



**Skyline**  
COLLEGE

ACHIEVE

# Fall 2009

# Class Schedule

Day, Evening  
and Online  
Classes Begin  
August 19, 2009

*Short courses are available  
beginning each month  
from August to December*



Celebrating our  
**40th**  
Anniversary

# Support to help you achieve your educational goals!

## Fund your FUTURE with FREE money!

Free money is available to help you pursue your educational and career goals.

**Financial aid** can help to pay part or all of your enrollment fees, books, materials, transportation, and other education related expenses. Come by Skyline's Financial Aid office, located on the second floor of Building 2, or call 650-738-4235. Office hours are Monday through Thursday, 8:00 am–7:00 pm, and Friday, 8:00 am–4:00 pm. Information is also available at <http://www.skylinecollege.edu/general/finaid/index.html>. Send an e-mail to [skyfinaidoffice@smccd.edu](mailto:skyfinaidoffice@smccd.edu) for more information. Bilingual assistance in Spanish, Tagalog and Arabic are available.



## Beyond Economic Self-Sufficiency Tools (BESST) Program

Get all the help you deserve to go to college

If you need or already receive food assistance benefits, the BESST Program at Skyline can help you attend and succeed in college. You may qualify for food assistance for yourself and your family, fee waivers that pay for your courses, money for books, transportation assistance, and more. Contact Adolfo Leiva at Skyline College 650-738-7035 or visit Building One, Room 1221A to learn how you may qualify.

## English Language Institute

For help getting started at Skyline!

Nonnative speakers of English can get assistance with understanding and navigating the college experience. The English Language Institute provides service in:

- helping students understand the English for Speakers of Other Languages courses offered at Skyline College
- directing students to services using translation and information in primary languages
- informing students about services they may qualify to receive
- coordinating counseling and career planning for nonnative speakers
- finding creative solutions to barriers such as transportation, child care and financial aid
- building workplace English through a language course
- assisting second-language speakers interested in the Vocational/Technical fields to prepare adequately for study.

Contact: Leigh Anne Sippel, Associate Professor, English for Speakers of Other Languages, 650-738-7089 or [skyeli@smccd.edu](mailto:skyeli@smccd.edu)

**We are here for you!**





# Skyline COLLEGE

3300 College Dr., San Bruno, CA 94066

Skyline College is part of the San Mateo County Community College District, which also operates Cañada College in Redwood City and College of San Mateo. The District and its Colleges are governed by a six-member Board of Trustees, five elected at large for four-year terms by County voters and one elected by students in the District for a one-year term.

Victoria P. Morrow, Ph.D.,  
*President, Skyline College*

### Board of Trustees, San Mateo County Community College District

Karen Schwarz, *President*  
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Helen Hausman / Richard Holober  
Dave Mandelkern  
Virginia Medrano Rosales,  
*Student Trustee, 2008-2009*  
Ron Galatolo, *District Chancellor*

### Accreditation

Skyline College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S.

### Credits

*Cover Design:* mike!, El Sobrante, CA  
*Photos:* Sean Arbabi, Sharon Beals, Shelly Hausman  
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### Accuracy Statement

Skyline College and the San Mateo County Community College District have made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other information contained herein, are subject to change without notice by the administration of Skyline College for reasons related to student enrollment or level of financial support, or for any other reason, at the discretion of the College. The College and the District further reserve the right to add, amend or repeal any of their rules, regulations, policies and procedures, in conformance with applicable laws.

This publication is available upon request in an alternate format by calling Skyline's Disabled Students Program and Services at (650) 738-4393.

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# Fall Semester Calendar

## **AUGUST 19**

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Day and Evening Classes Begin

## **SEPTEMBER 1**

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Last Day to DROP Semester Length Course with Eligibility for Refund\*

## **SEPTEMBER 1**

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Last Day to ADD Semester Length Course\*

\*Please check your WebSMART Class Schedule Summary for exact dates for short courses.

## **SEPTEMBER 4**

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Final Payment DUE  
(Semester Length Classes)

## **SEPTEMBER 5-6**

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Declared Recess

## **SEPTEMBER 7**

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Holiday – Labor Day

## **SEPTEMBER 8**

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Census Day (Semester Length Classes)

## **SEPTEMBER 11**

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Last Day to DROP Semester Length Course without Appearing on Record  
Last Day to Reverse Student Body Fee

## **OCTOBER 2**

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Last Day to Apply for a Degree or Certificate

## **NOVEMBER 11-12**

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Faculty Flex Days – No Day or Evening Classes

## **NOVEMBER 13**

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Holiday – Veterans' Day (Observed)

## **NOVEMBER 14-15**

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Declared Recess

## **NOVEMBER 18 (14th WEEK)**

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Last Day to WITHDRAW from Semester Length Course  
Last Day to CHANGE "Grade Type" for Semester Length Course (if applicable)

## **NOVEMBER 25**

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Declared Recess (Evening Courses Only)

## **NOVEMBER 26**

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Holiday – Thanksgiving

## **NOVEMBER 27-29**

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Declared Recess

## **DECEMBER 13-19**

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Final Examinations – Day, Evening & Weekend Classes

## **DECEMBER 19**

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Day, Evening & Weekend Classes End

## **DECEMBER 24 – JANUARY 1**

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Winter Recess, Offices Closed

## **JANUARY 8**

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Final Grades Available on WebSMART

### **Final Grades**

for the Fall 2009 Semester will be available on WebSMART at [SkylineCollege.edu](http://SkylineCollege.edu) beginning January 8, 2010



### **Important: Refund Policy**

*Please see Page 16 for detailed information regarding Refund Policy*

# Final Examinations – Fall Semester

## DAY CLASSES

Regular Class Meeting		Final Examination		
8:10 am	MWF, MW, Daily	8:10-10:40 am	Friday	December 18
8:10 am	TTh, T, Th	8:10-10:40 am	Tuesday	December 15
9:10 am	MWF, MW, Daily	8:10-10:40 am	Wednesday	December 16
9:35 am	TTh, T, Th	8:10-10:40 am	Thursday	December 17
10:10 am	MWF, MW, Daily	8:10-10:40 am	Monday	December 14
11:10 am	TTh, T, Th	11:10- 1:40 pm	Tuesday	December 15
11:10 am	MWF, MW, Daily	11:10- 1:40 pm	Wednesday	December 16
12:10 pm	MWF, MW, Daily	11:10- 1:40 pm	Monday	December 14
12:35 pm	TTh, T, Th	11:10- 1:40 pm	Thursday	December 17
1:10/1:35 pm	MWF, MW, Daily	2:10- 4:40 pm	Wednesday	December 16
1:10 pm	TTh, T, Th	2:10- 4:40 pm	Tuesday	December 15
2:10 pm	MWF, MW, Daily	2:10- 4:40 pm	Monday	December 14
2:10 pm	TTh, T, Th	2:10- 4:40 pm	Thursday	December 17
All Others		11:10- 1:40 pm	Friday	December 18

- Notes**
- When a course consists of lecture and laboratory, the final examination is scheduled according to the time of the lecture.
  - If your class meets at a time other than those listed, please check with your instructor for further information regarding your final examination.
  - If there is an unavoidable conflict in your final examination schedule, see your instructor in one of the classes and request to take the examination with another class.
  - Examinations start promptly at hours indicated and are held in the same room in which the class regularly meets.

## EVENING/WEEKEND CLASSES

Final examinations for all evening, Saturday and Sunday classes will be given during the last class meeting for short courses and as follows for full-term courses:

**Note: Evening courses that meet two nights per week meet both nights during Finals. The first night is a regular class meeting and the Final Exam is held on the second night.**

Monday classes .....	Monday, December 14
Tuesday classes .....	Tuesday, December 15
Wednesday classes .....	Wednesday, December 16
Thursday classes .....	Thursday, December 17
Friday classes .....	Friday, December 18
Saturday classes .....	Saturday, December 19
Sunday classes .....	Sunday, December 13

# Fall Semester Registration Calendar

## REGISTRATION DATES/TIMES

Registration Online at: <https://websmart.smccd.edu>

**YOU MUST HAVE AN APPOINTMENT DATE TO REGISTER**

### CONTINUING STUDENTS PRIORITY REGISTRATION

Students who attended any semester since Fall 2008 are considered **CONTINUING STUDENTS**. Do not submit a new **Application for Admission**. Update your personal information when you log in to WebSMART.

**WebSMART** – Log in to register  
April 20 – May 10, 2009  
on or after your appointment date  
Monday through Sunday  
(unavailable 2 am to 4 am daily)

### ALL STUDENTS

All **NEW / FORMER** (have not attended any of the last 3 terms) **STUDENTS** must submit an Application for Admission for the Fall 2009 Semester. After being admitted, new and former students may register:

**WebSMART** – Log in to register  
May 11 – August 18, 2009  
on or after your appointment date  
Monday through Sunday  
(unavailable 2 am to 4 am daily)  
**WebSMART will not be available on  
August 17, 2009 until 8 am**

### LATE REGISTRATION – AUGUST 19-SEPTEMBER 1, 2009 for Semester Length Classes

- To add a class:
- Obtain an authorization code from the instructor
  - Register on WebSMART using the authorization code

#### Admissions & Records, Cashiers and Counseling

##### Late Registration Office Hours

**August 19-27** Monday through Thursday – 7:30 am to 8:00 pm  
Friday – 7:30 am to 4:30 pm • **Saturday, August 22** – 10:00 am to 2:00 pm

##### Admissions & Records/Cashier's Regular Office Hours – Fall 2009

Dates	Admissions & Records	Cashier's
<b>August 28 – December 18</b>		
Monday – Thursday	7:30 am to 7:00 pm	8:00 am to 7:00 pm
Friday	7:30 am to 4:30 pm	8:00 am to 4:00 pm
<b>November 11-12</b>	7:30 am to 4:30 pm	8:00 am to 4:00 pm
<b>December 21-23</b>	7:30 am to 4:30 pm	8:00 am to 4:00 pm

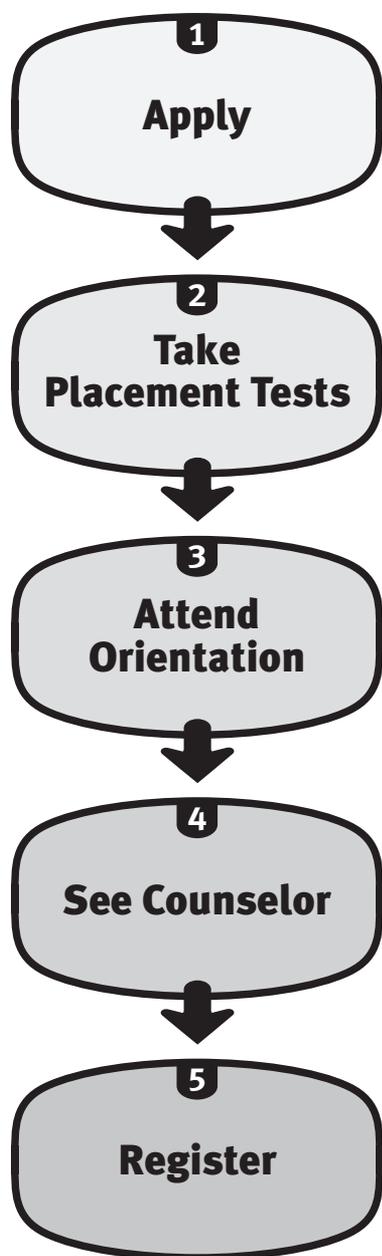
**WebSMART** – Monday through Sunday (unavailable 2 am to 4 am daily)

# Five Steps to Successful Enrollment

## New/Former Students

If you select any of the following educational goals on your application (item #7), you must complete the five enrollment steps listed below before you register for your classes.

- Obtain an Associate Degree
- Earn a Vocational Certificate
- Transfer to a four-year college or university
- Improve your English, reading or math skills
- Discover career interests or prepare for a new career
- Undecided about your major (goal)



### Step 1 APPLY FOR ADMISSION/FINANCIAL AID

Admissions & Records, Building 2, (650) 738-4252

Complete the Application for Admission at <https://websmart.smccd.edu> or in this class schedule. With your "Admitted" email or letter you will receive an Enrollment Ticket, which you will have stamped as you complete each step. (Former students may not be required to complete steps 2 and 3.)

**Mail or drop off your paper application to:**

Skyline College, Admissions and Records  
3300 College Drive, San Bruno, CA 94066

### Step 2 TAKE PLACEMENT TESTS

Assessment Center, Building 2, (650) 738-4164

Take the placement tests; refer to page 7 for information about placement tests. Some students may be exempt from placement testing.

### Step 3 COMPLETE ORIENTATION

One-Stop Information Center, Building 2, (650) 738-4465

Orientation will provide you with information about registration procedures, college policies, student services, academic expectations, and information on how to accomplish your educational goals. Refer to page 8 for information regarding in-person and online orientation options.

### Step 4 MAKE APPOINTMENT WITH A COUNSELOR

Counseling Division, Building 2, (650) 738-4317

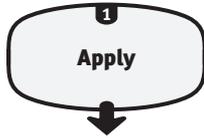
A Counselor will discuss your placement results and help you select appropriate courses for the coming semester based on your educational and career goals.

### Step 5 REGISTER FOR CLASSES

WebSMART at [www.SkylineCollege.edu](http://www.SkylineCollege.edu)

Submit your completed Enrollment Ticket to Admissions & Records. You will receive your registration date. Select WebSMART from the Skyline College menu at [www.SkylineCollege.edu](http://www.SkylineCollege.edu) to register for classes, pay fees, view grades, and much more! If you have questions, call the Admissions & Records Office at (650) 738-4251.

## ADMISSION APPLICATION



Complete the Application for Admission at <https://websmart.smccd.edu> or in this class schedule. With your “Admitted” email or letter you will receive an Enrollment Ticket. Have it stamped as you complete each step.

## PLACEMENT

You must file an Application for Admission to Skyline College prior to taking any placement test. You must provide a photo ID and your student ID number on the day of the test.



Placement tests assess your skills in reading, English and mathematics. The results of the tests are used to determine appropriate English and mathematics courses that you may take. (You may be exempt from these tests; see criteria in the next column.)

Placement tests are **required for enrollment in any English, English for Speakers of Other Languages, and/or mathematics course AND any course that has an English or math prerequisite.**

**Note:** Any student who needs assistance in taking the placement test because of a verified physical, hearing, visual or learning disability should call the Disabled Students Program and Services office at (650) 738-4280.

### HOW TO SCHEDULE A PLACEMENT TEST

Computerized placement tests for English, English for Speakers of Other Languages (ESOL) and math are available in the Assessment Center, located in Building 2, Room 2232. The Assessment Center is open during the day Monday through Friday, on Tuesday evenings, and on select Saturdays each semester. See the website for the complete hours of operation, as they are subject to change during the semester. **You must allow enough time to complete the appropriate assessment(s):**

- English or ESOL **and** Math tests together: allow 2.5 hours
- English or ESOL test only: allow 2 hours
- Math test only: allow 1.5 hours

#### To schedule an assessment:

1. Go to <https://websmart.smccd.edu> and use your G Number and PIN# to access
2. Click on “Schedule Appointments”
3. Click on “Placement Test Appointment”
4. Click on “Make Appointments”
5. Select “Make Appointment”
6. Select the appropriate placement test you want to take

7. Click “continue”
8. Pick the Day/Time that is best for you and then click “Find Appointments”
9. Select the Appointment
10. Confirm your Appointment by entering your phone number and email address, then click “Continue”
11. You will see your scheduled Placement Test information

If you have questions about scheduling or would like to see if there are any “drop-in” times available, stop by the Assessment Center Office, or call (650) 738-4164 for further information.

#### If one of the following applies to you, you may be exempt from placement testing:

- You have taken the Placement Tests at Skyline College, CSM or Cañada College **within the last two years.**
- You have taken a placement test **at another California Community College** within the last two years and a Skyline counselor has reviewed your results for equivalency.
- You are a **former student** or **transfer student** from another accredited college in the United States and **have completed course work in mathematics and/or English with a grade of “C” or better.** (Provide unofficial transcripts or other evidence of grades to your counselor.)
- You can show evidence of completing the **College Board Advanced Placement Test (AP) in English Language or in English Literature with a score of 3, 4 or 5.**
- You can show evidence of completing the **College Board Advanced Placement Test (AP) in mathematics with a score of 3, 4 or 5.**

### RETEST POLICY FOR PLACEMENT TESTING

Placement results are valid for two years from the date the test was taken. If a student does not accept the recommended placement, he/she may retake the same placement test one additional time within a two-year period. In order to retake the same test, the student must wait a minimum of 14 calendar days from the initial test date.

A student who has completed a course in the English, ESOL or math sequence may take the placement test to determine his/her current competency level in English, ESOL and math courses, provided that two years have elapsed since the course was completed.

In any other special circumstance, or with an instructor or counselor recommendation, a student may petition to retest through the Dean of Counseling.

## RETRIEVING PLACEMENT RESULTS

You will be provided with a copy of your placement results following completion of your assessment; however, if you misplaced your results or need a new copy go to: <http://websmart.smccd.edu>.

## ORIENTATION

### IN-PERSON ORIENTATION OPTION



The In-Person Orientation Program is designed to acquaint you with Skyline College programs and services, college policies, and procedures. During the orientation, a counselor will review a packet of information covering a variety of program and service information that will be important for you while you are a student at Skyline. You will be advised about your placement test results and how to complete the remaining matriculation steps and register using **WebSMART**.

Counselors offer orientation sessions for students in English and for non-native English speakers. Orientation sessions are offered day and evening during the week and on specific Saturdays. Some sessions are offered in Spanish. You may obtain a schedule of the orientation dates from Admissions and Records, the Student Services Information Center in Building 2, or online at [www.SkylineCollege.edu](http://www.SkylineCollege.edu). Click on **Fall 2009 Orientation Schedule**.

Once you have completed the Orientation Program, have your Enrollment Ticket stamped and, if you have completed the Placement Tests, you are now ready to meet with a counselor (refer to Steps to Enrollment, Step 4).

### ONLINE ORIENTATION OPTION

The Online Orientation Program is a self-paced program. It is designed for students whose schedules do not permit attendance at the in-person orientation. The online program is not recommended for students with limited English proficiency, recent high school graduates, or new college students. To complete the Online Orientation go to: <http://skylinecollege.net/sts/orientation.html>.

## COUNSELING



Meeting with a counselor is an important step in the registration process and in your success as a college student. Once you have completed your admissions application, placement testing and orientation session, you are ready to meet with a counselor to review your assessment results and select courses appropriate to your skill level and educational and career goals.

Meet with your counselor each semester to:

- Develop or update your Student Educational Plan (SEP) to receive or maintain *priority registration* for classes in subsequent semesters
- Discuss your academic progress in meeting your educational and career goals
- Continue to learn about and use important student services that enhance student success
- Discuss personal issues that may be impacting your academic performance



## NOW REGISTER FOR YOUR CLASSES

## ENROLLMENT EXEMPTIONS

### YOU ARE NOT REQUIRED TO COMPLETE THESE STEPS IF:

- you have completed an Associate or higher degree
- you are taking classes for personal enrichment and do not intend to earn a degree or certificate
- you are primarily a student at another educational institution and taking courses at Skyline College to meet requirements of that institution
- you are employed and taking classes related to your job.

You will receive an appointment to register after submitting the Skyline College application. You may choose to participate in the enrollment process.

**ENROLLMENT WAIVERS/EXEMPTIONS:** If you wish to request a waiver or exemption of any matriculation requirement, petitions are available at the Student Services Information Center. The Dean of Counseling, Advising and Matriculation reviews petitions and applicants are notified by phone of the status of the petition.

Students with disabilities who need assistance with any part of the matriculation process should contact the Disabled Students Program and Services at (650) 738-4280.

**Si necesita ayuda en Español.** Para facilitarle el proceso de matriculación, presentese en la oficina de admission en el edificio #2, y pregunte por alguien que hable español. Sera nuestro placer servirle.

If you are required to complete matriculation, follow these steps as soon as possible. The services are in high demand during peak registration periods. Earlier registration allows for a greater selection of courses and scheduling preferences.

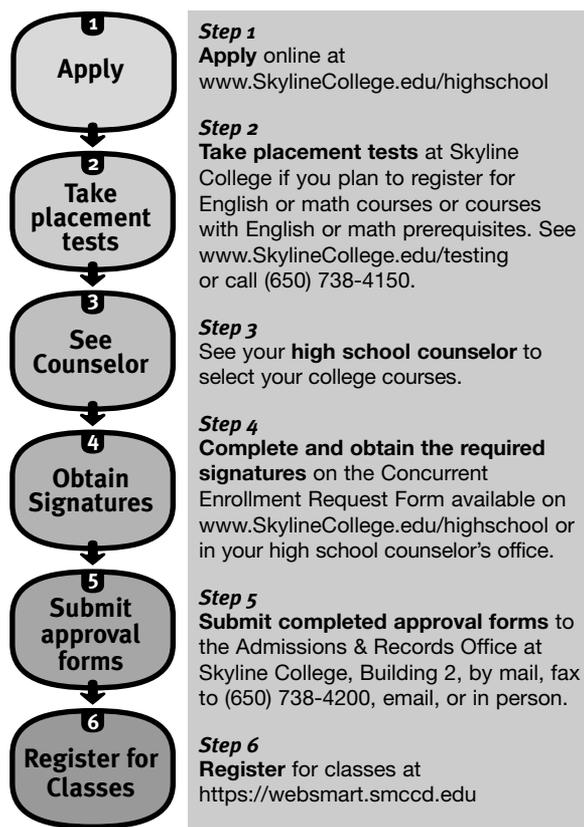
# College Connection Concurrent Enrollment Program

## Steps to Concurrent Enrollment Registration for High School Students

College Connection, the High School Concurrent Enrollment Program, provides current 9th–12th graders the opportunity to get an “early start” on their college experience and earn college credit.

**Enrollment fees are free to high school-aged California residents** who are enrolled in less than 12 units.

**Students should complete the following steps at least one week before classes begin:**



**Questions? Call the Skyline College Admissions Office at (650) 738-4251 or visit [www.SkylineCollege.edu/highschool](http://www.SkylineCollege.edu/highschool).**

### Concurrent Enrollment Program



## High School Students: Your Future Is Happening Now!

**Earn Both High School and College Credit at Skyline College for free.**

**What is it?:** The Concurrent Enrollment program provides 9th–12th graders the opportunity to get an “early start” on their college experience.

**Fact:** You can earn both high school and college credit, and even an Associate Degree or certificate, while completing high school.

**Fact:** Skyline College, part of the San Mateo County Community College District, ranks highly among the state's community colleges in university transfer and program completion rates.

**Fact:** Skyline offers Guaranteed Transfer Programs to UC, CSU and private colleges and universities.

**Fact:** You can save \$20,000 or more when you attend a community college during your first two years. Skyline's enrollment fees are \$20 per unit (FREE for high school students enrolling in less than 11.5 units).

**Contact: Admissions & Records, (650) 738-4251**  
“press 9” for information on Concurrent Enrollment  
[www.SkylineCollege.edu/ce/](http://www.SkylineCollege.edu/ce/)



SAN MATEO COUNTY  
COMMUNITY COLLEGE DISTRICT  
SMCCCD

# APPLICATION FOR ADMISSION

**Cañada College**  
4200 Farm Hill Boulevard  
Redwood City, CA 94061  
Phone: (650) 306-3226  
Fax: (650) 306-3113  
canadacollege.edu

**College of San Mateo**  
1700 West Hillsdale Blvd.  
San Mateo, CA 94402  
Phone: (650) 574-6165  
Fax: (650) 574-6506  
collegeofsanmateo.edu

**Skyline College**  
3300 College Drive  
San Bruno, CA 94066  
Phone: (650) 738-4251  
Fax: (650) 738-4200  
skylinecollege.edu

\_\_\_ FALL 20 \_\_\_  
\_\_\_ SPRING \_\_\_  
\_\_\_ SUMMER \_\_\_

## 1. LEGAL NAME & CURRENT MAILING ADDRESS

Last/Family Name: \_\_\_\_\_ First/Given Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
Other name(s) used on academic records: \_\_\_\_\_  
Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext.: \_\_\_\_\_ Evening/Alternate Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext.: \_\_\_\_\_  
Current Mailing Address: \_\_\_\_\_ Apt #: \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_ @ \_\_\_\_\_

## 2. SOCIAL SECURITY #

\_\_\_\_ - \_\_\_\_ - \_\_\_\_  
 Check this box if you have no SS Number or decline to state

## 3. DATE LAST ATTENDED CAÑADA, CSM OR SKYLINE COLLEGES:

\_\_\_\_ - \_\_\_\_  
Month Year

## 7. EDUCATIONAL GOAL (Circle one)

- A Obtain an associate degree and transfer to a 4-year institution.
- B Transfer to a 4-year institution without an associate degree.
- C Obtain a 2-year associate degree without transfer.
- D Obtain a 2-year vocational degree without transfer.
- E Earn a vocational certificate without transfer.
- F Discover/formulate career interests, plans, goals.
- G Prepare for a new career (acquire job skills).
- H Advance in current job/career (update job skills).
- I Maintain certificate or license.
- J Educational Development (intellectual, cultural, physical).
- K Improve basic skills in English, reading or math.
- L Complete credits for high school diploma or GED.
- M Undecided on goal.
- N To move from noncredit coursework to credit coursework
- O 4-year college student taking courses to meet 4-year college requirements

## 4. DATE OF BIRTH

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MO DAY YEAR

## 5. MARITAL STATUS

Unmarried  Married  Decline to state

### GENDER

Female  Male  Decline to state

## 6. MAJOR (Major codes available in the class schedule or at the college website)

Program of study you intend to pursue at this college:

## 8. ETHNIC BACKGROUND

**HM** Mexican, Mexican-American, Chicano  
**HR** Central American  
**HS** South American  
**HX** Hispanic: Other  
**AI** Asian: Indian  
**AC** Asian: Chinese

**AJ** Asian: Japanese  
**AK** Asian: Korean  
**AL** Asian: Laotian  
**AM** Asian: Cambodian  
**AV** Asian: Vietnamese  
**F.** Filipino  
**AX** Asian: Other

**B.** Black or African American  
**N.** American Indian/Alaskan Native  
**PG** Pacific Islander: Guamanian  
**PH** Pacific Islander: Hawaiian  
**PS** Pacific Islander: Samoan  
**PX** Pacific Islander: Other  
**W.** White

Enter Code

## 9. CONTACT INFORMATION (If under 19 and unmarried, MUST provide parent/guardian/emergency contact information):

Check here if your permanent address is the same as your current address.

Permanent Address: \_\_\_\_\_ Apt #: \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_  
Parent/Guardian/Emergency Contact Name: \_\_\_\_\_ Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## 10. ENTRY LEVEL

Enter Code

- 1 = First-time Student in college (never attended college)
- 2 = First time at an SMCCCD college, have attended another college
- 3 = Returning Student to an SMCCCD college after absent for a main term
- Y = Enrolling in high school (or lower grades) and college at the same time

## 11. HIGH SCHOOL EDUCATION

Yes  No I received a CA high school diploma, GED or equivalent.  
 Yes  No I have attended high school in CA for three or more years.

### LAST HIGH SCHOOL ATTENDED

High School: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

HIGH SCHOOL COMPLETION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ (MMDDYYYY)

**12.**  Yes  No Are you primarily a student at another college and taking course(s) here to meet requirements?  
 Yes  No Are you employed and taking only job-related classes?

## 13. HIGHEST EDUCATIONAL LEVEL (Please Circle)

- 0 Not a high school graduate and no longer enrolled in high school.
- 1 Special Admit Student (Will be attending both K-12 & SMCCCD college).
- 2 Currently enrolled in adult school (not college/university).
- 3 Received High School Diploma. YEAR: \_\_\_\_\_
- 4 Passed the GED, or received a High School Certificate of Equivalency/Completion. YEAR: \_\_\_\_\_
- 5 Received a Certificate of California High School Proficiency or equivalent. YEAR: \_\_\_\_\_
- 6 Received a Foreign Secondary School Diploma/Certificate of graduation. YEAR: \_\_\_\_\_
- 7 Received an Associate Degree. YEAR: \_\_\_\_\_
- 8 Received a Bachelor Degree or higher. YEAR: \_\_\_\_\_

## 14. LAST COLLEGE/UNIVERSITY ATTENDED (if applicable)

College/University: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Dates attended:  
(From) Month: \_\_\_\_ Year: \_\_\_\_ (To) Month: \_\_\_\_ Year: \_\_\_\_

RESIDENCY	MATRICULATION	REC'D BY	DATE	CODED BY	ADM BY	DATE	REG DATE	OFFICE USE
5 6 7 8	N NM DO DY OY							



# Major Codes

## FALL 2009 APPLICATION MAJOR CODE SHEET

**QUESTION NO. 6 – MAJOR CODES** Check the majors listed below and fill in the appropriate code number in the space provided in Question No. 6 on the Application for Admission.

*Specific courses for some majors are limited or not available at Skyline College.*

0502	ACCOUNTING	4930	ENGLISH AS A SECOND LANGUAGE (GENERAL STUDIES)	0616	MULTIMEDIA/WEB DESIGN
2105	ADMINISTRATION OF JUSTICE			1004	MUSIC
0950	AERONAUTICS/AVIATION TECH.	2136	ENVIRONMENTAL TECHNOLOGY	0115	NATURAL RESOURCES MANAGEMENT
2140	ALCOHOL & OTHER DRUG STUDIES	2231	ETHNIC STUDIES	4902	BIOLOGICAL & PHYSICAL SCIENCES
1260	ALLIED HEALTH	1305	FAMILY RELATIONS & CHILD DEVELOPMENT	1203	NURSING
2202	ANTHROPOLOGY	1303	FASHION DESIGN/MERCHANDISING	1238	PRACTICAL & VOCATIONAL NURSING
1112	ARABIC	2133	FIRE CONTROL TECHNOLOGY	1306	FOODS & NUTRITION
0202	ARCHITECTURE	1101	FOREIGN LANGUAGES	1919	OCEANOGRAPHY
1002	ART	1102	FRENCH	0952	CONSTRUCTION CRAFTS TECH
1911	ASTRONOMY	2206	GEOGRAPHY	1402	PARALEGAL/LEGAL ASSISTANT
0948	AUTOMOTIVE TECHNOLOGY	1914	GEOLOGY	1221	PHARMACY TECHNICIAN
0504	BANKING/FINANCE	1030	GRAPHIC ARTS	1509	PHILOSOPHY
0408	BIOLOGY	2205	HISTORY	1011	PHOTOGRAPHY
0430	BIOTECHNOLOGY	1301	HOME ECONOMICS	0835	PHYSICAL EDUCATION
0603	BROADCASTING ARTS	0108	HORTICULTURE: ENVIRONMENTAL	1901	PHYSICAL SCIENCES, GENERAL
0973	BUILDING INSPECTION	1308	HORTICULTURE: FLORISTRY	1902	PHYSICS, GENERAL
0501	BUSINESS ADMINISTRATION	2107	HUMAN DEVELOPMENT	0970	PLUMBING
0500	BUSINESS & MANAGEMENT	4903	HUMANITIES & SOCIAL SCIENCES	2207	POLITICAL SCIENCE & GOVERNMENT
0504	BUSINESS, BANKING & FINANCE	2104	HUMAN SERVICES	2001	PSYCHOLOGY, GENERAL
0506	BUSINESS MANAGEMENT & ADMINISTRATION	0799	INFORMATION TECHNOLOGY SPECIALIST	1225	RADIOLOGICAL TECHNOLOGY
0514	BUSINESS INFORMATION SPECIALIST	4901	INTERDISCIPLINARY STUDIES	0511	REAL ESTATE/ESCROW
1219	CENTRAL SERVICE TECHNOLOGY	1302	HOME DECORATION & EQUIPMENT	2107	RECREATION EDUCATION
1905	CHEMISTRY	4933	INTERNATIONAL STUDIES	0928	REFRIGERATOR SYSTEMS
1010	CINEMATOGRAPHY	0549	INTERNATIONAL TRADE	1210	RESPIRATORY THERAPY
0701	COMPUTER SCIENCES, GENERAL	1104	ITALIAN	0514	BUSINESS INFORMATION PROCESSING
0704	COMPUTER PROGRAMMING	0602	JOURNALISM	6030	SELF-ENRICHMENT
3007	COSMETOLOGY	1401	LAW (GENERAL)	2201	SOCIAL SCIENCES, GENERAL
1316	CULINARY SERVICES	0400	LIFE SCIENCES – BIOLOGICAL	2208	SOCIOLOGY
1008	DANCE	0401	LIFE SCIENCES – GENERAL	1506	SPEECH, DEBATE & FORENSICS
0703	DATA PROCESSING	0499	LIFE SCIENCES	1217	SURGICAL TECHNICIAN/ O.R. NURSING
1230	DENTAL ASSISTING	0956	MANUFACTURING TECHNOLOGY	0935	ELECTROMECHANICAL TECHNOLOGY
0953	DRAFTING TECHNOLOGY	0509	MARKETING & PURCHASING	3009	RECREATION & TOURISM
1007	DRAMATIC ARTS	1701	MATHEMATICS	0972	WELDING TECHNOLOGY
0801	EARLY CHILDHOOD EDUCATION	1244	MEDICAL ASSISTANT	6000	UNDECIDED/OTHER
2204	ECONOMICS	1226	MEDICAL CODING & BILLING		
0934	ELECTRONICS/ELECTRICAL TECH.	0518	MEDICAL TRANSCRIPTION		
1250	EMERGENCY MEDICAL TECH.	1913	METEOROLOGY		
0901	ENGINEERING				
1501	ENGLISH				

# Registration Information

## DEFINITIONS OF STUDENT CLASSIFICATIONS

### CONTINUING STUDENTS

If you were enrolled at Skyline College, College of San Mateo or Cañada College any semester since Fall 2008, you are considered a **CONTINUING STUDENT**. As a Continuing Student, you are entitled to participate in Priority Registration.

You may take advantage of your registration priority as a Continuing Student between **April 20 – May 10, 2009**, on or after your assigned appointment date to register, for the best selection of classes. Continuing students who do not register during the priority registration period will be able to register during open registration, but without priority. You are encouraged to meet with a counselor for assistance in selecting appropriate courses or in developing an educational plan to meet your individual goals.

*Note:* DSPS and EOPS students receive the earliest priority registration date assignments.

### NEW STUDENTS

You are a **new student** if you have never registered at Skyline College, College of San Mateo or Cañada College.

- If you were a High School Concurrent Enrollment student and graduated, you are considered a “new” college student. You must apply for admission.

### FORMER STUDENTS

If you were in attendance at Skyline College, College of San Mateo or Cañada College prior to Fall 2008 and have not been in attendance since, you are considered a **former student** and must reapply for admission. If you previously applied for admission, update your prior application online and resubmit.

### TRANSFER STUDENTS

If you attended a college or university other than Skyline College, College of San Mateo or Cañada College, you are a **transfer student** at Skyline College and must apply for admission. You may be eligible for exemptions from some of the matriculation requirements listed on page 6. Present your unofficial transcript(s) to a counselor for review.

### HIGH SCHOOL STUDENTS

High School students may be eligible to enroll in college through the **Concurrent Enrollment Program**. This program allows you to get an “early start” on your college experience while still enrolled in high school. California residents do not pay enrollment fees for courses. The application priority date is **one week before classes begin**. For applications and registration information, contact your high school counselor and/or access the form at **SkylineCollege.edu**. Enrollment is subject to the availability of courses. Please see page 8 for more information.

## OPEN ENROLLMENT

Every course offered at Skyline College (unless specifically exempted by legal statute) is open for enrollment by any person who has been admitted to the college and who meets the prerequisites of the course or program, provided space is available. Enrollment in any course or program, will be subject to all applicable deadlines.

## REGISTRATION APPOINTMENT MAILER

You will be notified by postcard or emailed your registration appointment date. The Registration Appointment mailer contains your appointment date and information regarding your **PIN** (Personal Identification Number). You will be required to enter your **PIN** when you register using **WebSMART**. The registration appointment date will entitle you to register for Fall 2009 classes. It is important to **retain your PIN**; it is required for future **WebSMART** transactions such as accessing final grades.

## BEFORE REGISTERING

- Meet with a counselor/advisor for assistance in selecting your courses.
- Check for prerequisites, corequisites, and recommended preparation for the courses in which you intend to enroll.
- Obtain permission from your counselor or Admissions if you plan to enroll in more than 19 units.
- Clear any fee balances or holds on your record.
- Apply at the Financial Aid Office for assistance with payment of fees.

## HOW TO REGISTER

Check your registration appointment date on **WebSMART** at <https://websmart.smccd.edu> beginning April 20, 2009.

**Register Online** on the web at WebSMART:  
<https://websmart.smccd.edu>

**Login with your User ID:** social security number or student ID (example: G09876543) **and Pin Number:** six-digit birthdate (example: 062170)

## REGISTRATION

Log on to **WebSMART** to register on the day of your appointment or any day **THEREAFTER, BUT NOT BEFORE**.

When registering by **WebSMART** you will be able to enroll in classes at Skyline College, College of San Mateo and/or Cañada College. You may pay your fees by credit card, check, money order, cash, or apply for a Fee Waiver.

Continued →

## REGISTRATION Continued

Credit card and check payments can be made on **WebSMART**. *If you decide not to attend the classes in which you enrolled, it is your responsibility to officially withdraw within deadlines to avoid penalty grades and fee obligations.*

WAITLISTS are now available for most classes. Please read the information on WebSMART to determine your eligibility for waitlisting.

## VARIABLE UNITS

Some courses are offered for variable units which are earned according to the amount of subject matter the student completes during the length of the course. When registering on WebSMART for a variable unit course, students may select the number of units they plan to complete (click on the Unit field). **There will be no refunds for units not earned.** Students earning additional units will be charged accordingly.

## PASS/NO PASS GRADE OPTION

Some courses allow students to choose whether they wish to receive a letter grade or a Pass/No Pass (P/NP) for the course. The choice must be made by the student via WebSMART registration *within the first 30% time period of the course*. A grade of "P" equals a satisfactory grade. An "NP" equals an unsatisfactory grade. Please be aware of degree, certificate and transfer requirements when selecting this option.

## LATE REGISTRATION – ALL STUDENTS

If you were unable to register before **the first day of class**, you may register during the **Late Registration** period beginning **August 19, 2009**. See page 4 for a detailed schedule of late registration dates/hours. If the class has started, obtain permission from the professor to enroll in any course. If allowed to enroll, you will be issued a 4-digit **AUTHORIZATION CODE** that will be required to register. All Late Registration, including adds and drops, should be processed using **WebSMART**. Refund deadlines do not change as a result of late registration.

## SHORT COURSE REGISTRATION

You may register for any short course prior to the first day of the class, or until the class fills, whichever occurs first. Short course registration can be completed using **WebSMART** (available throughout the semester). If you wait to register until the beginning date of the course, you must obtain the instructor's authorization at the first class

meeting. Promptly register using **WebSMART** entering the CRN (Course Reference Number) and Authorization Code. **Note:** Refund deadlines for short courses differ from term-length courses. For details, check your **WebSMART** Class Schedule Summary, see the "Refund Policy" on page 17, or contact the Cashier's Office, the Student Services Information Center, or Admissions and Records.

## SPECIAL APPLICATION PROGRAMS

The following programs require special applications and/or have unique admissions procedures. For information on these programs call:

	<b>Area Code (650)</b>
Automotive Technology .....	738-4126
CalWORKs .....	738-4443
Cosmetology.....	738-4168/4165
Concurrent Enrollment .....	738-4452
(Students currently attending high school)	
EOPS – Extended Opportunity	
Programs and Services .....	738-4139/4385
International Students .....	738-4255/4315
Respiratory Therapy .....	738-4457
Surgical Technology .....	738-4470

*Print a final copy of all **WebSMART** transactions (Registration, Drops, Payments) for your records.*

*Print your **Summary Class Schedule** after completing your registration. Important deadline dates appear on this schedule.*

## IMPORTANT: CLASS ATTENDANCE

If you do not attend the first class meeting, the professor MAY replace you with students waiting to add the class. Although the professor has the option to withdraw you from the class, **YOU are primarily responsible for officially withdrawing** within deadlines to avoid penalty grades and fee obligations.

## ABOUT PREREQUISITES

### ATTENTION STUDENTS

The San Mateo County Community College District uses a computerized prerequisite checking system. The system currently enforces prerequisites for **Math 110, 111, 112, 115, 120, 122, 123, 130, 150, 200, 201, 222, 241, 242, 251, 252, and 253; English 100, 105, 110, 165, 836, and 846; English for Speakers of Other Languages (ESOL) 400; and Reading 836.** If you have **not** met the prerequisites for the above courses, you will be blocked from enrolling in that course. If you believe you have met the prerequisite or wish to challenge the course prerequisite, go to **www.SkylineCollege.edu** and click on the Registration link for more information and required forms. You may also contact Counseling Services or the appropriate Division office for further information.

**Students are reminded that all prerequisites for courses other than those listed above will continue to be enforced at the first class meeting.**

Students should meet with a counselor if they have questions about whether they have met the stated prerequisite or if they have questions about the challenge process in general.

### What are Prerequisites, Corequisites and Recommendations?

**Prerequisite:** A course or body of knowledge that must be successfully completed (grade of C or Credit or better) before a student can enroll in a specific course.

**Corequisite:** A course that must be taken concurrently (at the same time) with another course.

**Recommendation:** A course that faculty recommend be completed in advance to enhance or improve a student's ability to succeed in a specific course.

### Why Prerequisites and Corerquisites?

Title 5 (state regulations that govern community colleges) requires that, if a course has a prerequisite, it must be necessary for the student to succeed in the target course. Furthermore, the college must ensure that the prerequisite is equitably and fairly enforced and that it has been approved in a separate action by the curriculum committee at each college.

### What if you are currently enrolled in the prerequisite course(s)?

If you are currently enrolled in the prerequisite course(s), the computer will not prevent your enrollment in the desired course. However, should you receive a final grade other than "A," "B," "C" or "P" in the prerequisite course(s), you will be notified in writing by Admissions and Records that you have been administratively dropped from the course. You are advised to meet with a counselor for further assistance with enrollment.

### What if I completed the prerequisite at another college outside the San Mateo County Community College District?

In order to receive credit for prerequisite courses taken at other colleges outside the San Mateo County Community College District, you must file a **Prerequisite Equivalency/Reciprocity of Course Placement** form with a counselor or online. The form can be found at the Student Services Information Center in Building 2 or on Skyline's website. Submit the form with a copy of your unofficial transcript or grade report from the other college to a counselor for review. If your **Prerequisite Equivalency/Reciprocity of Course Placement** is approved by a counselor, the enrollment "flag" will be lifted, thereby allowing you to enroll in the course.

### How can I challenge a prerequisite?

You can challenge the prerequisite on one or more of four grounds, listed below:

- If you believe you have the knowledge or ability to succeed in the course without completing the prerequisite.
- If you believe that the prerequisite has been established in violation of Title 5 regulations or the SMCCCD District Model Policy.
- If you believe that the prerequisite is discriminatory or is being applied in a discriminatory manner.
- If you believe that the prerequisite course has not been made reasonably available.

### How do I file a prerequisite challenge?

If you wish to file a prerequisite challenge, you'll follow these steps:

- The **Prerequisite Challenge Form** is available at the Student Services Information Center in Building 2 or from a counselor. A counselor can help you determine whether you would benefit from the challenge process.
- Next you should contact a counselor or the appropriate division dean to obtain specific information about filing and documenting your challenge request.
- If you elect to challenge, submit the completed challenge with documentation to the appropriate Division office for review.
- You will be notified in 5 business days if your challenge is subsequently approved, and you will be allowed to enroll in the course. If your challenge is not approved, you will be administratively withdrawn from the course.

