parents on CalWORKs may receive additional assistance through the CARE program. EOPS/CARE students receive assistance to purchase their cap and gown for graduation. Graduating students are recognized at a special recognition ceremony toward the end of the semester.

Student Activities

818.364.7820
The Student Activities Office offers many events/activities that welcomes students’ participation; Student Government, student workshops, student clubs/organizations, fundraisers, dances, special events and welcome week. Student activities is also involved with the promotion of the campus Honor Awards events and the annual college commencement. All these activities are provided to support and enhance LAMC’s student population college experience. Please come the Student Activities or visit the Associate Student Organization offices located on the lower floor of the Campus Center.
**Student Services**

**Offices Which Provide Services To Students**

Please note that the hours for Student Services will change after the registration period, which is one week before the first day of class and two weeks after the first day of class. During the registration period, Student Services operations will be from 8am to 7pm, Monday through Thursday and 8am to 4pm on Friday. After the registration period, Student Services operations hours will be 8am to 5pm, Monday and Thursday. On Tuesday and Wednesday, hours will be 8am to 7pm, and on Friday, 8am to noon. These hours refer to the following departments: Admissions & Records, Counseling Department, Financial Aid Office, EOPS, Transfer Center and DSPS. Department office hours are subject to change. Go to www.lamission.edu for current office hours.

**Admissions & Records**
818.833.3322
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 online 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
All new and returning students are strongly advised to meet with a counselor before registering for courses. Meeting with a counselor regularly provides an opportunity to review educational goals, course requirements, research majors and plan courses. New students will need to declare a program of study and complete a comprehensive student educational plan by the time 15 degree applicable units are completed. It is highly recommended for students to meet with a counselor each semester to receive updates and review progress towards their educational goal.

The College Orientation is designed for students to learn about the college, educational programs, services, degree requirements, the tools necessary to be a successful college student and the opportunity to develop an abbreviated student educational plan.

Online counseling is now available.

**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**
www.lamission.edu/healthcenter | 818.362.6182
The Student Health Center at LAMC offers medical, health education, and mental health counseling services for students of the college. The Student Health Center is operated on-campus by a contracted provider (Northeast Valley Health Corporation). Currently enrolled students are eligible for SHC services but they must provide proof of enrollment via photo ID or fee receipt. Services can be obtained between semesters when the office is open so long as the student was enrolled in the previous semester. NEVHC also provides services at several locations throughout the San Fernando Valley. The address for the closest NEVHC community-based clinic is 12756 Van Nuys Blvd.; Pacoima, CA. Their phone number is 818.896.0531.

**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
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 fide 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 Association
- Anime Alliance Club
- Astronomy Club
- ATPA 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
**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>
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</tr>
<tr>
<td>Administrative Services</td>
<td>7801</td>
<td>818.364.7801</td>
</tr>
<tr>
<td>Plant Facilities</td>
<td>7801</td>
<td>818.364.7801</td>
</tr>
</tbody>
</table>

Los Angeles County:

- Police Department: 9 - 911 911
- Fire Department: 9 - 911 911

**Pay Telephones:** For any emergency - Press *11 to reach L.A. County Sheriff’s Office.

**LACCD Student Identification Number & Card**

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](http://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.
IGETC Advising Form

See information on previous page

[Checkbox] Certification: [ ] UC [ ] CSU
[Checkbox] Liberal Arts AA Degree Emphasis

Los Angeles Mission College

IGETC ADVISING FORM -- for transfer to the CSU / UC Systems

General Education Plan (2015-2016)

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**ENGLISH COMMUNICATIONS**

2-3 COURSES (6-9 Sem/8-12 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
- Math 238+265 OR 245+260 combined: max credit, one course

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**Arts and Humanities**

3 COURSES (9 Sem/12 Quarter Units)

- Choose one course from A, one course from B, and a third course from A or B
  - A. Art: **Art 101, 102, 103, 105, 109, 111, 201, 300, 501, 502**, **Chicano 52, 58, Cinema 3, Human 1,3, Music 111, 141, Theater 100**
  - B. Humanities: **Anthro 104, Chicano 37, 42, 44, 46 Cinema 4, English 203, 205, 206, 208, 240, Human 1, 2, 3, 30, 31, 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. **AJ 1, 4, Anthro 102, 104, 121**, **Afro Am 2, 4**, **Chicano 2, 7, 8**, **Child Dev 1**, **Econ 1, 2, 10**, **Geog 2, 7, 14, Hist 1, 11**, **12**, **14**, **18**, **Ling 1**, **Pol Sci 1, 2, 5, 7**, **Psy 1, 2, 13, 14, 41, 52**, **Soc 1, 2, 3, 11, 24, 28**
  - B. **History 11, 43, Afro Am 4 and Chicano 7 combined: max credit, one course**
  - C. **History 12, 44 and Chicano 8 combined: max credit, one course**