# Fees

FEE TYPE	AMOUNT	REQUIRED OF
<b>Enrollment</b> <i>(Fees are subject to change.)</i>	\$20 per unit	<b>All Students</b> , except high school students enrolling through the Concurrent Enrollment and College Consortium Programs. These fees are waived for recipients of the Board of Governor's Fee Waiver. See page 20 for more information and the application for a fee waiver. <b>(See disclaimer regarding fees on page 16.)</b>
<b>Health Services*</b>	\$14 Summer \$17 Fall \$17 Spring	<b>All Students</b> , except those enrolled <b>ONLY</b> in off-campus or weekend classes, Distance Learning courses, or the Concurrent Enrollment Program. <b>(See disclaimer regarding fees on page 16.)</b>
<b>Student Representation</b>	\$ 1	<b>All Students</b> , except those enrolled in the Concurrent Enrollment Program. See Explanation of Fees on page 16.
<b>Nonresident Tuition</b>	\$191 per unit (plus \$20 per unit Enrollment Fee)	Nonresidents of California
<b>Foreign Student Tuition</b>	\$200 per unit (plus \$20 per unit Enrollment Fee)	International Students
<b>International Student (F-1 Visa) Health Insurance</b>	\$120 Summer \$310 Fall or Spring \$740 Full Year	All F-1 Visa International Students who do not present proof that they have the required level of private health insurance.
<b>Student Body (Optional Fee)</b>	\$8 Fall \$8 Spring	All students who wish to obtain a Photo ID Card from the Student Activities Office. This fee is automatically assessed as part of your total fees (except for students enrolled <b>ONLY</b> in off-campus, weekend or Distance Learning courses, or the Concurrent Enrollment program). All fees must be paid in full to receive a Photo ID card. Fall and Spring semesters only. See Explanation of Fees on page 16.
<b>Student Union</b>	\$ 1 per unit \$ 5 max per semester	<b>All Students</b> , except those enrolled in the Concurrent Enrollment Program. Fall and Spring semesters only. See Explanation of Fees on page 16.
<b>Parking</b>	\$20 Summer \$40 Fall / \$40 Spring \$70 Two Term Permit (Fall & Spring) \$2 per day	All persons who park motor vehicles on campus. Daily permits may be purchased for \$2.00 from ticket dispensers. See <i>Parking &amp; Transportation</i> in this Class Schedule for more information. Permits are not required on weekends.
<b>Audit</b>	\$15 per unit	Students approved to audit a course that is on the list of designated courses. (Students enrolling in a variable unit course must register and pay for maximum units.) See Auditing Policy on page 141.
<b>Returned Check</b>	\$20	Students whose personal checks are returned by the bank. (Only cash, credit card, Cashier's Check or money order will be honored to clear a returned check). The Bookstore fee for a returned check may differ.
<b>Official Transcript Rush Transcript Request (All SMCCCD records will appear on one transcript)</b>	\$5 \$10 additional	Students may request a transcript of their academic record from Cañada College, College of San Mateo and/or Skyline College in person or at WebSMART ( <a href="https://websmart.smccd.edu">https://websmart.smccd.edu</a> ). The first two transcripts requested are free of charge. If a rush request is made, an additional \$10 Rush Transcript Request Fee is charged for each transcript. Allow 24 hours for rush transcript processing.

\*Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization may be exempted from paying the health services fee. Contact the Health Center for details.

## FALL FEES POLICY

**Fees are subject to change at any time by action of the State Legislature, Board of Governors of the California Community Colleges, or the District Board of Trustees.**

1. Fees are due and payable at the time of registration or no later than **September 4, 2009**.
2. Student records, including transcripts, are automatically held until all debts to the District's colleges have been cleared.
3. Review your account on **WebSMART** (<https://web.smart.smccd.edu>) regularly for past due balances.

**Outstanding student account balances are subject to referral to a collection agency.**

For assistance paying fees, contact the Financial Aid Office, Building 2, Student Services Center, (650) 738-4236, or access **WebSMART** to apply.

### VARIABLE UNIT CLASSES

No Enrollment Fee or Nonresident/International Student Tuition refund or credit will be available to students enrolled in variable unit courses who earn fewer units of credit than the number for which they originally registered. Students earning additional units will be charged accordingly.

## FALL CREDIT AND REFUND POLICY

To be eligible for a credit or refund, a student must officially withdraw from a course within the stated deadline as displayed on the **WebSMART Class Schedule Summary**. If registration occurs after the refund date for a class, no refund will be available.

### THE REFUND DEADLINE FOR SEMESTER-LENGTH CLASSES IS SEPTEMBER 1, 2009.

#### IN ORDER TO BE ELIGIBLE FOR A REFUND FOR SHORT COURSES:

- Withdrawal must occur within the first 10% of the course (often this is the first day). Check your **WebSMART** (<https://websmart.smccd.edu>) *Class Schedule Summary* for specific refund dates, or contact the Cashier's Office.
1. If you decide not to attend classes, whether or not your fees have been paid, it is **your** responsibility to officially withdraw within published deadlines to avoid penalty grades and fee obligations. A withdrawal initiated by a professor may not result in a refund.

2. A student may either maintain a credit balance on account or request a refund.
3. Refunds are not issued automatically. You must contact the Cashier's Office to request a refund.
4. Credit balances remain on student accounts for a maximum of five (5) years.
5. Fees paid by personal check(s) require 30 days for bank clearance before refunds can be processed.
6. A \$10 non-refundable processing fee (plus an additional \$50.00 processing fee for nonresident tuition) will be retained by the College if a refund is issued to a student withdrawing from all classes. A refund processing fee may be charged only once per semester or summer session.
7. Students who receive financial aid and withdraw from classes are advised to contact the Financial Aid Office at (650) 738-4236 regarding possible repayment of federal funds if received prior to withdrawal.
8. Fees will be credited or refunded if an action of the College (e.g. class cancellation) prevents a student from attending.

### PARKING

9. If a parking permit has been issued, it must be returned to the Cashier's Office by **September 1, 2009** for a credit or refund. See *Parking and Transportation* for more details.

**Contact the Cashier's office regarding fee or refund questions: (650) 738-4101 Building 2, Student Services Center**

#### PAY FEES BY:

- **WebSMART:** *MasterCard, Visa, Discover, Diners Club, American Express, or checking account*
- **Mail:** *Check or Money Order*
- **In Person at Cashier's Office** (Student Services Center, Bldg. 2, 2nd Floor): *Cash, Check, Money Order or Credit Card*

## EXPLANATION OF FEES

**Student Body Fee:** Supports student-sponsored activities and programs. Visit the Student Activities Office in Bldg. 6, Room 6212, (650) 738-4275, to obtain your Student Body Card, which provides special discounts at local businesses. All fees must be paid in full to receive a photo ID. This fee is automatically assessed as part of your total fees. If you choose not to pay this fee, please visit the Student Activities Office by **September 11, 2009**. For short courses, fee must be waived within the first 10% of the course.

**Student Representation Fee:** Established by student vote to support student advocacy to local, state and federal offices. This fee may be waived for religious, political, moral or financial reasons by completing a form available at the Student Activities Office.

**Student Union Fee:** (Fall and Spring Semesters only) Assessed at \$1.00 per unit up to a maximum of \$5.00 per semester and no more than \$10.00 per student per academic year. Funds will be used to support the financing, construction and operation of the Student Union. This fee may not be waived.

**Health Service Fee:** Provides basic campus health services and medical coverage for injuries incurred while the student is on campus or attending an off-campus, College-sponsored event.

**Additional Fees:** Students are required to purchase textbooks, tools, technical and miscellaneous supplies for certain programs. In some courses, students will also be required to pay an instructional materials charge.

**Fees are subject to change at any time by action of the State Legislature, Board of Governors of the California Community Colleges, or the District Board of Trustees.**



# For New Students

Saturday, August 8, 2009  
Main Theatre, Building 1

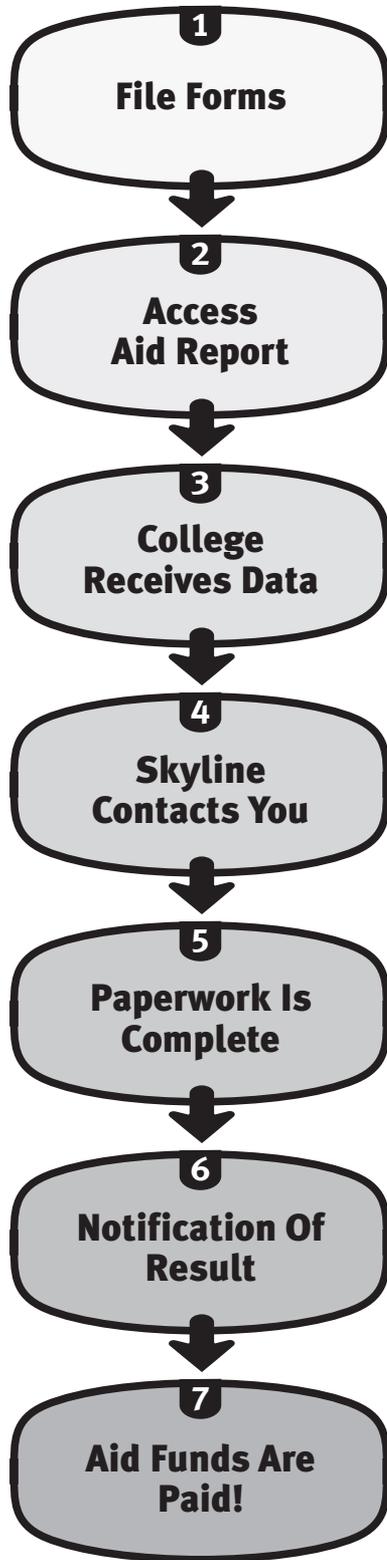
- Free and fun half-day event
- Jumpstart your success
- Valuable information on Skyline's programs and services
- Connect with faculty and staff
- Meet fellow students
- Take a campus tour

**Event includes:**

Small group discussions, student and parent workshops, program fair, opportunity to meet faculty, free barbeque, giveaways, and campus tours

**For more details call 650-738-4390  
or visit [www.SkylineCollege.edu](http://www.SkylineCollege.edu)**

# Seven Steps to Financial Aid



## **Step 1**

For 2009-10 file an 09-10 FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Skyline's college code is 007713. Filing date for Cal Grants is September 2. For 09-10, FILE EARLY (anytime after January 2009)!

## **Step 2**

Access your Student Aid Report ONLINE at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (two to three days after you've submitted your FAFSA).

## **Step 3**

Skyline College receives your FAFSA data from processor.

## **Step 4**

Skyline College will send an email or letter requesting additional documents, if needed.

## **Step 5**

Students submit all required documents to Skyline Financial Aid Office. File is complete!  
You may qualify for a fee waiver before you register.

## **Step 6**

Skyline College will notify you of your financial aid award or your eligibility status (email or letter) OR check WebSMART to learn the status of your financial aid.

## **Step 7**

\$ Financial Aid funds are paid \$.

The entire process may take 1-3 months, so apply early!

Financial Aid Office Contact  
(650) 738-4236 or [skyfaoffice@smccd.edu](mailto:skyfaoffice@smccd.edu)  
and [www.icanaffordcollege.com](http://www.icanaffordcollege.com)

FAFSA APPLICATIONS FOR 2010-2011  
ARE AVAILABLE JANUARY 1, 2010.  
RENEW OR APPLY NOW!

# What Kinds of Financial Aid Can I Receive?

Complete a Free Application for Federal Student Aid (FAFSA) to automatically be considered for all of the following programs!

## BOARD OF GOVERNOR'S FEE WAIVER (BOGFW)

The State of California offers a BOGFW for students who are residents of the State of California, attend a Community College, and who are eligible for need-based financial aid. The BOGFW pays the enrollment fee for the student for the academic year when eligibility has been determined. Other fees, such as parking (at a reduced rate of \$20 for BOGFW students), health and student activities, must be paid by the student.

## FEDERAL PELL GRANT

You are automatically considered for a Federal Pell Grant when you file the FAFSA. If you receive an Expected Family Contribution (EFC) of 4617 or less on the Student Aid Report (SAR), you are eligible for a Federal Pell award. Less than half-time students have a much lower EFC cut-off to be eligible for a grant. Awards for students are prorated based on enrollment status:

Full-time	12 or more units
Half-time	6-8.5 units
Three-quarter time	9-11.5 units
Less than half	.5-5.5 units
<i>Awards range from:</i>	<i>\$400 to \$5,350</i>

## CAL GRANT A, B and C DEADLINE TO APPLY IS MARCH 2 or SEPTEMBER 2

Cal Grants are for California residents only. They are awarded by the California Student Aid Commission for attendance in schools in California only.

*Maximum awards are:*

<i>Cal Grant B</i>	<i>\$1,551</i>
<i>Cal Grant C</i>	<i>\$576</i>

## FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)

FSEOG is a grant awarded to students with exceptional need (EFC of 0 through 1,000).

<i>Awards range from:</i>	<i>\$100 to \$800</i>
<i>Priority application date:</i>	<i>May 1, 2009</i>

## CALIFORNIA CHAFEE GRANT (CHAFEE)

The California Chafee Grant Program awards funds to eligible current or former foster youth for career and technical training or college courses. Eligible Chafee applicants are required to be, or to have been, in foster care between their 16th and 18th birthdays, and to not have reached the age of 22 by July 1 of the award year. Maximum annual award: \$5,000.

## ACADEMIC COMPETITIVENESS GRANT (ACG)

The Academic Competitiveness Grant (ACG) encourages high school students to complete a rigorous secondary school curriculum which would lead to college admission. Eligible ACG applicants are required to be US citizens, Federal Pell Grant recipients at the time the ACG is awarded, first or second academic year students enrolled in a two- or four-year degree program, and enrolled full time. Students must also submit a high school curriculum validation form to the Financial Aid Department. First year ACG award: \$750. Second year ACG award: \$1,300.

## EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

EOPS is a State-funded program that provides book vouchers, grants, support services, and limited transportation services to high-need, educationally disadvantaged students who are California residents. Students must complete the FAFSA and/or a BOGFW application to apply. Students must be enrolled full-time at the time of application. Final eligibility for EOPS and CARE is determined and coordinated through the EOPS Office.

## STUDENT EMPLOYMENT FEDERAL WORK STUDY (FWS)

Students who apply for financial aid and complete the Student Information Sheet and the FAFSA by May 1 are given priority.

<i>Maximum Annual Award:</i>	<i>\$6,000</i>
<i>Priority application date:</i>	<i>May 1, 2009</i>

## LOANS

Loans are financial aid funds that the student borrows now and repays after s/he completes a program of study or stops going to school. Loan amounts vary from \$500-\$4,000.

**APPLY IN  
JANUARY FOR A  
SCHOLARSHIP**

- *Scholarship awards range from \$100 – \$20,000*
- *Scholarships are available from many resources*
- *Applications are available at <http://www.skylinecollege.edu>*
- *Contact the Financial Aid Office for more information*

# Board of Governors Fee Waiver Information

## BOGFW 2009-2010

### *An Education Lasts a Lifetime...*

Don't turn away from education or job training because you think you can't afford the enrollment fee. The Board of Governors Fee Waiver (BOGFW) may pay all enrollment fees for credit courses for eligible applicants who want to attend California Community Colleges.

The BOGFW is just one of the financial aid opportunities available. You may also apply for a Pell Grant, Federal Work Study and other grants and/or loans to meet educational costs such as books, transportation, and living expenses.

### *BOGFW is Simple and Fast! Apply Today!*

- BOGFW does not require repayment.
- BOGFW is not tied to any other financial aid programs; it can be processed quickly and you will be able to register immediately.
- BOGFW applicants should complete the application on **WebSMART** or submit the form and any required documents to the Financial Aid Office.
- BOGFW applicants may enroll in any number of credit units.
- BOGFW pays enrollment fees for the fall, spring and summer sessions. Only one application a year is required.
- If Summer 2009 is your first term and you have NOT completed a FAFSA, please complete a FAFSA **or** the application that follows this page.

### *You Will Be Eligible If...*

If you are a California resident, you will qualify for a BOGFW if **ANY ONE** of the following statements applies to your current status:

- You have already qualified for financial aid, such as a Pell Grant or a Cal Grant, by filing the FAFSA.
- You or your family are receiving TANF (Temporary Assistance for Needy Families), SSI (Federal Supplemental Security Income), or General Assistance/General Relief.
- You meet the following income standards:

Number in household (including yourself)	Total Family Income Last Year – 2008 (Adjusted Gross Income and/or untaxed income)
1	\$15,600
2	21,000
3	26,400
4	31,800
5	37,200
6	42,600
7	48,000
8	53,400
<b>Each additional family member</b>	<b>5,400</b>

# California Community Colleges 2009-2010 Board of Governors Fee Waiver Application

*This is an application to have your **ENROLLMENT FEES WAIVED**. This **FEE WAIVER** is for California residents only. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a **FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)** immediately. Contact the Financial Aid Office for more information. **The FAFSA is available at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or at the Financial Aid Office.***

**Note:** Students who are exempt from paying nonresident tuition under **Education Code Section 68130.5 (AB 540)** are NOT California residents. If you are NOT a California resident, you are not eligible for a fee waiver. Do not complete this application. You may apply for financial aid by completing the FAFSA.

Name: _____ <i>Last First Middle Initial</i>	Student ID # _____
Email (if available): _____	Telephone Number: (____) _____
Home Address: _____ <i>Street City Zip Code</i>	Date of Birth: ____/____/____
Has the Admissions or Registrar's Office determined that you are a California resident? <input type="checkbox"/> Yes <input type="checkbox"/> No	

## IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT

The California Domestic Partner Rights and Responsibilities Act extends new rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If **you** are in a Registered Domestic Partnership (RDP), you will be treated as an Independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent's domestic partner.

**Note:** These provisions apply to state student financial aid **ONLY**, and not to federal student financial aid.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code? (*Answer "Yes" if you or your parent are separated from a Registered Domestic Partner but have **NOT FILED** a Notice of Termination of Domestic Partnership with the California Secretary of State's Office.*)  Yes  No

If you answered "Yes" to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner's income and household information or your parent's domestic partner's income and household information in Questions 4, 11, 12, 13, 14, 15, 16, 17.

Student Marital Status:  Single  Married  Divorced  Separated  Widowed  Registered Domestic Partnership

## DEPENDENCY STATUS

The questions below will determine whether you are considered a Dependent student or Independent student for fee waiver eligibility and whether parental information is needed. If you answer "Yes" to **ANY** of the questions 1-10 below, you will be considered an **INDEPENDENT** student. If you answer "No" to all questions, you will be considered a Dependent student thereby reporting parental information and should continue with Question 11.

1. Were you born before January 1, 1986? (*If "Yes," skip to question 13*)  Yes  No
2. As of today, are you married **or** in a Registered Domestic Partnership (RDP)? (*Answer "Yes" if you are separated but not divorced or have not filed a termination notice to dissolve partnership. Also, if you answer "Yes," skip to question 13.*)  Yes  No
3. Are you a veteran of the U.S. Armed Forces **or** currently serving on active duty for purposes other than training? (*If "Yes," skip to question 13*)  Yes  No
4. Do you have children who receive more than half of their support from you, **or** other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you, now and through June 30, 2010? (*If "Yes," skip to question 13*)  Yes  No
5. When you were age 13 or older, were both your parents deceased, were you in foster care or were you a dependent/ward of the court? (*If "Yes," skip to question 13*)  Yes  No
6. As of today, are you an emancipated minor as determined by a court in your state of legal residence? (*If "Yes," skip to question 13*)  Yes  No

## DEPENDENCY STATUS *(Continued)*

7. As of today, are you in legal guardianship as determined by a court in your state of legal residence?  
*(If "Yes," skip to question 13)*  Yes  No
8. At any time on or after July 1, 2008, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless? *(If "Yes," skip to question 13)*  Yes  No
9. At any time on or after July 1, 2008, did the director of an emergency shelter program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?  
*(If "Yes," skip to question 13)*  Yes  No
10. At any time on or after July 1, 2008, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or were self-supporting and at risk of being homeless?  
*(If "Yes," skip to question 13)*  Yes  No

• If you answered "Yes" to any of the questions 1 - 10, you are considered an INDEPENDENT student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #13.

• If you answered "No" to all questions 1 - 10, complete the following questions:

11. If your parent(s) or his/her RDP filed or will file a 2008 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents?  Will Not File  Yes  No
12. Do you live with one or both of your parent(s) and/or his/her RDP?  Yes  No

• If you answered "No" to questions 1 - 10 and "Yes" to either question 11 or 12, you must provide income and household information about your PARENT(S)/RDP. Please answer questions for a DEPENDENT student in the sections that follow.

• If you answered "No" or "Parent(s) will not file" to question 11, and "No" to question 12, you are a dependent student for all student aid except this enrollment fee waiver. You may answer questions as an INDEPENDENT student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s)' information.

## METHOD A ENROLLMENT FEE WAIVER

13. Are you (the student **ONLY**) currently receiving monthly cash assistance for yourself or any dependents from:
- TANF/CalWORKs?  Yes  No
- SSI/SSP (Supplemental Security Income/State Supplemental Program)?  Yes  No
- General Assistance?  Yes  No
14. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income?  Yes  No

• If you answered "Yes" to question 13 or 14 you are eligible for an ENROLLMENT FEE WAIVER. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.

## METHOD B ENROLLMENT FEE WAIVER

15. **DEPENDENT STUDENT:** How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2010.) \_\_\_\_\_

16. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2010.) \_\_\_\_\_

### 17. 2008 Income Information

(Dependent students should not include their income information for Q 17 a and b below.)

a. Adjusted Gross Income (If 2008 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4).

**DEPENDENT STUDENT:  
PARENT(S)/ RDP  
INCOME ONLY**

**INDEPENDENT STUDENT:  
STUDENT (& SPOUSE'S/  
RDP) INCOME**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

b. All other income (Include **ALL money** received in 2008 that is not included in line (a) above (such as disability, child support, military living allowance, Workman's Compensation, untaxed pensions).

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**TOTAL** Income for 2008 (Sum of a + b)

\$ \_\_\_\_\_

\$ \_\_\_\_\_

The Financial Aid Office will review your income and let you know if you qualify for an ENROLLMENT FEE WAIVER under Method B. If you do not qualify using this simple method, you should file a FAFSA.

## SPECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS

18. Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent's fee waiver?  
*Submit certification.*  Yes  No

19. Do you have certification from the National Guard Adjutant General that you are eligible for a dependent's fee waiver?  
*Submit certification.*  Yes  No

20. Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient?  
*Submit documentation from the Department of Veterans Affairs.*  Yes  No

21. Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack?  
*Submit documentation from the CA Victim Compensation and Government Claims Board.*  Yes  No

22. Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty?  
*Submit documentation from the public agency employer of record.*  Yes  No

• If you answered "Yes" to any of the questions from 18-22, you are eligible for an ENROLLMENT FEE WAIVER and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.

**CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW**

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2008 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

I understand the following information (please check each box):

- Federal and state financial aid programs are available to help with college costs (including enrollment fees, books & supplies, transportation and room and board expenses). By completing the FAFSA, additional financial assistance may be available in the form of Pell and other grants, work study and other aid.
- I may apply for and receive financial assistance if I am enrolled, either full time or part time, in an eligible program of study (certificate, associate degree or transfer).
- Financial aid program information and application assistance is available in the college financial aid office.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature (Dependent Students Only)

\_\_\_\_\_  
Date

**CALIFORNIA INFORMATION PRIVACY ACT**

State and federal laws protect an individual's right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor's Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form's information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor's Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

**FOR OFFICE USE ONLY**

<input type="checkbox"/> BOGFW-A <input type="checkbox"/> TANF/CalWORKs <input type="checkbox"/> GA <input type="checkbox"/> SSI/SSP	<input type="checkbox"/> BOGFW-B _____ <input type="checkbox"/> BOGFW-C	<input type="checkbox"/> Special Classification <input type="checkbox"/> Veteran <input type="checkbox"/> National Guard <input type="checkbox"/> Dependent <input type="checkbox"/> Medal of Honor <input type="checkbox"/> 9/11 Dependent <input type="checkbox"/> Dep. of deceased law enforcement/fire personnel	RDP <input type="checkbox"/> Student <input type="checkbox"/> Parent	<input type="checkbox"/> Student is not eligible
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Comments: \_\_\_\_\_

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_

# Class Offerings

## How to Read Class Listings

Department, Course Number and Title

Course Reference Number (CRN)

Section

*Note: An "X" in the Section designator, such as AX or JX, indicates a class that is cross-listed. Cross-listed classes are those which are offered under more than one department, or which involve instruction at more than one skill level during the same class period.*

Additional Section Information, where applicable

### ACTG 100 ACCOUNTING PROCEDURES

Prereq: MATH 811 or equivalent. Recommended: BUS. 115 or equivalent; either CAOT 104 or CAOT 225 or equivalent; and eligibility for ENGL 836. Introduction to financial accounting procedures for proprietorships in service and merchandising operations. Plus 2 lab hrs/wk by arrangement. May be repeated for credit up to a maximum of 3 units. **Transfer: CSU.**

#### WEEKDAY

**38018** ACTG 100 AS TTh 8:10 10:50 8-8217 Whitten, L. 1.5-3.0  
 Dates for the AS section: 01/16-03/13

#### EVENING

**30006** ACTG 100 JV W 6:30 9:30 8-8217 Steinberg, M. 1.5-3.0

#### ONLINE

**30007** ACTG 100 OL By Arr 3.5 Hrs/Wk Sat 8:30 11:50 **8-8217** Zhang, H. **1.5-3.0**

ACTG 100 OL will be held online and on campus. Classes will meet on campus on Saturdays 1/20, 1/27, 2/24, 3/10, 3/24, 4/7, 4/28 and 5/19 from 8:30 to 11:50 am in Room 8217. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Saturday, January 20, from 8:30 to 11:50 am in Room 8217 – attendance required. Instructor email: [zhangh@smccd.edu](mailto:zhangh@smccd.edu).

Course Prerequisites/Recommendations and Description

UC and CSU/CSU GE transferability

*Short course dates apply to the single section immediately above the date line; all other courses are semester length.*

Days Class Meets

Time Class Meets

Location

*Building Number before dash, followed by Room Number (Room Number = Building, Floor, and Room)*

Instructor

Number of Units

## Weekly Schedule Worksheet

Once you have selected your classes and are officially registered, use the form below to chart your weekly schedule. Use this to include your work schedule, study times and other outside commitments.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8-9							
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
Evening							

**ACCOUNTING**

**ACCOUNTING (ACTG)**

Train for accounting assistant positions in just one semester. Enroll in ACTG 100, ACTG 103, ACTG 194, CAOT 104, CAOT 225, CAOT 226 and CAOT 301. For more information about this fast-paced training program, call the Accounting Coordinator at (650) 738-4372.

**ACTG 100 ACCOUNTING PROCEDURES**

Recommended: MATH 811 or equivalent, BUS. 115 or equivalent, either CAOT 104 or CAOT 225 or equivalent, and eligibility for ENGL 836. Introduction to financial accounting procedures for proprietorships in service and merchandising operations. Instruction in manual and computerized accounting systems with hands-on computer experience. Plus 2 lab hrs/wk by arrangement. Transfer: CSU.

WEEKDAY						
85184	ACTG 100	AS	MW	12:35-3:45	8-8226	Staff 3.0
Dates for the AS section: 10/14-12/16						
80003	ACTG 100	BV	TTh	11:10-12:25	8-8211	Ortiz 3.0
EVENING						
80005	ACTG 100	JV	W	6:30-9:45	8-8211	Steinberg 3.0
ONLINE						
80006	ACTG 100	OL	By Arr	48 Hours	ONLINE	Zhang 3.0
				Sat 8:30-11:50	8-8211	

ACTG 100 OL will be held online and on campus. Classes will meet on campus on Saturdays 8/22, 9/12, 9/26, 10/10, 10/24, 11/07 and 12/19 from 8:30 to 11:50 am in Room 8211. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Saturday, August 22, from 8:30 to 11:50 am in Room 8211 – attendance required. Instructor email: [zhangh@smccd.edu](mailto:zhangh@smccd.edu).

**ACTG 103 TEN-KEY SKILLS**

Short course on how to operate a 10-key electronic calculator by the touch method. Plus 2 lab hrs/wk by arrangement. May be repeated once for credit. Transfer: CSU.

WEEKDAY						
88203	ACTG 103	AS	TTh	12:35-1:50	8-8209	Cervantes 0.5
Dates for ACTG 103 AS: 8/20-9/10						

**ACTG 121 FINANCIAL ACCOUNTING**

Recommended: ACTG 100 (3 units) with a grade of C or better, or equivalent; MATH 120 with a grade of C or better, or equivalent; CAOT 225 or equivalent; and eligibility for ENGL 836. Exploration of what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. Covers the application of generally accepted accounting principles, the classified financial statements, and statement analysis. *NOTE: Students are encouraged to take ACTG 100 before enrolling in ACTG 121. Plus 1 lab hr/wk by arrangement.* Transfer: UC; CSU. CAN BUS 2. ACTG 121 + ACTG 131 = CAN BUS SEQ A.

WEEKDAY						
80007	ACTG 121	AA	MW	12:10-2:15	8-8211	Whitten 4.0
80008	ACTG 121	AB	TTh	12:35-2:40	8-8211	Ortiz 4.0
89880	ACTG 121	AC	MW	10:10-12:15	8-8211	Whitten 4.0
EVENING						
80010	ACTG 121	JB	Th	6:30-10:10	8-8211	Bruening 4.0
SATURDAY						
91431	ACTG 121	SS	Sat	8:30-12:55	8-8306	Gran 4.0

**ONLINE**

80009	ACTG 121	OL	By Arr	64 Hours	ONLINE	Ortiz 4.0
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ACTG 121 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Wednesday, August 19, from 5:30 to 6:45 pm in Room 8121 – attendance required. Instructor email: [ortiz@smccd.edu](mailto:ortiz@smccd.edu).

**ACTG 131 MANAGERIAL ACCOUNTING**

*Prereq: ACTG 121 with a grade of C or better or equivalent.* Recommended: Either BUS. 120 or MATH 241 or equivalent; and CAOT 225 or equivalent. Examination of accounting techniques for managers. Includes forecasting, budgeting, cost accounting, break-even analysis, responsibility accounting, and other practices which facilitate decision making in an ethical business environment. Plus 1 lab hr/wk by arrangement. Transfer: UC; CSU. CAN BUS 4. ACTG 121 + ACTG 131 = CAN BUS SEQ A.

WEEKDAY						
80011	ACTG 131	AA	MW	8:10-10:00	8-8211	Whitten 4.0
EVENING						
80012	ACTG 131	JA	T	6:30-10:10	8-8211	Bruening 4.0
85718	ACTG 131	JB	W	6:30-10:10	8-8222	Whitten 4.0

**ACTG 171 FEDERAL INCOME TAX**

Preparation of Federal and California income tax returns for individuals; basic income tax law, theory and practice. Upon successful completion of the course, students may apply to the CTEC, California Tax Education Council, to become a Registered Tax Preparer in California. Plus 2 lab hrs/wk by arrangement. May be repeated twice for credit. *NOTE: This course has a non-refundable materials charge of \$3.* Transfer: CSU.

SATURDAY						
86891	ACTG 171	SA	Sat	9:00-1:30	8-8224	Miller 3.0

**ACTG 172 BUSINESS INCOME TAXES**

*Prereq: ACTG 100 or 121, or equivalent.* Recommended: ACTG 171 or equivalent. Preparation of Federal and California income tax returns for corporations, partnerships, and sole proprietorships. ACTG 171 and ACTG 172 will enable students to complete most tax returns required of professional tax preparers. The course will meet continuing education requirements for the California Tax Education Council (CTEC). Plus 2 lab hrs/wk by arrangement. Transfer: CSU.

EVENING						
86890	ACTG 172	JA	M	7:00-10:15	8-8211	Miller 3.0

**ACTG 194 INTRODUCTION TO QUICKBOOKS PRO 2007**

Recommended: Eligibility for ENGL 836 and READ 836. Introduction to the financial accounting features of QuickBooks Pro. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

ONLINE						
87335	ACTG 194	OL	By Arr	16 Hours	ONLINE	Richardson 1.0
Dates for the OL section: 8/25-9/29						

ACTG 194 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 7:30 pm in Room 8209 – attendance required. Instructor email: [richardsonl@smccd.edu](mailto:richardsonl@smccd.edu).

87040	ACTG 194	OM	By Arr	16 Hours	ONLINE	Richardson 1.0
Dates for the OM section: 8/25-9/29						

ACTG 194 OM is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 7:30 pm in Room 8209 – attendance required. Instructor email: [richardsonl@smccd.edu](mailto:richardsonl@smccd.edu).

## Administration of Justice Program



Make \$60,000 to \$90,000  
in the exciting field of  
Administration of Justice

Criminal justice professionals enjoy some of the highest salary earnings in government employment. Skyline's program, one of the best, offers opportunities to work in various levels of government, such as federal, state, county and local.

#### Careers include:

- Law Enforcement
- Courts
- Parole
- Criminalistics
- Corrections
- Probation
- Investigations
- Legal

#### Designed for:

- Students aspiring to work in the criminal justice field.
- Professionals who want to enhance their knowledge and skills, including report writing.

**Program:** Skyline's varied courses focus on criminal justice, including Criminal Investigation, Juvenile Procedures, and Narcotics and Special Investigations. Students may earn an Associate in Arts Degree and/or Certificate.

- Faculty include active and retired professionals with extensive experience in criminal justice.
- Local law enforcement agencies provide resources.
- Co-op experience available.
- Connection with employment opportunities in criminal justice.

Contact Steven Aurilio, (650) 738-4134  
or [aurilios@smccd.edu](mailto:aurilios@smccd.edu)

### ACTG 196 INTERMEDIATE QUICKBOOKS PRO 2007

*Prereq:* ACTG 194 or equivalent. Financial accounting features of setting up and maintaining a computerized accounting system using the advanced features; covers complex issues encountered with QuickBooks Pro. Transfer: CSU.

#### ONLINE

89218 ACTG 196 OL By Arr 16 Hours ONLINE Richardson 1.0  
Dates for ACTG 196 OL: 10/6-11/10

ACTG 196 OL is offered in an online format. Requires Internet Access and email. Instructor email: [richardsonl@smccd.edu](mailto:richardsonl@smccd.edu).

### ACTG 690 SPECIAL PROJECTS IN ACCOUNTING

Recommended: Eligibility for ENGL 836. One hour of supervised work per week per unit. Transfer: CSU.

#### WEEKDAY

80013 ACTG 690 AV By Arr 1-3 Hrs/Wk 8-8209A Whitten 1.0-3.0

## ADMINISTRATION OF JUSTICE (ADMJ)

(Paralegal courses are listed under PARALEGAL STUDIES.)

### ADMJ 100 INTRO TO ADMINISTRATION OF JUSTICE

Recommended: Eligibility for ENGL 836. History and philosophy of justice in America; theories of crime, punishment and rehabilitation. Transfer: UC; CSU (D3). CAN AJ 2.

#### WEEKDAY

80014 ADMJ 100 AA TTh 8:10-9:25 1-1304 Aurilio 3.0

#### EVENING

90549 ADMJ 100 JA T 6:30-9:35 7-7110 Staff 3.0

### ADMJ 108 COMMUNITY RELATIONS

Recommended: Eligibility for ENGL 836. Study of the professional image of the system of justice and the development of positive relationships between the public and members of the system. Also listed as SOCI 108. Transfer: UC; CSU.

#### WEEKDAY

89549 ADMJ 108 AX TTh 11:10-12:25 1-1304 Aurilio 3.0

### ADMJ 110 POLICE REPORT WRITING

Recommended: Eligibility for ENGL 836. Exploration of effective police report writing and courtroom testimony. Essential principles of written and oral law enforcement communication and documentation, from crime scene to courtroom. Transfer: CSU.

#### WEEKDAY

90084 ADMJ 110 AA MWF 8:10-9:00 1-1105 Aurilio 3.0

### ADMJ 123 CONCEPTS OF ENFORCEMENT PRINCIPLES

Recommended: Eligibility for ENGL 836. Theories, philosophies, and concepts related to the role expectations of the enforcement officer. Emphasis on patrol, traffic, and public service responsibilities. Transfer: CSU.

#### WEEKDAY

80020 ADMJ 123 AA MWF 10:10-11:00 1-1105 Aurilio 3.0

### ADMJ 135 NARCOTICS AND SPECIAL INVESTIGATIONS

Recommended: Eligibility for ENGL 836. Emphasis on vice and deviant behavior including victimless crime, identifications of drugs, drug abuse, mental and physical effects, and addiction. Transfer: CSU.

#### WEEKDAY

89154 ADMJ 135 AA MWF 11:10-12:00 1-1105 Aurilio 3.0

## AMERICAN SIGN LANGUAGE (ASL)

### ASL 111 AMERICAN SIGN LANGUAGE I

A basic course in American Sign Language with focus on everyday communication. Plus one lab hr/wk by arrangement. Transfer: UC; CSU (C2).

#### WEEKDAY

87392	ASL 111	AA TTh	11:10-12:25	PH-401*	Yuen	3.0
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#### EVENING

85750	ASL 111	JA M	7:00-10:15	7-7303	Wong	3.0
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### ASL 112 AMERICAN SIGN LANGUAGE II

*Prereq:* ASL 111 or equivalent. Review and expansion of functions and grammar introduced in ASL 111. Plus one lab hr/wk by arrangement. Transfer: UC; CSU (C2).

#### EVENING

80093	ASL 112	JA W	7:00-10:15	5-5132A	Wong	3.0
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## ANTHROPOLOGY (ANTH)

### ANTH 110 CULTURAL ANTHROPOLOGY

Recommended: Eligibility for ENGL 100, 105 or equivalent. A comparative analysis of human cultures with an emphasis on core concepts such as kinship, religion, politics, technology, and an appreciation of our societal variability. Transfer: UC; CSU (D3). CAN ANTH 4.

#### WEEKDAY

80022	ANTH 110	AA MWF	11:10-12:00	1-1206	Slicton	3.0
90581	ANTH 110	AB TTh	9:35-10:50	PH-412*	Slicton	3.0

#### EVENING

89534	ANTH 110	JA Th	6:30-9:45	7-7110	Ulloa	3.0
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### ANTH 125 PHYSICAL ANTHROPOLOGY

Recommended: Eligibility for ENGL 100, 105 or equivalent. Biological consideration of the origin, development, and potential survival of humans and other primates, including concepts of evolution. Transfer: UC; CSU (B2). CAN ANTH 2.

#### EVENING

85702	ANTH 125	JA W	7:00-10:15	7-7110	Popek	3.0
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### ANTH 125 PHYSICAL ANTHROPOLOGY – EVOLUTION, DISEASE AND YOU LEARNING COMMUNITY

Recommended: Eligibility for ENGL 100, 105 or equivalent. Biological consideration of the origin, development, and potential survival of humans and other primates, including concepts of evolution. *NOTE: ANTH 125 AA is part of the Evolution, Disease and You Learning Community with SOCI 201 AA. Students are encouraged to enroll in both ANTH 125 AA and SOCI 201 AA (CRN 90585) to maximize their learning experience.* Transfer: UC; CSU (B2). CAN ANTH 2.

#### WEEKDAY

90208	ANTH 125	AA MWF	10:10-11:00	7-7110	Slicton	3.0
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### ANTH 155 HUMAN PREHISTORY AND THE RISE OF CIVILIZATION

Recommended: Eligibility for ENGL 100, 105 or equivalent. A study of the world's first civilizations, including those of Mesopotamia, Egypt, India, China, Europe, Central America, and South America. Transfer: UC; CSU (D3).

#### WEEKDAY

92444	ANTH 155	AA MWF	10:10-11:00	1-1206	Cecil	3.0
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### ANTH 165 SEX AND GENDER: CROSS-CULTURAL PERSPECTIVES

Recommended: Eligibility for ENGL 100, 105 or equivalent. A survey of cross-cultural factors influencing human sexuality, gender roles and identity. The course emphasizes non-Western cultures, including Asian, African and the Indigenous Americas. Transfer: UC; CSU (D3).

#### WEEKDAY

90094	ANTH 165	AA TTh	11:10-12:25	PH-412*	Slicton	3.0
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### ANTH 180 MAGIC, WITCHCRAFT & RELIGION

Recommended: Eligibility for ENGL 100, 105 or equivalent. A cross-cultural exploration of supernatural belief systems focusing on non-literate, tribal, and ethnic cultures; history and methods of the anthropological approach to religion. Transfer: UC; CSU (D3).

#### WEEKDAY

90582	ANTH 180	AA MW	12:10-1:25	1-1206	Slicton	3.0
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## ARABIC (ARBC)

### ARBC 111 ELEMENTARY ARABIC I

A course in basic spoken Arabic, recognition of common written expressions and signs in Arabic, and understanding and appreciation of Arabic culture and language. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

#### EVENING

89691	ARBC 111	JA T	7:00-10:05	7-7303	Khoury	3.0
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### ARBC 121 ADVANCED ELEMENTARY ARABIC I

*Prereq:* Completion of ARBC 111 and ARBC 112 with grades of C or better or equivalent. Continuation of ARBC 111/112. Further practice in written and spoken Arabic in the four language skills of reading, writing, listening and speaking; conversation, reading and study of grammar fundamentals; Arabic culture emphasized. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

#### EVENING

92367	ARBC 121	JA W	7:00-10:15	8-8118	Khoury	3.0
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## ART (ART)

(See also: FILM.)

### ART 101 HISTORY OF WESTERN ART I

Recommended: Eligibility for ENGL 100. A survey of Ancient and Medieval art from Prehistoric to Early Renaissance. Transfer: UC; CSU (C1). CAN ART 2. ART 101 + ART 102 = CAN ART SEQ A.

#### EVENING

80026	ART 101	JA M	7:00-10:15	1-1111	Pauker	3.0
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#### ONLINE

91914	ART 101	OL By Arr	48 Hours	ONLINE	Fischer	3.0
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ART 101 OL is offered in an online format. Requires Internet access and email. Instructor email: [fischer@smccd.edu](mailto:fischer@smccd.edu).

### ART 102 HISTORY OF WESTERN ART II

Recommended: Eligibility for ENGL 100. Survey of art from the Renaissance to modern times. Transfer: UC; CSU (C1). CAN ART 4. ART 101 + ART 102 = CAN ART SEQ A.

**WEEKDAY**

89867	ART 102	AA MWF	8:10-9:00	1-1111	Ryan	3.0
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**ART 105 ART OF ASIA & THE NEAR EAST**

Recommended: Eligibility for ENGL 836. Survey of Asian art with emphasis on cultural aesthetic ideals including visual appreciation of the creation of the art object and art form. Transfer: UC; CSU (C1).

**WEEKDAY**

80028	ART 105	AA MWF	9:10-10:00	1-1111	Staff	3.0
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**ART 107 ART OF OUR TIMES**

Recommended: Eligibility for ENGL 836. An introduction to the American visual experience of today including painting, sculpture, architecture, industrial, interior, package, advertising, furniture design, etc. Transfer: CSU (C1).

**WEEKDAY**

88103	ART 107	AA TTh	11:10-12:25	1-1107	Takayama	3.0
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**ART 115 ART, MUSIC AND IDEAS**

Recommended: Eligibility for ENGL 100, 105 or equivalent. Examination and analysis of art and music as reflections of cultural ideas and traditions. The student will develop an informed appreciation of the visual arts, performance arts, and musical works. Also listed as MUS. 115. Transfer: UC; CSU (C1).

**WEEKDAY**

90569	ART 115	AX MWF	11:10-12:00	1-1111	Takayama	3.0
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**ART 201 FORM AND COMPOSITION I**

Study of form and space relationships, with rendering of line, mass, and values using pencils, conte crayons, inks and paints. Plus studio hours. Transfer: UC; CSU (C1).

**WEEKDAY**

91265	ART 201	AX TTh	12:35-3:25	1-1303	Venning	3.0
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**ART 202 FORM AND COMPOSITION II**

*Prereq: ART 201.* Advanced composition study of two- and three-dimensional forms, using black and white and color media. Plus studio hours. May be repeated twice for credit. Transfer: UC; CSU.

**WEEKDAY**

91266	ART 202	AX TTh	12:35-3:25	1-1303	Venning	3.0
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**ART 204 DRAWING I**

Basic introduction to drawing, using both simple and complex forms derived from nature, life and still sources. Plus studio hours. Transfer: UC; CSU (C1). CAN ART 8.

**WEEKDAY**

80034	ART 204	AX MW	1:10-4:00	1-1320	Keane	3.0
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**EVENING**

80036	ART 204	KX W	6:00-10:15	1-1320	Bridenbaugh	2.0
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**ART 205 DRAWING II**

*Prereq: ART 204 or ART 201.* Materials and techniques in common use; traditional and contemporary pen, pencil, and conte crayon expression. Plus studio hours. May be repeated twice for credit. Transfer: UC; CSU.

**WEEKDAY**

80038	ART 205	AX MW	1:10-4:00	1-1320	Keane	3.0
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**EVENING**

80040	ART 205	KX W	6:00-10:15	1-1303	Bridenbaugh	2.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**ART 207 LIFE DRAWING**

Study of the human form in art. Fundamentals of anatomy and representation of the human figure. Plus studio hours. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**WEEKDAY**

91690	ART 207	AA MW	9:30-12:20	1-1320	Artola	3.0
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**EVENING**

80042	ART 207	JX T	6:30-10:00	1-1320	Turner	2.0
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**ART 208 PORTRAIT DRAWING I**

Portrait characterization class allowing students to work at their own level with individual instruction. Transfer: UC; CSU.

**WEEKDAY**

88768	ART 208	BX TTh	2:10-5:00	1-1320	Buchanan	3.0
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**ART 209 PORTRAIT DRAWING II**

*Prereq: ART 208.* Continuation of ART 208. May be repeated twice for credit. Transfer: UC; CSU.

**WEEKDAY**

88769	ART 209	BX TTh	2:10-5:00	1-1320	Buchanan	3.0
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**ART 214 COLOR**

Introduction to the physical and psychological properties of color. This course stresses the knowledge and skills needed to use color aesthetically. Plus studio hours. Transfer: UC; CSU.

**WEEKDAY**

92575	ART 214	BX MW	1:10-4:00	1-1303	David	3.0
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**EVENING**

83142	ART 214	KX W	6:00-10:05	1-1303	David	2.0
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**ART 221 PAINTING I**

Basic introduction to form and color through painting. Studio practice and projects. Plus studio hours. Transfer: UC; CSU (C1). CAN ART 10.

**WEEKDAY**

85830	ART 221	AX MW	9:10-12:00	1-1303	Keane	3.0
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**EVENING**

80045	ART 221	KX W	6:00-10:05	1-1303	David	2.0
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**ART 222 PAINTING II**

*Prereq: ART 221.* Additional study of form and color through painting. Plus studio hours. May be repeated twice for credit. Transfer: UC; CSU.

**WEEKDAY**

85831	ART 222	AX MW	9:10-12:00	1-1303	Keane	3.0
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**EVENING**

80047	ART 222	KX W	6:00-10:05	1-1303	David	2.0
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**ART 301 DESIGN**

Introduction to basic design elements and principles. Exploration of drawing and painting materials and techniques and three-dimensional elements. Plus studio hours by arrangement. Transfer: UC; CSU (C1). CAN ART 14.

**WEEKDAY**

92576	ART 301	BX MW	1:10-4:00	1-1303	David	3.0
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**ART 302 ADVANCED DESIGN**

*Prereq: ART 301.* Additional study of design elements and principles. Plus studio hours by arrangement. May be repeated twice for credit. Transfer: UC; CSU.

**WEEKDAY**

92577	ART 302	BX MW	1:10-4:00	1-1303	David	3.0
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## ART

**ART 248 PORTRAITS IN PASTEL**

*Prereq:* ART 208 or equivalent. Painterly approach to portraiture using soft pastel for drawing, color, and color mixing. May be repeated for credit a maximum of three times. Transfer: UC; CSU (C1).

**WEEKDAY**

88770	ART 248	BX	TTh	2:10-5:00	1-1320	Buchanan	3.0
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**ART 351 PHOTOGRAPHY I**

Use of photographic equipment, materials, and chemical processes. Lectures, demonstrations, and hands-on experience in photographic printmaking. Plus studio hours by arrangement. *NOTE: This course has a non-refundable materials charge of \$10. Students supply their own cameras.* Transfer: UC; CSU (C1). CAN ART 18.

**WEEKDAY**

80057	ART 351	AX	TTh	8:10-10:55	2-2112	Takayama	3.0
92377	ART 351	BX	MW	8:10-10:50	2-2112	Takayama	3.0

**EVENING**

80058	ART 351	KA	T	6:30-10:00	2-2112	Kerr	2.0
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**ART 352 PHOTOGRAPHY II**

*Prereq:* ART 351 or equivalent. Application of the skills learned in ART 351 to projects in sensitometry, composition, and photographic laboratory processes. Plus studio hours by arrangement. *NOTE: This course has a non-refundable materials charge of \$10. Students supply their own cameras.* Transfer: UC; CSU (C1).

**WEEKDAY**

80059	ART 352	AX	TTh	8:10-10:55	2-2112	Takayama	3.0
92378	ART 352	BX	MW	8:10-10:50	2-2112	Takayama	3.0

**EVENING**

80060	ART 352	KX	W	6:30-10:10	2-2112	Kerr	2.0
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**ART 353 PHOTOGRAPHY III**

*Prereq:* ART 352 or equivalent. Acquisition of advanced skills in studio and darkroom techniques through use of large format equipment. Plus studio hours by arrangement. May be repeated once for credit. *NOTE: This course has a non-refundable materials charge of \$10. Students supply their own cameras.* Transfer: CSU.

**WEEKDAY**

80061	ART 353	AX	TTh	8:10-10:55	2-2112	Takayama	3.0
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**EVENING**

80062	ART 353	KX	W	6:30-10:10	2-2112	Kerr	2.0
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**ART 354 COLOR PHOTOGRAPHY I**

Introduction to basic camera techniques and the use of color films for personal expression. Significant emphasis on students learning to make their own color enlargements. *NOTE: This course has a non-refundable materials charge of \$15. Students supply their own cameras.* Transfer: CSU (C1).

**EVENING**

80064	ART 354	KX	M	6:30-10:00	2-2112	Jones	2.0
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**ART 355 COLOR PHOTOGRAPHY II**

*Prereq:* ART 354 or demonstration of equivalent skills. Intermediate application of skills and techniques; composition, multiple exposures, filtration. Plus studio hours. May be repeated twice for credit. *NOTE: This course has a non-refundable materials charge of \$15. Students supply their own cameras.* Transfer: CSU (C1).

**EVENING**

80066	ART 355	KX	M	6:30-10:00	2-2112	Jones	2.0
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**ART 405 SCULPTURE I**

An introduction to the sculpture processes. Studio practice using a variety of materials. Plus studio hours by arrangement. *NOTE: This course has a non-refundable materials charge of \$10. Transfer UC; CSU (C1). CAN ART 12.*

**WEEKDAY**

80068	ART 405	CX	MW	12:35-3:40	1-1123	Lowenstein	3.0
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**EVENING**

80069	ART 405	LX	W	6:30-10:00	1-1123	Lowenstein	2.0
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**ART 406 SCULPTURE II**

*Prereq:* ART 405. Advanced study and practice in three-dimensional form. Plus studio hours by arrangement. May be repeated twice for credit. *NOTE: This course has a non-refundable materials charge of \$10. Transfer: UC; CSU.*

**WEEKDAY**

80070	ART 406	CX	MW	12:35-3:40	1-1123	Lowenstein	3.0
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**EVENING**

80071	ART 406	LX	W	6:30-10:00	1-1123	Lowenstein	2.0
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**ART 407 SCULPTURE III: DIRECT METAL**

*Prereq:* ART 405. Creation of sculptural form in metal, using welding, brazing, and soldering techniques. Plus studio hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: This course has a non-refundable materials charge of \$10. Transfer: CSU.*

**WEEKDAY**

80072	ART 407	CX	MW	12:35-3:40	1-1123	Lowenstein	3.0
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**EVENING**

80073	ART 407	LX	W	6:30-10:00	1-1123	Lowenstein	2.0
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**ART 411 CERAMICS I**

Survey of ceramic materials. Studio practice in handbuilding processes and glazing. Decorating techniques and firing of kilns. Plus studio hours by arrangement. *NOTE: This course has a non-refundable materials charge of \$15. Transfer: UC; CSU (C1). CAN ART 6.*

**WEEKDAY**

80074	ART 411	DX	TTh	9:35-12:15	1-1103	Schmierer	3.0
91686	ART 411	EX	TTh	12:35-3:35	1-1103	Schmierer	3.0

**EVENING**

80076	ART 411	MX	TTh	6:00-8:40	1-1103	Schmierer	3.0
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**ART 412 CERAMICS II**

*Prereq:* ART 411. Recommended: Completion of or concurrent enrollment in ART 301. Additional study of ceramic processes and their application. Plus studio hours by arrangement. May be repeated twice for credit. *NOTE: This course has a non-refundable materials charge of \$15. Transfer: UC; CSU.*

**WEEKDAY**

80077	ART 412	DX	TTh	9:35-12:15	1-1103	Schmierer	3.0
91687	ART 412	EX	TTh	12:35-3:35	1-1103	Schmierer	3.0

**EVENING**

80079	ART 412	MX	TTh	6:00-8:40	1-1103	Schmierer	3.0
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**ART 417 CERAMIC GLAZING TECHNIQUES**

*Prereq:* ART 412. Advanced glazing techniques; special glazes, glaze composition and multi-firing techniques. Plus studio hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: This course has a non-refundable materials charge of \$15.* Transfer: UC; CSU.

**WEEKDAY**

80080	ART 417	DX	TTh	9:35-12:15	1-1103	Schmierer	3.0
91688	ART 417	EX	TTh	12:35-3:35	1-1103	Schmierer	3.0

**EVENING**

80082	ART 417	MX	TTh	6:00-8:40	1-1103	Schmierer	3.0
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**ART 665SB BLACK & WHITE PHOTO LAB**

Exploration of conventional black and white darkroom techniques for the intermediate and advanced photographer. *NOTE: This course has a non-refundable materials charge of \$10.* Transfer: UC; CSU.

**EVENING**

91138	ART 665SB	JA	Th	6:30-9:45	2-2112	Jones	1.0
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**ART 665SF GALLERY PRACTICUM**

Designed to expose students to the working aspects of Art Gallery operations. Activities include artwork installation, documentation/record keeping, and interaction with the public. *NOTE: The first class meeting will be held on Thursday, August 20, at 1:00 pm in Room 1132.* Transfer: UC; CSU.

**WEEKDAY**

91102	ART 665SF	AD	By Arr	3 Hrs/Wk	1-1121	Bridenbaugh	1.0
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**ART 665SM EXPLORING PORTRAITURE**

Students will conduct an in-depth exploration of the portrait using various media and approaches. Transfer: UC; CSU.

**WEEKDAY**

91122	ART 665SM	BX	TTh	2:10-5:00	1-1320	Buchanan	3.0
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**ART 665SS MATTING AND FRAMING**

Students will learn the correct and archival methods for presentation of drawings, paintings and other two-dimensional work. Transfer: UC; CSU.

**WEEKDAY**

91252	ART 665SS	AS	F	1:30-2:40	1-1303	Bridenbaugh	0.5
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Dates for ART 665SS AS: 10/23-11/6

**ART 665SZ ADVANCED CERAMICS**

Open to advanced ceramics students, this class will focus on complex handbuilding and throwing techniques. Specialized surface techniques will also be covered. *NOTE: This course has a non-refundable materials charge of \$15.* Transfer: UC; CSU.

**WEEKDAY**

92380	ART 665SZ	DX	TTh	9:35-12:15	1-1103	Schmierer	2.0
92384	ART 665SZ	EX	TTh	12:35-3:35	1-1103	Schmierer	2.0

**EVENING**

92385	ART 665SZ	MX	TTh	6:00-8:40	1-1103	Schmierer	2.0
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**ART 665S4 EXPANDING BOUNDARIES OF FIGURE DRAWING**

Learn to experience visualizing the model in three dimensions, not just the one visible to the eye. Learn to feel what the model is feeling and express that above and beyond your basic seeing skills. Transfer: UC, CSU.

**EVENING**

91877	ART 665S4	JX	T	6:30-10:00	1-1320	Turner	2.0
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**ART 665S6 PATINAS FOR BRONZE**

Students will study various techniques for applying patinas to bronze sculpture. Aesthetics of the relationship between form and surface will also be a focus of this course. *NOTE: This course has a non-refundable materials charge of \$10.* Transfer: UC, CSU.

**WEEKDAY**

91882	ART 665S6	CX	MW	12:35-3:40	1-1123	Lowenstein	3.0
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**ART 665S7 ADVANCED TECHNIQUES IN STONE**

This course is for students already familiar with the basic hand tools used to carve stone. The course will focus on the use of pneumatic and power tools and on the development of more advanced ideas and their expression in stone. *NOTE: This course has a non-refundable materials charge of \$10.* Transfer: UC, CSU.

**EVENING**

91884	ART 665S7	LX	W	6:30-10:00	1-1123	Lowenstein	2.0
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**ASTEP: THE AFRICAN AMERICAN EXPERIENCE**

(Refer to course listings under LEARNING COMMUNITIES, beginning on page 104.)

**ASTRONOMY (ASTR)****ASTR 100 INTRODUCTION TO ASTRONOMY**

Survey of modern astronomy; study of what mankind knows about the universe and our place in it, including planets, stars, galaxies, Quasars, pulsars, black holes, and the beginning and end of the universe. Plus one hr/wk by arrangement. Transfer: UC; CSU (B1).

**WEEKDAY**

92365	ASTR 100	AA	TTh	9:35-10:50	8-8304	Grist	3.0
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**EVENING**

91242	ASTR 100	JA	Th	6:30-9:45	7-7106	Reil	3.0
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**TELECOURSE**

91909	ASTR 100	TV	See Below		KCSM	Vanajakshi	3.0
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ASTR 100 TV is a telecourse. Broadcast: Tuesdays, 12:00-1:00 pm, 9/1-11/3 on KCSM (Channel 43.1 Digital).

Mandatory Introductory Meeting: 7:00-9:00 pm, Friday, 8/28, held at **College of San Mateo**, Building 36, Room 109.

Additional Campus Meetings: 7:00-9:00 pm on Fridays, 10/16, 10/23, 12/4 and 12/11, held at **College of San Mateo**, Building 36, Room 109.

# AUTOMOTIVE TECHNOLOGY (AUTO)

## AUTO 665SF BAR A6 ALTERNATIVE ELECTRICAL/ELECTRONICS TRAINING

Approved by the Bureau of Automotive Repair as an alternative to meet the ASE A6 certification requirement for obtaining and maintaining a smog check license. BAR regulations require each student to attend 100% of each course to qualify to take the final examination. Course content will focus on electrical/electronics diagnosis. This topic may be repeated once for credit. Transfer: CSU.

**WEEKEND**

90978 AUTO 665SF SF Sat/Sun 9:00-5:00 10-0004 Yee 1.5  
 Dates for AUTO 665SF SF: 9/19, 9/20, 10/3 and 10/4

## AUTO 665SH BAR L1 ALTERNATIVE TRAINING

Approved by the Bureau of Automotive Repair as an alternative to meet the ASE L1 certification requirement for obtaining and maintaining a smog check license. BAR regulations require each student to attend 100% of each course to qualify to take the final examination. Course content will focus on diagnosis and drivability. This topic may be repeated once for credit. Transfer: CSU.

**WEEKEND**

90983 AUTO 665SH SJ Sat/Sun 9:00-5:00 10-0004 Yee 1.5  
 Dates for AUTO 665SH SJ: 11/21, 11/22, 12/5 and 12/6

## AUTO 665SM 2009 SMOG CHECK UPDATE

The 2009 Smog Check update training includes course lectures, homework assignments, laboratory assignments, and a final examination. BAR approved course syllabus and materials will be distributed to the student prior to the start of the course. Transfer: CSU.

**WEEKEND**

92071 AUTO 665SM SU Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SU section: 8/29-8/30  
 91828 AUTO 665SM SS Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SS section: 9/12-9/13  
 92493 AUTO 665SM SC Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SC section: 9/26-9/27  
 92327 AUTO 665SM SA Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SA section: 10/10-10/11  
 92495 AUTO 665SM SD Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SD section: 10/31-11/1  
 91829 AUTO 665SM SE Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SE section: 11/21-11/22  
 92329 AUTO 665SM SB Sat/Sun 9:00-5:00 8-8203 Escalambre 1.0  
 Dates for the SB section: 12/12-12/13

## AUTO 665SN ASE TEST PREPARATION: A4 & A5 SUSPENSION, STEERING AND BRAKES

Designed to prepare students for the ASE's A4 and A5 Suspension, Steering & Brakes Certification test. Course content will include review of specific content areas as specified by ASE. Students will develop test-taking skills by answering practice test questions that will be reviewed and discussed. Transfer: CSU.

**SUNDAY**

91831 AUTO 665SN US Sun 9:00-5:00 10-0003 Ming 0.5  
 Date for AUTO 665SN US: 11/1

## AUTO 665SP ASE TEST PREPARATION: A1 ENGINE REPAIR

Designed to prepare students for the ASE's A1 Engine Repair Certification test. Course content will include a review of specific content areas as specified by ASE. Students will develop test-taking skills by answering practice test questions that will be reviewed and discussed. Transfer: CSU.

**SATURDAY**

91835 AUTO 665SP SS Sat 9:00-5:00 10-0002 Spakowski 0.5  
 Date for AUTO 665SP: 10/31

## AUTO 665SQ ASE TEST PREPARATION: L1 ADVANCED ENGINE PERFORMANCE

Designed to prepare students for the ASE's L1 Advanced Engine Performance Certification test. Course content will include review of specific content areas as specified by ASE. Students will learn test-taking skills by answering practice test questions that will be reviewed and discussed. Transfer: CSU.

**EVENING**

91837 AUTO 665SQ JS TTh 6:00-10:00 8-8203 Escalambre 0.5  
 Dates for AUTO 665SQ: 10/27-10/29

## AUTO 665SR ASE TEST PREPARATION: A6 ELECTRICAL

Designed to prepare students for the ASE's A6 Electrical Certification test. Course content will include review of specific content areas as specified by ASE. Students will develop test-taking skills by answering practice test questions that will be reviewed and discussed. Transfer: CSU.

**SUNDAY**

91847 AUTO 665SR UU Sun 9:00-5:00 8-8203 Yee 0.5  
 Date for AUTO 665SR UU: 10/25

## AUTO 670 AUTOMOTIVE WORK EXPERIENCE

*Prereq: Active enrollment in the T-TEN Program.* On-the-job training under the primary supervision of an industry employer. Transfer: CSU.

**WEEKDAY**

84510 AUTO 670 AV By Arr 1-4 Hrs/Wk 8-8206 Yee 1.0-4.0

## AUTO 690 SPECIAL PROJECTS IN AUTOMOTIVE

One hour of supervised work per week per unit. Transfer: CSU.

**WEEKDAY**

80094 AUTO 690 AV By Arr 1-3 Hrs/Wk 8-8111 Spakowski 1.0-3.0  
 80095 AUTO 690 BV By Arr 1-3 Hrs/Wk 8-8208 Escalambre 1.0-3.0  
 80098 AUTO 690 EV By Arr 1-3 Hrs/Wk 8-8113 Sullivan 1.0-3.0  
 84270 AUTO 690 FV By Arr 1-3 Hrs/Wk 8-8111 Broxholm 1.0-3.0  
 86460 AUTO 690 GV By Arr 1-3 Hrs/Wk 8-8208 Ming 1.0-3.0

## AUTO 708 AUTOMOTIVE PRINCIPLES LAB

A general elective for those desiring a basic knowledge of the automobile. Students perform minor maintenance procedures for own vehicle. May be repeated for credit on a space available basis a maximum of three times. Transfer: CSU.

**SATURDAY**

80099 AUTO 708 SA Sat 8:30-11:45 8-8103 Dair 1.0-2.0

## AUTO 710 FUNDAMENTALS OF AUTOMOTIVE TECHNOLOGY

An introduction to the automotive technology program and profession; recommended for students desiring entrance into the Automotive Technology Program. Transfer: CSU.

**WEEKDAY**

83194 AUTO 710 AA MW 3:30-6:30 8-8203 Childress 4.0

**EVENING**

80104 AUTO 710 JA MW 6:40-9:40 8-8203 Hill 4.0  
 92331 AUTO 710 JB TTh 6:30-9:35 8-8103 Johnson 4.0

*NOTE: AUTO 713 through AUTO 751 are admission by special application only. Applications can be obtained by contacting the Automotive Department at (650) 738-4438. Applications are due April 15, 2009 for the Fall Semester. If you have any questions, contact the Automotive counselor at (650) 738-4317.*

**AUTO 713 AUTOMOTIVE ELECTRICITY/ELECTRONICS**

*Prereq: This course requires admission by special application.*  
 This course involves the study of electrical fundamentals, electrical test equipment, automotive batteries, starting and charging systems, wiring diagrams, lighting circuits, various advanced body electrical circuits and controls. Primary emphasis on diagnosis, testing, and repair. Transfer: CSU.

**WEEKDAY**

86464 AUTO 713 AA MTWTh 8:00-1:35 10-0004 Sullivan 15.0

**AUTO 721 STEERING, SUSPENSION & BRAKES**

*Prereq: This course requires admission by special application.*  
 Study of automotive steering, suspensions, and brakes. Emphasis on the theory of operation, diagnosis, and repair of modern braking, steering, and suspension systems. May be repeated once for credit. Transfer: CSU.

**WEEKDAY**

83192 AUTO 721 AA MTWTh 8:00-1:35 10-0003 Ming 15.0

**AUTO 728 TOYOTA ADVANCED ELECTRICAL**

*Prereq: This course requires admission by special application.*  
 Basic study of automotive electronics, body electrical, instrumentation, ignition systems, and basic engine computer controls. Primary emphasis will be on testing, diagnosis, and repair. Transfer: CSU.

**WEEKDAY**

80109 AUTO 728 AS MTWTh 1:00-6:40 8-8202 Yee 7.0  
 Dates for AUTO 728 AS: 10/14-12/17

**AUTO 730 JAPANESE BASIC ELECTRICAL**

*Prereq: This course requires admission by special application.*  
 Basic study of electrical fundamentals, automotive batteries, wiring diagrams, starting and charging systems, and lighting circuits. Emphasis on testing, diagnosis and repair. Transfer: CSU.

**WEEKDAY**

80110 AUTO 730 AS MTWTh 1:00-6:40 8-8202 Dhaliwal 8.0  
 Dates for AUTO 730 AS: 8/19-10/13

**AUTO 734 AUTO ENGINE DIAGNOSIS & REPAIR**

*Prereq: This course requires admission by special application.*  
 Detailed study of various engine designs and materials. Lab will include diagnosis, inspection, repair methods and parts necessary for complete repair. Various machine and machining operations will also be covered. May be repeated once for credit. Transfer: CSU.

**WEEKDAY**

80111 AUTO 734 AA MTWTh 8:00-1:35 10-0002 Spakowski 15.0

**AUTO 735 TRANSMISSION & DRIVE TRAINS DIAGNOSIS & REPAIR**

*Prereq: This course requires admission by special application.*  
 Detailed study of the clutch, standard and automatic transmissions, drive lines and differentials; theory of operation including friction materials, hydraulics, torque converters, gear trains, planetary gear sets, as well as gear ratios, speeds, drive line angles and tooth patterns. Both electronically and hydraulically controlled automatic transmissions are studied. May be repeated once for credit. Transfer: CSU.

**WEEKDAY**

86508 AUTO 735 AA TWThF 8:00-1:35 8-8103 Broxholm 15.0



**Automotive Technology Program**

Put your future in overdrive!

**Study in a new, well-equipped, modern facility**

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**Work with caring instructors who are experts in the field**

Skyline offers a prestigious general automotive technology training program as well as a Toyota Motor Sales, U.S.A., T-TEN (Toyota Technical Education Network) Inc.-sponsored program. The Automotive Technology program has industry partnerships with Nissan/Infiniti and KIA Motors.

Practicing service technicians can take classes to update their knowledge and training.

Earn an Associate in Science (A.S.) Degree or a Certificate, obtain a Smog Check Licensing Certificate, or upgrade current job skills.

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**Contact: Rick Escalambre, (650) 738-4410 or [escalambre@smccd.edu](mailto:escalambre@smccd.edu)**

## AUTOMOTIVE TECHNOLOGY

**AUTO 751 AUTOMOTIVE ENGINE PERFORMANCE**

*Prereq:* This course requires admission by special application. A study of the engine sub-systems responsible for good engine performance, clean air, and fuel economy. Systems to be covered include: ignition, fuel emission, and computer controls. Transfer: CSU.

**WEEKDAY**

80115	AUTO 751	AA	TWThF	8:00-1:35	8-8203	Escalambre	15.0
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*NOTE:* The classes below, AUTO 718 through AUTO 792, are evening classes designed for practicing Automotive Technicians. These classes do not require a special application – only the Skyline application and standard registration procedures. Enrolled students must attend the first class meeting on time. Any student who is more than 30 minutes late may be dropped from the class roster due to limited space.

**AUTO 718 CLEAN AIR CAR II**

**NEW!** Required by the Bureau of Automotive Repair for obtaining a Smog Check License. Topics covered include operating an emissions analyzer and dynamometer, performing loaded mode emissions testing, and advanced emission diagnostic strategies. May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

92434	AUTO 718	PS	MW	6:45-10:15	10-0004	Naderpour	2.5
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Dates for AUTO 718 PS: 10/19-12/16

**AUTO 739 OBD II EVAPORATIVE EMISSION SYSTEMS**

**NEW!** An in-depth study of evaporative emissions systems used on OBD II vehicles. Topics include the operation, diagnosis and repair of vacuum decay, leak detection pumps, natural vacuum leak detection, and on-board refueling vapor recovery systems. May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

92439	AUTO 739	PS	TTh	6:30-9:35	8-8203	Escalambre	1.5
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Dates for AUTO 739 PS: 11/3-12/17

**AUTO 754 HIGH PERFORMANCE ENGINES I**

Recommended: Professional experience. Study of the theory and design of induction systems for high performance engines. Topics include manifold designs, camshaft design, and cylinder head modifications for maximum efficiency. Transfer: CSU.

**EVENING**

91366	AUTO 754	PS	MW	6:30-9:35	10-0002	Spakowski	3.0
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Dates for AUTO 754 PS: 8/19-10/14

**AUTO 765 IGNITION SYSTEMS I**

*Prereq:* Professional experience. A study of automotive ignition systems. Emphasis is placed on the theory, operation, and testing of electronic and distributorless ignition systems. It is recommended that this course be completed prior to enrolling in the Clean Air Car course. May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

91752	AUTO 765	PS	TTh	6:30-9:35	8-8203	Escalambre	1.5
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Dates for AUTO 765 PS: 9/22-10/15

**AUTO 769 HEAD AND VALVE SERVICE**

Recommended: Professional experience. In-depth study of cylinder head assemblies. Includes diagnosis, disassembly, machining operations, and proper reassembly. Overhead valve, overhead camshaft, and multi-valve cylinder head assemblies will be included. Correct methods of machining cast iron and aluminum will be taught. Transfer: CSU.

**EVENING**

80118	AUTO 769	PS	MW	6:30-9:35	10-0002	Spakowski	2.0
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Dates for AUTO 769 PS: 10/19-12/16

**AUTO 771 AUTOMOTIVE ELECTRICAL II**

*Prereq:* Professional experience. Students learn to correctly diagnose electrical problems in vehicle within a given time period consistent with limits established by industry, using common electrical test units. May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

88795	AUTO 771	PS	TTh	6:40-9:45	10-0004	Broxholm	2.0
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Dates for AUTO 771 PS: 10/20-12/17

**AUTO 772 CLEAN AIR CAR I**

Required by the Bureau of Automotive Repair for obtaining a Smog Check License. Emphasis is placed on Smog Check rules and regulations, test procedures, and test analyzer systems (TAS) machine operations. May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

85723	AUTO 772	PS	MW	6:45-10:15	10-0004	Naderpour	3.5
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Dates for AUTO 772 PS: 8/19-10/14

**AUTO 773 AUTOMOTIVE ELECTRICAL I**

*Prereq:* Professional experience. Study of the basics of electricity and electronics; emphasis placed on automotive applications, testing and logical troubleshooting with various testing devices. May be repeated once for credit. Transfer: CSU.

**EVENING**

80121	AUTO 773	PS	TTh	6:45-9:30	10-0004	Salazar	3.0
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Dates for AUTO 773 PS: 8/20-10/13

**AUTO 790 AUTOMOTIVE BRAKES I**

*Prereq:* Professional experience. Study of the theory, design and function of various components of drum and disc type braking systems. May be repeated once for credit. Transfer: CSU.

**EVENING**

80129	AUTO 790	PS	MW	6:30-9:35	10-0003	Ming	2.0
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Dates for AUTO 790 PS: 8/19-10/14

**AUTO 792 AUTOMOTIVE CHASSIS I**

Recommended: Professional experience. Study of mounting, balancing, and repair of wheels and tires. In addition, adjustments and repairs of various steering and suspension systems will be covered. May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

91748	AUTO 792	PS	MW	6:30-9:35	10-0003	Ming	3.0
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Dates for AUTO 792 PS: 10/19-12/16

# Biotechnology



Biotech is  
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Earn a certificate and work in the biotech industry (starting at \$18-\$30/hr) in as little as one semester

**Join the life science revolution:** Students can earn a Skills Certificate in biomanufacturing or an Associate Degree in biotechnology. Short evening courses are available for those already working in the field who want to increase their skills.

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- Lab support personnel
- Bio-processing technicians
- Instrument and Media Prep technicians
- Pharmaceutical manufacturing technicians
- Stem cell lab support

**Prestigious program:** Skyline's programs have a proven record of preparing highly-skilled workers ready for the workforce. Students learn from outstanding faculty who have worked in the industry and gain hands-on experience in Skyline's state-of-the-art facilities.

**Get real-world experience:** Internships are available with biotechnology companies in the Bay Area, the center of the life science industry. Students go on-site at companies to see actual operations.

Contact: Nick Kapp, (650) 738-4415,  
or [kapp@smccd.edu](mailto:kapp@smccd.edu)

# BIOLOGY (BIOL)

**BIOL 101 MAN IN A BIOLOGICAL WORLD**

Recommended: Eligibility for ENGL 836. Biology as it relates to man and his environment; ecological interrelationships, selective evolution, current topics. Recommended for lab science transfer requirement. Transfer: UC; CSU (B2, B3).

**WEEKDAY**

80152	BIOL 101 LAB	AA By Arr	MWF 3 Hrs/Wk	10:10-11:00	7-7310 7-7238	Case Bookstaff	4.0
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**BIOL 110 PRINCIPLES OF BIOLOGY**

Recommended: Eligibility for ENGL 836. Nature and function of living systems using natural selection and physiological survival as unifying theme. Recommended for lab science transfer requirement. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B2, B3). CAN BIOL 2.

**WEEKDAY**

80153	BIOL 110 LAB	AA	TTh T	9:35-10:50 11:10-2:15	7-7104 7-7238	Chang Chang	4.0
80154	BIOL 110 LAB	AB	TTh Th	9:35-10:50 1:10-4:15	7-7104 7-7238	Chang Chang	4.0
80155	BIOL 110 LAB	AC	MWF M	11:10-12:00 1:10-4:15	7-7106 7-7238	Gearhart Gearhart	4.0
80156	BIOL 110 LAB	AD	MWF W	11:10-12:00 1:10-4:15	7-7106 7-7238	Gearhart Gearhart	4.0

**EVENING**

80157	BIOL 110 LAB	JA	M W	6:30-9:45 6:30-9:45	8-8302 7-7238	DiGennaro DiGennaro	4.0
84251	BIOL 110 LAB	JB	M Th	6:30-9:45 6:30-9:45	8-8302 7-7238	DiGennaro Vuillemetot	4.0

**BIOL 130 HUMAN BIOLOGY**

Recommended: Eligibility for ENGL 836. Survey course that covers the structure and function of the systems that form our human body. Course also explains some common diseases that affect the systems of the body. Transfer: UC; CSU (B2).

**WEEKDAY**

80158	BIOL 130 LAB	AA	MWF	9:10-10:00	2-2306	Hsu	3.0
89578	BIOL 130 LAB	AB	TTh	11:10-12:25	7-7106	Staff	3.0
92582	BIOL 130 LAB	AC	MW	12:10-1:25	7-7304	Tonione	3.0

**EVENING**

80160	BIOL 130 LAB	JA	W	6:30-9:45	8-8302	Kanaaneh	3.0
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**BIOL 140 ANIMALS, PEOPLE & ENVIRONMENT**

Recommended: Eligibility for ENGL 836. Animal behavior with emphasis on human-animal relationships, animal populations, and wildlife protection. Transfer: UC; CSU (B2).

**WEEKDAY**

91692	BIOL 140 LAB	AA	TTh	12:35-1:50	7-7104	Johnson	3.0
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**ONLINE - NEW!**

92368	BIOL 140 LAB	OL	By Arr	48 Hours	ONLINE	Bookstaff	3.0
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Biology 140 OL is offered in an online format. Requires Internet access and email. Online orientation must be completed before August 22 and can be done online at <http://www.smccd.edu/accounts/snitovsky>. Three on-campus meetings for testing are required: 9/30, 11/18 and 12/16. Instructor email: [bookstaffs@smccd.edu](mailto:bookstaffs@smccd.edu).

**BIOLOGY**

**BIOL 150 INTRODUCTION TO MARINE BIOLOGY**

Recommended: Eligibility for ENGL 836. Natural history of marine animals and plants and their relationships with the oceanic environment. Transfer: UC; CSU (B2).

**WEEKDAY**

84268	BIOL 150	AA	MW	12:10-1:25	PH-412*	Zucker	3.0
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**BIOL 215 ORGANISMAL BIOLOGY: CORE I**

Prereq: MATH 120 or 123 with a grade of C or better, or appropriate math placement test score and other measures as appropriate, or equivalent. Recommended: Eligibility for ENGL 836. The first course for biology majors. Introductory survey of anatomy, physiology and evolution of living organisms. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B2, B3). CAN BIOL 4. BIOL 215 + BIOL 230 = CAN BIOL SEQ A.

**WEEKDAY**

80164	BIOL 215	AA	MWF	12:10-1:00	7-7106	Case	5.0
	LAB		MW	2:00-5:05	7-7241	Tonione	
84544	BIOL 215	AB	MWF	12:10-1:00	7-7106	Case	5.0
	LAB		TTh	9:00-12:05	7-7241	Staff	

**BIOL 230 INTRODUCTION TO CELL BIOLOGY: CORE II**

Prereq: Completion of BIOL 215 and CHEM 210, or equivalent. Recommended: Eligibility for ENGL 836. Life functions as seen at the cellular level, structure, macromolecular architecture and function. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B2, B3). BIOL 215 + BIOL 230 = CAN BIOL SEQ A.

**WEEKDAY**

91111	BIOL 230	AA	TTh	11:10-12:25	2-2306	Kapp	5.0
	LAB		Th	1:00-6:05	7-7241	Kapp	

**BIOL 240 GENERAL MICROBIOLOGY**

Prereq: Successful completion of a college-level laboratory science course. Recommended: Eligibility for ENGL 836. Morphology, taxonomy, ecology, and physiology of microorganisms with emphasis on bacteria and viruses. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B2, B3). CAN BIOL 14.

**WEEKDAY**

80165	BIOL 240	AA	TTh	9:35-10:50	7-7106	Case	4.0
	LAB		TTh	11:10-12:35	7-7237	Case	
84828	BIOL 240	AB	TTh	9:35-10:50	7-7106	Case	4.0
	LAB		TTh	1:10-2:35	7-7237	Case	

**EVENING**

80166	BIOL 240	JA	MW	6:45-8:00	7-7106	Okonek	4.0
	LAB		MW	5:00-6:30	7-7237	Okonek	
84531	BIOL 240	JB	MW	6:45-8:00	7-7106	Okonek	4.0
	LAB		MW	8:15-9:45	7-7237	Okonek	

**BIOL 250 HUMAN ANATOMY**

Recommended: Eligibility for ENGL 836; one college-level biology course. Structure of the human body. Students will have experience dissecting a cadaver. Recommended for allied health majors. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B2, B3). CAN BIOL 10. BIOL 250 + BIOL 260 = CAN BIOL SEQ B.

**WEEKDAY**

80167	BIOL 250	AA	TTh	9:35-10:50	2-2306	McDaniel	4.0
	LAB		T	11:10-2:15	7-7210	McDaniel	
80168	BIOL 250	AB	TTh	9:35-10:50	2-2306	McDaniel	4.0
	LAB		Th	11:10-2:15	7-7210	McDaniel	
89865	BIOL 250	AC	TTh	1:10-2:25	7-7106	Allen	4.0
	LAB		T	3:00-6:05	7-7210	Allen	

91361	BIOL 250	AD	TTh	1:10-2:25	7-7106	Allen	4.0
	LAB		Th	3:00-6:05	7-7210	Allen	
91701	BIOL 250	AE	F	9:00-12:15	7-7210	Malachowski	4.0
	LAB		F	1:00-4:15	7-7210	Malachowski	

**EVENING**

80169	BIOL 250	JA	M	6:30-9:45	7-7104	Lilla	4.0
	LAB		W	6:30-9:45	7-7210	Lilla	
88900	BIOL 250	JB	T	7:00-10:05	7-7104	Su	4.0
	LAB		Th	7:00-10:05	7-7210	Su	

**SATURDAY**

90108	BIOL 250	SA	Sat	9:00-12:30	7-7104	Staff	4.0
	LAB		Sat	1:00-4:15	7-7210	Staff	

**BIOL 260 INTRODUCTION TO PHYSIOLOGY**

Prereq: CHEM 410 or equivalent. Recommended: Eligibility for ENGL 836; one college-level biology course. Function of organs and systems of the human body. Recommended for allied health majors. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B2, B3). CAN BIOL 12. BIOL 250 + BIOL 260 = CAN BIOL SEQ B.

**WEEKDAY**

80170	BIOL 260	AA	MWF	10:10-11:00	5-5132B	Hsu	5.0
	LAB		MW	11:10-2:05	7-7210	Hsu	
83847	BIOL 260	AB	MWF	10:10-11:00	5-5132B	Hsu	5.0
	LAB		MW	2:30-5:35	7-7210	Hsu	

**EVENING**

89553	BIOL 260	JA	MW	6:00-7:25	7-7304	Timpe	5.0
	LAB		MW	7:35-10:15	7-7204	Timpe	
92398	BIOL 260	JB	TTh	6:00-7:25	7-7304	Dela Cruz	5.0
	LAB		TTh	7:35-10:15	7-7204	Dela Cruz	

**BIOL 415 INTRODUCTION TO BIOTECHNOLOGY MANUFACTURING**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent; and eligibility for MATH 110 or MATH 111, or equivalent. An introductory course to prepare students who possess transferable skills from other occupations for entry-level position in the Biotechnology industry. Plus a total of 32 hours by arrangement. Transfer: CSU.

**WEEKDAY**

91124	BIOL 415	AA	MWF	9:10-10:50	7-7204	Michelitsch/Kapp	9.0
	LAB		MWF	11:10-2:00	7-7204	Michelitsch/Kapp	

**BIOL 675 HONORS COLLOQUIUM IN BIOLOGY – THE GLOBAL STRUGGLE FOR WATER**

**NEW!** Prereq: Completion of or concurrent enrollment in any non-Honors Biology level 100 or 200 course. Water scarcity now poses serious constraints on food security, ecological health, and regional peace and stability in many parts of the world. This course will examine the history of water development, the signs and consequences of water scarcity today, and the emerging politics of water. Case studies provide an opportunity to grapple with real-world problems. May be repeated for credit a maximum of three times, but topics successfully completed may not be repeated. *NOTE: This course is designed primarily for students in the Honors Transfer Program. All students enrolling in this course will be required to do Honors level work. Honors credit will also be awarded for any 100- or 200-level Biology course taken concurrently.* Transfer: UC; CSU.

**WEEKDAY**

89298	BIOL 675	AH	F	1:10-2:00	7-7104	Case	1.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**BIOL 690 SPECIAL PROJECTS IN BIOLOGY**

Recommended: Eligibility for ENGL 836. One hour of supervised work per week per unit. Transfer: UC; CSU.

**WEEKDAY**

83082	BIOL 690	AV	By Arr	1-3 Hrs/Wk	7-7214	Case	1.0-3.0
90221	BIOL 690	BV	By Arr	1-3 Hrs/Wk	7-7224	Kapp	1.0-3.0

**BUSINESS (BUS.)**

(See also: ACCOUNTING, COMPUTER APPLICATIONS & OFFICE TECHNOLOGY, and COMPUTER SCIENCE.)

**BUS. 100 INTRODUCTION TO BUSINESS**

Recommended: Eligibility for ENGL 836. Survey of business functions and terminology; introduces career opportunities. Transfer: UC; CSU (D3).

**WEEKDAY**

80173	BUS. 100	AA	TTh	9:35-10:50	8-8306	Pate	3.0
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**ONLINE**

80175	BUS. 100	OL	By Arr	48 Hours	ONLINE	Pate	3.0
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Dates for the OL section: 8/24-10/19

BUS. 100 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, August 24, from 5:00 to 5:50 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

92019	BUS. 100	OM	By Arr	48 Hours	ONLINE	Pate	3.0
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Dates for the OM section: 10/26-12/14

BUS. 100 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 5:00 to 5:25 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 101 HUMAN RELATIONS AT WORK**

Recommended: Eligibility for ENGL 836. Application of behavioral science principles to practical problems of interpersonal relationships in the work environment. Transfer: CSU (D3).

**WEEKDAY**

80177	BUS. 101	AA	TTh	11:10-12:25	8-8226	Robinson	3.0
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**BUS. 103 INTRODUCTION TO BUSINESS INFORMATION SYSTEMS**

*Prereq: CAOT 104 or equivalent.* Recommended: Eligibility for ENGL 836. Introduction to computers and information systems, terminology, operating systems and applications, hardware, data communications, HTML, Internet issues, and object-oriented programming in Visual Basic. Plus one lab hr/wk by arrangement. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: UC; CSU. CAN BUS 6.

**WEEKDAY**

88231	BUS. 103	AA	TTh	9:35-10:50	8-8121	Burns	3.0
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**ONLINE**

88228	BUS. 103	OL	By Arr	48 Hours	ONLINE	Motipara	3.0
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BUS. 103 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Thursday, August 20, from 5:00 to 6:00 pm in Room 8121 – attendance required. Instructor email: [motipara@smccd.edu](mailto:motipara@smccd.edu).

88232	BUS. 103	OM	By Arr	48 Hours	ONLINE	Motipara	3.0
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BUS. 103 OM is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Thursday, August 20, from 5:00 to 6:00 pm in Room 8121 – attendance required. Instructor email: [motipara@smccd.edu](mailto:motipara@smccd.edu).

**International Trade****Internships and job opportunities available in this growing industry.**

**Earn \$25,000–\$45,000 a year or more working as:**

- International Sales Supervisor
- Export Sales Representative
- International Sales Specialist
- Logistics/Transportation Supervisor
- International Shipping Specialist
- Import/Export Specialist
- Customs Specialist
- Import/Export Compliance Specialist
- Trade Finance Specialist

**Training:** Prepare for a career in global business management, global marketing management, supply chain management, legal regulatory compliance, and trade finance. Obtain the technical knowledge and skills vital to the ever-changing global business environment.

**Job market:** Benefit from a wealth of career opportunities at all levels of work experience.

**Convenient online classes:** In addition to on-campus classes, you can complete the entire program online at your convenience with the assistance of expert instructors.