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**Physical and Biological Sciences**

2 COURSES (7 Sem/9 Quarter Units)

- Choose one course from A, one course from B. At least 1 course must include a corresponding lab (lab courses are underlined).
  - A. **Astron 1, 5, Chem 51**, **52**, **55**, **65**, **101, 102, 211, 212**, **Geog 1, 15**, **Geology 1, Ocean 1, Phys Sci 1**, **14**, **Physics 5, 7, 37, 38**
  - **Chem 51, 52, and 65 combined: max credit, one course. No credit for Chem 51, 52 or 65 if taken after 101 or 102.**
  - **B. Biological Sciences: Anatomy 1, Anthro 101, Bio 3, 6, 7, 40**, **Env Sci 2, Micro 20**, **Physiol 1, Psy 2**
  - **Micro 1 and 20 combined: max credit, one course**

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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, Chicano 8**, **Econ 10, History 11, 12**
- B. **Pol Sci 1**

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**Major Prep Courses:**

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UC TOTAL

CSU TOTAL

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Counselor Signature ________________________ Date ____________

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CSU ADVISING FORM

IMPORTANT INFORMATION: Courses on this list are approved for a specific academic year, which begins with the Fall 2015 semester and remains valid through Summer 2016.

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 4-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.

Los Angeles Mission College
TRANSFER CENTER
Helping You Get There
818.364.7827 • Campus Services Building

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

VISIT OUR WEBPAGE AT: www.lamission.edu/counseling/transfercenter
CSU Advising Form

See information on previous page

Los Angeles Mission College
California State University System
CSU General Education Plan (2015-2016)

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.

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, 211, 212, Geog 1, 15, Geology 1, Ocean 1, Phys Sc 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.

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, 105, 109, 111, 201, 300, 501, 502, Chicano 52, 58, Cinema 3, English 240, Human 1, 3, 31, Intrdgn 104, Music 101, 111, 141, 321-324, 341, Photo 10, 11, 12, Theater 100
C-2. Humanities: Anthro 104, Chicano 37, 42, 44, 46, 58, Cinema 4, English 203, 205, 206, 208, 240, French 1, 2, History 86, Human 1, 2, 30, 31, Italian 1, 2, Ling 1, Philos 1, 20, 33, Portgs1, Spanish 1, 2, 3, 4, 5, 6

D SOCIAL SCIENCES 9 Semester /12 Quarter UNITS
Courses must be chosen from at least two disciplines (please review box below for additional options).

The American Institutions requirement may be completed as part of the 9 units required in Area D.

American History and Institutions Requirement
May be met by completing: Political Science 1
AND one of the following courses: Afro Am 4, Chicano 8, Econ 10, History 11, 12
It is highly recommended students complete these requirements, as it will meet 4-year, title 5, graduation requirements.

D-0. A1 1, 4, Afro Am 2, 4, Anthro 102, 104, 121, Bus 5, Ch Dev 1, 42, Chicano 2, 7, 8, 19, 20, 44, 47, 71, Comm 121, Econ 1, 2, 10, Geog 2, 7, 14, Hist 1, 2, 11, 12, 86, Law 1, Ling 1, Pol Sci 1, 2, 5, 7, Psy 1, 2, 13, 14, 41, 52, Soc 1, 2, 3, 11, 24, 28

E LIFESTYLE UNDERSTANDING AND SELF-DEVELOPMENT 3 Semester /4 Quarter UNITS
Chicano 47, Child Dev 1, Env Sci 2, Fam&CS 8, 21, 31, 91, Health 8, 11, Psych 1, 2, 41, 52, , Kin 100
(Activity courses): Kin* 35-552, Kin Ath 503, 511, 516, 552, DanceTQ* 462 * Only 1 unit of Physical Activity may be counted

Other College Advanced Placement Military Credit

Major Prep Courses:

Counselor’s Signature Date

TOTAL
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 qualify 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 Dependents’ 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 2015, Fall 2015, Winter 2016 and/or Spring 2016, AND you are eligible for a BOG fee waiver, contact the campus Business Office regarding a refund.

Financial Aid & Scholarships
818.364.7648 Email: lamcfinaid@lamission.edu Website: www.lamission.edu/financialaid Twitter: twitter.com/LAMCFAQ 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 and winter terms 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 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 complete the Campus Selection process by this date to ensure your file is processed before the start of the fall semester.
• September 2 — Extended Cal Grant B “competitive” awards deadline for eligible community college students only (does not apply to AB540 students who apply through the California Dream Act Application).