**Degree:** A.S. Degree in International Trade

**Certificates in:** Global Business Practices  
International Business  
International Trade  
Import and Export  
Legal Aspects of International Business

**Contact: Dr. Hui Pate**  
(650) 738-4479 or [pate@smccd.edu](mailto:pate@smccd.edu)  
[www.smccd.edu/accounts/Skyit](http://www.smccd.edu/accounts/Skyit)

## BUSINESS

**BUS. 120 MATHEMATICAL ANALYSIS FOR BUSINESS**

*Prereq:* MATH 120 or equivalent. Recommended: Eligibility for ENGL 836. Fundamental math analysis for business; variety of decision-making tools including probability, financial mathematics, and applications of calculus. Transfer: UC; CSU (B4).

**WEEKDAY**

80179	BUS. 120	AA	TTh	9:35-10:50	8-8211	Ortiz	3.0
80180	BUS. 120	AB	TTh	12:35-1:50	8-8226	Robinson	3.0

**EVENING**

80182	BUS. 120	JA	M	6:30-9:45	8-8306	Gran	3.0
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**BUS. 123 STATISTICS**

*Prereq:* MATH 120 or equivalent. Recommended: BUS. 120 and eligibility for ENGL 836. Introduction to descriptive techniques and methods of inference, probability and probability distributions. Transfer: UC; CSU (B4).

**WEEKDAY**

80184	BUS. 123	AA	TTh	11:10-12:25	8-8306	Burns	3.0
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**EVENING**

83137	BUS. 123	JA	M	6:30-9:45	8-8224	Ortiz	3.0
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**ONLINE**

80186	BUS. 123	OL	By Arr	48 Hours	ONLINE	Burns	3.0
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BUS. 123 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Wednesday, August 19, from 6:30 to 7:00 pm in Room 8209 – attendance required. Instructor email: [burns@smccd.edu](mailto:burns@smccd.edu).

**BUS. 150 SMALL BUSINESS MANAGEMENT**

Recommended: Completion of MATH 811; eligibility for ENGL 836. Study of business opportunities and techniques for evaluating the possibility of starting and/or operating a small business; development of a business plan. Transfer: CSU.

**EVENING**

80188	BUS. 150	JA	T	7:00-10:05	8-8226	Robinson	3.0
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**BUS. 200 INTRODUCTION TO INTERNATIONAL BUSINESS**

Recommended: Eligibility for ENGL 836 or equivalent. Introduction to strategy and management of international business. Topics include international trade theory and how companies develop competitive advantage in international markets, marketing, production, and financial management, the organization of human resources, and management of risk. Transfer: CSU (D3).

**ONLINE**

85792	BUS. 200	OL	By Arr	48 Hours	ONLINE	Pate	3.0
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BUS. 200 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, August 24, from 6:00 to 6:50 pm in Room 8209 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 201 BUSINESS LAW**

Recommended: Eligibility for ENGL 836 or equivalent. Origin, development and functions of the law and legal environment as it relates to business operations; includes contracts, agency and sales. Transfer: UC; CSU. CAN BUS 8.

**WEEKDAY**

80190	BUS. 201	AA	TTh	9:35-10:50	8-8226	Robinson	3.0
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**EVENING**

80192	BUS. 201	JA	Th	7:00-10:15	8-8226	Robinson	3.0
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**BUS. 226 GLOBAL BUSINESS NEGOTIATION**

Recommended: Eligibility for ENGL 836 or equivalent. This course introduces the skills necessary to conduct successful negotiations. It will focus on strategies, issues and cultural aspects that influence negotiations. Transfer: CSU.

**ONLINE**

89263	BUS. 226	OL	By Arr	24 Hours	ONLINE	Pate	1.5
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Dates for BUS. 226 OL: 10/26-12/14

BUS. 226 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 5:30 to 6:00 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 230 INTRODUCTION TO INTERNATIONAL MARKETING**

Recommended: Eligibility for ENGL 836. Provides a practical approach to international marketing. Focuses on analytical tools to help students apply product, promotion, price and place to international marketing practice. Transfer: CSU.

**ONLINE**

88276	BUS. 230	OL	By Arr	24 Hours	ONLINE	Pate	1.5
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Dates for BUS. 230 OL: 8/24-10/19

BUS. 230 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, August 24, from 7:00 to 7:25 pm in Room 8209 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS 246 DOING BUSINESS IN CHINA**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. A comprehensive study of Chinese business operations and challenges. Students will apply practical guidelines in conducting business with Chinese counterparts for successful negotiations and business ventures. Plus a total of 12 lab hours by arrangement. Transfer: CSU.

**ONLINE**

92400	BUS. 246	OL	By Arr	48 Hours	ONLINE	Pate	3.0
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Dates for BUS. 246 OL: 10/26-12/14

BUS. 246 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 6:00 to 6:30 pm in Room 8204 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 249 INTRODUCTION TO INTERNATIONAL LOGISTICS FOR CUSTOMS BROKERS AND FREIGHT FORWARDERS**

Recommended: BUS. 115 or eligibility for MATH 110, or equivalent. Students will be introduced to international purchase-sale agreement negotiations using Incoterms, foreign exchange and collections, introduction to international supply chains and cargo transportation, cargo security and risk management. Plus one hr/wk by arrangement. Transfer: CSU.

**ONLINE**

91818	BUS. 249	OL	By Arr	48 Hours	ONLINE	Kilmartin	3.0
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Dates for BUS. 249 OL: 8/25-10/20

BUS. 249 OL is offered in an online format with a customized learning project under mentorship of a working manager in the international forwarding/customs brokerage industry. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address, and are required to email the instructor ([kilmartin@smccd.edu](mailto:kilmartin@smccd.edu)) immediately after registering for the course. Orientation meeting on Tuesday, August 25, from 5:30 to 6:30 pm in Room 8119 – attendance required.

**BUS 258 CUSTOMS BROKER SERVICES AND REGULATIONS**

*Prereq: BUS 249 or equivalent.* Learn U.S. import requirements and restrictions, broker work-flow, types of customs entries, and how brokers work with importers, government agencies and transportation carriers. Plus a total of 16 lab hours by arrangement. Transfer: CSU.

**ONLINE**

**92402** BUS. 258 OL By Arr 48 Hours ONLINE Guadamuz-Cabral 3.0  
Dates for BUS. 258 OL: 10/27-12/15

BUS. 258 OL is offered in an online format with a customized learning project under mentorship of a working manager in a customs brokerage office. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address. Orientation meeting on Tuesday, October 27, from 5:30-6:30 pm in Room 8119 – attendance required. Instructor email: [guadamuzcabral@smccd.edu](mailto:guadamuzcabral@smccd.edu).

**BUS 261 CUSTOMS ADMISSIBILITY, CLASSIFICATION, VALUE AND ENTRY**

*Prereq: BUS 258 or equivalent.* Learn about U.S. import admissibility, tariff classification and value, how to prepare a customs entry, and additional processing required for certain products. Plus a total of 16 lab hours by arrangement. Transfer: CSU.

**ONLINE**

**91822** BUS. 261 OL By Arr 48 Hours ONLINE Guadamuz-Cabral 3.0  
Dates for BUS. 261 OL: 8/25-10/20

BUS. 261 OL is offered in an online format with a customized learning project under mentorship of a working manager in a customs brokerage office. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address. Orientation meeting on Tuesday, August 25, from 5:30-6:30 pm in Room 8119 – attendance required. Instructor email: [guadamuzcabral@smccd.edu](mailto:guadamuzcabral@smccd.edu).

**BUS 262 INTRODUCTION TO INTERNATIONAL FORWARDING AND CARGO TRANSPORTATION**

*Prereq: BUS 249 or equivalent.* Learn about international freight forwarding, shipper-carrier relationships, government regulation, and multi-model cargo transportation. During workplace learning, students will perform entry-level forwarder tasks. Plus a total of 16 lab hours by arrangement. Transfer: CSU.

**ONLINE**

**91824** BUS. 262 OL By Arr 48 Hours ONLINE Phelps 3.0  
Dates for BUS. 262 OL: 10/27-12/15

BUS. 262 OL is offered in an online format with a customized learning project under mentorship of a working manager in a freight forwarders office. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address. Orientation meeting on Tuesday, October 27, from 5:30-6:30 pm in Room 8119 – attendance required. Instructor email: [phelpsg@smccd.edu](mailto:phelpsg@smccd.edu).

**BUS. 400 BUSINESS ENGLISH**

Recommended: Eligibility for ENGL 836. A comprehensive review of English as used by employers. Areas covered include grammar, punctuation, capitalization, spelling and vocabulary. Transfer: CSU.

**WEEKDAY**

**88179** BUS. 400 AA TTh 8:10-9:25 8-8117 Cresta 3.0

## International Logistics



# Prepare for an exciting career in Logistics! Job openings in the area

Logistics professionals manage production, material and information flows, sourcing and services. International freight forwarders and customs brokers are integral to the worldwide transportation of cargo and the global logistics industry. **Beginning salaries of \$24,000–\$30,000.**

**Certificates in:** Customs Broker  
Air Freight Forwarding  
Ocean Freight Forwarding

**The International Logistics Program offers:**

- **Convenient online classes** that can be completed quickly
- **Short courses** with an industry-specific curriculum designed for rapid career advancement
- **Mentorship Program**
- **Internship Program**
- **Job Bank**

You'll learn operational and technical knowledge that employers in the international logistics industry seek in trainees and junior employees. These skills will enhance your career development.

**Update your skills.** Practicing junior customs brokers and freight forwarders can take classes to update their knowledge and training.

**Learn from logistics experts.** Classes are developed by the Skyline College Center for International Trade Development (CITD) in cooperation with the Customs Brokers & Forwarders Association of Northern California (CBFANC).

**Contact: Graciela Phelps, (650) 738-7098,  
or [phelpsg@smccd.edu](mailto:phelpsg@smccd.edu)**

**BUSINESS > CAREER AND PERSONAL DEVELOPMENT****BUS. 401 BUSINESS COMMUNICATIONS**

*Prereq:* Completion of or concurrent enrollment in BUS. 400 or one college-level English course. Students develop skill in writing business documents. Recommended for business majors and anyone whose job includes writing letters, etc. Transfer: CSU.

**EVENING**

88176	BUS. 401	JA T	6:30-9:35	8-8117	Alcalde	3.0
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**BUS. 443 LAW OFFICE PROCEDURES**

*Prereq:* CAOT 212 or CAOT 214 and BUS. 400, or equivalent skills. Recommended: Eligibility for ENGL 836. Intensive training in procedures that prepare the legal secretary and paralegal student for the law office. Emphasis on various areas of substantive law, legal terminology, legal documents, forms, and correspondence. Plus 24 lab hours by arrangement per unit. Also listed as LEGL 443. May be repeated for credit up to a maximum of 4 units. Transfer: CSU.

**EVENING**

88278	BUS. 443	JX T	7:00-10:00	8-8213	Prater-Slack	1.0-3.0
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**BUS. 485 MEDICAL TERMINOLOGY**

Recommended: Eligibility for ENGL 836 or equivalent. Students develop a basic background in medical terminology as used by medical transcriptionists, court reporters, law-related occupations, and allied health occupations. Also listed as HSCI 484. Transfer: CSU.

**EVENING**

90478	BUS. 485	JX W	6:30-9:45	8-8304	Holland	3.0
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**ONLINE**

92404	BUS. 485	OL By Arr	48 Hours	ONLINE	Holland	3.0
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BUS. 485 OL will be held online and on campus. Classes will meet on campus on Tuesdays, 8/25, 9/15, 11/17 and 12/15 from 6:30 to 9:35 pm in Room 7111. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 9:35 pm in Room 7111 – attendance required. Instructor email: [hollandc@smccd.edu](mailto:hollandc@smccd.edu).

**BUS. 491 MEDICAL CODING CPT**

*Prereq:* Completion of, or concurrent enrollment in, BUS. 489 or equivalent. Examination, analysis and application of medical CPT coding. Students will develop the skills to apply policies and proper procedures to achieve maximum reimbursement through diagnosis coding. Plus 24 hours by arrangement. Transfer: CSU.

**EVENING**

91693	BUS. 491	JA M	7:00-10:15	8-8119	Newland	3.0
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**BUS. 499 COMPUTERIZED MEDICAL BILLING AND INFORMATION MANAGEMENT**

*Prereq:* Completion of, or concurrent enrollment in, BUS. 491 or equivalent. An integrated computerized approach to develop knowledge and skills for accurate processing of medical billing and information management for a medical office. Plus 48 hours by arrangement. May be repeated once for credit. Transfer: CSU.

**EVENING**

91695	BUS. 499	JA Th	7:00-10:15	8-8121	Newland	3.0
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**BUS. 670 BUSINESS WORK EXPERIENCE**

*Prereq:* Employment in a college-approved job directly related to student's Business major. On-the-job training in an office environment under the primary supervision of an industry employer. May be repeated for credit a maximum of three times. Transfer: CSU.

**WEEKDAY**

88205	BUS. 670	AV By Arr	1-4 Hrs/Wk	8-8218	Cervantes	1.0-4.0
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**BUSINESS OFFICE TECHNOLOGIES**

(Refer to course listings under COMPUTER APPLICATIONS & OFFICE TECHNOLOGY.)

**CAREER AND PERSONAL DEVELOPMENT (CRER)****CRER 100 HOW TO SUCCEED IN COLLEGE**

Students explore their attitudes toward learning and college life. Class exercises help students learn assertiveness and time management skills to enhance their educational experience.

*NOTE:* This course will be held at Westmoor High School, 131 Westmoor Avenue, Daly City. Transfer: CSU.

**WEEKDAY**

92025	CRER 100	AZ W	3:00-4:15	WSTM	Staff	1.0
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Dates for CRER 100 AZ: 9/16-12/9

**CRER 136 CAREER PLANNING**

Designed to assist students in the on-going process of career planning. Class activities include assessing individual preferences in work environment, people environment, lifestyle, geography and interests. Provides students with opportunities to use information regarding personal values and functional skills in career planning strategies. *NOTE:* This course is offered primarily for students who are undecided about their major. Transfer: CSU (E1).

**WEEKDAY**

88241	CRER 136	AB TTh	12:10-1:00	TBA	Padron	0.5-1.0
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Dates for CRER 136 AB: 10/8-12/8

**CRER 137 LIFE AND CAREER PLANNING**

Recommended: Eligibility for ENGL 836. A comprehensive approach to life and career planning that includes self-assessment, career exploration, and job seeking strategies. Transfer: CSU (E1).

**WEEKDAY**

80236	CRER 137	AA TTh	9:35-10:50	TBA	Larson	3.0
83159	CRER 137	AB MWF	9:10-10:00	1-1201	Zanassi	3.0
87423	CRER 137	AC MWF	10:10-11:00	1-1201	Staff	3.0

**CRER 137 LIFE AND CAREER PLANNING – WIT**

Recommended: Eligibility for ENGL 836. A comprehensive approach to life and career planning that includes self-assessment, career exploration, and job seeking strategies. *NOTE:* This section is open to all students; however, it is designed primarily for students in the Women in Transition learning community. Transfer: CSU (E1).

**EVENING**

83161	CRER 137	JR T	6:30-9:30	1-1306	Daniels	3.0
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**CRER 410 COLLEGE AND CAREER ORIENTATION**

This course will provide students with a comprehensive overview of Skyline College educational programs, services, policies, procedures, effective learning strategies, academic survival skills, awareness of personal development and additional essential tools and information for successful navigation through their first year at Skyline College. Transfer: CSU.

**WEEKDAY**

<b>92498</b>	CRER 410	AS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the AS section: 6/8-6/12					
<b>92536</b>	CRER 410	AB	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the AB section: 6/9-6/11					
<b>92538</b>	CRER 410	AC	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the AC section: 6/9-6/11					
<b>92501</b>	CRER 410	BS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the BS section: 6/15-6/19					
<b>92503</b>	CRER 410	CS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the CS section: 6/22-6/26					
<b>92542</b>	CRER 410	AD	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the AD section: 6/23-6/25					
<b>92544</b>	CRER 410	AE	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the AE section: 6/23-6/25					
<b>92505</b>	CRER 410	DS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the DS section: 7/13-7/17					
<b>92545</b>	CRER 410	AF	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the AF section: 7/14-7/16					
<b>92546</b>	CRER 410	AG	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the AG section: 7/14-7/16					
<b>92507</b>	CRER 410	ES	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the ES section: 7/20-7/24					
<b>92547</b>	CRER 410	AH	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the AH section: 7/21-7/23					
<b>92548</b>	CRER 410	AI	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the AI section: 7/21-7/23					
<b>92509</b>	CRER 410	FS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the FS section: 7/27-7/31					
<b>90658</b>	CRER 410	BA	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the BA section: 7/28-7/30					
<b>90659</b>	CRER 410	BB	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the BB section: 7/28-7/30					
<b>92549</b>	CRER 410	BC	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the BC section: 8/11-8/13					
<b>92550</b>	CRER 410	BD	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the BD section: 8/11-8/13					
<b>92551</b>	CRER 410	BE	TTh	9:00-1:00	TBA	Staff	0.5
		Dates for the BE section: 8/25-8/27					
<b>92552</b>	CRER 410	BF	TTh	1:00-5:00	TBA	Staff	0.5
		Dates for the BF section: 8/25-8/27					
<b>92511</b>	CRER 410	GS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the GS section: 8/3-8/7					
<b>92513</b>	CRER 410	HS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the HS section: 8/10-8/14					
<b>92515</b>	CRER 410	IS	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the IS section: 8/17-8/21					
<b>92517</b>	CRER 410	AA	MW	9:00-12:00	TBA	Staff	0.5
			F	9:00-11:00	TBA		
		Dates for the AA section: 8/24-8/28					

**EVENING**

<b>92553</b>	CRER 410	JS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the JS section: 6/9-6/11					
<b>92555</b>	CRER 410	KS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the KS section: 6/23-6/25					
<b>92558</b>	CRER 410	LS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the LS section: 7/14-7/16					
<b>92559</b>	CRER 410	MS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the MS section: 7/21-7/23					
<b>92560</b>	CRER 410	NS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the NS section: 7/28-7/30					
<b>92561</b>	CRER 410	PS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the PS section: 8/11-8/13					
<b>92562</b>	CRER 410	QS	TTh	6:00-10:00	TBA	Staff	0.5
		Dates for the QS section: 8/25-8/27					

**SATURDAY**

<b>91802</b>	CRER 410	SB	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SB section: 6/13					
<b>91804</b>	CRER 410	SC	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SC section: 6/27					
<b>92520</b>	CRER 410	SD	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SD section: 7/11					
<b>92524</b>	CRER 410	SF	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SF section: 7/25					
<b>92528</b>	CRER 410	SH	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SH section: 8/15					
<b>92530</b>	CRER 410	SI	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SI section: 8/22					
<b>92532</b>	CRER 410	SJ	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SJ section: 8/29					

**CRER 410 COLLEGE AND CAREER ORIENTATION – NONNATIVE SPEAKERS**

This course will provide students with a comprehensive overview of Skyline College educational programs, services, policies, procedures, effective learning strategies, academic survival skills, awareness of personal development and additional essential tools and information for successful navigation through their first year at Skyline College. *NOTE: These sections are designed primarily for students for whom English is a second language, but are open to all students.* Transfer: CSU.

**SATURDAY**

<b>91800</b>	CRER 410	SA	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SA section: 6/6					
<b>92522</b>	CRER 410	SE	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SE section: 7/18					
<b>92526</b>	CRER 410	SG	Sat	8:30-4:30	TBA	Staff	0.5
		Date for the SG section: 8/8					

**CRER 650 ATHLETES SEMINAR**

Designed to assist athletes in the areas of educational planning, career development and NCAA regulations. Transfer: CSU.

**WEEKDAY**

<b>80243</b>	CRER 650	AE	M	6:15-8:15	3-3147	Nomicos	2.0
		Dates for CRER 650 AE: 8/24-12/7					

**CRER 650 HONORS SEMINAR**

Preparation for transfer to competitive colleges and universities. Topics will include understanding the transfer process, choosing the best college for you, finding scholarships, completing the application, and writing your personal statement. CRER 650 may be repeated for credit a maximum of three times. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students.* Transfer: CSU.

Continued →

**CAREER AND PERSONAL DEVELOPMENT > CAREER AND PERSONAL DEVELOPMENT – COUNSELING**

**CRER 650 HONORS SEMINAR Continued**

WEEKDAY						
89310	CRER 650	AH F	12:10-1:00	1-1201	Lee	0.5
Dates for CRER 650 AH: 9/11-10/30						

**CRER 650 MESA SEMINAR**

Preparation for transfer to a university as a math or science based major. Topics include time management, selecting a major, professional organizations, transfer research, campus visits, applying for scholarships, applying for internships, writing a personal statement, creating a resume, exploring graduate school, and guest speakers. *NOTE: This section is designed primarily for students in the MESA Program, but is open to all students.* Transfer: CSU.

WEEKDAY						
89337	CRER 650	AT By Arr	1 Hr/Wk	7-7309	Fredricks	1.0

**CRER 665SA DECIDING ON A MAJOR**

For students who are undecided about their career goals and direction. The course will explore the connection between majors and careers and explain which majors lead to which careers. The course covers the most common majors and their coursework requirements. Provides students with personal success tools for identifying their interests, skills and abilities and applying them toward a successful major choice. May be repeated for credit a maximum of three times. Transfer: CSU (E1).

SATURDAY						
91131	CRER 665SA	SN Sat	8:30-4:30	1-1201	Padron	0.5
Date for CRER 665SA SN: 9/12						

**CRER 665SH HIDDEN HARM OF PRESSURE TO SUCCEED**

For students who may experience the pressure to succeed in academics, in relationships, or at work. Pressure can lead to feelings of embarrassment and inner turmoil. The experience of not measuring up or not fitting in can lead to a sense of failure, loss of motivation, and shame. This course addresses how to recover a sense of perspective, well-being and pride in who you are. Transfer: CSU (E1).

WEEKDAY						
92046	CRER 665SH	AS M	1:00-3:00	2-2351	Muse/Shelton	0.5
Dates for CRER 665SH AS: 10/12-11/2						

**CRER 665SI STRESS MANAGEMENT**

**NEW!** Evaluate the stressors in your life while focusing on techniques to reduce and manage stress and maintain a balanced, healthy life. Transfer: CSU (E1).

SATURDAY						
92420	CRER 665SI	SA Sat	8:30-4:30	2-2351	Van Sciver	0.5
Date for CRER 665SI SA: 10/24						

**CAREER AND PERSONAL DEVELOPMENT – COUNSELING (COUN)**

**COUN 100 COLLEGE SUCCESS**

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. Transfer: UC; CSU (E1).

WEEKDAY						
90143	COUN 100	AA TTh	8:10-9:25	TBA	Nevado	3.0

92029	COUN 100	AB TTh	8:10-9:25	2-2351	Corral	3.0
90578	COUN 100	AC TTh	9:35-10:50	2-2351	Van Sciver	3.0
90144	COUN 100	AD TTh	11:10-12:45	2-2351	Komadina	3.0
Dates for the AD section: 9/1-12/17						
90145	COUN 100	AE MW	11:10-12:45	TBA	Staff	3.0
Dates for the AE section: 8/31-12/16						

EVENING						
91239	COUN 100	JS MW	4:30-6:05	2-2351	Hermosillo	3.0
Dates for JS section: 8/31-12/16						
92397	COUN 100	KS W	6:00-9:00	1-1201	Acidera	3.0
Dates for the KS section: 8/26-12/16						

**COUN 100 COLLEGE SUCCESS – ASTEP**

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. *NOTE: This section is designed primarily for students in the ASTEP Learning Community, but is open to all students.* Transfer: UC; CSU (E1).

WEEKDAY						
91386	COUN 100	AQ MW	12:10-1:25	TBA	Dupre	3.0
92395	COUN 100	BQ TTh	12:35-1:50	1-1201	Staff	3.0

**COUN 100 COLLEGE SUCCESS – KABABAYAN**

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. *NOTE: This section is designed primarily for students in the Kababayan Learning Community, but is open to all students.* Transfer: UC; CSU (E1).

WEEKDAY						
92396	COUN 100	AK MW	8:35-9:50	2-2351	Espinueva	3.0

**COUN 100 COLLEGE SUCCESS – PUENTE**

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. *NOTE: This section is designed primarily for students in the Puente Learning Community, but is open to all students.* Transfer: UC; CSU (E1).

WEEKDAY						
90602	COUN 100	AP TTh	9:35-10:50	TBA	Rodriguez	3.0

**COUN 105 UP YOUR SELF-ESTEEM**

Designed to explore the factors that help develop self-esteem and ways to improve feelings of self-worth. Transfer: CSU.

SATURDAY						
91971	COUN 105	SD Sat	8:30-4:30	2-2351	Van Sciver	0.5
Date for COUN 105 SD: 8/22						

**COUN 106 ANXIETY MANAGEMENT**

Designed to assess one's ability to handle life's ups and downs. Students will evaluate ideas for controlling thoughts and physical symptoms. Transfer: CSU.

SATURDAY						
91201	COUN 106	SE Sat	8:30-4:30	2-2351	Van Sciver	0.5
Date for COUN 106 SE: 9/19						

**COUN 107 COPING WITH DEPRESSION**

Focus on the clinical aspects of depression, exploring causes and treatment options. Transfer: CSU.

SATURDAY						
91204	COUN 107	SF Sat	8:30-4:30	2-2351	Van Sciver	0.5
Date for COUN 107 SF: 10/3						

**COUN 108 ANGER MANAGEMENT**

Focus on the emotion of anger and the appropriate methods of its expression. Course will provide techniques for controlling thoughts and physical symptoms of anger. Transfer: CSU.

**SATURDAY**

91206	COUN 108	SG Sat	8:30-4:30	2-2351	Van Sciver	0.5
Date for COUN 108 SG: 11/7						

**CHEMISTRY (CHEM)****CHEM 192 INTRODUCTORY CHEMISTRY**

*Prereq: Satisfactory completion (grade of C or better) of MATH 110, or appropriate placement test scores and other measures as appropriate, or equivalent.* Recommended: Eligibility for ENGL 836 or equivalent. Designed to prepare students for CHEM 210. Fundamental concepts of chemistry, emphasizing laboratory investigation and applications of mathematical problem-solving in chemistry. Lab session required. Transfer: UC; CSU. CAN CHEM 6.

**WEEKDAY**

80195	CHEM 192	AA MW	12:10-1:25	7-7104	McOmbler	4.0
	LAB	M	2:00-5:05	7-7338	McOmbler	
90482	CHEM 192	AB MW	12:10-1:25	7-7104	McOmbler	4.0
	LAB	W	2:00-5:05	7-7338	McOmbler	

**CHEM 210 GENERAL CHEMISTRY I**

*Prereq: Satisfactory completion (grade of C or better) of CHEM 192 or equivalent.* Satisfactory completion (grade of C or better) of MATH 120, or appropriate placement test scores and other measures as appropriate, or equivalent. Chemistry for science majors. Includes study of atoms, molecules, chemical reactions, stoichiometry, solutions, gases, thermochemistry, orbital theory, bonding, and laboratory investigation. Lab session required. Transfer: UC; CSU (B1, B3). CAN CHEM 2. CHEM 210 + CHEM 220 = CAN CHEM SEQ A.

**WEEKDAY**

80196	CHEM 210	AA MWF	9:10-10:00	7-7106	Ruis	5.0
	LAB	TTh	9:10-12:15	7-7333	Staff	
80197	CHEM 210	AB MWF	9:10-10:00	7-7106	Ruis	5.0
	LAB	MW	2:00-5:05	7-7333	Ruis	
85104	CHEM 210	AC MW	1:10-2:25	7-7106	Bates	5.0
	LAB	MW	9:00-12:05	7-7333	Bates	
92405	CHEM 210	AD MW	1:10-2:25	7-7106	Bates	5.0
	LAB	MW	2:40-5:45	7-7333	Staff	

**WEEKDAY/EVENING**

92406	CHEM 210	AE MW	1:10-2:25	7-7106	Bates	5.0
	LAB	MW	6:30-9:45	7-7333	Staff	

**CHEM 220 GENERAL CHEMISTRY II**

*Prereq: Satisfactory completion (grade of C or better) of CHEM 210 or equivalent.* Chemistry for science majors. Includes study of acid-base chemistry, equilibrium, kinetics, thermodynamics, electrochemistry, descriptive chemistry, nuclear chemistry, and laboratory investigation. Lab session required. Transfer: UC; CSU (B1, B3). CAN CHEM 4. CHEM 210 + CHEM 220 = CAN CHEM SEQ A.

**WEEKDAY**

80200	CHEM 220	AA MWF	9:10-10:00	7-7104	Rivera Contreras	5.0
	LAB	TTh	9:10-12:15	7-7341	Staff	

**WEEKDAY/EVENING**

90483	CHEM 220	AB MWF	9:10-10:00	7-7104	Rivera Contreras	5.0
	LAB	MW	6:30-9:45	7-7341	Ghanma	

**CHEM 234 ORGANIC CHEMISTRY I**

*Prereq: CHEM 220 with grade C or better.* Nomenclature, structure, identification, synthesis, and reaction mechanisms of organic compounds. Requires concurrent enrollment in CHEM 237. Transfer: UC; CSU (B1).

**WEEKDAY**

80202	CHEM 234	AA MWF	11:10-12:00	7-7104	Rivera Contreras	3.0
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**CHEM 235 ORGANIC CHEMISTRY II**

*Prereq: CHEM 234 and CHEM 237 with grades of C or better; concurrent enrollment in CHEM 238.* Advanced topics selected from modern trends in organic chemistry. Transfer: UC; CSU (B1).

**WEEKDAY**

91702	CHEM 235	AA TTh	9:35-10:50	7-7304	Bates	3.0
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**CHEM 237 ORGANIC CHEMISTRY LAB I**

*Prereq: Completion of, or concurrent enrollment in, CHEM 234.* Laboratory designed to accompany CHEM 234. Transfer: UC; CSU (B3).

**WEEKDAY**

80203	CHEM 237	AA M	1:00-6:05	7-7341	Rivera Contreras	2.0
86877	CHEM 237	AB Th	1:00-6:05	7-7341	Rivera Contreras	2.0

**CHEM 238 ORGANIC CHEMISTRY LAB II**

*Prereq: Completion of or concurrent enrollment in CHEM 235.* Laboratory designed to accompany CHEM 235. Transfer: UC; CSU (B3).

**WEEKDAY**

91703	CHEM 238	AA T	1:00-6:05	7-7341	Bates	2.0
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**CHEM 410 CHEMISTRY FOR HEALTH SCIENCES**

*Prereq: Satisfactory completion (grade of C or better) of MATH 110, or appropriate placement test scores and other measures as appropriate, or equivalent.* Recommended: Eligibility for ENGL 836 or equivalent. Survey of general, organic and biochemistry. Emphasis on chemicals and processes relating to the human body. Laboratory investigation of related chemical reactions. Lab session required. Transfer: CSU (B1, B3).

**WEEKDAY**

91704	CHEM 410	AA TTh	12:35-1:50	7-7304	Michelitsch	4.0
	LAB	T	9:10-12:15	7-7338	Michelitsch	
91705	CHEM 410	AB TTh	12:35-1:50	5-5132B	Parast	4.0
	LAB	Th	9:10-12:15	7-7338	Parast	

**EVENING**

80205	CHEM 410	JA T	7:00-10:05	2-2306	Mckay	4.0
	LAB	W	7:00-10:15	7-7338	Mckay	
89594	CHEM 410	JB T	7:00-10:05	2-2306	Mckay	4.0
	LAB	Th	7:00-10:15	7-7338	Mckay	
90109	CHEM 410	JC T	7:00-10:05	2-2306	Mckay	4.0
	LAB	Th	6:30-9:45	7-7333	Ruis	

**CHEM 690 SPECIAL PROJECTS IN CHEMISTRY**

One hour of supervised work per week per unit. Transfer: UC; CSU.

**WEEKDAY**

80206	CHEM 690	AV By Arr	1-3 Hrs/Wk	7-7326A	Bates	1.0-3.0
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**Computer Applications & Office Technology (CAOT)**



# Step up to a business career

Be competitive in today's job market, in one or two semesters.

**You can enter the workforce as a:**

- Administrative Assistant
- Computer Information Specialist
- Legal Administrative Assistant
- Medical Office Assistant
- Medical Transcriptionist
- Office Assistant
- Office Information Systems Professional
- Web Developer

CAOT provides courses to meet the requirements for AA degrees, certificates, and today's office workers' needs.

**Your business training includes:**

- Highest level of instruction and state-of-the-art equipment
- Instructors who are highly-trained and experienced
- The most current in-demand software used in industry
- Flexible online courses as well as traditional classes

**Learn on the job:** CAOT offers on-the-job work opportunities related to specific business majors. There are co-op opportunities and work experience internships for students in Medical Transcription.

**Your future:** Office technology professionals can earn \$15-30 per hour or more! The skills and training you'll receive can lead to lucrative and flexible self-employment, such as Medical Transcriptionist and Web Developer.

**Contact: Sita Motipara, (650) 738-4356 or motipara@smccd.edu**

## CHINESE (CHIN)

**CHIN 111 ELEMENTARY CHINESE I**

Introductory course in the Mandarin Chinese language. Students will acquire the ability to speak and write in Chinese at an elementary level. Plus one hr/wk by arrangement. Transfer: UC; CSU.

**EVENING**

87386	CHIN 111	JA M	7:00-10:15	5-5132A	Chen-Tsuei	3.0
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## COMPUTER APPLICATIONS & OFFICE TECHNOLOGY (CAOT)

(See also: ACCOUNTING, BUSINESS, and COMPUTER SCIENCE.)

Prepare for an office position in 8-16 weeks. Enroll in CAOT 101, CAOT 104, CAOT 214, CAOT 215, CAOT 225 and CAOT 400. In these courses you will complete the minimum requirements for office assistant positions. For more information, call the Business Division Office at (650) 738-4201.

**CAOT 100 BEGINNING COMPUTER KEYBOARDING**

Short course for students who want to learn how to type and develop skill using the computer keyboard. Typing drills only. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online sections, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

88267	CAOT 100	AX	TTh	9:35-10:50	8-8119	Cresta	1.5
Dates for the AX section: 8/20-10/13							
88269	CAOT 100	BX	TTh	9:35-10:50	8-8119	Cresta	1.5
Dates for the BX section: 10/15-12/15							

**ONLINE**

88271	CAOT 100	OL	By Arr	24 Hours	ONLINE	Gianoli	1.5
				T	7:00-10:05	8-8119	
Dates for the OL section: 8/25-10/20							

CAOT 100 OL will be held online and on campus. Classes will meet on campus three times, Tuesdays, 8/25, 9/22 and 10/20. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 7:00 to 10:05 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

88270	CAOT 100	OM	By Arr	24 Hours	8-8119	Gianoli	1.5
				T	7:00-10:15	8-8119	
Dates for the OM section: 10/27-12/15							

CAOT 100 OM will be held online and on campus. Classes will meet on campus three times, Tuesdays, 10/27, 11/17 and 12/15. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, October 27, from 7:00 to 10:15 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

**CAOT 101 COMPUTER KEYBOARDING SKILL BUILDING**

*Prereq: Ability to type without looking at the keyboard.* Students improve keyboarding speed and accuracy on computers. Typing drills only. Plus lab hours by arrangement. May be repeated for credit up to a maximum of 6 units. *NOTE: With the exception of the online sections, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

<b>88246</b>	CAOT 101	AX	TTh	9:35-10:50	8-8119	Cresta	1.5
Dates for the AX section: 8/20-10/13							
<b>90626</b>	CAOT 101	BX	TTh	9:35-10:50	8-8119	Cresta	1.5
Dates for the BX section: 10/15-12/15							

**ONLINE**

<b>88247</b>	CAOT 101	OL	By Arr	24 Hours	8-8119	Gianoli	1.5
				T	7:00-10:05	8-8119	
Dates for the OL section: 8/25-10/20							

CAOT 101 OL will be held online and on campus. Classes will meet on campus three times, Tuesdays, 8/25, 9/22 and 10/20. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 7:00 to 10:05 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

<b>91108</b>	CAOT 101	OM	By Arr	24 Hours	8-8119	Gianoli	1.5
				T	7:00-10:15	8-8119	
Dates for the OM section: 10/27-12/15							

CAOT 101 OM will be held online and on campus. Classes will meet on campus three times, Tuesdays, 10/27, 11/17 and 12/15. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, October 27, from 7:00 to 10:15 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

**CAOT 104 INTRO TO COMPUTERS WITH WINDOWS I**

Recommended: Eligibility for ENGL 836. Introduction to computers with Windows. Exposure to word processing, spreadsheets, and other business application software. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: This course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

<b>88248</b>	CAOT 104	AS	MWF	9:10-10:00	8-8121	Motipara	1.5
Dates for the AS section: 8/19-10/14							

**EVENING**

<b>88250</b>	CAOT 104	JS	T	6:30-9:35	8-8121	Cervantes	1.5
Dates for the JS section: 8/25-10/20							

**SATURDAY**

<b>88252</b>	CAOT 104	SS	Sat	9:00-12:20	8-8121	Corzonkoff	1.5
Dates for the SS section: 8/22-10/17							

**CAOT 105 INTRO TO COMPUTERS WITH WINDOWS II**

*Prereq: CAOT 104 or equivalent.* Students will acquire skills to become independent computer users. Information provided on configuring and purchasing Windows computers. Topics include operating systems and hardware. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: This course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

<b>87497</b>	CAOT 105	AS	MWF	9:10-10:00	8-8121	Motipara	1.0
Dates for the AS section: 10/16-12/18							

**EVENING**

<b>88254</b>	CAOT 105	JS	T	6:30-9:45	8-8121	Cervantes	1.0
Dates for the JS section: 10/27-12/8							

**CAOT 200 INTRODUCTION TO MS OFFICE SUITE**

Recommended: CAOT 104 or equivalent. Students learn the essentials of Microsoft Office Suite applications: Word, Excel, PowerPoint and Access. This course provides a basic introduction to MS Office Suite and prepares the student for in-depth learning for the more advanced elements of Word, Excel, PowerPoint and Access. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**EVENING**

<b>88312</b>	CAOT 200	JS	M	7:00-10:15	8-8121	Corzonkoff	2.0
Dates for the JS section: 8/24-11/9							

**ONLINE**

<b>90487</b>	CAOT 200	OL	By Arr	32 Hours	ONLINE	Motipara	2.0
Dates for the OL section: 8/25-11/10							

CAOT 200 OL is offered in an online format. Requires Internet access and email. Contact instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 201 INTEGRATION OF MS OFFICE APPLICATIONS**

*Prereq: CAOT 200 or equivalent.* Integrate the four Microsoft Office applications (Word, Excel, Access and PowerPoint) by inserting documents, linking information, and embedding objects using exercises and case studies. Students will learn how to convert documents to HTML and create Web presentations. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**EVENING**

<b>88315</b>	CAOT 201	JS	M	7:00-10:15	8-8121	Corzonkoff	1.0
Dates for the JS section: 11/16-12/14							

**ONLINE**

<b>90489</b>	CAOT 201	OL	By Arr	16 Hours	ONLINE	Motipara	1.0
Dates for the OL section: 11/17-12/15							

CAOT 201 OL is offered in an online format. Requires Internet access and email. Contact instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 214 WORD PROCESSING I: WORD**

*Prereq: Knowledge of computer keyboard.* Hands-on approach using a PC to learn concepts and practical applications of Microsoft Word to create, edit, format, manage and enhance documents. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

<b>88319</b>	CAOT 214	AS	TTh	11:10-12:25	8-8121	Cervantes	1.0
Dates for the AS section: 8/20-9/24							

**ONLINE - PC/MAC FRIENDLY**

<b>88318</b>	CAOT 214	OL	By Arr	16 Hours	ONLINE	Cervantes	1.0
Dates for the OL section: 8/25-9/29							

CAOT 214 OL is offered in an online format. Requires Internet access and email. Email instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

## COMPUTER APPLICATIONS &amp; OFFICE TECHNOLOGY

**CAOT 215 WORD PROCESSING II: WORD**

*Prereq:* CAOT 214 or equivalent. Students increase word processing skills using a PC and Word in a hands-on environment to complete practical applications involving merges, tables, graphics, macros and styles. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

**88316** CAOT 215 AS TTh 11:10-12:25 8-8121 Cervantes 2.0  
Dates for the AS section: 9/29-12/17

**ONLINE - PC/MAC FRIENDLY**

**88317** CAOT 215 OL By Arr 32 Hours ONLINE Cervantes 2.0  
Dates for the OL section: 10/6-12/15

CAOT 215 OL is offered in an online format. Requires Internet access and email. Email instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 222 BUSINESS PRESENTATIONS I: POWERPOINT**

Recommended: CAOT 104 or equivalent. Learn Microsoft PowerPoint software to create effective business slide presentations. Course incorporates animation, sound and video clips, clip art and smart art. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**ONLINE**

**89250** CAOT 222 OL By Arr 16 Hours ONLINE Motipara 1.0  
Dates for CAOT 222 OL: 8/25-9/29

CAOT 222 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 223 BUSINESS PRESENTATIONS II: POWERPOINT**

*Prereq:* CAOT 222 or equivalent. Students will learn advanced features of PowerPoint, create professional presentations containing embedded objects, sound and video clips, and convert presentations to HTML for viewing on the Web. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**ONLINE**

**89872** CAOT 223 OL By Arr 16 Hours ONLINE Motipara 1.0  
Dates for CAOT 223 OL: 10/6-11/10

CAOT 223 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 225 SPREADSHEETS I: EXCEL**

Recommended: CAOT 104 or equivalent. Discover the power and speed that the MS Office Excel spreadsheet software program brings to creating worksheets, building formulas and built-in functions, and presenting data in graphic form with charts. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

**88259** CAOT 225 AS MWF 10:10-11:00 8-8121 Motipara 1.0  
Dates for the AS section: 8/19-9/25

**EVENING**

**88260** CAOT 225 JS W 7:00-10:10 8-8121 Corzonkoff 1.0  
Dates for the JS section: 8/19-9/23

**ONLINE**

**88295** CAOT 225 OL By Arr 16 Hours ONLINE Roumbanis 1.0  
Dates for the OL section: 8/25-9/29

CAOT 225 OL is offered in an online format. Requires Internet access and email. Email instructor at [roumbanis@smccd.edu](mailto:roumbanis@smccd.edu) before first scheduled class.

**CAOT 226 SPREADSHEETS II: EXCEL**

Recommended: CAOT 225 or equivalent. Students expand Excel knowledge by learning to design, enhance, link and consolidate worksheets. Topics include statistical and financial functions, database management, templates, integration and macros. Plus lab hours by arrangement. May be repeated once for credit. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**WEEKDAY**

**88300** CAOT 226 AS MWF 10:10-11:00 8-8121 Motipara 2.0  
Dates for the AS section: 9/28-12/16

**EVENING**

**88301** CAOT 226 JS W 7:00-10:10 8-8121 Corzonkoff 2.0  
Dates for the JS section: 9/30-12/16

**ONLINE**

**89199** CAOT 226 OL By Arr 32 Hours ONLINE Roumbanis 2.0  
Dates for the OL section: 10/6-12/15

CAOT 226 OL is offered in an online format. Requires Internet access and email. Email instructor at [roumbanis@smccd.edu](mailto:roumbanis@smccd.edu) before first scheduled class.

**CAOT 230 DATABASE APPLICATIONS I: ACCESS**

Recommended: CAOT 104 or equivalent and eligibility for ENGL 836. A hands-on introduction to Access, a Windows database software package for business data handling tasks. Includes database design, business data input, storage, retrieval, editing and reporting. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**ONLINE**

**89201** CAOT 230 OL By Arr 16 Hours ONLINE Fraser 1.0  
Dates for CAOT 230 OL: 8/25-9/29

CAOT 230 OL is offered in an online format. Requires Internet access and email. Email instructor at [fraserl@smccd.edu](mailto:fraserl@smccd.edu) before first scheduled class.

**CAOT 231 DATABASE APPLICATIONS II: ACCESS**

*Prereq:* CAOT 230 or equivalent. For students who want to use Access to become professionally competent in database management software. Emphasis on advanced topics: storage, retrieval, queries, SQL, reporting, and Visual Basic. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**ONLINE**

**89202** CAOT 231 OL By Arr 32 Hours ONLINE Fraser 2.0  
Dates for CAOT 231 OL: 10/6-12/15

CAOT 231 OL is offered in an online format. Requires Internet access and email. Email instructor at [fraserl@smccd.edu](mailto:fraserl@smccd.edu) before first scheduled class.

**CAOT 301 MAXIMIZING YOUR EMPLOYMENT POTENTIAL**

In this culminating course, students prepare resumes, employment correspondence, use the Internet to explore employment resources, networking, interview techniques, and hiring strategies to obtain employment or qualify for promotions. May be repeated once for credit. Transfer: CSU.

**ONLINE**

**88348** CAOT 301 OL By Arr 16 Hours ONLINE Cervantes 1.0  
Dates for CAOT 301 OL: 10/1-11/5

CAOT 301 OL is offered in an online format. Requires Internet access and email. Email instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 400 INTERNET I**

*Prereq:* CAOT 104 or equivalent. Learn to search the Internet efficiently, send email attachments, compress files, use FTP and discussion groups, and scan for viruses. An excellent course for beginners and those planning to take an online course. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: This course has a non-refundable materials charge of \$3.* Transfer: CSU.

**SATURDAY**

88265	CAOT 400	SS Sat	9:00-12:30	8-8121	Corzonkoff	1.5
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Dates for CAOT 400 SS: 10/24-12/19

**CAOT 403 HTML & WEB AUTHORING APPLICATIONS I**

*Prereq:* Completion of, or concurrent enrollment in, either CAOT 104, CAOT 212, CAOT 214, or equivalent. Students will learn how to create, edit, upload and link web pages for use on the Internet using HTML and DreamWeaver. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**EVENING**

88184	CAOT 403	JS W	6:30-9:45	8-8119	Cervantes	1.5
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Dates for the JS section: 8/19-10/7

**ONLINE**

88191	CAOT 403	OL By Arr	24 Hours	ONLINE	Motipara	1.5
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Dates for the OL section: 8/19-10/7

CAOT 403 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 404 HTML & WEB AUTHORING APPLICATIONS II**

*Prereq:* CAOT 403 or equivalent. An intermediate hands-on course using HTML and DreamWeaver. More in-depth coverage of graphics, tables, frames, layout, interaction, and advanced HTML including website development. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**EVENING**

88194	CAOT 404	JS W	6:30-9:45	8-8119	Cervantes	1.5
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Dates for the JS section: 10/14-12/16

**ONLINE**

88197	CAOT 404	OL By Arr	24 Hours	ONLINE	Motipara	1.5
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Dates for the OL section: 10/14-12/16

CAOT 404 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 410 PHOTOSHOP ESSENTIALS**

Recommended: CAOT 104 or equivalent. Use Photoshop to digitally convert, edit and design your own scanned photographs and graphics. See how easy it is to organize, clean up old photos and create exciting new images for the web, print and other current digital media formats. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**SATURDAY**

90504	CAOT 410	SS Sat	9:00-12:20	8-8119	Cervantes	1.5
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Dates for the SS section: 8/22-10/17

**ONLINE - PC/MAC FRIENDLY**

88226	CAOT 410	OL By Arr	24 Hours	ONLINE	Cervantes	1.5
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Dates for the OL section: 8/25-10/20

CAOT 410 OL is offered in an online format. Requires Internet access and email. Contact instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 411 PHOTOSHOP FOR THE WEB**

*Prereq:* CAOT 410 or equivalent and CAOT 403 or equivalent. Using Photoshop, students will learn to create, edit and manipulate graphics for the Web. Topics include banners, background images, image maps, and rollovers, actions, filters, masks and channels. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

**SATURDAY**

92413	CAOT 411	SS Sat	9:00-12:30	8-8119	Cervantes	1.5
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Dates for the SS section: 10/24-12/19

**ONLINE - PC/MAC FRIENDLY**

92411	CAOT 411	OL By Arr	24 Hours	ONLINE	Cervantes	1.5
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Dates for the OL section: 10/22-12/15

CAOT 411 OL is offered in an online format. Requires Internet access and email. Contact instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 412 FLASH I**

*Prereq:* CAOT 403 or equivalent. Create interactive web animation using the current version of Adobe Flash. Learn drawing tools, grouping, creating graphic symbols, keyframes, frame-by-frame animation, layers, tweening, action buttons, and publishing Flash movies. Plus lab hours by arrangement. Also listed as COMP 412. May be repeated for credit a maximum of three times. Transfer: CSU.

**ONLINE**

88215	CAOT 412	OL By Arr	24 Hours	ONLINE	Weeks	1.5
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Dates for CAOT 412 OL: 8/25-10/20

CAOT 412 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

**CAOT 413 FLASH II**

*Prereq:* CAOT 412 or equivalent. Students expand their knowledge using advanced features of Flash. Features include masking, movie clips, multiple timelines, sound control, pull down menus, preloaders, and ActionScript. Plus lab hours by arrangement. Also listed as COMP 413. May be repeated twice for credit. Transfer: CSU.

**ONLINE**

89207	CAOT 413	OL By Arr	24 Hours	ONLINE	Weeks	1.5
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Dates for CAOT 413 OL: 10/22-12/15

CAOT 413 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

**CAOT 416 ADOBE INDESIGN ESSENTIALS**

Recommended: CAOT 214 or equivalent and CAOT 104 or equivalent. Explore the amazing features of Adobe InDesign the new industry standard for page layout and design. Create professional looking newsletters, advertisements, magazine articles, brochures, flyers and other documents. Transfer: CSU.

**ONLINE**

91814	CAOT 416	OL By Arr	24-48 Hours	ONLINE	Weeks	3.0
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CAOT 416 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

**COMPUTER APPLICATIONS & OFFICE TECHNOLOGY > COMPUTER SCIENCE**

**CAOT 480 NETWORK FUNDAMENTALS (LAN)**

(Cisco Academy Course – CCNA 1) An introductory course in networking specific to local area networks (LAN). Topics will include LAN hardware, software, topology, transmission medium, wide area network connectivity, diagnostic tools, system administration, and vendor specific LAN products. Class is complemented with hands-on experience in constructing a local area network. Course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as TCOM 480. Transfer: CSU.

**WEEKDAY**

88808 CAOT 480 AX TTh 12:35-2:00 2-2120 Allen 3.0

**EVENING**

88234 CAOT 480 JX W 7:00-10:05 2-2120 Cortes 3.0

**CAOT 665S2 MULTIMEDIA TRAVELOGUE WITH MAC OPERATING SYSTEM X**

**NEW!** Students will work in groups or individually to develop interactive multimedia projects. Students will build three focus projects that cover a specific social or cultural experience and/or study. Material for each project will be original student images, video, text and sound. Each project will allow students to build their skills utilizing a combination of MAC iPhoto, iMovie, GarageBand and iDVD software. Each project will be reviewed and critiqued by classmates. A final multimedia travelogue project will include a collection of educational media that will be published for public viewing and will become part of the Skyline College Library as a resource for student research and study. Transfer: CSU.

**WEEKDAY**

92565 CAOT 665S2 AS TTh 9:35-10:50 8-8119A1 Cervantes 1.5

Dates for CAOT 665S2 AS: 8/20-10/13

**CAOT 690 SPECIAL PROJECTS IN COMPUTER APPLICATIONS & OFFICE TECHNOLOGY**

One hour of supervised work per week per unit. Transfer: CSU.

**WEEKDAY**

88233 CAOT 690 AV By Arr 1-3 Hrs/Wk 8-8303 Roumbanis 1.0-3.0

88238 CAOT 690 BV By Arr 1-3 Hrs/Wk 8-8207 Motipara 1.0-3.0

88237 CAOT 690 CV By Arr 1-3 Hrs/Wk 8-8218 Cervantes 1.0-3.0

**COMPUTER SCIENCE (COMP)**

(See also: COMPUTER APPLICATIONS & OFFICE TECHNOLOGY and TELECOMMUNICATIONS & NETWORK INFORMATION TECHNOLOGY.)

**COMP 155 COMPUTER PROGRAMMING VISUAL BASIC**

*Prereq: MATH 110 or equivalent.* Recommended: Eligibility for ENGL 836. Introduction to computer programming using the high level language VISUAL BASIC. Plus 1.5 hrs/wk by arrangement. May be repeated once for credit. *NOTE: This course has a non-refundable materials charge of \$2.* Transfer: UC; CSU.

**EVENING**

89556 COMP 155 JA Th 6:30-9:45 2-2122 O'Brien 3.0

**COMP 312 INSTALLING/USING LINUX AS YOUR PC OS**

Do you want to join the Linux open-source movement but also want a guided learning experience to getting Linux installed and running on your PC? This hands-on course introduces you to Linux; you'll learn how to download and install Linux on an Intel-compatible PC and use the Linux desktop interface to access common network and Internet services. No previous Linux experience is needed. Plus one hr/wk by arrangement. Also listed as TCOM 312. May be repeated once for credit. Transfer: CSU.

**SATURDAY**

91232 COMP 312 SX Sat 9:00-12:15 2-2111 Fong 1.5

Dates for COMP 312 SX: 8/22-10/10

**COMP 313 WORKING IN A LINUX SHELL ENVIRONMENT**

Recommended: Satisfactory completion (grade of C or better) of COMP/TCOM 312, or equivalent experience using a Linux desktop system. Do you want to understand and use the unique power available to Linux and Unix shell users? Do you want to be comfortable using a Linux shell in preparation for intermediate and advanced Linux system and network administration? This hands-on course sets you on the path to becoming an accomplished Linux shell (command line) user. Plus one hr/wk by arrangement. Also listed as TCOM 313. May be repeated once for credit. Transfer: CSU.

**SATURDAY**

91234 COMP 313 SX Sat 9:00-12:15 2-2111 Fong 1.5

Dates for COMP 313 SX: 10/17-12/19

**COMP 412 FLASH I**

*Prereq: CAOT 403 or equivalent.* Create interactive web animation using the current version of Adobe Flash. Learn drawing tools, grouping, creating graphic symbols, keyframes, frame-by-frame animation, layers, tweening, action buttons, and publishing Flash movies. Plus lab hours by arrangement. Also listed as CAOT 412. May be repeated once for credit. Transfer: CSU.

**ONLINE**

90576 COMP 412 OL By Arr 24 Hours ONLINE Weeks 1.5

Dates for COMP 412 OL: 8/25-10/20

COMP 412 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeksjs@smccd.edu](mailto:weeksjs@smccd.edu) before first scheduled class.

**COMP 413 FLASH II**

*Prereq: CAOT/COMP 412 or equivalent.* Students expand their knowledge using advanced features of Flash. Features include masking, movie clips, multiple time lines, sound control, pull-down menus, preloaders, and Actionscript. Plus lab hours by arrangement. Also listed as CAOT 413. May be repeated once for credit. Transfer: CSU.

**ONLINE**

90577 COMP 413 OL By Arr 24 Hours ONLINE Weeks 1.5

Dates for COMP 413 OL: 10/22-12/15

COMP 413 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeksjs@smccd.edu](mailto:weeksjs@smccd.edu) before first scheduled class.

**COMP 451 PC CONFIGURATION AND REPAIR**

*Prereq:* Satisfactory completion (grade of C or better) of CAOT 105 or equivalent; and satisfactory completion (grade of C or better) of or concurrent enrollment in ELEC 110 or TCOM 405, or equivalent training or experience. This course provides preparation for A+ certification. A hands-on technical course designed to provide an in-depth understanding of PC hardware and software from an installation and repair outlook. Materials covered will include beginning and advanced software, hardware components and configuration, operating systems and how they control the PC. Includes direct hands-on experience with the tools and skills required for entry-level employment. Plus one hr/wk by arrangement. Also listed as TCOM 451. Transfer: CSU.

**EVENING**

90583	COMP 451	JX	TTh	6:30-8:45	2-2120	Lohmann	6.0
	LAB		TTh	8:50-10:05	2-2120	Lohmann	

**COMP 482 INTRODUCTION TO ROUTERS**

**NEW!** (Cisco Academy Course – CCNA 1 & 2) *Prereq:* Satisfactory completion (grade of C or better) of TCOM/CAOT 480, or equivalent training or experience. Introductory course on router configuration in wide area networks. Students will perform basic router configurations. Course examines common protocols, IP networking concepts and subnetting techniques. Includes instructor-directed hands-on activities. This course is patterned after Cisco Academy Course. (CCNA 1 & 2) Plus one hr/wk by arrangement. Also listed as TCOM 482. Transfer: CSU.

**EVENING**

92496	COMP 482	JX	M	6:30-9:45	1-1227	Del Prado	3.0
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**COMP 483 NETWORK SWITCHES – CONCEPTS AND APPLICATIONS**

**NEW!** (Cisco Academy Course – CCNA 3) *Prereq:* Satisfactory completion (grade of C or better) of TCOM/CAOT 480, or equivalent training or experience. Recommended: Satisfactory completion (grade of C or better) of TCOM/COMP 482, or equivalent training or experience. Introductory course in network switching concepts and configurations as applied to computer networks. Course examines switching protocols, spanning tree protocols, virtual LANs and other specific models. Basic design of switch configurations and the use of switches in network architecture will be covered. Includes instructor-directed hands-on activities. This course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as TCOM 483. Transfer: CSU.

**EVENING**

92499	COMP 483	JX	T	7:00-10:05	1-1227	Del Prado	3.0
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**COMP 484 ADVANCED ROUTING CONCEPTS AND APPLICATIONS**

(Cisco Academy Course – CCNA 3 & 4) *Prereq:* Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience. Recommended: Satisfactory completion (grade of C or better) of TCOM 483, or equivalent training or experience. An advanced course in routing concepts and configurations on large internetworks. Students will configure and manage routers by implementing advanced features and common routing protocols such as EIGRP and OSPF. Includes instructor-directed hands-on activities. This course is patterned after Cisco Router training guidelines. Plus one hr/wk by arrangement. Also listed as TCOM 484. Transfer: CSU.

**EVENING**

90584	COMP 484	JX	W	7:00-10:15	1-1227	Del Prado	3.0
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**COMP 485 TROUBLESHOOTING INTERNETWORK**

**NEW!** *Prereq:* Satisfactory completion (grade of C or better) of TCOM/COMP 483 and TCOM/COMP 484, or equivalent training or experience. This course outlines the troubleshooting methodology and techniques for routers and switches in a network infrastructure. Students will learn to use existing software and the diagnostic features of a protocol analyzer to troubleshoot and analyze internetworks. This course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as TCOM 485. Transfer: CSU.

**EVENING**

92518	COMP 485	JX	Th	7:00-10:15	1-1227	Del Prado	3.0
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**COMP 486 NETWORK SECURITY**

*Prereq:* Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience. Introduction to network security using firewall and VPN (virtual private network) technology. Students will be exposed to the theory and application of both firewall and VPN network architecture. Students will have the opportunity for hands-on practice to administer security policy and VPN configuration using Checkpoint software. Plus one hr/wk by arrangement. Also listed as TCOM 486. Transfer: CSU.

**SATURDAY**

91743	COMP 486	SX	Sat	9:00-12:30	1-1227	Del Prado	3.0
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**COOPERATIVE EDUCATION (COOP)**

Students may register for Cooperative Education online through WebSMART. Any student who registers through WebSMART is required to contact the Cooperative Education Office within the first two weeks of the semester for specific instructions. For additional information, call (650) 738-4261.

**COOP 670 VOCATIONAL COOPERATIVE EDUCATION**

*Prereq:* Enrollment in a planned vocational program and employment in a college approved job directly related to student's academic major. Enrollment in a minimum of 7 units including Co-Op Ed. May be repeated for credit up to a maximum of 16 units. Transfer: CSU.

**WEEKDAY**

80218	COOP 670	AV	By Arr	1-4 Hrs/Wk	1-1209	Jones, C.	1.0-4.0
80219	COOP 670	BV	By Arr	1-4 Hrs/Wk	3-3202	Fitzgerald	1.0-4.0
83862	COOP 670	CV	By Arr	1-4 Hrs/Wk	1-1208	Zanassi	1.0-4.0
84384	COOP 670	DV	By Arr	1-4 Hrs/Wk	2-2315	Muller Moseley	1.0-4.0
91926	COOP 670	EV	By Arr	1-4 Hrs/Wk	1-1208	McDaniel	1.0-4.0
92023	COOP 670	FV	By Arr	1-4 Hrs/Wk	1-1208	Staff	1.0-4.0
86209	COOP 670	HV	By Arr	1-4 Hrs/Wk	1-1211	Wilson	1.0-4.0

**EVENING**

83860	COOP 670	JV	By Arr	1-4 Hrs/Wk	1-1208	Prater-Slack	1.0-4.0
88936	COOP 670	KV	By Arr	1-4 Hrs/Wk	1-1208	Perino	1.0-4.0
84412	COOP 670	LV	By Arr	1-4 Hrs/Wk	1-1208	Wolfe	1.0-4.0
86210	COOP 670	MV	By Arr	1-4 Hrs/Wk	1-1208	Semenza	1.0-4.0
84435	COOP 670	NV	By Arr	1-4 Hrs/Wk	1-1208	Jones, G.	1.0-4.0
91456	COOP 670	PV	By Arr	1-4 Hrs/Wk	1-1208	Jones, A.	1.0-4.0

## COOPERATIVE EDUCATION &gt; COSMETOLOGY

**COOP 671 GENERAL COOPERATIVE EDUCATION**

Students earn up to 3 units of credit for work experience in any job where learning can be identified. Work may be paid or volunteer. Students must report to the Cooperative Education office at Skyline College to complete enrollment. Students must be enrolled in a minimum of 7 units, including Co-Op Ed. May be repeated for credit up to a maximum of 6 units. Transfer: CSU.

**WEEKDAY**

87402	COOP 671	AV	By Arr	1-3 Hrs/Wk	3-3202	Fitzgerald	1.0-3.0
90723	COOP 671	BV	By Arr	1-3 Hrs/Wk	1-1208	Jones, C.	1.0-3.0

**AUTO 670 AUTOMOTIVE WORK EXPERIENCE**

*Prereq: Active enrollment in the T-TEN Program.* On-the-job training under the primary supervision of an industry employer. Transfer: CSU.

**WEEKDAY**

84510	AUTO 670	AV	By Arr	1-4 Hrs/Wk	8-8206	Yee	1.0-4.0
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**BUS. 670 BUSINESS WORK EXPERIENCE**

*Prereq: Employment in a college-approved job directly related to student's Business major.* On-the-job training in an office environment under the primary supervision of an industry employer. May be repeated for credit a maximum of three times. Transfer: CSU.

**WEEKDAY**

88205	BUS. 670	AV	By Arr	1-4 Hrs/Wk	8-8218	Cervantes	1.0-4.0
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**ECE. 670 EARLY CHILDHOOD EDUCATION WORK EXPERIENCE**

On-the-job training under the primary supervision of an industry employer. Transfer: CSU.

**WEEKDAY**

88958	ECE. 670	BV	By Arr	1-4 Hrs/Wk	1-1208	Blair	1.0-4.0
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**EVENING**

80285	ECE. 670	JV	By Arr	1-4 Hrs/Wk	CDC	Heldberg	1.0-4.0
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**TCOM 670 TCOM OR NETWORK INFORMATION TECHNOLOGY WORK EXPERIENCE**

*Prereq: Must be enrolled in a TCOM course.* College credit awarded for on-the-job training. Must be employed in a related industry. Transfer: CSU.

**EVENING**

80798	TCOM 670	JV	By Arr	1-4 Hrs/Wk	TBA	Perino	1.0-4.0
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**COSMETOLOGY (COSM)**

(Admission to Cosmetology 700-740 courses is by special application only.)

**COSM 665SC INTRODUCTION TO FLOWER ESSENCES**

This short course will explore the world of flower essences as a viable healing modality used to address emotional issues and body-mind health. Emphasis on the history of flower essences, methods of preparation, conditions and methods for selecting a particular essence, and flower essence usage. Students will prepare a personalized emergency formula. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

91839	COSM 665SC	US	Sun	9:00-5:00	PH-305*	Leary	0.5
Date for COSM 665SC US: 8/30							

**COSM 665SD INTRODUCTION TO AROMATHERAPY**

This short course will explore aromatherapy's healing gifts and the variety of application uses. Topics include the history of aromatherapy, preparation methods, and the conditions and methods for selecting a particular essential oil. Students will prepare an essential oil combination in a lotion carrier. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

91841	COSM 665SD	US	Sun	9:00-5:00	PH-305*	Leary	0.5
Date for COSM 665SD US: 9/20							

**COSM 665SF INTRODUCTION TO NECK AND SHOULDER MASSAGE**

Introduction to beginning massage movements used to release stress and tension from the neck and shoulder area. Emphasis on the therapeutic value of non-threatening touch, neck and shoulder anatomy, proper hygiene and sanitation, exploration of proper body mechanics, exposure to massage products and contraindications. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

91845	COSM 665SF	US	Sun	9:00-5:00	PH-305*	Leary	0.5
Date for COSM 665SF US: 10/25							

**COSM 665SG SELF-HELP STRESS REDUCTION TECHNIQUES**

Students will explore self-help healing tools that will support the practitioner when working with clients. These tools are beneficial for anyone working with the public, particularly work that requires sensitive awareness and communication. Students will learn simple practices that help to center and ground ourselves as we open our hearts compassionately. Each participant will leave the class knowing straightforward processes they can follow to achieve balance and clarity as they work with people who are in need of thoughtful attention. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92459	COSM 665SG	US	Sun	9:00-5:00	6-6202A	Leary	0.5
Date for COSM 665SG US: 10/18							

**COSM 665SH FACE & DECOLLETE MASSAGE**

Introduction to massage movements used specifically for the face and décolleté. The course will examine the therapeutic value of non-threatening touch, the anatomy of the chest, upper arms and face, and proper hygiene and sanitation for the safety of the therapist and recipient. Students will learn various techniques to enhance their esthetics massage or spa technician skills and explore proper posture and body mechanics. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92364	COSM 665SH	US	Sun	9:00-5:00	PH-305*	Leary	0.5
Date for COSM 665SH US: 10/11							

**COSM 665SJ CREATING INFUSED MASSAGE OILS**

Introduction to massage oils infused with herbs, essential oils, and flower essences for health and well being that can be effectively incorporated into massage and facial treatments. Products will be fine tuned to meet the client's needs by addressing the physical, mental, and emotional symptoms the client is experiencing. Topics include creating massage oils that can be effective for stress reduction and releasing physical tension in the body. A background will be provided for several basic herbs, essential oils, and flower essences that are commonly used in massage or esthetics therapy. Students will

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

prepare an herbal infused oil for their own use. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92363 COSM 665SJ US Sun 9:00-5:00 PH-305\* Leary 0.5  
Date for COSM 665SJ US: 10/4

**COSM 665SN INTRODUCTION TO HAND MASSAGE**

**NEW!** Introduction to beginning massage movements used specifically for the hands. Emphasis on the therapeutic value of non-threatening touch, anatomy of the hands, proper hygiene and sanitation, reflex points that can be stimulated to maintain physical well being, proper body mechanics, exposure to massage products and contraindications. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92455 COSM 665SN US Sun 9:00-5:00 PH-305\* Leary 0.5  
Date for COSM 665SN US: 9/13

**COSM 665SO INTRODUCTION TO FOOT MASSAGE**

**NEW!** Introduction to beginning massage movements used specifically for the feet. Emphasis on the therapeutic value of non-threatening touch, anatomy of the feet, proper hygiene and sanitation, reflex points that can be stimulated to maintain physical well being, proper body mechanics, exposure to massage products and contraindications. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92457 COSM 665SO US Sun 9:00-5:00 PH-305\* Leary 0.5  
Date for COSM 665SO US: 9/27

**COSM 665SP INTRODUCTION TO CRYSTAL HEALING/ GEM ELIXIRS**

**NEW!** This short course will explore the world of gem elixirs and how to use them along with gem stones as a viable healing modality used to address emotional issues and body-mind health. Students will learn which elixirs are needed for certain conditions and ways to choose them appropriately. There will be discussion about the variety of uses available for gem elixirs (oral preparations, environmental sprays, bath stones, or adding to lotions, creams or carrier oils). A Crystal Layout of gem stones will be taught, working with the energy system of the body. Students will prepare a gem elixir formula for themselves that specifically addresses how they respond to stresses and life challenges. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92461 COSM 665SP US Sun 9:00-5:00 PH-305\* Leary 0.5  
Date for COSM 665SP US: 11/1

**COSM 665SQ INTRODUCTION TO BACK MASSAGE**

**NEW!** Introduction to beginning massage movements used specifically to release stress and tension for the neck and back area. The course will discuss the therapeutic value of non-threatening touch, the anatomy of the neck and back, proper hygiene and sanitation for the safety of the therapist and recipient. Students will learn massage techniques on a person in a seated or lying position while exploring proper posture and body mechanics. Students will be exposed to a variety of products that can be used for massage such as carrier oils, lotions, essential oils, creams, medicated balms and gels. Contraindications will also be discussed. *NOTE: This course has a non-refundable materials charge of \$15.*

**SUNDAY**

92463 COSM 665SQ US Sun 9:00-5:00 PH-305\* Leary 0.5  
Date for COSM 665SQ US: 11/8

**Cosmetology, Esthetics & Spa Programs**



Express your artistic talents doing hair, skin or nails

Students who graduate from the prestigious Skyline Cosmetology, Esthetician, or Spa Technician programs are knowledgeable professionals who are sought after for their skills and training.

**Graduates:**

- Open salons
- Specialize in weddings
- Work in spas
- Teach
- Work in salons
- Apply permanent make-up
- Perform nail services
- Work with physicians to apply corrective make-up

**Work** with actual clients while learning from professionals in the field in the Cosmetology program (1-2 years); the Esthetician program (1 year); and the Spa Technician Course (1 semester).

Check out our new weekend classes focusing on massage and healing tools for the Wellness profession (see COSM 665 topics) as well as our Teacher Training classes for those interested in teaching Cosmetology.

Contact: Nancy Lam, (650) 738-4168, or lamn@smccd.edu

## COSMETOLOGY &gt; DATA PROCESSING

**COSM 690 SPECIAL PROJECTS IN COSMETOLOGY**

One hour of supervised work per week per unit.

**WEEKDAY**

<b>80220</b>	COSM 690	AV	By Arr	1-8 Hrs/Wk	PH-123*	Biagi	1.0-8.0
Dates for the AV section: 8/19-10/14							
<b>84359</b>	COSM 690	BV	By Arr	1-8 Hrs/Wk	PH-123*	Pelayo	1.0-8.0
Dates for the BV section: 10/15-12/18							
<b>89543</b>	COSM 690	CV	By Arr	1-8 Hrs/Wk	PH-123*	Lee	1.0-8.0

**EVENING**

<b>88532</b>	COSM 690	JV	By Arr	1-8 Hrs/Wk	PH-123*	Morita	1.0-8.0
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**COSM 700 COSMETOLOGY CONCEPTS/PRACTICE I**

Basic manipulative skills in hair design, permanent waving, hair coloring, hair cutting and manicuring/pedicuring. May be repeated for credit a maximum of three times.

**WEEKDAY**

<b>80221</b>	COSM 700	AA	Daily	8:00-5:00	PH-123*	Biagi	8.0
Dates for the AA section: 8/19-10/14							
<b>80222</b>	COSM 700	AB	Daily	8:00-5:00	PH-123*	Biagi	8.0
Dates for the AB section: 10/15-12/19							

**EVENING/SATURDAY**

<b>87437</b>	COSM 700	JA	MTWTh	6:00-10:00	PH-123*	Staff	10.0
				Sat	8:00-4:30	PH-123*	Staff

**COSM 710 COSMETOLOGY CONCEPTS/PRACTICE II**

*Prereq: COSM 700 with grade C or better.* Basic manipulative skills in facials, arching/waxing, and make-up. May be repeated for credit a maximum of three times.

**WEEKDAY**

<b>80223</b>	COSM 710	AA	MTThF	8:00-5:00	PH-123*	Lee	6.0
Dates for the AA section: 8/19-10/14							
<b>84360</b>	COSM 710	AB	MTThF	8:00-5:00	PH-123*	Lee	6.0
Dates for the AB section: 10/15-12/18							

**EVENING/SATURDAY**

<b>84369</b>	COSM 710	JA	MTTh	6:00-10:00	PH-123*	Pelayo	6.0
				Sat	8:00-4:30	PH-123*	Pelayo

**COSM 720 COSMETOLOGY CONCEPTS/PRACTICE III**

*Prereq: Completion of COSM 700 with grade C or better.* Basic manipulative skills in chemical straightening, hair analysis, hair lightening, conditioners, advanced hair coloring and styling techniques, and advanced permanent waving. May be repeated for credit a maximum of three times.

**WEEKDAY**

<b>80224</b>	COSM 720	AA	MTThF	8:00-5:00	PH-123*	Morita	6.5
Dates for the AA section: 8/19-10/14							
<b>84361</b>	COSM 720	AB	MTThF	8:00-5:00	PH-123*	Morita	6.5
Dates for the AB section: 10/15-12/18							

**COSM 730 COSMETOLOGY CONCEPTS/PRACTICE IV**

*Prereq: Completion of COSM 700 with grade C or better.* Manipulative skills in nail wraps, tips and sculptured nails, thermal pressing and curling, fingerwaving, and scientific scalp treatments. May be repeated for credit a maximum of three times.

**WEEKDAY**

<b>80225</b>	COSM 730	AA	W	8:00-5:00	PH-123*	Lee	2.0
Dates for the AA section: 8/19-10/14							
<b>85854</b>	COSM 730	AB	W	8:00-5:00	PH-123*	Lee	2.0
Dates for the AB section: 10/21-12/16							

**EVENING**

<b>88851</b>	COSM 730	JA	W	6:00-10:00	PH-314*	Lee	1.5
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**COSM 740 COSMETOLOGY CONCEPTS/PRACTICE V**

*Prereq: COSM 700, 710, 720 and 730 with grade C or better.* Advanced salon preparation emphasizing salon environment in relationship to skills and techniques. May be repeated for credit a maximum of three times.

**WEEKDAY**

<b>80226</b>	COSM 740	AV	Daily	8:00-9:00	PH-314*	Pelayo	.5-8.0
Dates for the AV section: 8/19-10/14							
<b>80227</b>	COSM 740	BV	Daily	8:00-9:00	PH-314*	Pelayo	.5-8.0
Dates for the BV section: 10/15-12/18							

**EVENING/SATURDAY**

<b>90705</b>	COSM 740	JV	MTWTh	6:00-10:00	PH-123*	Staff	.5-8.0
				Sat	8:00-4:30	PH-123*	Staff

**COSM 775 ESTHETICIAN**

Designed to develop skills and knowledge in skin care. Upon successful completion of 600-hour course, students will be eligible to apply for the Esthetician examination. May be repeated once for credit.

**EVENING/SATURDAY**

<b>80230</b>	COSM 775	JA	TWTh	6:00-10:00	PH-316*	Pelayo	8.0
				Sat	8:00-4:30	PH-316*	Pelayo

**COSM 785 SPA TECHNICIAN TRAINING**

Designed to develop skills and knowledge for employment in spa environments. Training includes treatments, body therapies, scheduling of services, product knowledge, and professional polish. May be repeated once for credit.

**EVENING**

<b>86647</b>	COSM 785	JA	MTW	6:00-10:00	PH-305*	Smith	5.0
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**COUNSELING (COUN)**

(Refer to course listings under CAREER AND PERSONAL DEVELOPMENT.)

**DANCE**

(Refer to course listings under PHYSICAL EDUCATION – DANCE.)

**DATA PROCESSING**

(Refer to course listings under COMPUTER APPLICATIONS & OFFICE TECHNOLOGY and COMPUTER SCIENCE.)

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

## DEVELOPMENTAL SKILLS (DSKL)

### DSKL 811 DIFFERENTIAL LEARNING SKILLS ASSESSMENT

*Prereq: Completion of, or concurrent enrollment in, DSKL 821, or registration with the Disabled Students Program and Services.* Assessment to determine specific learning profile and academic skill levels. Students will receive information demonstrating the relationship of learning profile to academic performance and presence or absence of significant learning differences. Based upon assessment data, eligible students will receive recommendations for ADA academic accommodations and individualized learning strategies. *NOTE: This course has a non-refundable materials charge of \$25. May be repeated once for credit. (Units do not count toward the Associate Degree.)*

#### WEEKDAY

<b>80278</b>	DSKL 811	AS MW	11:10-12:00	1-1201	Douglas	0.5
Dates for the AS section: 8/19-9/18						
<b>89896</b>	DSKL 811	A0 By Arr	8 Hours	2-2317	Douglas	0.5
Dates for the AO section: 8/19-9/18						
<b>85514</b>	DSKL 811	BS TTh	11:10-12:00	1-1201	Douglas	0.5
Dates for the BS section: 9/22-10/15						
<b>89897</b>	DSKL 811	B0 By Arr	8 Hours	2-2317	Douglas	0.5
Dates for the BO section: 9/22-10/16						
<b>80279</b>	DSKL 811	CS MW	11:10-12:00	1-1201	Douglas	0.5
Dates for the CS section: 10/19-11/11						
<b>89898</b>	DSKL 811	C0 By Arr	8 Hours	2-2317	Douglas	0.5
Dates for the CO section: 10/19-11/11						
<b>89579</b>	DSKL 811	DS TTh	11:10-12:00	1-1201	Douglas	0.5
Dates for the DS section: 11/17-12/10						
<b>89899</b>	DSKL 811	D0 By Arr	8 Hours	2-2317	Douglas	0.5
Dates for the DO section: 11/17-12/11						

### DSKL 820 COMPUTER-BASED COGNITIVE RETRAINING

Designed primarily for students recovering from acquired brain injury/impairment, this course uses computer-based applications to improve cognitive skills including memory, problem-solving, critical thinking, and organization. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

#### WEEKDAY

<b>91786</b>	DSKL 820	AS TTh	11:10-12:00	2-2309	Lariviere	0.5
Dates for DSKL 820 AS: 8/20-12/1						

### DSKL 821 DEVELOPMENT OF SELF-ADVOCACY SKILLS: PERSONAL EMPOWERMENT FOR STUDENTS WITH DISABILITIES

*Prereq: Completion of, or concurrent enrollment in, DSKL 811; or registration with the Disabled Students Program and Services.* Exploration of self-advocacy strategies for students eligible for ADA accommodations. Prepares students to advocated effectively for implementation of accommodations requests both inside and outside the classroom. Includes introduction to development of informational, intra/interpersonal skills; neurology of learning/differences; rights and responsibilities; procedures and related issues. Students will participate in small group activities including role-play. *NOTE: This course has a non-refundable materials charge of \$15. (Units do not count toward the Associate Degree.)*

#### WEEKDAY

<b>91166</b>	DSKL 821	BS MW	11:10-12:00	1-1201	Douglas	0.5
Dates for the BS section: 9/21-10/14						
<b>91165</b>	DSKL 821	DS TTh	11:10-12:00	1-1201	Douglas	0.5
Dates for the DS section: 10/20-11/12						

#### SATURDAY

<b>91167</b>	DSKL 821	SA Sat	8:30-4:30	1-1201	Douglas	0.5
Date for the SA section: 12/5						

### DSKL 825 ASSISTIVE COMPUTER TECHNOLOGY – DRAGON NATURALLY SPEAKING (VERSION 10)

Assistive computer technology instruction designed primarily for students with disabilities. Students will learn the use of assistive technology to support their learning styles and/or physical needs. The course includes sixteen hours of lecture at the scheduled times shown below and sixteen hours of lab by arrangement. *NOTE: These sections utilize the Dragon Naturally Speaking software. Students only need to enroll in one of the sections listed below. Any student who needs to learn JAWS or ZoomText should enroll in CRN 91768, as instruction for these programs will be offered by arrangement and the instructor will contact you to finalize your meeting days and times. This course has a non-refundable materials charge of \$15. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)*

#### WEEKDAY

<b>91768</b>	DSKL 825	AS W	9:10-11:00	2-2309	Lariviere	1.0
Dates for the AS section: 8/19-10/7						
<b>91769</b>	DSKL 825	BS W	12:10-2:00	2-2309	Lariviere	1.0
Dates for the BS section: 8/19-10/7						

#### EVENING

<b>91771</b>	DSKL 825	JS T	6:00-8:00	2-2309	Lariviere	1.0
Dates for the JS section: 10/20-12/8						

### DSKL 825 ASSISTIVE COMPUTER TECHNOLOGY – KURZWEIL 3000 (VERSION 11)

Assistive computer technology instruction designed primarily for students with disabilities. Students will learn the use of assistive technology to support their learning styles and/or physical needs. The course includes sixteen hours of lecture at the scheduled times shown below and sixteen hours of lab by arrangement. *NOTE: Students only need to enroll in one of the sections listed below. This course has a non-refundable materials charge of \$15. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)*

#### WEEKDAY

<b>91772</b>	DSKL 825	CS M	10:10-12:00	2-2309	Lariviere	1.0
Dates for the CS section: 8/24-10/19						
<b>91774</b>	DSKL 825	DS T	1:10-3:00	2-2309	Lariviere	1.0
Dates for the DS section: 8/25-10/13						
<b>91777</b>	DSKL 825	ES T	1:10-3:00	2-2309	Lariviere	1.0
Dates for the ES section: 10/20-12/8						

#### EVENING

<b>91780</b>	DSKL 825	LS T	6:00-8:00	2-2309	Lariviere	1.0
Dates for the LS section: 8/25-10/13						

### DSKL 880SC UNIVERSAL ACCESS TO ELECTRONIC TEXT

**NEW!** Students will learn how to use Kurzweil 3000 and other text-to-speech applications as tools for reading and studying text in electronic format. May be repeated for credit a maximum of three times. *NOTE: Students with or without disabilities may enroll in this course. Students will be using Kurzweil 3000 for Windows and other text-to-speech applications for Windows during this course. (Units do not count toward the Associate Degree.)*

#### ONLINE

<b>92476</b>	DSKL 880SC	OL By Arr	16 Hours	ONLINE	Lariviere	1.0
Dates for DSKL 880SC OL: 9/2-10/28						

DSKL 880SC is offered in an online format. Requires Internet access and email. Email instructor [larivierej@smccd.edu](mailto:larivierej@smccd.edu) before the first scheduled class.

## EARLY CHILDHOOD EDUCATION

## EARLY CHILDHOOD EDUCATION (ECE.)

(See also: FAMILY & CONSUMER SCIENCES and PSYCHOLOGY.)

Funding from First 5 San Mateo County to the Early Childhood Education Program is providing a textbook loan program, administered through individual classes once instruction begins.

If you work with young children and are enrolled in Early Childhood Education classes leading to a California CD Teaching Permit, Skyline College tuition reimbursement is available to eligible students from the Child Care Training Consortium. Contact ECE faculty member Deborah Lukas at [lukasd@smccd.edu](mailto:lukasd@smccd.edu) or Kate Williams Browne, ECE Program Coordinator, at [brownek@smccd.edu](mailto:brownek@smccd.edu) or (650) 738-7092 for more information or to apply.

### ECE. 201 CHILD DEVELOPMENT

Recommended: Eligibility for ENGL 836. Physical, social, emotional and intellectual development from the prenatal period through adolescence. Also listed as PSYC 201. Transfer: UC; CSU (D3, E1).

#### WEEKDAY

86767	ECE. 201	AX	TTh	9:35-10:50	1-1111	Jackson	3.0
86768	ECE. 201	BX	MWF	9:10-10:00	1-1105	Jackson	3.0
90525	ECE. 201	CX	TTh	11:10-12:25	8-8117	Browne	3.0

#### EVENING

86772	ECE. 201	JX	Th	7:00-10:15	8-8306	Floor	3.0
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#### SATURDAY

86771	ECE. 201	SX	Sat	9:00-5:00	8-8213	Francisco	3.0
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ECE. 201 SX will meet on the following dates: 8/22, 8/29, 9/19, 10/3, 10/17 and 11/7.

### ECE. 210 ECE PRINCIPLES

Recommended: Eligibility for ENGL 836. Overview of the nature and goals of Early Childhood Education. Awareness of historical perspective. Exploration of various program models in ECE and potential future trends. Transfer: CSU.

#### WEEKDAY

80283	ECE. 210	AA	MW	12:10-1:30	8-8306	Browne	3.0
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#### EVENING

88776	ECE. 210	JB	M	7:00-10:15	3C	Ford	3.0
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### ECE. 211 ECE CURRICULUM

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. An overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age eight. Students will examine the teacher's role in supporting the development of young children. Transfer: CSU.

#### WEEKDAY

83983	ECE. 211	AA	TTh	9:35-10:50	8-8117	Browne	3.0
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#### EVENING

80284	ECE. 211	JA	W	7:00-10:15	8-8226	Ford	3.0
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### ECE. 212 CHILD, FAMILY & COMMUNITY

Recommended: Eligibility for ENGL 836. Patterns of family living, roles, interaction of family members, factors affecting family life, community resources; a cross-cultural approach. Also listed as FCS 212. Transfer: UC; CSU (D3).

#### WEEKDAY

86773	ECE. 212	AX	TTh	12:35-1:50	8-8306	Floor	3.0
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#### EVENING

86775	ECE. 212	JX	Th	7:00-10:15	8-8302	Genevro	3.0
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### ECE. 214 CHILD-PARENT RELATIONS

Emotional, social, intellectual and physical development of children with an emphasis on a multicultural approach to parent-child relations, diversity of family systems in today's society, and how these influence the developing child. Also listed as FCS 213. Transfer: CSU (E1).

#### WEEKDAY

87268	ECE. 214	AX	TTh	11:10-12:25	3C	Muller Moseley	3.0
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#### EVENING

87306	ECE. 214	JX	W	7:00-10:15	8-8117	Heldberg	3.0
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### ECE. 223 INFANT/TODDLER DEVELOPMENT

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. Major developmental trends, abilities and influences of behavior during the first three years of life. Transfer: CSU.

#### EVENING

87270	ECE. 223	JA	M	7:00-10:15	8-8226	Blair	3.0
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### ECE. 241 EARLY CHILDHOOD EDUCATION ADMINISTRATION: HUMAN RELATIONS

Recommended: Eligibility for ENGL 836 and READ 836 or ENGL 846 or equivalent, plus the 12 ECE core units. This course focuses on the human relations aspects of early childhood education settings as a business and the social, political and economic implications for ECE professionals and parents. Transfer: CSU.

#### SATURDAY

89572	ECE. 241	SS	Sat	9:00-5:00	8-8226	Proett	3.0
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ECE. 241 SS will meet on the following dates: 9/12, 9/26, 10/10, 10/24, 11/7 and 11/21.

### ECE. 244 PREKINDERGARTEN LEARNING AND DEVELOPMENT GUIDELINES

**NEW!** Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent.

A review of criteria for high quality prekindergarten/preschool experiences for young children. Key topics include program and curriculum guidelines that promote early learning. Issues related to school readiness/school success will be examined. Transfer: CSU.

#### WEEKDAY

92489	ECE. 244	AA	MW	11:10-12:00	8-8117	Proett	2.0
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### ECE. 260 CHILDREN WITH SPECIAL NEEDS

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. This course provides an overview of the issues related to children with special needs (focus on physical, sensory, communicative and behavioral disabilities), with an emphasis on the inclusion of these children in early childhood education settings. Transfer: CSU.

#### EVENING

90996	ECE. 260	JA	Th	7:00-10:15	8-8117	Francisco	3.0
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**ECE. 272 CULTURAL DIVERSITY IN EARLY CHILDHOOD EDUCATION**

In-depth exploration of cultural diversity in early childhood settings. Students will develop skills needed to provide culturally sensitive care to young children from a variety of family backgrounds. Topics will include cultural diversity, gender differences, disability, gay and lesbian families, and bilingualism. Transfer: CSU.