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. 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 group may also qualify for Entitlement Cal Grants.
3. 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 is 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 (specify college or university) ________________________________________________ and I declare the following:

Check YES or NO boxes:

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

☐ YES  ☐ NO I have attended high school in California for three or more years.

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

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>CITY</th>
<th>STATE</th>
<th>DATES FROM - Month/Year</th>
<th>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)  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: Suzanne Mignosi 818.364.7680
Art
Cinema – Vice Chair: Curtis Stage 818.364.7771
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: Suzanne Mignosi  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

COUNSELING
Chair: Michong Park 818.364.7868
Vice Chair: Sherrie Loper 818.364.7726

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 & JOURNALISM
Chair: Dr. Louise Barbato 818.364.7687
Secretary: Suzanne Mignosi 818.364.7680
English – Vice Chair: Carolyn Daly 818.833.3311
Vice Chair: Veronica Diaz-Cooper 818.364.7694
Communication Studies –
Vice Chair: Margie Long 818.364.7682

FOREIGN LANGUAGE
Chair: Jolie Scheib 818.364.7690
Secretary: Suzanne Mignosi 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: VACANT
Secretary: Sheila Money 818.364.7756

LIBRARY
Chair: Donna Ayers 818.364.7799

LIFE SCIENCES
Chair: Mike Reynolds 818.364.7695
Secretary: Patricia Carter 818.364.7793
Anatomy – Vice Chair: Dr. Par Mohammadian 818.833.3424
Anthropology – Vice Chair: Dr. Anne Armstrong  818.364.7600 x4244
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: Debby Wong 818.364.7887
Secretary: Margarita Padilla 818.364.7894
Computer Science Information Technology –
Vice Chair: Mari Rettke 818.364.7697
Mathematics – Vice Chair: Yoon Yun 818.364.7691

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
Gerontology
Interior Design –
Vice Chair: Sharon Anderson 818.364.7600 x4370

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
1 - CCEP HS
Community Charter Early College HS
11500 Eldridge Ave, Lake View Terrace

2 - CCLA
Cesar Chavez Learning Academies
1001 Arroyo Ave, San Fernando

4 - GRID-ES
Gridley Elementary
1907 Eight St, San Fernando

3 - LAKEVIEW
Lakeview Charter High School
919 Eight St, San Fernando

4 - MONROE
James Monroe High School
9229 Haskell Ave, North Hills

5 - PCH
Pacoima City Hall
13520 Van Nuys Blvd, Pacoima

6 - SARA-COUG
Sara Coughlin Elementary
11035 Borden Ave, Pacoima

7 - SFDO-HS
San Fernando High School
11133 Omelveny Ave, San Fernando

8 - SYLM HS
Sylmar High School
13050 Borden Ave, Sylmar

9 - TRIUMPH
Triumph Charter High School
9171 Telfair Ave, Sun Valley

10 - 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.

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**PIERCE COLLEGE**

**REGISTER NOW!**

Time for a change? **Try one of these careers**

- Horse Science
- GIS Certificate
- Auto Tech
- Vet Tech

[www.piercecollege.edu](http://www.piercecollege.edu)
## Final Exam Schedule FALL 2015

### Monday, December 14 – Saturday, December 19

**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. All classes that meet more than twice a week (MTWTh) should follow the Mon & Wed exam schedule
5. Final exams for short-term classes shall be administered during the final two hours of the last class period.

**Example:**
- If your class meets Mondays only at 4:35pm, then your final exam will be held on Mon, Dec 14 from 5:30-7:30pm.
- If your class meets Tu & Th at 10:35am, then your final exam will be held on Th, Dec 17 from 10am-12pm.

### FINAL EXAM DAY, DATE AND TIME

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<thead>
<tr>
<th>TIME</th>
<th>Mon &amp; Wed</th>
<th>Tu &amp; Th</th>
<th>Mon only</th>
<th>Tu only</th>
<th>Wed only</th>
<th>Th only</th>
<th>Fri only</th>
<th>Sat only</th>
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<td>7:00-8:35am</td>
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**ALL MATHEMATICS 115 AND 125 STUDENTS ARE REQUIRED TO PASS A COMPREHENSIVE DEPARTMENTAL FINAL.**

The Math 115 and 125 common final exams will be available to students throughout Monday to Thursday during the final exam week. From November 16 to December 12, students must visit the Math Center, CMS 121, to schedule a two hour time block in which to take their final exam. At that time, students will receive confirmation of the date, time, and location of their exam. Students must report on time for the exam. Late arrivals will have only the remaining time in their scheduled block to complete the exam. Students who do not take their final exam will receive a score of zero.

Additional details will be given by your instructor after the semester begins.

**NOTE:**
- Every instructor is required to give a final examination following the schedule above.
- Final exams are scheduled for two hours 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

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Inks: 100% Soy-based

Please recycle this schedule