**EVENING**

88279	ECE. 272	JA T	4:00-6:50	8-8213	Floor	3.0
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**ECE. 273 SUPPORTING YOUNG BILINGUAL LEARNERS**

Recommended: Satisfactory completion of ECE./PSYC 201 and ECE. 211, or equivalent. Focus on practical and research-based strategies for supporting dual language learners in developing a strong literacy base in both English and their home languages. Transfer: CSU.

**SATURDAY**

91685	ECE. 273	SS Sat	9:00-5:00	8-8222	Ansari	1.0
ECE. 273 SS will meet on the following dates: 10/3 and 10/24						

**ECE. 311 CHILDREN'S NUTRITION**

Recommended: Eligibility for ENGL 836 or equivalent. This course will help parents understand how nutrition contributes to mental and physical growth. Food preparation techniques and an examination of current literature are included. Also listed as FCS 311. Transfer: CSU.

**EVENING**

88362	ECE. 311	JX Th	4:00-6:50	3C	Muller Moseley	1.0
Dates for ECE. 311 JX: 8/20-9/24						

**ECE. 314 HEALTH, SAFETY AND NUTRITION FOR YOUNG CHILDREN**

**NEW!** Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. An overview of health practices and safety regulations as they pertain to licensed childcare settings. Major topics include infectious disease prevention, establishing safe environments for young children, emergency and disaster preparedness, and community resources. Transfer: CSU.

**EVENING**

92468	ECE. 314	JA T	7:00-10:15	8-8306	Whitney	3.0
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**ECE. 335 HANDLING BEHAVIOR**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. This course is designed to offer adults a variety of philosophies and techniques on handling children's behavior in a positive way. Transfer: CSU.

**EVENING**

90537	ECE. 335	JA T	7:00-10:15	7-7307	Lukas	3.0
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**ECE. 360 ADVOCACY IN THE EARLY CHILDHOOD FIELD**

**NEW!** Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. A focus on the elements of advocacy for young children, their families, and professionals in early childhood education, including the role of public policy, organizing and legislation. Transfer: CSU.

**SATURDAY**

92470	ECE. 360	SS Sat	9:00-5:00	8-8222	Francisco	1.0
ECE. 360 SS will meet on the following dates: 11/21 and 12/5						

**ECE. 366 PRACTICUM IN EARLY CHILDHOOD EDUCATION**

Prereq: ECE. 201, 210, 211 and 212. Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. Supervised field experience on methods and principles of teaching in early childhood settings. Students will be placed in approved ECE sites. Transfer: CSU.

**EVENING**

89888	ECE. 366	JA W	4:00-6:50	8-8213	Browne	3.0
ECE. 366 JA will meet on the following dates: 8/19, 9/16, 9/30, 10/28, 11/18 and 12/2.						

91210	ECE. 366	KA T	7:00-10:00	8-8204	Ford	3.0
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ECE. 366 KA will meet on the following dates: 8/25, 9/8, 9/29, 10/13, 11/10 and 12/1.

**ECE 665SB COMMUNICATING WITH PARENTS**

This course will focus on developing effective communication skills for Early Childhood Education teachers when communicating with parents. Transfer: CSU.

**SATURDAY**

92446	ECE. 665SB	SS Sat	9:00-5:00	8-8302	Goines	1.0
Dates for ECE. 665SB SS: 9/12 and 9/26						

**ECE. 665SD MALE INVOLVEMENT**

Examination of the importance of men in the lives of children. Review of barriers and issues concerning male involvement in early childhood and how to positively encourage men to be involved with children. Transfer: CSU.

**SATURDAY**

91255	ECE. 665SD	SS Sat	9:00-5:00	8-8226	Proett	1.0
ECE. 665SD SS will meet on the following dates: 9/19 and 10/17.						

**ECE. 665SH CHILD, INFANT, ADULT CPR/AED & FIRST AID**

Course will cover CPR, rescue breathing and choke saving for all ages (adults, children and infants), AED and barrier devices. Students must pass both a skills and a written test to receive a CPR card valid for two years. The first-aid section of the course includes information on bleeding control, burns, shock, poisoning, fractures, seizures and other life threatening emergencies as well as pediatric and adult first-aid situations. Students will receive a CPR book, a first-aid manual and a first-aid card valid for 3 years, as well as other handouts. *NOTE: This course does not fulfill the CPR requirements for healthcare workers. This course will be held in Skyline College's Child Development Center (Building 16).* Transfer: CSU.

**SATURDAY**

91857	ECE. 665SH	SA Sat	8:00-4:00	CDC	Lindsey	0.5
Date for the SA section: 10/17						
91859	ECE. 665SH	SB Sat	8:00-4:00	CDC	Lindsey	0.5
Date for the SB section: 10/24						
92477	ECE. 665SH	SD Sat	8:00-4:00	CDC	Lindsey	0.5
Date for the SD section: 10/31						
92479	ECE. 665SH	SE Sat	8:00-4:00	CDC	Lindsey	0.5
Date for the SE section: 11/7						

**ECE. 670 EARLY CHILDHOOD EDUCATION WORK EXPERIENCE**

On-the-job training under the primary supervision of an industry employer. Transfer: CSU.

**WEEKDAY**

88958	ECE. 670 BV	By Arr	1-4 Hrs/Wk	1-1208	Blair	1.0-4.0
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**EVENING**

80285	ECE. 670 JV	By Arr	1-4 Hrs/Wk	CDC	Heldberg	1.0-4.0
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**EARLY CHILDHOOD EDUCATION > EMERGENCY MEDICAL CARE**

**ECE. 690 SPECIAL PROJECTS IN EARLY CHILDHOOD EDUCATION**

One hour of supervised work per week per unit. Transfer: CSU.

**WEEKDAY**

90541	ECE. 690	BV	By Arr	1-3 Hrs/Wk	8-8303	Browne	1.0-3.0
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**ECONOMICS (ECON)**

**ECON 100 PRINCIPLES OF MACROECONOMICS**

Recommended: Eligibility for ENGL 836 and MATH 110. The economic system and its problems; determination of the level of output; prices, monetary theory, government policies and economic growth. Transfer: UC; CSU (D3). CAN ECON 2.

**WEEKDAY**

80286	ECON 100	AA	MWF	9:10-10:00	PH-411*	Suzuki	3.0
80287	ECON 100	AB	MWF	10:10-11:00	PH-411*	Suzuki	3.0
80288	ECON 100	AC	MWF	11:10-12:00	PH-411*	Sanford	3.0
88449	ECON 100	AD	TTh	8:10-9:25	PH-411*	Staff	3.0

**EVENING**

80289	ECON 100	JA	M	6:30-9:45	PH-412*	Sanford	3.0
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**ONLINE**

87360	ECON 100	OL	By Arr	48 Hours	ONLINE	Kress	3.0
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ECON 100 OL is taught in an online format. There are four required on-campus meetings for orientation and testing. Mandatory orientation meeting on campus on Saturday, August 22, 9:00-10:40 am, in Room 7110.

**ECON 100 PRINCIPLES OF MACROECONOMICS – HONORS**

Recommended: Eligibility for ENGL 836 and MATH 110. The economic system and its problems; determination of the level of output; prices, monetary theory, government policies and economic growth. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (D3). CAN ECON 2.

**WEEKDAY**

89884	ECON 100	AH	TTh	11:10-12:25	PH-411*	Suzuki	3.0
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**ECON 102 PRINCIPLES OF MICROECONOMICS**

*Prereq: ECON 100.* Recommended: Eligibility for ENGL 836 and MATH 110. The economic system and its problems; the functioning of the market, pricing of products, the determination of wages, international trade. Transfer: UC; CSU (D3). CAN ECON 4.

**WEEKDAY**

80290	ECON 102	AA	TTh	9:35-10:50	PH-411*	Suzuki	3.0
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**EVENING**

80291	ECON 102	JA	W	6:30-9:45	2-2305	Suzuki	3.0
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**ONLINE**

89677	ECON 102	OL	By Arr	48 Hours	ONLINE	Kress	3.0
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ECON 102 OL is taught in an online format. There are four required on-campus meetings for orientation and testing. Mandatory orientation meeting on campus on Saturday, August 22, 11:00 am-12:40 pm, in Room 7110.

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**EDUCATION (EDUC)**

**EDUC 100 INTRODUCTION TO EDUCATION**

Recommended: Eligibility for ENGL 836. History, philosophy and practices of the American system of public and private education from primary grades to the university. Designed for students considering a career in teaching. Transfer: CSU (D3).

**WEEKDAY**

80292	EDUC 100	AA	TTh	11:10-12:25	1-1206	Elia	3.0
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**ELECTRONICS TECHNOLOGY (ELEC)**

**ELEC 110 FUNDAMENTALS OF ELECTRONICS (3)**

Activity based introduction to the fundamentals of DC and AC electrical/electronic circuits. Course covers the basic mathematical laws, terminologies, testing and measuring of simple circuits. Laboratory exercises will emphasize the use of tools, electrical test instruments and measuring devices. Plus one hr/wk by arrangement. Transfer: CSU.

**WEEKDAY**

80293	ELEC 110	AA	TTh	9:10-10:00	2-2108	Staff	3.0
	LAB		TTh	10:10-11:35	2-2108	Staff	

**ELEC 410 INTRODUCTION TO SOLAR INSTALLATION AND INTEGRATION**

Recommended: Completion of ELEC 110 with a grade of C or better, or concurrent enrollment in ELEC 110, or equivalent. An introductory course targeted to junior-level photovoltaic installers to provide a foundation of skills necessary in solar installation. Topics include electrical theory and practice, photovoltaic theory and integration, and solar installation skills. The course is a balance of theory, hands-on practice, and real world examples. Plus a total of 16 lab hours by arrangement. Also listed as ENVS 410. Transfer: CSU.

**WEEKDAY/SATURDAY**

92041	ELEC 410	AX	F	9:00-1:40	2-2108	Thompson	3.5
	LAB		F	1:50-3:15	2-2108	Thompson	
	LAB		Sat	9:00-3:05	3D	Thompson	

ELEC 410 AS will meet on Fridays 8/28-10/16 and on Saturdays 10/10 and 10/17.

**EMERGENCY MEDICAL CARE (EMC.)**

**EMC. 410 EMERGENCY MEDICAL TECHNICIAN B**

*Prereq: Completion of EMC. 425 or a valid Healthcare Provider CPR card.* The first phase of training in the Emergency Medical Technician Career Structure. Covers all techniques of emergency medical care presently considered within the responsibilities of the Emergency Medical Technician. Upon successful completion of the course, students will be eligible to receive EMT-B certification. Students will spend additional time outside of the scheduled class hours to complete the ambulance and hospital rotations. Please obtain important Registration and Course information by visiting the college website at [www.SkylineCollege.edu](http://www.SkylineCollege.edu).

**EVENING/FRIDAY OR SATURDAY**

85109	EMC. 410	JA	Th	5:00-10:05	7-7104	Crawford	7.0
	LAB		F	10:00-4:15	7-7115	Phillips	

85111	EMC. 410	JB	Th	5:00-10:05	7-7104	Crawford	7.0
	LAB		Sat	10:00-4:15	7-7115	Phillips	

**EMC. 425 CPR: HEALTH CARE PROVIDER**

This course will qualify students for CPR certification for health care providers. Includes instruction pertinent to adult, child and infant CPR. *NOTE: A \$10 (cash only) materials charge will be due at the first class meeting. Please purchase AHA Health Care Provider Manual in the College Bookstore prior to class.* May be repeated for credit a maximum of three times. Transfer: CSU.

**EVENING**

87370	EMC. 425	JS	MT	6:00-10:05	7-7115	Miller	0.5
Dates for the JS section: 9/14-9/15							
87371	EMC. 425	KS	MT	6:00-10:05	7-7115	Miller	0.5
Dates for the KS section: 10/19-10/20							
90529	EMC. 425	LS	MT	6:00-10:05	7-7115	Miller	0.5
Dates for the LS section: 12/7-12/8							

**ENGLISH (ENGL)**

(Literature courses are also listed under LITERATURE.)

**ATTENTION STUDENTS**

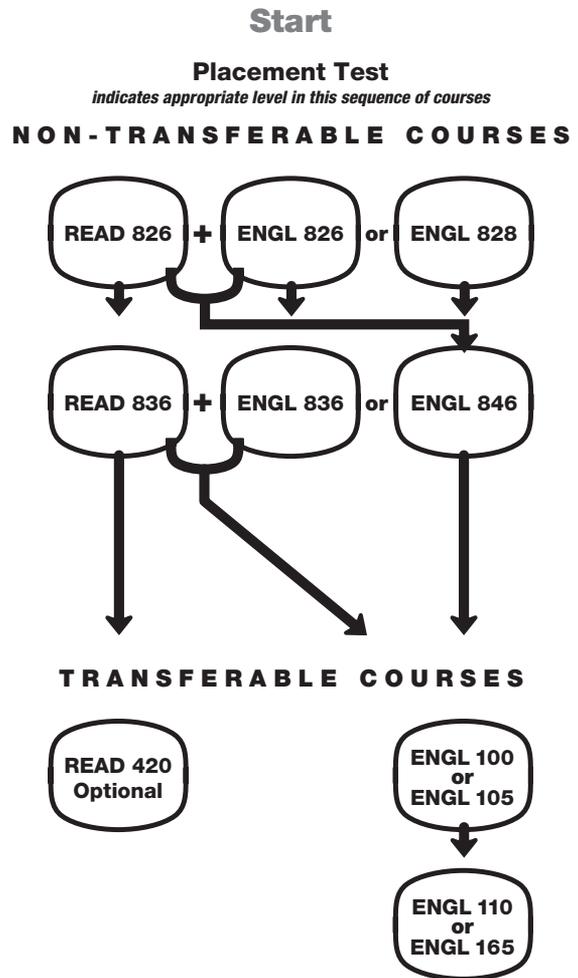
The San Mateo County Community College District uses a computerized prerequisite checking system. The system currently enforces prerequisites for **English 100 – Composition, English 105 – Intensive Composition, English 110 – Composition, Literature and Critical Thinking, English 165 – Critical Thinking and Advanced Composition, English 836 – Writing Development, English 846 – Reading and Writing Connections, and English for Speakers of Other Languages (ESOL) 400 – English Composition for Nonnative Speakers.** If you have **not** met the prerequisites for the courses listed above, you will be blocked from enrolling in that course. If you believe you have met the prerequisite or wish to challenge the course prerequisite, go to [SkylineCollege.edu](http://SkylineCollege.edu) and click on the Registration link for more information and required forms. You may also contact Counseling Services or the Language Arts Division Office at Skyline for information.

**Students are reminded that all prerequisites for courses other than English 100, English 105, English 110, English 165, English 836, English 846, and English for Speakers of Other Languages (ESOL) 400 will continue to be enforced at the first class meeting.**

**ENGL 100 COMPOSITION**

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary.* Writing practice based on a study of the form and content of the essay. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.

**English/Reading Course Sequence**



**WEEKDAY**

90147	ENGL 100	AA	MWF	8:10-9:00	7-7307	Gibson	3.0
84287	ENGL 100	AB	MWF	9:10-10:00	8-8222	Fuller	3.0
80298	ENGL 100	AC	MWF	9:10-10:00	8-8220	Fernandez	3.0
91408	ENGL 100	AD	MWF	9:10-10:00	8-8116	Christensen	3.0
80296	ENGL 100	AF	MWF	10:10-11:00	7-7307	Zollo	3.0
90448	ENGL 100	AG	MWF	10:10-11:00	7-7304	Fernandez	3.0
84289	ENGL 100	AI	MWF	11:10-12:00	8-8220	Westfall	3.0
80297	ENGL 100	AJ	MW	12:10-1:25	8-8220	Zollo	3.0
80295	ENGL 100	AL	TTh	8:10-9:25	8-8118	Sandel	3.0
85832	ENGL 100	AM	TTh	8:10-9:25	8-8220	Christensen	3.0
89856	ENGL 100	AT	TTh	9:35-10:50	7-7307	Bowsher	3.0
85845	ENGL 100	AU	TTh	9:35-10:50	8-8118	Sandel	3.0
80301	ENGL 100	AW	TTh	9:35-10:50	1-1124	Sherman	3.0
86636	ENGL 100	AY	TTh	11:10-12:25	7-7307	Bowsher	3.0
88926	ENGL 100	BA	TTh	11:10-12:25	1-1124	Sherman	3.0

**EVENING**

90536	ENGL 100	JA	TTh	5:30-6:45	8-8319	McClung	3.0
92388	ENGL 100	JB	W	7:00-10:15	8-8220	Mills	3.0
80307	ENGL 100	JC	Th	7:00-10:15	8-8319	McClung	3.0
80304	ENGL 100	JD	Th	7:00-10:15	PH-402*	Orleans	3.0
88947	ENGL 100	JX	T	6:00-9:05	8-8116	Bowsher	3.0

**ENGLISH**

**ENGL 100 COMPOSITION Continued**

**ONLINE**

**91114** ENGL 100 OL By Arr 48 Hours ONLINE Bell 3.0

ENGL 100 OL is offered in an online format. Requires Internet access and email. Instructor email: [bellr@smccd.edu](mailto:bellr@smccd.edu). Orientation meeting on Thursday, August 20, 6:00-7:30 pm, in Room 2117A.

**91932** ENGL 100 OM By Arr 48 Hours ONLINE Bell 3.0

ENGL 100 OM is offered in an online format. Requires Internet access and email. Instructor email: [bellr@smccd.edu](mailto:bellr@smccd.edu). Orientation meeting on Thursday, August 20, 7:35-9:00 pm, in Room 2117A.

**ENGL 100 COMPOSITION – ASTEP**

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. NOTE: This section is designed primarily for students in the ASTEP learning community, but is open to all eligible students. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.*

**WEEKDAY**

**80294** ENGL 100 AQ MWF 8:10-9:00 PH-403\* Vaughns 3.0

**ENGL 100 COMPOSITION – HONORS**

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.*

**EVENING**

**89112** ENGL 100 JH T 6:00-9:05 8-8116 Bowsher 3.0

**ENGL 100 COMPOSITION – HOW YOU ARE SHAPED BY SOCIETY AND HOW SOCIETY IS SHAPED BY YOU HONORS LEARNING COMMUNITY**

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. ENGL 100 AH is part of the How You are Shaped by Society AND How Society is Shaped by You Honors Learning Community with PSYC 300 AH. Students are encouraged to enroll in both ENGL 100 AH and PSYC 300 AH (CRN 91225) to maximize their learning experience and to receive Honors credit in both courses. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.*

**WEEKDAY**

**83877** ENGL 100 AH MWF 10:10-11:00 8-8222 Wong 3.0

**ENGL 100 COMPOSITION – WIT**

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. NOTE: This section is designed primarily for students in the Women in Transition learning community, but is open to all eligible students. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.*

**EVENING**

**80309** ENGL 100 JR W 7:00-10:15 8-8319 McClung 3.0

**ENGL 104 APPLIED ENGLISH SKILLS FOR CULTURAL PRODUCTION – KABABAYAN**

*Recommended: Eligibility for ENGL 836 or equivalent. Designed for students who want to learn critical thinking, reading and writing skills in producing a Pilipino Cultural Night. May be repeated for credit up to a maximum of 9 units. NOTE: This section is open to all students, but is designed primarily for students in the Kababayan learning community. Transfer: CSU.*

**WEEKDAY**

**90453** ENGL 104 AK TTh 2:10-3:25 8-8308 Erpelo 1.0-3.0

**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING**

*Prereq: ENGL 100 or 105 with grade C or better. Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.*

**WEEKDAY**

**89124** ENGL 110 AA MWF 8:10-9:00 8-8222 Fuller 3.0  
**83879** ENGL 110 AB MWF 9:10-10:00 7-7307 Gibson 3.0  
**90449** ENGL 110 AC MWF 11:10-12:00 1-1304 Gibson 3.0  
**80316** ENGL 110 AD MW 12:10-1:25 8-8116 Floro 3.0  
**90457** ENGL 110 AF TTh 9:35-10:50 8-8224 Floro 3.0  
**80318** ENGL 110 AG TTh 9:35-10:50 8-8116 Feinblum 3.0  
**89126** ENGL 110 AI TTh 11:10-12:25 8-8220 Bell 3.0

**EVENING**

**80321** ENGL 110 JA M 7:00-10:15 7-7307 Bell 3.0  
**89858** ENGL 110 JB T 6:00-9:05 8-8220 Tipton 3.0  
**90535** ENGL 110 JC W 6:30-9:45 1-1124 Hunnicutt 3.0  
**92387** ENGL 110 JD Th 6:00-9:15 8-8116 Tindall 3.0  
**84367** ENGL 110 JX W 6:00-9:15 7-7307 Bowsher 3.0

**ONLINE**

**91638** ENGL 110 OL By Arr 48 Hours ONLINE Powers 3.0  
 ENGL 110 OL is offered in an online format. Requires Internet access and email. Instructor email: [powersj@smccd.edu](mailto:powersj@smccd.edu).

**91639** ENGL 110 OM By Arr 48 Hours ONLINE Powers 3.0  
 ENGL 110 OM is offered in an online format. Requires Internet access and email. Instructor email: [powersj@smccd.edu](mailto:powersj@smccd.edu).

**92321** ENGL 110 ON By Arr 48 Hours ONLINE Hibble 3.0  
 ENGL 110 ON is offered in an online format. Requires Internet access and email. Instructor email: [hibblea@smccd.edu](mailto:hibblea@smccd.edu). Orientation meeting on Wednesday, August 19, 6:00-7:00 pm, in Room 2117A.

**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING – HONORS**

*Prereq: ENGL 100 or 105 with grade C or better.* Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. *NOTE: These sections are designed primarily for students in the Honors Transfer Program, but are open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

**WEEKDAY**

89125	ENGL 110	AH TTh	9:35-10:50	8-8222	Harer	3.0
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**EVENING**

90492	ENGL 110	JH W	6:00-9:15	7-7307	Bowsher	3.0
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**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING – KABABAYAN**

*Prereq: ENGL 100 or 105 with grade C or better.* Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. *NOTE: This section is designed primarily for students in the Kababayan learning community, but is open to all eligible students.* Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

**WEEKDAY**

90456	ENGL 110	AK TTh	11:10-12:25	8-8319	Erpelö	3.0
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**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING – PUENTE**

*Prereq: ENGL 100 or 105 with grade C or better.* Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. *NOTE: This section is designed primarily for students in the Puente learning community, but is open to all eligible students.* Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

**WEEKDAY**

90451	ENGL 110	AP MWF	10:10-11:00	7-7303	Lachmayr	3.0
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**ENGL 161 CREATIVE WRITING I**

*Prereq: Eligibility for ENGL 100 or 105, or equivalent.* The craft of writing short stories, sketches, poetry, short dramas and other literary forms. Transfer: UC; CSU (C2). CAN ENGL 6.

**WEEKDAY**

80322	ENGL 161	AX TTh	12:35-1:50	8-8319	Harer	3.0
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**ENGL 162 CREATIVE WRITING II**

*Prereq: Completion of ENGL 161.* Continuation of the craft of writing short stories and poetry. Transfer: UC; CSU.

**WEEKDAY**

80324	ENGL 162	AX TTh	12:35-1:50	8-8319	Harer	3.0
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**ENGL 165 CRITICAL THINKING & ADVANCED COMPOSITION**

*Prereq: ENGL 100 or 105 with grade of C or better.* Course will teach students to use critical thinking, reading, and writing skills through discussion of ideas and a progression of argumentative writing assignments. Transfer: UC; CSU (A3).

**EVENING**

84491	ENGL 165	JX W	6:30-9:45	7-7303	Westfall	3.0
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**ONLINE**

91086	ENGL 165	OL	By Arr	48 Hours	ONLINE	Tindall	3.0
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ENGL 165 OL is offered in an online format. Requires Internet access and email. Instructor email: [tindallr@smccd.edu](mailto:tindallr@smccd.edu). Orientation meeting on Wednesday, August 19, 6:00-8:00 pm, in Room 2117B.

**ENGL 165 CRITICAL THINKING & ADVANCED COMPOSITION – HONORS**

*Prereq: ENGL 100 or 105 with grade of C or better.* Course will teach students to use critical thinking, reading, and writing skills through discussion of ideas and a progression of argumentative writing assignments. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (A3).

**EVENING**

89860	ENGL 165	JH W	6:30-9:45	7-7303	Westfall	3.0
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**ENGL 650 ENGLISH SUPPLEMENT FOR TRIO STUDENTS**

Individualized instruction in reading and writing skills for TRIO/STAARS students based on TRIO English instructor's assessment of each student's reading and writing skills. Open entry. May be repeated for credit up to a maximum of 6 units. (Units do not count toward the Associate Degree.)

**WEEKDAY**

80332	ENGL 650	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Sippel	0.5-3.0
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**ENGL 826 BASIC WRITING SKILLS**

Recommended: Eligibility for READ 826 and ENGL 826 by appropriate scores on college placement tests and other measures as necessary. Students placing in READ 826 and ENGL 826 should enroll in both courses concurrently. Course in basic writing focusing on paragraph and essay organization, sentence skills, and text-based writing. Students will write essays in and out of class and complete assignments to strengthen sentence skills and writing/reading strategies. ENGL 826 prepares students for ENGL 836. *NOTE: Students enrolling in ENGL 826 AA must also enroll in LSKL 826 AA (92355); students enrolling in ENGL 826 AB must also enroll in LSKL 826 AB (92357).* (Units do not count toward the Associate Degree.)

**WEEKDAY**

80349	ENGL 826	AA	MWF	8:10-9:00	8-8118	Drisdell	3.0
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80351	ENGL 826	AB	MWF	11:10-12:00	PH-403*	Vaughns	3.0
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**ENGL 828 BASIC COMPOSITION AND READING**

**NEW!** Recommended: Eligibility for READ 826 and ENGL 826 by appropriate scores on college placement tests and other measures as necessary. Integrates ENGL 826 and READ 826, satisfying requirements for both. Practice in composition and reading based on the study of essays and other reading material. Composition of short essays, with focused work on reading, paragraph development, and sentence structure. (Units do not count toward the Associate Degree.)

**WEEKDAY**

92324	ENGL 828	AA	MWF	10:10-11:35	PH-206B*	Zoughbie	5.0
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92325	ENGL 828	AB	MWF	12:10-1:35	2-2117B	Eadus	5.0
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**EVENING**

92341	ENGL 828	JA	TTh	4:30-6:45	8-8118	Gero Chen	5.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**ENGLISH**

**ENGL 836 WRITING DEVELOPMENT**

*Writing Prereq:* Completion of ENGL 826 or ESOL 840 or 841/842 with a grade of C or better, or appropriate scores on approved college placement test and other measures as necessary. *Reading prereq:* READ 826 with Pass or a grade of C or better, or eligibility for READ 836 on approved college reading placement test, or other measures as necessary. *Corequisite:* Concurrent enrollment in READ 836, if indicated by college placement test. Writing process, from paragraph to essay, prepares students for college-level essay writing, focusing on thesis construction, organization, development, sentence skills, reading and text-based writing. ENGL 836 prepares students for ENGL 100/105. *NOTE:* Students enrolling in ENGL 836 AA must also enroll in LSKL 836 AA (92358); students enrolling in ENGL 836 AB must also enroll in LSKL 836 AB (92360); and students enrolling in ENGL 836 AC must also enroll in LSKL 836 AC (92362).

**WEEKDAY**

80338	ENGL 836	AA	MWF	8:10-9:00	8-8220	Westfall	3.0
80340	ENGL 836	AB	MWF	10:10-11:00	8-8220	Westfall	3.0
89131	ENGL 836	AC	TTh	11:10-12:25	8-8224	Floro	3.0

**ENGL 846 READING AND WRITING CONNECTIONS**

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary.

**WEEKDAY**

91043	ENGL 846	AA	MWF	8:10-9:35	7-7303	Riedel	5.0
90071	ENGL 846	AB	MWF	9:10-10:35	PH-402*	Watson	5.0
89257	ENGL 846	AC	MWF	9:10-10:35	8-8118	Vogel	5.0
89862	ENGL 846	AD	MWF	10:10-11:35	8-8116	Feinblum	5.0
91641	ENGL 846	AF	MWF	11:10-12:35	PH-402*	Lisha	5.0
91396	ENGL 846	AG	MWF	11:10-12:35	8-8118	Vogel	5.0
90442	ENGL 846	AI	Daily	8:10-9:00	8-8116	Feinblum	5.0

**EVENING**

91113	ENGL 846	JA	MW	4:30-6:45	8-8118	Schriner	5.0
92369	ENGL 846	JB	MW	4:30-6:45	5-5132A	Warden	5.0
89881	ENGL 846	JC	TTh	4:30-6:45	5-5132A	Schriner	5.0
91642	ENGL 846	JD	TTh	4:30-6:45	7-7303	Hein	5.0

**ENGL 846 READING AND WRITING CONNECTIONS – ASTEP**

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary. *NOTE:* This section is designed primarily for students in the ASTEP learning community, but is open to all eligible students.

**WEEKDAY**

90073	ENGL 846	AQ	MWF	11:10-12:35	7-7307	Watson	5.0
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**ENGL 846 READING AND WRITING CONNECTIONS – KABABAYAN**

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary. *NOTE:* This section is designed primarily for students in the Kababayan learning community, but is open to all eligible students.

**WEEKDAY**

89512	ENGL 846	AK	MWF	10:10-11:35	8-8319	Erpele	5.0
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**ENGL 846 READING AND WRITING CONNECTIONS – PUENTE**

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary. *NOTE:* This section is designed primarily for students in the Puente learning community, but is open to all eligible students.

**WEEKDAY**

89258	ENGL 846	AP	MWF	11:10-12:35	7-7303	Lachmayr	5.0
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**ENGL 846 READING AND WRITING CONNECTIONS – SCHOLAR-ATHLETE LEARNING COMMUNITY**

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary. *NOTE:* These sections are designed primarily for students in the Scholar-Athlete learning community, but are open to all eligible students.

**WEEKDAY**

90075	ENGL 846	AE	Daily	11:10-12:00	2-2117A	Eadus	5.0
91640	ENGL 846	BE	MWF	9:10-10:35	2-2117A	Eadus	5.0

**ENGL 875 ENGLISH GRAMMAR**

Review of English grammar with emphasis on practicing standard English skills and correctness for use in academic papers. Appropriate for all levels of English. May be repeated once for credit. (Units do not count toward the Associate Degree.)

**WEEKDAY**

90458	ENGL 875	AA	TTh	9:35-10:50	7-7303	Westfall	3.0
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**LIT. 225 MIRRORS OF TODAY: CONTEMPORARY POETRY**

*Prereq: ENGL 100 or ENGL 105.* This course, by situating major examples of this poetry in the relevant social, intellectual and critical contexts, clarifies the meaning and methods of contemporary poetry. Transfer: UC; CSU (C2).

**WEEKDAY**

92332	LIT. 225	AX TTh	11:10-12:25	8-8222	Lachmayr	3.0
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**LIT. 225 MIRRORS OF TODAY: CONTEMPORARY POETRY – HONORS**

*Prereq: ENGL 100 or ENGL 105.* This course, by situating major examples of this poetry in the relevant social, intellectual and critical contexts, clarifies the meaning and methods of contemporary poetry. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

92572	LIT. 225	AH TTh	11:10-12:25	8-8222	Lachmayr	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION**

*Prereq: ENGL 100 or 105, or equivalent.* This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. Transfer: UC; CSU (C2).

**EVENING**

92345	LIT. 373	JX M	7:00-10:15	8-8116	Feinblum	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION – HONORS**

*Prereq: ENGL 100 or 105, or equivalent.* This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**EVENING**

92346	LIT. 373	JH M	7:00-10:15	8-8116	Feinblum	3.0
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**LIT. 432 FOLKLORE**

*Prereq: ENGL 100 or 105, or equivalent.* A lively study of folk tales, legends, beliefs, superstitions, proverbs, mythology, folk life, folk speech, folk songs, lyrics, folk epics, and their influence in the literature and culture that form our heritage. Transfer: UC; CSU (C2).

**ONLINE**

92333	LIT. 432	OL By Arr	48 Hours	ONLINE	Hibble	3.0
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LIT. 432 OL is offered in an online format. Requires Internet access and email. Instructor email: [hibblea@smccd.edu](mailto:hibblea@smccd.edu). Orientation meeting on Wednesday, August 19, 7:05-8:00 pm, in Room 2117A.



## For help getting started at Skyline!

Nonnative speakers of English can get assistance with understanding and navigating the college experience. The English Language Institute provides service in:

- helping students understand the ESOL courses offered at Skyline College
- directing students to services using translation and information in primary languages
- informing students about what services they may qualify to receive
- coordinating counseling and career planning for nonnative speakers
- finding creative solutions to barriers such as transportation, child care, and financial aid
- building workplace English through a language course
- assisting second-language speakers interested in the Vocational/Technical fields to prepare adequately for study.

**Contact: Leigh Anne Sippel,  
650-738-7089 or [skyeli@smccd.edu](mailto:skyeli@smccd.edu)**

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

# ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

## ESOL 400 ENGLISH COMPOSITION FOR NONNATIVE SPEAKERS

*Prereq:* Satisfactory completion (grade of C or better) of ESOL 840, or 841 and 842, or 864 and 874, or equivalent; or appropriate skill level as indicated by ESL placement test and other measures as necessary. Advanced practice in writing English for nonnative speakers. Emphasis on composing clear, coherent, logical essays. **NOTE:** Students enrolling in ESOL 400 JB must also enroll in LSKL 400 JB (92407). Transfer: UC; CSU.

**WEEKDAY**

80330	ESOL 400	AA	MWF	9:10-10:35	PH-403*	Frasca	5.0
89128	ESOL 400	AB	Daily	10:10-11:00	PH-401*	Hertig	5.0

**EVENING**

89130	ESOL 400	JA	MW	4:30-6:45	8-8220	Craigie	5.0
91643	ESOL 400	JB	MW	6:00-8:15	8-8317	Connors	5.0
84396	ESOL 400	JC	TTh	4:30-6:45	7-7307	Thompson	5.0

## ESOL 655 ENGLISH AS A SECOND LANGUAGE SUPPLEMENT

Recommended: Concurrent enrollment in another ESOL course. Provides assistance for ESL students in communication skills, including reading, writing, listening and speaking. Students may drop in when The Learning Center is open for one-on-one tutoring, software, English practice groups, and faculty-taught workshops. Phone-in/online tutoring may be available. May be repeated for credit up to a maximum of 6 units. Open entry. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91263	ESOL 655	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Sippel	0.5-3.0
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## ESOL 802 PRE-INTERMEDIATE CONVERSATIONAL ENGLISH

Recommended: Eligibility for ESOL 820 or equivalent. Pre-intermediate English speakers eligible for ESOL 820 will increase fluency, flexibility and accuracy in conversational standard English and will develop an understanding of and appreciation for American culture. May be repeated for credit a maximum of three times. **NOTE:** This course will be held at the Community Learning Center, 520 Tamarack Lane, South San Francisco. (Units do not count toward the Associate Degree.)

**EVENING**

91176	ESOL 802	JZ	M	6:15-8:15	CLC	Frasca	2.0
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## ESOL 830 ENGLISH FOR SPEAKERS OF OTHER LANGUAGES III

Recommended: Satisfactory completion of ESOL 820 or both 821 and 822, or appropriate skill level as indicated by ESL placement test and other measures as necessary. This course is for advanced students who have studied the grammatical structures in ESOL 820 or 821 and 822 and have acquired conversational fluency and basic reading and writing skills. Emphasis is on critical reading, sentence combining, oral exchange, and paragraph writing. (Units do not count toward the Associate Degree.)

**WEEKDAY**

85321	ESOL 830	AA	MWF	8:10-9:50	8-8308	Nicol	6.0
			TTh	8:10-9:25	8-8308	Nicol	

## ESOL Program Sequence and Supplemental Courses

Start

**Placement Test**

indicates appropriate level in this sequence of courses

Recommended Supplemental Courses (for each level) **non-transferable, not part of sequence**



**Level 1**  
ESOL 801 Basic Conversational English



**Level 2**  
ESOL 802 Pre-Intermediate Conversational English



**Level 3**  
ESOL 655 ESL Supplement (self-paced lab course)  
ESOL 853 Intermediate Listening & Speaking



**Level 4**  
ESOL 655 ESL Supplement (self-paced lab course)  
ESOL 854 High-Intermediate Listening & Speaking

**TRANSFERABLE COURSES**



**Level 5 and beyond**  
ESOL 875 Advanced ESL Grammar & Editing



## ESOL 840 ENGLISH FOR SPEAKERS OF OTHER LANGUAGES IV

Recommended: Satisfactory completion of ESOL 830 or both 831 and 832, or appropriate skill level as indicated by ESL placement test and other measures as necessary. This course is for advanced learners who have studied the grammatical structures, reading skills, and elements of paragraph writing in ESOL 830 or 831 and 832. Emphasis is on thematic reading, discussion, and writing from paragraph to essays, supplemented by exercises in proofreading. (Units do not count toward the Associate Degree.)

**WEEKDAY**

85323	ESOL 840	AA	MWF	8:10-9:50	PH-401*	OConnell	6.0
			TTh	8:10-9:25	PH-401*	OConnell	
85324	ESOL 840	AB	MWF	11:10-12:50	8-8308	Nicol	6.0
			TTh	11:10-12:25	8-8308	Nicol	

**ESOL 852 PRE-INTERMEDIATE ESL LISTENING & SPEAKING**

Recommended: Satisfactory completion of ESOL 810, or both 811 and 812, or ESOL 851, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to complete or enroll concurrently in ESOL 862 and ESOL 872. Development of listening comprehension and oral proficiency at the pre-intermediate level of English. Focus on comprehension of modified English and vocabulary in context, clear production of words and phrases, and continued development in oral fluency in English. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91791	ESOL 852	AA	MWF	9:10-10:00	8-8224	Sippel	3.0
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**ESOL 853 INTERMEDIATE ESL LISTENING & SPEAKING**

**NEW!** Recommended: Satisfactory completion of ESOL 820, or both 821 and 822, or ESOL 852, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to complete or enroll concurrently in ESOL 863 and ESOL 873. Development of listening comprehension and oral proficiency at the intermediate level of English. Focus on note-taking, aural comprehension, and development of oral proficiency in English. (Units do not count toward the Associate Degree.)

**WEEKDAY**

92392	ESOL 853	AA	MWF	10:10-11:00	2-2305	Carey	3.0
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**ESOL 861 HIGH-BEGINNING ESL READING AND WRITING**

Recommended: Appropriate skill level of ESOL 810 or ESOL 811, as indicated by ESL placement test and other measures as necessary. Development of reading and writing skills at the high-beginning level of English acquisition. Reading strategies, fluency, vocabulary, comprehension, and sentence and short paragraph writing. (Units do not count toward the Associate Degree.)

**EVENING**

91181	ESOL 861	JA	TTh	7:25-9:15	8-8317	Lamarre	4.0
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**ESOL 862 PRE-INTERMEDIATE ESL READING & WRITING**

Recommended: Satisfactory completion of ESOL 810, or both 811 and 812, or ESOL 861, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to complete or enroll concurrently in ESOL 852 and ESOL 872. Development of reading and writing skills at the pre-intermediate level of English acquisition. Reading strategies, fluency, vocabulary, comprehension, sentence skills, and short paragraph writing. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91792	ESOL 862	AA	MW	10:10-11:50	8-8224	Rivera	4.0
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English for Speakers of Other Languages

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- Make your English professional and powerful
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- Advocate for your family in English
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or [beringer@smccd.edu](mailto:beringer@smccd.edu)

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**ENGLISH FOR SPEAKERS OF OTHER LANGUAGES > ENVIRONMENTAL SCIENCE AND TECHNOLOGY**

**ESOL 863 INTERMEDIATE ESL READING & WRITING**

Recommended: Satisfactory completion of ESOL 820, or both 821 and 822, or ESOL 862, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to enroll concurrently in ESOL 853 and ESOL 873. Development of reading and writing skills at the intermediate level of English acquisition. Reading strategies, fluency, vocabulary, comprehension, and paragraph writing. (Units do not count toward the Associate Degree.)

**EVENING**

91788 ESOL 863 JA MW 7:25-9:15 1-1202 Lerman 4.0

**ESOL 871 HIGH-BEGINNING ESL GRAMMAR**

Recommended: Appropriate skill level as indicated by ESL placement test and other measures as necessary. Development of sentence variety and grammatical and mechanical accuracy of standard spoken and written English at the high-beginning level. *NOTE: ESOL 871 SZ (91184) will be held at the Community Learning Center, 520 Tamarack Lane, South San Francisco.* (Units do not count toward the Associate Degree.)

**EVENING**

91645 ESOL 871 JA TTh 6:00-7:15 8-8317 Lamarre 3.0

**SATURDAY**

91184 ESOL 871 SZ Sat 9:30-12:35 CLC Craigie 3.0

**ESOL 872 PRE-INTERMEDIATE ESL GRAMMAR**

Recommended: Satisfactory completion of ESOL 810, or both ESOL 811 and 812, or ESOL 871, or appropriate skill level as indicated by ESL placement test and other measures as necessary, or equivalent. Development of sentence variety and grammatical and mechanical accuracy of standard spoken and written English at the pre-intermediate level. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91790 ESOL 872 AA TTh 8:10-9:25 8-8224 Hertig 3.0

**ESOL 873 INTERMEDIATE ESL GRAMMAR**

Recommended: Satisfactory completion of ESOL 820, or both ESOL 821 and 822, or ESOL 872, or appropriate skill level as indicated by ESL placement test and other measures as necessary, or equivalent. Development of sentence variety and grammatical and mechanical accuracy of standard spoken and written English at the intermediate level. (Units do not count toward the Associate Degree.)

**EVENING**

91789 ESOL 873 JA MW 6:00-7:15 1-1202 Lerman 3.0

**ESOL 875 ADVANCED ESL GRAMMAR AND EDITING**

Recommended: Eligibility for ESOL 400, or completion of ESOL 840, or both ESOL 841 and ESOL 842, or ESOL 874, or appropriate skill level as indicated by ESL placement test and other measures as necessary, or equivalent. ESL students learn grammar and editing strategies for academic writing. This course assumes advanced study of ESL up to the reading and writing level of ESOL 400. May be repeated once for credit. (Units do not count toward the Associate Degree.)

**WEEKDAY**

90462 ESOL 875 AA MWF 11:10-12:00 PH-401\* Frasca 3.0

**ESOL 880SA WORKPLACE ENGLISH FOR SPEAKERS OF OTHER LANGUAGES**

**NEW!** Professional greetings, dress and customs, conversation, customer service, and other skills to work successfully in an office environment. Practice in staffing a professional office. Plus 2 hrs/wk by arrangement. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

**WEEKDAY**

92471 ESOL 880SA AA TTh 9:35-10:50 8-8317 Warden 3.0

**ENVIRONMENTAL SCIENCE AND TECHNOLOGY (ENVS)**

**ENVS 410 INTRODUCTION TO SOLAR INSTALLATION AND INTEGRATION**

**NEW!** Recommended: Completion of ELEC 110 with a grade of C or better, or concurrent enrollment in ELEC 110, or equivalent. An introductory course targeted to junior-level photovoltaic installers to provide a foundation of skills necessary in solar installation. Topics include electrical theory and practice, photovoltaic theory and integration, and solar installation skills. The course is a balance of theory, hands-on practice, and real world examples. Plus a total of 16 lab hours by arrangement. Also listed as ELEC 410. Transfer: CSU.

**WEEKDAY/SATURDAY**

92571 ENVS 410 AX F 9:00-1:40 2-2108 Thompson 3.5  
 LAB F 1:50-3:15 2-2108 Thompson  
 LAB Sat 9:00-3:05 3D Thompson

ENVS 410 AX will meet on Fridays 8/28-10/16 and on Saturdays 10/10 and 10/17.

**ENVS 665SA SOLAR SYSTEMS FOR THE CONSUMER**

**NEW!** Make the move to renewable solar energy. Class covers basic principles of photovoltaics and solar thermal, rebates, and discusses individual energy savings. May be repeated once for credit. Transfer: CSU.

**EVENING**

92541 ENVS 665SA JS Th 6:00-10:00 7-7109 Staff 0.5  
 Dates for ENVS 665SA JS: 9/17-9/24

**ENVS 665SB CAREERS IN GREEN AND SUSTAINABLE INDUSTRIES**

**NEW!** Join the new green workforce. Green careers are not limited to those in alternative energy. Career choices include sales, finance, sustainable farming, wildlife restoration, and so much more. Find out how to green your present career. May be repeated once for credit. Transfer: CSU.

**EVENING**

92557 ENVS 665SB KS Th 6:00-10:00 7-7109 Staff 1.0  
 Dates for ENVS 665SB KS: 9/30-10/21

*\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.*

## New Environmental Science and Technology Program



# Solar Installation Certificate

**Unique program:** Skyline's new and innovative Environmental Science and Technology program was developed in response to the demand for students to have a greater understanding of environmental issues, and the need to develop and educate a new workforce in green jobs (Junior Installers begin at \$19-\$20/hr).

**Real-world skills:** ENVS 410 is the core course in the Solar Installation Certificate program. Graduates find work with local solar companies. The new solar classroom, located in 3D, gives students the required hands-on experience.

### Career Certificate in Solar Installation and Integration

*The program continues to add classes. Interested students should visit the college website for additional offerings.*

[www.SkylineCollege.edu](http://www.SkylineCollege.edu)

**Contact: Science, Math, Technology Division  
(650) 738-4221**

## ETHNIC AND CULTURAL DIVERSITY

(Courses in this section meet the Ethnic and Cultural Diversity requirement for the Associate Degree.)

### ANTH 110 CULTURAL ANTHROPOLOGY

Recommended: Eligibility for ENGL 100, 105 or equivalent. A comparative analysis of human cultures with an emphasis on core concepts such as kinship, religion, politics, technology, and an appreciation of our societal variability. Transfer: UC; CSU (D3). CAN ANTH 4.

#### WEEKDAY

80022	ANTH 110	AA	MWF	11:10-12:00	1-1206	Slicton	3.0
90581	ANTH 110	AB	TTh	9:35-10:50	PH-412*	Slicton	3.0

#### EVENING

89534	ANTH 110	JA	Th	6:30-9:45	7-7110	Ulloa	3.0
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### ANTH 125 PHYSICAL ANTHROPOLOGY

Recommended: Eligibility for ENGL 100, 105 or equivalent. Biological consideration of the origin, development, and potential survival of humans and other primates, including concepts of evolution. Transfer: UC; CSU (B2). CAN ANTH 2.

#### EVENING

85702	ANTH 125	JA	W	7:00-10:15	7-7110	Popek	3.0
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### ANTH 125 PHYSICAL ANTHROPOLOGY – EVOLUTION, DISEASE AND YOU LEARNING COMMUNITY

Recommended: Eligibility for ENGL 100, 105 or equivalent. Biological consideration of the origin, development, and potential survival of humans and other primates, including concepts of evolution. *NOTE: ANTH 125 AA is part of the Evolution, Disease and You Learning Community with SOCI 201 AA. Students are encouraged to enroll in both ANTH 125 AA and SOCI 201 AA (CRN 90585) to maximize their learning experience.* Transfer: UC; CSU (B2). CAN ANTH 2.

#### WEEKDAY

90208	ANTH 125	AA	MWF	10:10-11:00	7-7110	Slicton	3.0
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### ANTH 155 HUMAN PREHISTORY AND THE RISE OF CIVILIZATION

Recommended: Eligibility for ENGL 100, 105 or equivalent. A study of the world's first civilizations, including those of Mesopotamia, Egypt, India, China, Europe, Central America, and South America. Transfer: UC; CSU (D3).

#### WEEKDAY

92444	ANTH 155	AA	MWF	10:10-11:00	1-1206	Cecil	3.0
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### ANTH 165 SEX AND GENDER: CROSS-CULTURAL PERSPECTIVES

Recommended: Eligibility for ENGL 100, 105 or equivalent. A survey of cross-cultural factors influencing human sexuality, gender roles and identity. The course emphasizes non-Western cultures, including Asian, African and the Indigenous Americas. Transfer: UC; CSU (D3).

#### WEEKDAY

90094	ANTH 165	AA	TTh	11:10-12:25	PH-412*	Slicton	3.0
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### ANTH 180 MAGIC, WITCHCRAFT & RELIGION

Recommended: Eligibility for ENGL 100, 105 or equivalent. A cross-cultural exploration of supernatural belief systems focusing on non-literate, tribal, and ethnic cultures; history and methods of the anthropological approach to religion. Transfer: UC; CSU (D3).

#### WEEKDAY

90582	ANTH 180	AA	MW	12:10-1:25	1-1206	Slicton	3.0
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## Interdisciplinary Studies



# New Program: Interdisciplinary Studies

Replaces Liberal Arts and  
University Studies majors

### Program:

Skyline offers an Associate of Arts Degree in Interdisciplinary Studies with an area of emphasis in Arts & Humanities, Letters & Science, Organizational Structures, Social and Behavioral Sciences, Social and Natural Sciences, Social and Personal Development, or Health and Physical Education.

### Course requirements:

60 semester units

### Designed for:

- Students who are interested in teaching, law, business and a variety of other fields
- Students who are pursuing broad areas of study and exploration (7 areas of emphasis are provided so that the student may customize the degree to meet her or his goals)

Contact: One Stop Student Information Center  
Phone (650) 738-4465

### ART 105 ART OF ASIA & THE NEAR EAST

Recommended: Eligibility for ENGL 836. Survey of Asian art with emphasis on cultural aesthetic ideals including visual appreciation of the creation of the art object and art form. Transfer: UC; CSU (C1).

#### WEEKDAY

80028	ART 105	AA	MWF	9:10-10:00	1-1111	Staff	3.0
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### BUS. 226 GLOBAL BUSINESS NEGOTIATION

Recommended: Eligibility for ENGL 836 or equivalent. This course introduces the skills necessary to conduct successful negotiations. It will focus on strategies, issues and cultural aspects that influence negotiations. Transfer: CSU.

#### ONLINE

89263	BUS. 226	OL	By Arr	24 Hours	ONLINE	Pate	1.5
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Dates for BUS. 226 OL: 10/26-12/14

BUS. 226 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 5:30 to 6:00 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

### ECE. 214 CHILD-PARENT RELATIONS

Emotional, social, intellectual and physical development of children with an emphasis on a multicultural approach to parent-child relations, diversity of family systems in today's society, and how these influence the developing child. Also listed as FCS 213. Transfer: CSU (E1).

#### WEEKDAY

87268	ECE. 214	AX	TTh	11:10-12:25	3C	Muller Moseley	3.0
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#### EVENING

87306	ECE. 214	JX	W	7:00-10:15	8-8117	Heldberg	3.0
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### ECE. 272 CULTURAL DIVERSITY IN EARLY CHILDHOOD EDUCATION

In-depth exploration of cultural diversity in early childhood settings. Students will develop skills needed to provide culturally sensitive care to young children from a variety of family backgrounds. Topics will include cultural diversity, gender differences, disability, gay and lesbian families, and bilingualism. Transfer: CSU.

#### EVENING

88279	ECE. 272	JA	T	4:00-6:50	8-8213	Floor	3.0
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### ECE. 273 SUPPORTING YOUNG BILINGUAL LEARNERS

Recommended: Satisfactory completion of ECE./PSYC 201 and ECE. 211, or equivalent. Focus on practical and research-based strategies for supporting dual language learners in developing a strong literacy base in both English and their home languages. Transfer: CSU.

#### SATURDAY

91685	ECE. 273	SS	Sat	9:00-5:00	8-8222	Ansari	1.0
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ECE. 273 SS will meet on the following dates: 10/3 and 10/24

### ENGL 104 APPLIED ENGLISH SKILLS FOR CULTURAL PRODUCTION – KABABAYAN

Recommended: Eligibility for ENGL 836 or equivalent. Designed for students who want to learn critical thinking, reading and writing skills in producing a Pilipino Cultural Night. May be repeated for credit up to a maximum of 9 units. *NOTE: This section is open to all students, but is designed primarily for students in the Kababayan learning community.* Transfer: CSU.

#### WEEKDAY

90453	ENGL 104	AK	TTh	2:10-3:25	8-8308	Erpelo	1.0-3.0
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**FASH 119 CLOTHING, CULTURE AND SOCIETY**

Recommended: Eligibility for ENGL 836. Study of bodily adornment in terms of cultural, ethnic, historical, sociological, psychological and economic considerations. Comparison will be made of various cultures and subcultures. Also listed as FCS 119. Transfer: CSU (C1).

**WEEKDAY**

80377	FASH 119	AX	MWF	9:10-10:00	3C	Nuschy	3.0
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**FCS 119 CLOTHING, CULTURE AND SOCIETY**

Recommended: Eligibility for ENGL 836. Study of bodily adornment in terms of cultural, ethnic, historical, sociological, psychological and economic considerations. Comparison will be made of various cultures and subcultures. Also listed as FASH 119. Transfer: CSU (C1).

**WEEKDAY**

88354	FCS 119	AX	MWF	9:10-10:00	3C	Nuschy	3.0
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**FCS 213 CHILD-PARENT RELATIONS**

Recommended: Eligibility for ENGL 836. Emotional, social, intellectual, and physical development of children; emphasis on parent-child relations, role changes, alternative families, health issues. Also listed as ECE. 214. Transfer: CSU (E1). CAN FCS 14.

**WEEKDAY**

88325	FCS 213	AX	TTh	11:10-12:25	3C	Muller Moseley	3.0
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**EVENING**

88324	FCS 213	JX	W	7:00-10:15	8-8117	Heldberg	3.0
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**HIST 104 WORLD CIVILIZATIONS I**

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A global and historical survey of world civilizations from ancient times to 1500. Political, social, cultural and economic issues will be discussed. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

89213	HIST 104	AA	TTh	11:10-12:25	1-1219B	Wong	3.0
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**HIST 235 HISTORY OF ETHNIC GROUPS IN THE UNITED STATES**

Recommended: Completion of ENGL 100. A survey of the social, economic and political history of ethnic groups in the United States, with particular emphasis on minority communities. The Honors section is conducted in seminar format, with emphasis on student interaction and primary research. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1).

**WEEKDAY**

92422	HIST 235	AA	TTh	12:35-1:50	8-8213	Ulloa	3.0
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**HIST 240 HISTORY OF ETHNIC GROUPS IN CALIFORNIA**

Recommended: Eligibility for ENGL 836. A survey of the social, economic and political history of ethnic groups in California, with particular emphasis on minority communities. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D2a).

**WEEKDAY**

90624	HIST 240	AA	TTh	8:10-9:25	1-1219B	Wong	3.0
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80453	HIST 240	AB	MW	12:10-1:25	1-1304	Wong	3.0
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**EVENING**

80454	HIST 240	JA	T	6:30-9:35	2-2305	Wright Jr	3.0
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84324	HIST 240	JB	W	6:30-9:45	1-1219B	Reidy	3.0
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**HIST 420 SURVEY OF LATIN AMERICAN HISTORY**

Recommended: Eligibility for ENGL 836. Survey of Latin American history including geography, indigenous peoples, early contact with Europeans, conquest, struggle for independence, and development of modern Latin American nations. Transfer: UC; CSU (C2).

**WEEKDAY**

84868	HIST 420	AA	TTh	9:35-10:50	2-2305	Buckingham	3.0
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**HIST 430 EARLY ASIAN CIVILIZATIONS**

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A historical and cultural survey of East Asia, South Asia, Southeast Asia, the Middle East, and the Philippines from their origins to the 18th Century. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91674	HIST 430	AA	MWF	11:10-12:00	1-1219B	Wong	3.0
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**HIST 435 HISTORY OF THE PHILIPPINES – KABABAYAN**

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A historical and cultural survey of the Philippines from its origins to the present. *NOTE: This section is open to all students, but is designed primarily for students in the Kababayan learning community.* Transfer: UC; CSU (C2, D3).

**WEEKDAY**

89212	HIST 435	AK	TTh	11:10-12:25	8-8213	Bolick	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION**

*Prereq: ENGL 100 or 105, or equivalent.* This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. Transfer: UC; CSU (C2).

**EVENING**

92345	LIT. 373	JX	M	7:00-10:15	8-8116	Feinblum	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION – HONORS**

*Prereq: ENGL 100 or 105, or equivalent.* This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**EVENING**

92346	LIT. 373	JH	M	7:00-10:15	8-8116	Feinblum	3.0
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**MUS. 250 WORLD MUSIC**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Survey of selected listening and readings from the music of Asia, Southeast Asia, Pacific Islands, Americas, Africa, and the Middle East. Required concert attendance. Transfer: UC; CSU (C1).

**WEEKDAY**

80604	MUS. 250	AA	MWF	10:10-11:00	1-1111	Hansen	3.0
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**EVENING**

91116	MUS. 250	JA	Th	7:00-10:15	1-1111	Redding Lapuz	3.0
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**MUS. 420 TRADITIONAL KULINTANG MUSIC – KABABAYAN**

An introduction to the theory and performance of the traditional bronze gone music and dance of the Southern Philippines. Performance required. Plus two hrs/wk by arrangement. May be repeated for credit a maximum of three times. *NOTE: This section is open to all students, but is designed primarily for students in the Kababayan learning community.* Transfer: CSU.

**WEEKDAY**

91104	MUS. 420	AK	TTh	12:35-2:05	1-1115	Kalanduyan	2.0
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## ETHNIC AND CULTURAL DIVERSITY &gt; FAMILY AND CONSUMER SCIENCES

**PHIL 300 INTRODUCTION TO WORLD RELIGIONS – HONORS**

Recommended: Eligibility for ENGL 100 or ENGL 105. Comparison of the beliefs and practices of major Eastern and Western religions. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors-level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

91289	PHIL 300	AH TTh	8:10-9:25	1-1107	Bestock	3.0
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**SOCI 141 RACE & ETHNICITY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Interdisciplinary study of varied racial and cultural aspects of American society. Role of minority groups; nature of prejudice. Field investigations required. Transfer: UC; CSU (D3).

**WEEKDAY**

89273	SOCI 141	AA TTh	8:10-9:25	8-8213	Moynihan	3.0
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**SOCI 201 SOCIOLOGY OF HEALTH AND MEDICINE – EVOLUTION, DISEASE AND YOU LEARNING COMMUNITY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Interdisciplinary study of the history of health care, disease and medicine as a social institution. Includes health care reform, technology, ethical issues, and cross-cultural perspectives. *NOTE: SOCI 201 AA is part of the Evolution, Disease and You Learning Community with ANTH 125 AA. Students are encouraged to enroll in both SOCI 201 AA and ANTH 125 AA (CRN 90208) to maximize their learning experience.* Transfer: CSU (D3).

**WEEKDAY**

90585	SOCI 201	AA MWF	9:10-10:00	7-7110	Moynihan	3.0
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**SOCI 432 CHINESE CULTURE AND SOCIETY**

**NEW!** Recommended: Eligibility for ENGL 100 or 105, or equivalent. A study of Chinese culture and society. The study will use translated literary and cultural documents created relevant to China. A study of Chinese culture and society is encouraged as a means of acquiring a broad comparative perspective. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91866	SOCI 432	AA TTh	12:35-1:50	7-7110	Moynihan	3.0
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**SPCH 150 INTERCULTURAL COMMUNICATION**

Recommended: Completion of or concurrent enrollment in ESOL 400 or 836. Designed for students from all cultural backgrounds. Study of basic theory and skills of intercultural communication. Emphasis is given to empathy building for communicating effectively in a diverse social and professional environment. Transfer: UC; CSU (A1).

**WEEKDAY**

84823	SPCH 150	AA TTh	11:10-12:25	7-7303	Staff	3.0
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**EVENING**

84916	SPCH 150	JA T	7:00-10:05	5-5132A	Mair	3.0
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**SPCH 150 INTERCULTURAL COMMUNICATION – ASTEP**

Recommended: Completion of or concurrent enrollment in ESOL 400 or 836. Designed for students from all cultural backgrounds. Study of basic theory and skills of intercultural communication. Emphasis is given to empathy building for communicating effectively in a diverse social and professional environment. *NOTE: This section is designed primarily for students in the ASTEP learning community, but is open to all students.* Transfer: UC; CSU (A1).

**WEEKDAY**

89188	SPCH 150	AQ MWF	10:10-11:00	1-1124	Taylor-Gulbransen	3.0
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**FAMILY AND CONSUMER SCIENCES (FCS)****FCS 119 CLOTHING, CULTURE AND SOCIETY**

Recommended: Eligibility for ENGL 836. Study of bodily adornment in terms of cultural, ethnic, historical, sociological, psychological and economic considerations. Comparison will be made of various cultures and subcultures. Also listed as FASH 119. Transfer: CSU (C1).

**WEEKDAY**

88354	FCS 119	AX MWF	9:10-10:00	3C	Nuschy	3.0
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**FCS 212 CHILD, FAMILY AND COMMUNITY**

Recommended: Eligibility for ENGL 836. Patterns of family living, roles, interaction of family members; factors affecting family life; community resources; a cross-cultural approach. Also listed as ECE. 212. Transfer: UC; CSU (D3). CAN FCS 14.

**WEEKDAY**

88323	FCS 212	AX TTh	12:35-1:50	8-8306	Floor	3.0
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**EVENING**

88322	FCS 212	JX Th	7:00-10:15	8-8302	Genevro	3.0
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**FCS 213 CHILD-PARENT RELATIONS**

Recommended: Eligibility for ENGL 836. Emotional, social, intellectual, and physical development of children; emphasis on parent-child relations, role changes, alternative families, health issues. Also listed as ECE. 214. Transfer: CSU (E1). CAN FCS 14.

**WEEKDAY**

88325	FCS 213	AX TTh	11:10-12:25	3C	Muller Moseley	3.0
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**EVENING**

88324	FCS 213	JX W	7:00-10:15	8-8117	Heldberg	3.0
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**FCS 310 NUTRITION**

Recommended: Eligibility for ENGL 836. Basic concepts of nutrition; role of nutrients in maintenance of life processes, utilization of food by body, personal nutrition evaluation, community nutrition education. Transfer: UC; CSU (E1). CAN FCS 2.

**WEEKDAY**

88326	FCS 310	AA TTh	9:35-10:50	3C	Muller Moseley	3.0
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88328	FCS 310	AB TTh	12:35-1:50	3C	Muller Moseley	3.0
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**EVENING**

88329	FCS 310	JA T	6:00-9:15	3C	Muller Moseley	3.0
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91296	FCS 310	JB W	6:30-9:45	8-8306	Whitney	3.0
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**FCS 311 CHILDREN'S NUTRITION**

Recommended: Eligibility for ENGL 836. This course is designed to assist parents of young children to develop an understanding of how nutrition contributes to mental and physical growth. The student will learn ways to teach these principles to young children. There will be simple food preparation techniques and an examination of current literature. Transfer: CSU.

**EVENING**

88330	FCS 311	JX Th	4:00-6:50	3C	Muller Moseley	1.0
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Dates for FCS 311 JX: 8/20-9/24

**FCS 690 SPECIAL PROJECTS IN FAMILY & CONSUMER SCIENCES**

Recommended: Eligibility for ENGL 836. One hour of supervised work per week per unit. Transfer: CSU.

**WEEKDAY**

88356	FCS 690	AV By Arr	1-3 Hrs/Wk	2-2315	Muller Moseley	1.0-3.0
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## FASHION MERCHANDISING (FASH)

### FASH 117 CREATING A PERSONAL IMAGE

Designed to aid students in adapting a fashion appearance appropriate for professional and personal care. Emphasis on selection of wardrobe and accessories, cosmetics, nutrition, and exercise. Transfer: CSU. CAN FCS 20.

**EVENING**

80375 FASH 117 JA W 6:30-9:45 8-8204 Newcome 3.0

### FASH 119 CLOTHING, CULTURE AND SOCIETY

Recommended: Eligibility for ENGL 836. Study of bodily adornment in terms of cultural, ethnic, historical, sociological, psychological and economic considerations. Comparison will be made of various cultures and subcultures. Also listed as FCS 119. Transfer: CSU (C1).

**WEEKDAY**

80377 FASH 119 AX MWF 9:10-10:00 3C Nuschy 3.0

### FASH 151 FASHION MERCHANDISING

Recommended: Eligibility for ENGL 836. Exploration of the ready-to-wear and couture industry in relation to manufacture and retail operations; career opportunities explored. Also includes marketing and media in relation to the retail industry. Transfer: CSU.

**WEEKDAY**

80378 FASH 151 AA MWF 10:10-11:00 3C Nuschy 3.0

### FASH 153 APPAREL AND HOME FASHION ANALYSIS

Recommended: Eligibility for ENGL 836. Analyzing relevant features of accessories, apparel and home fashions necessary for fashion buying, selling, consumer information, and the interpretation of this information. Transfer: CSU.

**EVENING**

91700 FASH 153 JA M 6:30-9:35 8-8117 Murphy 3.0

### FASH 156 FASHION SHOWS AND SPECIAL EVENTS

Principles of fashion promotion and coordination. Techniques and procedures for presenting fashion shows, exhibits and retail store promotions. Students will participate in all aspects of the production of a special event. Transfer: CSU.

**WEEKDAY**

92447 FASH 156 AA MWF 11:10-12:15 3C Nuschy 3.0

### FASH 665SA COSTUME HISTORY I: ANCIENT MESOPOTAMIA THROUGH THE 19TH CENTURY

A short introductory course focusing on a survey that identifies the clothing and dress practices of diverse cultures throughout ancient and modern civilizations. By examining the context of the larger social constructs, this course considers the political, social and cross-cultural influences that affect the development of fashion from Ancient Mesopotamia through the 19th Century. Transfer: CSU.

**EVENING**

92450 FASH 665SA JS T 6:30-9:40 8-8222 Murphy 1.5  
Dates for FASH 665SA JS: 8/25-10/20

## Fashion Merchandising



# Fashion your future in a growing industry

Transform your sense of style into a successful career. Fashion Merchandising is one of the fastest-growing fields in our local job market. Internships and employment opportunities are readily available in the Bay Area.

**Program:**

Skyline offers Associate Degrees & Certificates in: *Fashion Merchandising*, *General Merchandising* and *Image Consulting*. Check out our new short courses listed under FASH 665 and INTD 680. Also look for updated Fashion Merchandising core courses which are once again being offered.

**Graduates work as:**

- Buyers
- Managers
- Retail Salespersons
- Fashion Promoters/Coordinators
- Event Organizers
- Small Boutique Entrepreneurs
- Executive Trainees
- Marketing Assistants
- Visual Merchandisers
- Fashion Consultants

Contact the Business Division at (650) 738-4201 for more information on this program.

## FASHION MERCHANDISING &gt; GEOLOGY

**FASH 665SB COSTUME HISTORY II: ART NOUVEAU THROUGH THE 21ST CENTURY**

A short introductory course following Costume History I, focusing on a survey that identifies the clothing and dress practices of diverse cultures throughout the last 100 years. By examining the context of the larger social constructs, this course considers the political, social and cross-cultural influences, as well as influential fashion designers that affect the development of fashion in the 20th and 21st centuries. Transfer: CSU.

**EVENING**

92452	FASH 665SB	KS T	6:30-9:45	8-8222	Murphy	1.5
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Dates for FASH 665SB KS: 10/27-12/15

**FASH 665SD FASHION FORECASTING**

**NEW!** Focusing on forecasting as a career, students will explore different methods for forecasting fashion (forecasting process, direction of change, cultural indicators, color, and textile forecasting) by examining design concepts and style directions and then applying the concepts to make accurate forecasts. Students will learn to differentiate the various venues used in the apparel industry to predict trends by examining political, economic and cultural climates, including the influence of the arts. Transfer: CSU.

**EVENING**

92465	FASH 665SD	JS Th	6:30-9:45	8-8222	Murphy	1.5
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Dates for FASH 665SD JS: 8/20-10/8

**FASH 690 SPECIAL PROJECTS IN FASHION**

Recommended: Eligibility for ENGL 836. One hour of supervised work per week per unit. Transfer: CSU.

**WEEKDAY**

80380	FASH 690	AV	By Arr	1-3 Hrs/Wk	3C	Nuschy	1.0-3.0
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**FILIPINO (FILI)****FILI 110 ELEMENTARY FILIPINO – KABABAYAN**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. Beginner's course in Filipino grammar, composition and reading. Practice in speaking and understanding Filipino. Introduction to grammar, sentence structure, idioms, and history and cultural aspects of the language; introductions to the honorifics of the language. Class conducted primarily in Filipino. Plus one hr/wk by arrangement. *NOTE: This course is open to all students, but is designed primarily for students in the Kababayan learning community.* Transfer: CSU (C2).

**WEEKDAY**

91095	FILI 110	AK	MWF	12:10-1:35	8-8319	Resus	5.0
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**FILI 112 ELEMENTARY FILIPINO II**

*Prereq: FILI 111 or equivalent.* A continuation of FILI 111. The student will acquire the ability to speak, read and write in Filipino at an elementary level and will learn about the customs and history of the Filipino world. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**EVENING**

92343	FILI 112	JA	Th	7:00-10:15	8-8118	Resus	3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**FILM (FILM)****FILM 440 FILM STUDY AND APPRECIATION**

*Prereq: ENGL 100 or 105.* The motion picture as a significant contemporary art form. Screening of films followed by discussion and/or written analysis. Transfer: UC; CSU (C2).

**EVENING**

87439	FILM 440	JA	W	6:30-9:45	2-2306	Uyehara	3.0
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**GEOGRAPHY (GEOG)****GEOG 110 CULTURAL GEOGRAPHY**

Recommended: Eligibility for ENGL 836 or equivalent. A survey of major world cultural patterns, resources, population, and the changing relationships of people and the physical environment. Transfer: UC; CSU (D3). CAN GEOG 4.

**WEEKDAY**

80409	GEOG 110	AA	TTh	12:35-1:50	1-1304	Hansell	3.0
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**GEOG 301 INTRODUCTION TO MAP READING FOR GIS**

Recommended: Eligibility for ENGL 836; and skill in using Windows operating system and internet, such as found in CAOT 104 and CAOT 400, or equivalent. This course focuses on map reading skills and introduces the many uses of geographic information systems software. Transfer: CSU.

**EVENING**

92440	GEOG 301	JS	Th	6:00-9:15	1-1217B	Hansell	1.0
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Dates for GEOG 301 JS: 8/20-9/17

**GEOG 302 INTRODUCTION TO GIS & ARCVIEW**

*Prereq: GEOG 301.* Recommended: Skill in using Windows operating system and internet, such as found in CAOT 104 and CAOT 400, or equivalent. This course introduces and provides hands-on instruction in ArcView geographic information systems software. Transfer: CSU.

**EVENING**

92441	GEOG 302	JS	Th	6:00-9:15	1-1217B	Hansell	1.0
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Dates for GEOG 302 JS: 9/24-10/22

**GEOG 303 GIS APPLICATIONS**

*Prereq: GEOG 302.* Recommended: Skill in using Windows operating system and internet, such as found in CAOT 104 and CAOT 400, or equivalent. Applications of ArcView GIS software. Students will complete projects in an area of their choice. Transfer: CSU.

**EVENING**

92442	GEOG 303	JS	Th	6:00-9:15	1-1217B	Hansell	1.0
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Dates for GEOG 303 JS: 10/29-12/17

**GEOLOGY (GEOL)****GEOL 100 SURVEY OF GEOLOGY**

Recommended: Eligibility for ENGL 836. Study of rocks and minerals, processes acting at the surface and within the earth, earth structure, principles of geologic investigation. Transfer: UC; CSU (B1).

**WEEKDAY**

80412	GEOL 100	AA	MW	12:10-1:25	PH-405*	Lambert	3.0
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**EVENING**

80413	GEOL 100	JA	W	6:30-9:45	7-7104	Galloway	3.0
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**GEOL 105 ENVIRONMENTAL EARTH SCIENCE**

Recommended: Eligibility for ENGL 836. Aspects of weather and climate, water, landforms, natural resources, pollution, energy, and environmental hazards. Transfer: UC; CSU (B1).

**WEEKDAY**

80414	GEOL 105	AA	MWF	10:10-11:00	PH-405*	Zucker	3.0
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**GEOL 210 GENERAL GEOLOGY**

Recommended: Eligibility for ENGL 836. Introduction to nature and structure of earth materials and processes which shape the earth's surface. Recommended for lab science transfer requirements. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, B3). CAN GEOL 2.

**WEEKDAY**

80415	GEOL 210	AX	TTh	11:10-12:25	7-7104	Cook	4.0
	LAB		T	1:00-4:05	7-7338	Cook	
80416	GEOL 210	AB	TTh	11:10-12:25	7-7104	Cook	4.0
	LAB		Th	1:00-4:05	7-7338	Cook	

**GEOL 210 GENERAL GEOLOGY – HONORS**

Recommended: Eligibility for ENGL 836. Introduction to nature and structure of earth materials and processes which shape the earth's surface. Recommended for lab science transfer requirements. Lecture must be accompanied by a lab session. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors-level work.* Transfer: UC; CSU (B1, B3). CAN GEOL 2.

**WEEKDAY**

90081	GEOL 210	AH	TTh	11:10-12:25	7-7104	Cook	4.0
	LAB		T	1:00-4:05	7-7338	Cook	

**HEALTH SCIENCE (HSCI)**

(See listings under EMERGENCY MEDICAL CARE for the EMT program; see listings under SURGICAL TECHNOLOGY for the Surgical Technology program.)

**HSCI 100 GENERAL HEALTH EDUCATION**

Personal health and good health practices. Stress, mental health, sexuality, reproduction, nutrition, exercise and weight control. Transfer: UC; CSU (E1).

**WEEKDAY**

80461	HSCI 100	AA	TTh	8:10-9:25	8-8304	Lowell	3.0
92448	HSCI 100	AB	MWF	8:10-9:00	8-8304	Lowell	3.0

**EVENING**

91793	HSCI 100	JA	M	6:30-9:45	8-8304	Elia	3.0
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**HSCI 130 HUMAN SEXUALITY**

Recommended: Eligibility for ENGL 836 or equivalent. Overview of human sexual behavior and attitudes. Transfer: UC; CSU (E1).

**WEEKDAY**

80462	HSCI 130	AA	MWF	9:10-10:00	8-8304	Lowell	3.0
83136	HSCI 130	AB	MWF	10:10-11:00	8-8304	Lowell	3.0
80463	HSCI 130	AC	TTh	11:10-12:25	8-8304	Lowell	3.0
86894	HSCI 130	AD	MW	12:10-1:25	8-8304	Lowell	3.0

**EVENING**

80464	HSCI 130	JA	M	6:30-9:45	1-1205	Epp	3.0
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**HSCI 484 MEDICAL TERMINOLOGY**

Recommended: Eligibility for ENGL 836 or equivalent. Students develop a basic background in medical terminology as used by medical transcriptionists, court reporters, law-related occupations, and allied health occupations. Also listed as BUS. 485. May be repeated for credit. Transfer: CSU.

**EVENING**

80469	HSCI 484	JX	W	6:30-9:45	8-8304	Holland	3.0
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**ONLINE**

92573	HSCI 484	OL	By Arr	48 Hours	ONLINE	Holland	3.0
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HSCI 484 OL will be held online and on campus. Classes will meet on campus on Tuesdays, 8/25, 9/15, 11/17 and 12/15 from 6:30 to 9:35 pm in Room 7111. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 9:35 pm in Room 7111 – attendance required. Instructor email: [hollandc@smccd.edu](mailto:hollandc@smccd.edu).

**HISTORY (HIST)****HIST 100 HISTORY OF WESTERN CIVILIZATION I**

Recommended: Eligibility for ENGL 836. Cultural, political, and economic survey of Western history from the beginnings in the Near East to the Renaissance. Transfer: UC; CSU (C2). CAN HIST 2. HIST 100 + HIST 101 = CAN HIST SEQ A.

**WEEKDAY**

80438	HIST 100	AA	TTh	9:35-10:50	1-1219B	Bell	3.0
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**EVENING**

90477	HIST 100	JA	Th	7:00-10:15	8-8213	Greedy	3.0
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**HIST 104 WORLD CIVILIZATIONS I**

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A global and historical survey of world civilizations from ancient times to 1500. Political, social, cultural and economic issues will be discussed. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

89213	HIST 104	AA	TTh	11:10-12:25	1-1219B	Wong	3.0
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**HIST 108 SURVEY OF AMERICAN HISTORY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History from the colonial period to the present. Emphasis on the development of political institutions. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1).

**WEEKDAY**

80441	HIST 108	AA	MWF	11:10-12:00	2-2306	Buckingham	3.0
80443	HIST 108	AC	MWF	10:10-11:00	2-2306	Buckingham	3.0

**EVENING**

84323	HIST 108	JA	M	7:00-10:15	1-1219B	Reidy	3.0
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**HIST 201 UNITED STATES HISTORY I**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History to the mid-19th century. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1). CAN HIST 8. HIST 201 + HIST 202 = CAN HIST SEQ B.

**WEEKDAY**

91429	HIST 201	AA	MWF	8:10-9:00	1-1107	Swanson	3.0
80447	HIST 201	AB	MWF	10:10-11:00	1-1219B	Bell	3.0
80448	HIST 201	AC	MWF	11:10-12:00	2-2305	Wright Jr	3.0
86545	HIST 201	AD	TTh	9:35-10:50	8-8213	Wright Jr	3.0

**EVENING**

80449	HIST 201	JA	Th	7:00-10:15	1-1219B	Wong	3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

## HISTORY

**HIST 201 UNITED STATES HISTORY I Continued****ONLINE**

**92421** HIST 201 OL By Arr 48 Hours Online Ulloa 3.0  
 HIST 201 OL is offered in an online format. Requires Internet access and email. Instructor email: [ulloaj@smccd.edu](mailto:ulloaj@smccd.edu). Orientation meeting on Friday, August 21, 1:10-2:00 pm, in Room 1219B.

**HIST 201 UNITED STATES HISTORY I – HONORS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History to the mid-19th century. Partially satisfies American History and Institutions requirement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students in this section will be required to do Honors level work.* Transfer: UC; CSU (D1). CAN HIST 8. HIST 201 + HIST 202 = CAN HIST SEQ B.

**EVENING**

**92423** HIST 201 JH M 7:00-10:15 8-8213 Messner 3.0

**HIST 202 UNITED STATES HISTORY II**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History from the mid-19th century to the present. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1). CAN HIST 10. HIST 201 + HIST 202 = CAN HIST SEQ B.

**WEEKDAY**

**80450** HIST 202 AA MWF 9:10-10:00 1-1219B Bell 3.0  
**86551** HIST 202 AB TTh 11:10-12:25 8-8213 Wright Jr 3.0

**EVENING**

**92414** HIST 202 JA Th 6:30-9:45 8-8213 Bolick 3.0

**HIST 202 UNITED STATES HISTORY II – HONORS: HUMAN AND CIVIL RIGHTS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History from the mid-19th century to the present. Partially satisfies American History and Institutions requirement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (D1). CAN HIST 10. HIST 201 + HIST 202 = CAN HIST SEQ B.

**WEEKDAY**

**91121** HIST 202 AH MW 12:10-1:25 1-1219B Bell 3.0

**HIST 203 THE UNITED STATES SINCE 1945**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. United States history from the end of World War II to the present. Focus on the principal political, social, economic, and cultural challenges and achievements in American life. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

**90155** HIST 203 AA MW 12:10-1:25 2-2305 Wright Jr 3.0

**HIST 235 HISTORY OF ETHNIC GROUPS IN THE UNITED STATES**

Recommended: Completion of ENGL 100. A survey of the social, economic and political history of ethnic groups in the United States, with particular emphasis on minority communities. The Honors section is conducted in seminar format, with emphasis on student interaction and primary research. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1).

**WEEKDAY**

**92422** HIST 235 AA TTh 12:35-1:50 8-8213 Ulloa 3.0

**HIST 240 HISTORY OF ETHNIC GROUPS IN CALIFORNIA**

Recommended: Eligibility for ENGL 836. A survey of the social, economic and political history of ethnic groups in California, with particular emphasis on minority communities. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D2a).

**WEEKDAY**

**90624** HIST 240 AA TTh 8:10-9:25 1-1219B Wong 3.0  
**80453** HIST 240 AB MW 12:10-1:25 1-1304 Wong 3.0

**EVENING**

**80454** HIST 240 JA T 6:30-9:35 2-2305 Wright Jr 3.0  
**84324** HIST 240 JB W 6:30-9:45 1-1219B Reidy 3.0

**HIST 300 HISTORY OF SAN FRANCISCO**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. History of San Francisco from its discovery to the present focusing on soci-cultural, economic, political and artistic developments that made it a world-class city. Transfer: UC; CSU.

**WEEKDAY**

**91224** HIST 300 AA TTh 9:35-10:50 1-1206 Elia 3.0

**HIST 310 CALIFORNIA HISTORY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. An historical survey of the social, economic, political, and cultural development of California from the Indian and Spanish period to the present. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D2a).

**WEEKDAY**

**80456** HIST 310 AA MWF 9:10-10:00 2-2305 Buckingham 3.0  
**80457** HIST 310 AB MW 12:10-1:25 2-2306 Buckingham 3.0  
**85348** HIST 310 AC TTh 11:10-12:25 2-2305 Buckingham 3.0

**ONLINE**

**92424** HIST 310 OL By Arr 48 Hours ONLINE Messner 3.0  
 HIST 310 OL is offered in an online format. Requires Internet access and email. Instructor email: [messnerm@smccd.edu](mailto:messnerm@smccd.edu). Orientation meeting on Monday, August 24, 5:30-6:30 pm, in Room 8213.

**HIST 420 SURVEY OF LATIN AMERICAN HISTORY**

Recommended: Eligibility for ENGL 836. Survey of Latin American history including geography, indigenous peoples, early contact with Europeans, conquest, struggle for independence, and development of modern Latin American nations. Transfer: UC; CSU (C2).

**WEEKDAY**

**84868** HIST 420 AA TTh 9:35-10:50 2-2305 Buckingham 3.0

**HIST 430 EARLY ASIAN CIVILIZATIONS**

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A historical and cultural survey of East Asia, South Asia, Southeast Asia, the Middle East, and the Philippines from their origins to the 18th Century. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

**91674** HIST 430 AA MWF 11:10-12:00 1-1219B Wong 3.0

**HIST 435 HISTORY OF THE PHILIPPINES – KABABAYAN**

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A historical and cultural survey of the Philippines from its origins to the present. *NOTE: This section is open to all students, but is designed primarily for students in the Kababayan learning community.* Transfer: UC; CSU (C2, D3).

**WEEKDAY**

**89212** HIST 435 AK TTh 11:10-12:25 8-8213 Bolick 3.0

**HIST 680SA THE HOLOCAUST**

**NEW!** Recommended: Eligibility for ENGL 100 or 105, or equivalent. Exploration of the social, political, cultural history, and ramifications of the systematic extermination of over 12 million people during the Holocaust. Topics will include a discussion of genocide. Transfer: CSU.

**WEEKDAY**

92472 HIST 680SA AA TTh 12:35-1:50 1-1219B Bell 3.0

**HOME ECONOMICS**

(Refer to course listings under FAMILY & CONSUMER SCIENCES.)

**HONORS TRANSFER PROGRAM**

(Refer to course listings under LEARNING COMMUNITIES, beginning on page 104.)

**HUMANITIES (HUM.)****HUM. 106 THE AWAKENING OF INDIVIDUALITY**

Recommended: Eligibility for ENGL 836. An interdisciplinary exploration of individuality and self-reliance aimed at creating greater self-awareness. Partially satisfies general education requirements in the Humanities. Transfer: CSU (C2).

**EVENING**

80476 HUM. 106 JA M 7:00-10:15 PH-411\* Carion 3.0

**HUM. 115 INTRO TO THE ARTS – LIVE!**

Recommended: Eligibility for ENGL 836. Attendance at concerts, plays, dance performances, film and art exhibits throughout the Bay Area. In-class previews and critiques; reduced rate tickets. Partially satisfies general education requirements in the Humanities. Transfer: UC; CSU (C2).

**EVENING**

92425 HUM. 115 JA T 7:00-10:05 1-1107 Staff 3.0

**INTERIOR DESIGN (INTD)****INTD 110 ENVIRONMENTAL DESIGN**

Study of the home's interior environment; principles and elements of design as they relate to the selection and coordination of home furnishings and accessories. Transfer: CSU (C1). CAN FCS 18.

**EVENING**

80516 INTD 110 JA M 6:30-9:45 8-8222 Dye 3.0

**INTD 680SI INTERIOR/FASHION DESIGN: RENDERING WITH PHOTOSHOP I**

**NEW!** Use Photoshop in all workflow phases, generate and process planning layouts, produce material textures for virtual modeling or for the final assembly of photographed and rendered image components. Learn solutions for typical everyday tasks and achieve satisfying rendered results with the help of Photoshop software. Transfer: CSU.

**EVENING**

92481 INTD 680SI JS Th 6:30-9:45 8-8119 Dye 1.5  
Dates for INTD 680SI JS: 8/20-10/8

**INTD 680SJ INTERIOR/FASHION DESIGN: RENDERING WITH PHOTOSHOP II**

**NEW!** A continuation of the content and skills introduced in Interior/Fashion Design: Rendering with Photoshop I. Focusing on advanced solutions for typical everyday tasks and rendered results with the help of Photoshop software. Transfer: CSU.

**EVENING**

92483 INTD 680SJ JS Th 6:30-9:45 8-8119 Dye 1.5  
Dates for INTD 680SJ JS: 10/15-12/17

**INTD 680SK INTERIOR/FASHION DESIGN: QUICK SKETCH DRAWING I**

**NEW!** A class providing interior design and fashion students with the opportunity to learn the sketching skills necessary to work as a professional designer. Course covers sketching and drawing of buildings, interiors, people and dressware. Transfer: CSU.

**EVENING**

92485 INTD 680SK JS W 6:30-9:45 8-8224 Dye 1.5  
Dates for INTD 680SK JS: 8/19-10/7

**INTD 680SL INTERIOR/FASHION DESIGN: QUICK SKETCH DRAWING II**

**NEW!** A continuation of the content and skills introduced in Interior/Fashion Design: Quick Sketch Drawing I. Focusing on more advanced sketching and drawing skills – buildings, interiors, people and dressware – necessary to work as a professional designer. Transfer: CSU.

**EVENING**

92487 INTD 680SL JS W 6:30-9:45 8-8224 Dye 1.5  
Dates for INTD 680SL JS: 10/28-12/16

**JOURNALISM (JOUR)****JOUR 110 MASS MEDIA AND SOCIETY**

*Prereq: Eligibility for ENGL 836 or ESOL 400 or equivalent.* General-interest survey course assessing the impact the mass media have had on society and examining the rights and responsibilities of the media. Trains students to become discerning media consumers. Plus one hr/wk by arrangement. Transfer: UC; CSU (D3). CAN JOUR 4.

**WEEKDAY**

87391 JOUR 110 AX MWF 9:10-10:00 8-8317 Kaplan-Biegel 3.0

**JOUR 110 MASS MEDIA AND SOCIETY – HONORS**

*Prereq: Eligibility for ENGL 836 or ESOL 400 or equivalent.* General-interest survey course assessing the impact the mass media have had on society and examining the rights and responsibilities of the media. Trains students to become discerning media consumers. Plus one hr/wk by arrangement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (D3). CAN JOUR 4.

**WEEKDAY**

91756 JOUR 110 AH MWF 9:10-10:00 8-8317 Kaplan-Biegel 3.0

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

## JOURNALISM &gt; LEARNING SKILLS

**JOUR 120 WRITING AND REPORTING FOR THE MEDIA**

*Prereq: Eligibility for ENGL 100 or 105, or equivalent.* Teaches fundamental journalism skills, including how to structure basic news stories, develop and interview sources, understand news judgment, write concisely, use Associated Press style, and consider legal and ethical issues. Plus one hr/wk by arrangement. Transfer: UC; CSU. CAN JOUR 2.

**WEEKDAY**

85782	JOUR 120	AX	MWF	10:10-11:00	8-8317	Kaplan-Biegel	3.0
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**JOUR 120 WRITING AND REPORTING FOR THE MEDIA – HONORS**

*Prereq: Eligibility for ENGL 100 or 105, or equivalent.* Teaches fundamental journalism skills, including how to structure basic news stories, develop and interview sources, understand news judgment, write concisely, use Associated Press style, and consider legal and ethical issues. Plus one hr/wk by arrangement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU. CAN JOUR 2.

**WEEKDAY**

92409	JOUR 120	AH	MWF	10:10-11:00	8-8317	Kaplan-Biegel	3.0
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**JOUR 121 ADVANCED WRITING AND REPORTING FOR THE MEDIA**

*Prereq: Completion of JOUR 120 with a grade of C or better.* Increases students' reporting skills through cultivating a regular beat and using the Web and databases. Prepares students to be journalists in this era of converging print, broadcast and online media by teaching them how to enhance their news writing through combining text, audio and video. Plus one hr/wk by arrangement. Transfer: UC; CSU.

**WEEKDAY**

91907	JOUR 121	AX	MWF	10:10-11:00	8-8317	Kaplan-Biegel	3.0
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**JOUR 300 NEWSPAPER STAFF**

*Prereq: Eligibility for ENGL 836, or ENGL 846, or ESOL 400, or equivalent.* Recommended: Completion of or concurrent enrollment in JOUR 120. Production of the college newspaper as part of pre-professional training program. Plus three hrs/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: CSU.

**WEEKDAY**

86280	JOUR 300	AX	MWF	12:10-1:00	8-8110	Kaplan-Biegel	3.0
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**JOUR 301 ONLINE NEWSPAPER STAFF**

*Prereq: Eligibility for ENGL 836, or ENGL 846, or ESOL 400, or equivalent.* Recommended: Completion of or concurrent enrollment in JOUR 120. Production of the online version of the college newspaper as part of a pre-professional training program. May be repeated for credit a maximum of three times. Transfer: CSU.

**WEEKDAY**

90661	JOUR 301	AX	MWF	12:10-1:00	8-8110	Kaplan-Biegel	3.0
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**JOUR 302 NEWSPAPER WORKSHOP**

*Prereq: Eligibility for ENGL 836 or ESOL 400, or equivalent.* Recommended: Completion of or concurrent enrollment in JOUR 120 or JOUR 121. Participants do a variety of activities for The Skyline View, including writing, taking photos or video, blogging, creating podcasts, selling ads, laying out the paper, marketing the paper and journalism program, or participating in any other activity pertinent to the production of the print and online versions of the paper. Transfer: CSU.

**WEEKDAY**

91924	JOUR 302	AA	By Arr	3-9 Hrs/Wk	8-8110	Kaplan-Biegel	1.0-3.0
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**KABABAYAN PROGRAM**

(Refer to course listings under LEARNING COMMUNITIES, beginning on page 104.)

**LEARNING COMMUNITIES**

(LEARNING COMMUNITIES are listed beginning on page 104.)

**LEARNING SKILLS (LSKL)****LSKL 109 SUPPLEMENTAL LEARNING ASSISTANCE FOR ELEMENTARY ALGEBRA**

*Coreq: Concurrent enrollment in MATH 110, MATH 111, or MATH 112.* Provides supplementary learning assistance to students enrolled in Elementary Algebra. Under the supervision of qualified faculty, course instructors reinforce concepts and skills learned in Elementary Algebra. May be repeated twice for credit. *NOTE: Students enrolling in LSKL 109 AB must also enroll in MATH 110 AB (91136); students enrolling in LSKL 109 AC must also enroll in MATH 110 AC (80536).* (Units do not count toward the Associate Degree.)

**WEEKDAY**

92533	LSKL 109	AB	T	11:10-12:25	5-5102	Shelton/Leach	0.5
92534	LSKL 109	AC	TTh	12:10-1:25	PH-206A*	Shelton/Araica	0.5

**LSKL 110 DIRECTED EXPERIENCE IN TUTORING**

*Prereq: Minimum grade of B in subject to be tutored and letter of recommendation from instructor in that subject area.* This course enables students to serve as tutors and provide academic assistance to other students (learners or tutees). Student tutors help tutee study partners 1) to understand the concepts of specific courses and 2) to apply effective study skills. Requires a minimum of 3 lab hrs/wk by arrangement. Open entry. Transfer: CSU.

**WEEKDAY**

85931	LSKL 110	AA	M	2:10-3:00	5-5100	Perez	0.5-3.0
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**LSKL 400 SUPPLEMENTAL LEARNING ASSISTANCE FOR ENGLISH COMPOSITION FOR NONNATIVE SPEAKERS**

*Coreq: Concurrent enrollment in ESOL 400.* Provides supplementary learning assistance to students enrolled in ESOL 400. Under the supervision of qualified faculty, supplemental instruction leaders reinforce concepts and skills learned in ESOL 400. May be repeated for credit a maximum of three times. *NOTE: Students enrolling in LSKL 400 JB must also enroll in ESOL 400 JB (91643).* (Units do not count toward the Associate Degree.)

**EVENING**

92407	LSKL 400	JB	T	6:00-7:30	5-5102	Connors	0.5
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**LSKL 800 SUPERVISED SUPPLEMENTAL INSTRUCTION**

*Coreq: Concurrent enrollment in another course for which the student needs academic support in order to succeed.*

Individual and/or group instruction by faculty and instructional aides in the Learning Center to reinforce learning in the parent course from which the student was referred. Faculty and/or counselors will refer students based on learning needs. Open entry. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91923	LSKL 800	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Chavez	0.5-3.0
85925	LSKL 800	BV	By Arr	1.5-9 Hrs/Wk	5-5100	Shelton	0.5-3.0

**LSKL 800 SUPERVISED SUPPLEMENTAL INSTRUCTION – TRIO**

*Coreq: Concurrent enrollment in another course for which the student needs academic support in order to succeed.*

Individual and/or group instruction by faculty and instructional aides in the Learning Center to reinforce learning in the parent course from which the student was referred. Faculty and/or counselors will refer students based on learning needs. Open entry. May be repeated for credit a maximum of three times. *NOTE: This section is designed primarily for students in the TRIO program.* (Units do not count toward the Associate Degree.)

**WEEKDAY**

90709	LSKL 800	CV	By Arr	1.5-9 Hrs/Wk	5-5100	Shelton	0.5-3.0
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**LSKL 801 APPLIED STUDY SKILLS ASSISTANCE**

Instruction in a variety of study techniques such as note-taking, study reading, time management, taking tests, etc. Plus 1-6 lab hrs/wk by arrangement. Open entry. May be repeated for credit up to a maximum of 6 units. (Units do not count toward the Associate Degree.)

**EVENING**

80531	LSKL 801	JV W		5:00-5:50	5-5100	Perez	0.5-3.0
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**LSKL 803 SUPERVISED PEER TUTORING**

*Coreq: Enrollment in a course for which academic support is needed in order for the student to succeed.* Individual and/or group instruction by peer tutors in the Learning Center to reinforce learning in the basic skills or job training course from which the student is referred. Faculty and/or counselors will refer students based on their learning needs. Open entry. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91796	LSKL 803	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Shelton	0.0
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**LSKL 803 SUPERVISED PEER TUTORING – MESA**

*Coreq: Enrollment in a course for which academic support is needed in order for the student to succeed.* Individual and/or group instruction by peer tutors in the Learning Center to reinforce learning in the basic skills or job training course from which the student is referred. Faculty and/or counselors will refer students based on their learning needs. Open entry. May be repeated for credit a maximum of three times. *NOTE: This section is designed primarily for students in the MESA program.* (Units do not count toward the Associate Degree.)

**WEEKDAY**

91150	LSKL 803	BV	By Arr	1.5-9 Hrs/Wk	7-7309	Fredricks	0.0
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**LSKL 811 SUPPLEMENTAL LEARNING ASSISTANCE FOR FUNDAMENTALS OF MATH**

*Coreq: Concurrent enrollment in MATH 811.* Provides supplementary learning assistance to students enrolled in MATH 811. Under the supervision of qualified faculty, course instructors reinforce concepts and skills learned in MATH 811. May be repeated twice for credit. *NOTE: Students enrolling in LSKL 811 AA must also enroll in MATH 811 AA (91161); students enrolling in LSKL 811 AB must also enroll in MATH 811 AB (91162); and students enrolling in LSKL 811 AC must also enroll in MATH 811 AC (91163).* (Units do not count toward the Associate Degree.)

**WEEKDAY**

92537	LSKL 811	AA	T	9:10-10:25	1-1202	Shelton/Hough	0.5
92539	LSKL 811	AB	T	7:45-9:00	1-1202	Shelton/Zamani	0.5
92540	LSKL 811	AC	Th	11:10-12:25	5-5102	Shelton/Freedman	0.5

**LSKL 820 COMPUTER-BASED INDEPENDENT STUDY**

*Coreq: Concurrent enrollment in a course in which the student needs assistance.* An independent study course using computers in the Learning Center as learning assistance tools to master concepts, conduct online research, prepare college papers, or demonstrated learning through class presentations. Open entry. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91437	LSKL 820	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Shelton	0.5-3.0
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**LSKL 826 SUPPLEMENTAL LEARNING ASSISTANCE FOR BASIC WRITING SKILLS**

*Coreq: Concurrent enrollment in ENGL 826.* Provides supplementary learning assistance to students enrolled in ENGL 826. Under the supervision of qualified faculty, course instructors reinforce concepts and skills learned in ENGL 826. May be repeated twice for credit. *NOTE: Students enrolling in LSKL 826 AA must also enroll in ENGL 826 AA (80349); students enrolling in LSKL 826 AB must also enroll in ENGL 826 AB (80351).* (Units do not count toward the Associate Degree.)

**WEEKDAY**

92355	LSKL 826	AA	W	9:10-10:25	5-5102	Drisdell	0.5
92357	LSKL 826	AB	M	12:10-1:30	PH-403*	Vaughns	0.5

**LSKL 836 SUPPLEMENTAL LEARNING ASSISTANCE FOR WRITING DEVELOPMENT**

*Coreq: Concurrent enrollment in ENGL 836.* Provides supplementary learning assistance to students enrolled in ENGL 836. Under the supervision of qualified faculty, course instructors reinforce concepts and skills learned in ENGL 836. May be repeated twice for credit. *NOTE: Students enrolling in LSKL 836 AA must also enroll in ENGL 836 AA (80338); students enrolling in LSKL 836 AB must also enroll in ENGL 836 AB (80340); and students enrolling in LSKL 836 AC must also enroll in ENGL 836 AC (89131).* (Units do not count toward the Associate Degree.)

**WEEKDAY**

92358	LSKL 836	AA	M	9:10-10:30	5-5115	Westfall	0.5
92360	LSKL 836	AB	M	11:10-12:30	5-5115	Westfall	0.5
92362	LSKL 836	AC	T	9:30-11:00	5-5115	Floro	0.5

\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**LEARNING SKILLS > MATHEMATICS**

**LSKL 853 WRITING AND READING ASSISTANCE LAB**

Provides assistance in reading strategies and all stages of the writing process to students enrolled in any college course. Open entry. May be repeated for credit up to a maximum of 9 units. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91214	LSKL 853	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Erpelo	0.5-3.0
91215	LSKL 853	BV	By Arr	1.5-9 Hrs/Wk	5-5100	Harer	0.5-3.0
91216	LSKL 853	CV	By Arr	1.5-9 Hrs/Wk	5-5100	Lachmayr	0.5-3.0
91217	LSKL 853	DV	By Arr	1.5-9 Hrs/Wk	5-5100	Vogel	0.5-3.0
91218	LSKL 853	EV	By Arr	1.5-9 Hrs/Wk	5-5100	Lindgren-Young	0.5-3.0

**LITERATURE (LIT.)**

(Literature courses are also listed under ENGLISH.)

**LIT. 225 MIRRORS OF TODAY: CONTEMPORARY POETRY**

*Prereq: ENGL 100 or ENGL 105.* This course, by situating major examples of this poetry in the relevant social, intellectual and critical contexts, clarifies the meaning and methods of contemporary poetry. Transfer: UC; CSU (C2).

**WEEKDAY**

92332	LIT. 225	AX	TTh	11:10-12:25	8-8222	Lachmayr	3.0
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**LIT. 225 MIRRORS OF TODAY: CONTEMPORARY POETRY – HONORS**

*Prereq: ENGL 100 or ENGL 105.* This course, by situating major examples of this poetry in the relevant social, intellectual and critical contexts, clarifies the meaning and methods of contemporary poetry. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

92572	LIT. 225	AH	TTh	11:10-12:25	8-8222	Lachmayr	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION**

*Prereq: ENGL 100 or 105, or equivalent.* This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. Transfer: UC; CSU (C2).

**EVENING**

92345	LIT. 373	JX	M	7:00-10:15	8-8116	Feinblum	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION – HONORS**

*Prereq: ENGL 100 or 105, or equivalent.* This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**EVENING**

92346	LIT. 373	JH	M	7:00-10:15	8-8116	Feinblum	3.0
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**LIT. 432 FOLKLORE**

*Prereq: ENGL 100 or 105, or equivalent.* A lively study of folk tales, legends, beliefs, superstitions, proverbs, mythology, folk life, folk speech, folk songs, lyrics, folk epics, and their influence in the literature and culture that form our heritage. Transfer: UC; CSU (C2).

**ONLINE**

**92333** LIT. 432 OL By Arr 48 Hours ONLINE Hibble 3.0  
LIT. 432 OL is offered in an online format. Requires Internet access and email. Instructor email: [hibblea@smccd.edu](mailto:hibblea@smccd.edu). Orientation meeting on Wednesday, August 19, 7:05-8:00 pm, in Room 2117A.

**MATHEMATICS (MATH)**

**ATTENTION STUDENTS**

The San Mateo County Community College District uses a computerized prerequisite checking system. The system currently enforces prerequisites for **Math 110, Math 111, Math 112, Math 115, Math 120, Math 122, Math 123, Math 130, Math 150, Math 200, Math 201, Math 222, Math 241, Math 242, Math 251, Math 252 and Math 253.** If you have not met the prerequisites for the courses listed above, you will be blocked from enrolling in that course. If you believe you have met the prerequisite or wish to challenge the course prerequisite, go to [skylinecollege.edu](http://skylinecollege.edu) and click on the Registration link for more information and required forms. You may also contact Counseling Services or the Science/Math/Technology Division Office at Skyline for information.

**Students are reminded that all prerequisites for courses other than Math 110, 111, 112, 115, 120, 122, 123, 130, 150, 200, 201, 222, 241, 242, 251, 252 and 253 will continue to be enforced at the first class meeting.**

**MATH 110 ELEMENTARY ALGEBRA**

*Prereq: Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent.* Recommended: Completion of READ 836 with a grade of C or better, or equivalent. An introduction to elementary algebra emphasizing basic algebra concepts and those skills necessary to apply the concepts to real life problem solving. Topics will provide an introduction to symbol manipulation, and the analytical methods for solving applications problems appropriate to the introductory level. A core of mathematical topics including: real numbers, order of operations, linear equations and graphs, and systems of linear equations will be presented. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required. Students enrolling in MATH 110 AB (91136) must also enroll in LSKL 109 AB (92533); students enrolling in MATH 110 AC (80536) must also enroll in LSKL 109 AC (92534).* (Units do not count toward the Associate Degree.)

**WEEKDAY**

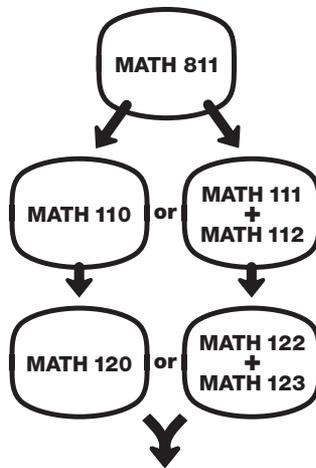
80534	MATH 110	AA	MWF	8:10-9:40	8-8302	Kotsishevskaya	5.0
91136	MATH 110	AB	Daily	10:10-11:00	7-7109	Leach	5.0
80536	MATH 110	AC	Daily	11:10-12:00	7-7109	Araica	5.0
80537	MATH 110	AD	MWF	12:10-1:40	7-7109	Tsuchida	5.0
91149	MATH 110	AS	MTWTh	2:00-4:05	7-7109	Staff	5.0

Dates for the AS section ONLY: 9/8-11/5

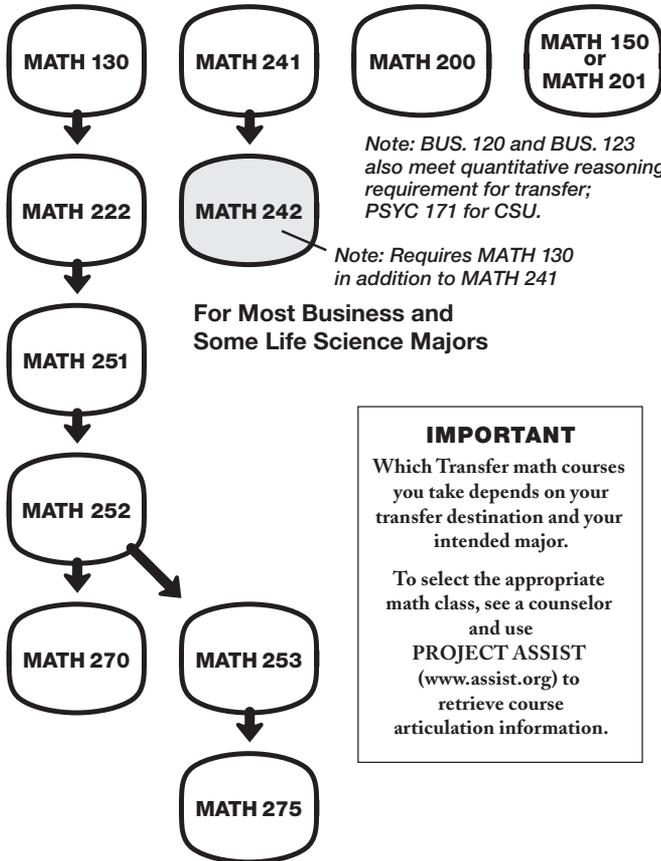
**EVENING**

80539	MATH 110	JA	MW	7:00-9:25	PH-308*	Piserchio	5.0
80540	MATH 110	JB	TTh	7:00-9:25	8-8304	Kwok	5.0

**Pre-Algebra and Algebra Sequence**



**TRANSFER CLASSES**



For Most Business and Some Life Science Majors

**IMPORTANT**  
Which Transfer math courses you take depends on your transfer destination and your intended major.  
To select the appropriate math class, see a counselor and use PROJECT ASSIST ([www.assist.org](http://www.assist.org)) to retrieve course articulation information.

For Most Science, Computer Science and Engineering Majors

**MATH 110 ELEMENTARY ALGEBRA – ASTEP**

Prereq: Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. An introduction to elementary algebra emphasizing basic algebra concepts and those skills necessary to apply the concepts to real life problem solving. Topics will provide an introduction to symbol manipulation, and the analytical methods for solving applications problems appropriate to the introductory level. A core of mathematical topics including: real numbers, order of operations, linear equations and graphs, and systems of linear equations will be presented. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the ASTEP learning community, but is open to all eligible students. (Units do not count toward the Associate Degree.)*

**WEEKDAY**

90615	MATH 110	AQ	Daily	9:10-10:00	PH-308*	Deamer	5.0
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**MATH 111 ELEMENTARY ALGEBRA I**

Prereq: Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. Course is equivalent to first half of MATH 110. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required. (Units do not count toward the Associate Degree.)*

**WEEKDAY**

86494	MATH 111	AB	MWF	10:10-11:00	8-8302	Hough Jr	3.0
84399	MATH 111	AS	MW	12:10-1:45	5-5132B	Zamani	3.0
Dates for the AS section ONLY: 9/8-12/9							
90552	MATH 111	AX	TTh	8:10-9:25	8-8302	Ban	3.0
90553	MATH 111	BX	TTh	11:10-12:25	5-5132B	Chavez	3.0

**EVENING**

89561	MATH 111	JA	Th	6:30-9:45	7-7111	Bisson	3.0
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**MATH 111 ELEMENTARY ALGEBRA I – PUENTE**

Prereq: Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. Course is equivalent to first half of MATH 110. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the Puente learning community, but is open to all eligible students. (Units do not count toward the Associate Degree.)*

**WEEKDAY**

80542	MATH 111	AP	TTh	11:10-12:25	5-5132B	Chavez	3.0
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**MATH 111 ELEMENTARY ALGEBRA I – WIT**

Prereq: Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. Course is equivalent to first half of MATH 110. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the Women in Transition learning community, but is open to all eligible students. (Units do not count toward the Associate Degree.)*

**WEEKDAY**

80541	MATH 111	AR	TTh	8:10-9:25	8-8302	Ban	3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

## MATHEMATICS

**MATH 112 ELEMENTARY ALGEBRA II**

*Prereq:* Completion of MATH 111 with a grade of C or better, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. Course is equivalent to the second half of MATH 110. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. (Units do not count toward the Associate Degree.)

**WEEKDAY**

80548	MATH 112	AA	TTh	9:35-10:50	5-5132B	Hasson	3.0
85733	MATH 112	AB	MWF	11:10-12:00	5-5132B	Broxholm	3.0

**EVENING**

80549	MATH 112	JA	Th	6:30-9:45	5-5132B	Chavez	3.0
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**MATH 120 INTERMEDIATE ALGEBRA**

*Prereq:* Completion of MATH 110 or MATH 112 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Review/extension of elementary algebra through exponential, logarithmic, polynomial, radical, and rational functions. An emphasis on modeling real life situations. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required.

**WEEKDAY**

80552	MATH 120	AA	MWF	8:10-9:40	7-7310	Leach	5.0
80553	MATH 120	AB	MWF	8:10-9:40	PH-213B*	Broxholm	5.0
80554	MATH 120	AC	Daily	9:10-10:00	7-7111	Tsuchida	5.0
80555	MATH 120	AD	Daily	10:10-11:00	7-7111	Araica	5.0
80556	MATH 120	AE	Daily	11:10-12:00	7-7111	Zamani	5.0
83425	MATH 120	AF	MWF	12:10-1:40	7-7111	Hough Jr	5.0
85129	MATH 120	AS	MTWTh	2:00-4:05	7-7111	Chen	5.0

Dates for the AS section ONLY: 9/8-11/5

**EVENING**

80558	MATH 120	JA	MW	7:00-9:25	7-7111	Sever	5.0
80559	MATH 120	JB	TTh	6:30-9:00	PH-213B*	Kuan	5.0

**ONLINE**

91746	MATH 120	OL	By Arr	80 Hours	ONLINE	Moss	5.0
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MATH 120 OL is taught in an online format. Requires Internet access and email. There are five required on-campus meetings for testing. Orientation is required and can be done online on or before August 22 at <http://www.smccd.edu/accounts/moss> or on campus on Saturday, August 22 at 1:00 pm in room 2117A. Check instructor website at <http://www.smccd.edu/accounts/moss> before August 22. Instructor contact: [moss@smccd.edu](mailto:moss@smccd.edu).

**MATH 120 INTERMEDIATE ALGEBRA – ASTEP**

*Prereq:* Completion of MATH 110 or MATH 112 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Review/extension of elementary algebra through exponential, logarithmic, polynomial, radical, and rational functions. An emphasis on modeling real life situations. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the ASTEP learning community, but is open to all eligible students.

**WEEKDAY**

91745	MATH 120	AQ	Daily	10:10-11:00	PH-308*	Deamer	5.0
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**MATH 122 INTERMEDIATE ALGEBRA I**

*Prereq:* Completion of MATH 110 or MATH 112 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Course is equivalent to first half of MATH 120. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required.

**WEEKDAY**

80560	MATH 122	AA	MWF	11:10-12:00	8-8302	Kotsishevskaya	3.0
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**EVENING**

80562	MATH 122	JS	MW	5:15-6:45	7-7111	Sever	3.0
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Dates for the JS section ONLY: 8/31-12/9

**MATH 123 INTERMEDIATE ALGEBRA II**

*Prereq:* Completion of MATH 122 with a grade of C or better, or equivalent. Course is equivalent to the second half of MATH 120. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required.

**WEEKDAY**

80563	MATH 123	AA	MWF	11:10-12:00	8-8304	Hoffman	3.0
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**EVENING**

80564	MATH 123	JA	T	6:30-9:35	7-7109	Garcia Jr	3.0
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**MATH 130 TRIGONOMETRY**

*Prereq:* Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: MATH 115 or equivalent. Trigonometric functions of real numbers and angles; solution of triangles; radian measure; graphs of trigonometric functions; trigonometric equations and identities; inverse trigonometric functions; complex numbers; applications of trigonometry. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: CSU (B4). CAN MATH 8.

**WEEKDAY**

80565	MATH 130	AA	TTh	8:10-9:50	7-7310	Freedman	4.0
80566	MATH 130	AB	MTWTh	9:10-10:00	7-7109	Hoffman	4.0
84730	MATH 130	AC	MWF	12:10-1:20	8-8302	Hasson	4.0

**EVENING**

80567	MATH 130	JA	W	6:00-10:05	7-7109	Davis	4.0
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**MATH 200 PROBABILITY & STATISTICS**

*Prereq:* Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Measures of central tendency and dispersion, sampling distributions and statistical inference, regression and correlation. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN STAT 2.

**WEEKDAY**

80568	MATH 200	AA	TTh	8:10-9:50	PH-213B*	Hubbard	4.0
84989	MATH 200	AB	MTWTh	10:10-11:00	PH-213B*	Hubbard	4.0
89238	MATH 200	AC	MW	12:10-1:50	PH-213B*	Wang	4.0
88298	MATH 200	AX	TTh	11:10-12:50	5-5132A	Moss	4.0

**EVENING**

80570	MATH 200	JA	T	6:00-10:05	7-7310	Loeffler	4.0
89893	MATH 200	JC	M	6:00-10:05	5-5132B	Kazaryan	4.0
80571	MATH 200	JX	Th	6:00-10:05	7-7310	Moss	4.0

**ONLINE**

91249	MATH 200	OL	By Arr	64 Hours	ONLINE	Moss	4.0
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Math 200 OL is taught in an online format. Requires Internet access and email. There are five required on-campus meetings for testing. Orientation is required and can be done online on or before August 22 at <http://www.smccd.edu/accounts/moss> or on campus on Saturday, August 22 at 1:00 in room 2117A. Check instructor website at <http://www.smccd.edu/accounts/moss> before August 22. Instructor contact: [moss@smccd.edu](mailto:moss@smccd.edu).

91755	MATH 200	OM	By Arr	64 Hours	ONLINE	Kazaryan	4.0
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Math 200 OM is taught in an online format. Requires Internet access and email. Instructor email: [kazaryan@smccd.edu](mailto:kazaryan@smccd.edu). Please visit instructor website at <http://www.smccd.edu/accounts/kazaryan> for course orientation and testing information.

**MATH 200 PROBABILITY & STATISTICS – ASTEP**

Prereq: Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Measures of central tendency and dispersion, sampling distributions and statistical inference, regression and correlation. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the ASTEP learning community, but is open to all eligible students. Transfer: UC; CSU (B4). CAN STAT 2.

**WEEKDAY**

84378	MATH 200	AQ	MWF	12:10-1:20	2-2117A	Deamer	4.0
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**MATH 200 PROBABILITY & STATISTICS – HONORS**

Prereq: Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Measures of central tendency and dispersion, sampling distributions and statistical inference, regression and correlation. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. Transfer: UC; CSU (B4). CAN STAT 2.

**WEEKDAY**

89879	MATH 200	AH	TTh	11:10-12:50	5-5132A	Moss	4.0
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**EVENING**

90114	MATH 200	JH	Th	6:00-10:05	7-7310	Moss	4.0
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**MATH 201 QUANTITATIVE REASONING**

Prereq: Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Course develops necessary concepts and skills for reasoning logically and quantitatively. Plus one hr/wk by arrangement. Transfer: UC; CSU (B4).

**EVENING**

86107	MATH 201	JA	W	6:30-9:45	1-1205	Landes	3.0
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**MATH 222 PRECALCULUS**

Prereq: Completion of MATH 130 with grade C or better, or equivalent. Functional and graphing approach to concepts and skills necessary as background for success in calculus. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 16.

**WEEKDAY**

80572	MATH 222	AA	Daily	8:10-9:00	7-7111	Zamani	5.0
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84731	MATH 222	AB	Daily	11:10-12:00	PH-213B*	Nguyen	5.0
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**MATH 241 APPLIED CALCULUS I**

Prereq: Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. NOTE: MATH 241/242 is a one year sequence in Applied Calculus. The prerequisite for MATH 242 is both MATH 130 and MATH 241. MATH 130 should be taken prior to entering the sequence if you plan to take both MATH 241 and 242. Basic techniques of differential calculus. Selected topics from limits, differentiation, applications of the derivative, and the anti-derivative. Integral use of a graphing calculator. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 30. MATH 241 + MATH 242 = CAN MATH SEQ D.

**WEEKDAY**

84732	MATH 241	AB	MWF	8:10-9:40	5-5132B	Kuan	5.0
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80573	MATH 241	AX	Daily	11:10-12:00	7-7304	Fredricks	5.0
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**MATH 241 APPLIED CALCULUS I – HONORS**

Prereq: Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. NOTE: MATH 241/242 is a one year sequence in Applied Calculus. The prerequisite for MATH 242 is both MATH 130 and MATH 241. MATH 130 should be taken prior to entering the sequence if you plan to take both MATH 241 and 242. Basic techniques of differential calculus. Selected topics from limits, differentiation, applications of the derivative, and the anti-derivative. Integral use of a graphing calculator. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. Transfer: UC; CSU (B4). CAN MATH 30. MATH 241 + MATH 242 = CAN MATH SEQ D.

**WEEKDAY**

90557	MATH 241	AH	Daily	11:10-12:00	7-7304	Fredricks	5.0
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**MATH 251 CALCULUS WITH ANALYTIC GEOMETRY I**

Prereq: Completion of MATH 222 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Limits and continuity, the derivatives and applications, the differential and anti-differentiation, the definite integral and conic sections. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 18. MATH 251 + MATH 252 = CAN MATH SEQ B. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

80575	MATH 251	AA	Daily	8:10-9:00	7-7109	Araica	5.0
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80574	MATH 251	AX	MTWTh	12:10-1:15	7-7310	Freedman	5.0
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**MATH 251 CALCULUS WITH ANALYTIC GEOMETRY I – HONORS**

Prereq: Completion of MATH 222 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Limits and continuity, the derivatives and applications, the differential and anti-differentiation, the definite integral and conic sections. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. Transfer: UC; CSU (B4). CAN MATH 18. MATH 251 + MATH 252 = CAN MATH SEQ B. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

89249	MATH 251	AH	MTWTh	12:10-1:15	7-7310	Freedman	5.0
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**MATH 252 CALCULUS WITH ANALYTIC GEOMETRY II**

Prereq: Completion of MATH 251 with a grade of C or better, or equivalent. Logarithmic, exponential, trigonometric and hyperbolic functions. Integration, polar coordinates, indeterminate, and improper integrals. Plus one hr/wk by arrangement. NOTE: TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 20. MATH 251 + MATH 252 = CAN MATH SEQ B. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

88470	MATH 252	AX	Daily	11:10-12:00	7-7310	Leach	5.0
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\* This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

## MATHEMATICS &gt; MUSIC

**MATH 252 CALCULUS WITH ANALYTIC GEOMETRY II – HONORS**

*Prereq:* Completion of MATH 251 with a grade of C or better, or equivalent. Logarithmic, exponential, trigonometric and hyperbolic functions. Integration, polar coordinates, indeterminates, and improper integrals. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. Transfer: UC; CSU (B4). CAN MATH 20. MATH 251 + MATH 252 = CAN MATH SEQ B. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

90085	MATH 252	AH	Daily	11:10-12:00	7-7310	Leach	5.0
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**MATH 253 CALCULUS WITH ANALYTIC GEOMETRY III**

*Prereq:* Completion of MATH 252 with a grade of C or better, or equivalent. Taylor's formula, infinite series, parametric equations, vectors, solid geometry, functions of variables, multiple integration and partial derivatives. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 22. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

80579	MATH 253	AA	Daily	11:10-12:00	1-1205	Tsuchida	5.0
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**MATH 275 ORDINARY DIFFERENTIAL EQUATIONS**

*Prereq:* Completion of MATH 253 with a grade of C or better, or equivalent. Differential equations and applications of first and better order with emphasis on second order. Topics include power series solutions, Laplace transforms, operator techniques. Plus one hr/wk by arrangement. Transfer: UC; CSU (B4). CAN MATH 24.

**EVENING**

90572	MATH 275	JA	T	7:00-10:05	1-1205	Reuterdahl	3.0
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**MATH 650 MATHEMATICS SUPPLEMENT – MATH SKILLS**

Individualized lessons in mathematics skills arranged and supervised in the Math Assistance Lab of The Learning Center. May be repeated for credit. Open entry. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

**WEEKDAY**

86596	MATH 650	AV	By Arr	1.5-6 Hrs/Wk	5-5100	Chavez	0.5-2.0
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**MATH 690 SPECIAL PROJECTS IN MATHEMATICS**

One hour of supervised work per week per unit. Transfer: UC; CSU.

**WEEKDAY**

80582	MATH 690	AV	By Arr	1-3 Hrs/Wk	2-2307	Hough Jr	1.0-3.0
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**MATH 811 FUNDAMENTALS OF MATHEMATICS**

Basic skills in mathematics, including whole numbers, decimals, fractions, and limited geometry and statistics. Using these ideas and skills to solve real life word problems is emphasized. Plus one hr/wk by arrangement. *NOTE:* Students enrolling in MATH 811 AA (91161) must also enroll in LSKL 811 AA (92537); students enrolling in MATH 811 AB (91162) must also enroll in LSKL 811 AB (92539); and students enrolling in MATH 811 AC (91163) must also enroll in LSKL 811 AC (92540). (Units do not count toward the Associate Degree.)

**WEEKDAY**

91161	MATH 811	AA	Daily	8:10-9:00	1-1205	Hough Jr	3.0
91162	MATH 811	AB	Daily	9:10-10:00	1-1205	Zamani	3.0
91163	MATH 811	AC	Daily	10:10-11:00	1-1205	Freedman	3.0
91164	MATH 811	AD	MTWTh	12:10-1:15	1-1205	Nguyen	3.0

**EVENING**

91188	MATH 811	JA	MW	7:00-9:25	7-7310	Garcia Jr	3.0
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**MUSIC (MUS.)**

(Dance courses are offered through the Physical Education Division.)

**MUS. 100 FUNDAMENTALS OF MUSIC**

Establishes a basic musical vocabulary for students who wish to begin the study of music. Transfer: UC; CSU (C1).

**WEEKDAY**

80596	MUS. 100	AA	MWF	8:10-9:00	1-1115	Conrad	3.0
92028	MUS. 100	AB	TTh	11:10-12:25	1-1115	Hicks	3.0

**ONLINE**

89886	MUS. 100	OL	By Arr	48 Hours	ONLINE	Millar	3.0
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MUS. 100 OL is taught in an online format. Students should review the information on the online bulletin board for this class before enrolling: [http://www.smccd.edu/accounts/millar/music\\_100ol.htm](http://www.smccd.edu/accounts/millar/music_100ol.htm). Orientation meeting on campus on Friday, August 21, 1:10-2:00 pm in Room 1107.

**MUS. 111 MUSICIANSHIP I**

*Prereq:* MUS. 100, 301, 377 or 401 with a grade of C or better, or equivalent. Extended practice in and application of music theory expressed in performance and listening skills (musician-ship skills). May be repeated twice for credit. Transfer: UC; CSU (C1).

**WEEKDAY**

80599	MUS. 111	AA	MWF	9:10-10:00	1-1107	Navari	2.0
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**MUS. 115 MUSIC, ART AND IDEAS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Examination and analysis of art and music as reflections of cultural ideas and traditions. The student will develop an informed appreciation of the visual arts, performance arts, and musical works. Also listed as ART 115. Transfer: UC; CSU (C1).

**WEEKDAY**

90570	MUS. 115	AX	MWF	11:10-12:00	1-1111	Takayama	3.0
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**MUS. 202 MUSIC APPRECIATION**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The learning of effective music listening skills to enhance musical enjoyment. Transfer: UC; CSU (C1).

**WEEKDAY**

80601	MUS. 202	AA	TTh	8:10-9:25	1-1115	Conrad	3.0
92408	MUS. 202	AX	MWF	11:10-12:00	1-1107	Navari	3.0

**EVENING**

80603	MUS. 202	JA	W	7:00-10:15	1-1107	Schwartz	3.0
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**ONLINE**

89682	MUS. 202	OL	By Arr	48 Hours	ONLINE	Millar	3.0
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MUS. 202 OL is taught in an online format. Students should review the information on the online bulletin board for this class before enrolling: [http://www.smccd.edu/accounts/millar/new\\_page\\_2.htm](http://www.smccd.edu/accounts/millar/new_page_2.htm). Orientation meeting on campus on Friday, August 21, 12:10-1:00 pm in Room 1107.

**MUS. 202 MUSIC APPRECIATION – HONORS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The learning of effective music listening skills to enhance musical enjoyment. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C1).

**WEEKDAY**

80602	MUS. 202	AH	MWF	11:10-12:00	1-1107	Navari	3.0
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**MUS. 204 MUSIC HISTORY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Examination of the development of musical expression in Western Civilization from Medieval times to the music of our time. Transfer: UC; CSU (C1).

**ONLINE**

91115	MUS. 204	OL	By Arr	48 Hours	ONLINE	Millar	3.0
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MUS. 204 OL is taught in an online format. Students should review the information for this class before enrolling: <http://www.smccd.edu/accounts/millar/>; follow the links to the bulletin board for MUS. 204. Orientation meeting on campus on Friday, August 21, 2:10-3:00 pm in Room 1107.

**MUS. 250 WORLD MUSIC**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Survey of selected listening and readings from the music of Asia, Southeast Asia, Pacific Islands, Americas, Africa, and the Middle East. Required concert attendance. Transfer: UC; CSU (C1).

**WEEKDAY**

80604	MUS. 250	AA	MWF	10:10-11:00	1-1111	Hansen	3.0
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**EVENING**

91116	MUS. 250	JA	Th	7:00-10:15	1-1111	Redding Lapuz	3.0
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**MUS. 275 HISTORY OF JAZZ**

Historical development of jazz from a musical and sociological perspective. Topics include discussion of musical elements, vocal and instrumental ensembles, artistic values, and the role of jazz in our culture. Transfer: UC; CSU (C1).

**ONLINE**

91119	MUS. 275	OL	By Arr	48 Hours	ONLINE	Williams	3.0
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MUS. 275 OL is taught in an online format. Orientation meeting on campus on Friday, August 21, 2:30-4:30 pm in Room 1111. Instructor email: [williamsm@smccd.edu](mailto:williamsm@smccd.edu).

**MUS. 290 INTRODUCTION TO MIDI (MUSICAL INSTRUMENT DIGITAL INTERFACE) MUSIC**

Introduction to the use and implementation of MIDI (Musical Instrument Digital Interface) musical instruments, including interfacing with computers and MIDI software. Ability to read music is desirable but not essential. Plus studio hours by arrangement. Transfer: CSU.

**WEEKDAY**

88756	MUS. 290	AA	TTh	11:10-1:30	1-1113	Williams	3.0
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**MUS. 301 PIANO I**

Recommended: MUS. 100 or equivalent. Beginning piano with emphasis on music reading, keyboard harmony, improvisation and keyboard technique. Plus three hrs/wk by arrangement. Transfer: UC; CSU (C1).

**WEEKDAY**

80605	MUS. 301	AA	MWF	9:10-10:00	1-1109	Hansen	2.0
80606	MUS. 301	AB	MWF	11:10-12:00	1-1109	Hansen	2.0
88151	MUS. 301	AX	TTh	12:35-1:50	1-1109	Ingber	2.0

**EVENING**

83284	MUS. 301	JA	M	7:00-10:15	1-1109	Ingber	2.0
83285	MUS. 301	JB	T	7:00-10:05	1-1109	Hicks	2.0

**SATURDAY**

91675	MUS. 301	SX	Sat	9:00-12:15	1-1109	Hicks	2.0
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**MUS. 302 PIANO II**

*Prereq: MUS. 301 or equivalent.* Continuation of Piano I with increased emphasis on sightreading, technique and piano literature. Plus three hrs/wk by arrangement. Transfer: UC; CSU.

**WEEKDAY**

80610	MUS. 302	AX	TTh	12:35-1:50	1-1109	Ingber	2.0
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**EVENING**

91144	MUS. 302	JX	W	7:00-10:15	1-1109	Yi	2.0
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**SATURDAY**

84339	MUS. 302	SX	Sat	9:00-12:15	1-1109	Hicks	2.0
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**MUS. 303 PIANO III**

*Prereq: MUS. 302 or equivalent.* Piano literature from Baroque, Classic, Romantic and 20th century; keyboard harmony and ensemble. Recital performance may be required. Plus three hrs/wk by arrangement. Transfer: UC; CSU.

**EVENING**

91145	MUS. 303	JX	W	7:00-10:15	1-1109	Yi	2.0
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**SATURDAY**

89208	MUS. 303	SX	Sat	9:00-12:15	1-1109	Hicks	2.0
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**MUS. 304 PIANO IV**

*Prereq: MUS. 303 or equivalent.* Piano literature from Baroque, Classic, Romantic and 20th century; keyboard harmony and ensemble. Recital performance may be required. Plus three hrs/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**EVENING**

91146	MUS. 304	JX	W	7:00-10:15	1-1109	Yi	2.0
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**SATURDAY**

89210	MUS. 304	SX	Sat	9:00-12:15	1-1109	Hicks	2.0
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**MUS. 377 GUITAR I**

*Recommended: MUS. 100 or equivalent.* Basic guitar instruction. Playing techniques, notation, chords, reading, strum techniques, fingerpicking. Emphasis on popular music literature. Individual and group instruction. Plus three hrs/wk by arrangement. *NOTE: MUS. 377 AZ (92570) will be held at Oceana High School, 401 Paloma Avenue, Pacifica.* Transfer: UC; CSU.

**WEEKDAY**

92570	MUS. 377	AZ	TTh	3:00-4:30	Oceana	Nichols	2.0
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**EVENING**

85853	MUS. 377	KX	W	7:00-10:15	1-1115	Markovich	2.0
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**SATURDAY**

90148	MUS. 377	SX	Sat	9:00-12:15	1-1115	Markovich	2.0
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**MUS. 378 GUITAR II**

*Prereq: MUS. 377 or demonstrated equivalent skills.* Areas covered include barre-chords, CAGED chord and scale theory, blues scales, major scales, accompaniment techniques, and major and minor scale patterns. Plus three hrs/wk by arrangement. Transfer: UC; CSU.

**EVENING**

83292	MUS. 378	KX	W	7:00-10:15	1-1115	Markovich	2.0
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**SATURDAY**

90157	MUS. 378	SX	Sat	9:00-12:15	1-1115	Markovich	2.0
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# Music Performance

Pursue your love of music, or try a music class for the first time!

Did you love music in high school and want to continue performing?

Do you want to tap into your creative side with a class?

In addition to an A.A. in Music, Skyline offers music performance classes for students of all levels taught by experienced faculty in a supportive environment.

**Expert instruction:** Skyline's patient instructors motivate, nurture and draw the best from each student. The music faculty are active as composers, performers and arrangers.

**Performance classes** (day & evening) for new players to virtuosos in:

- Piano
- Guitar
- Solo Voice
- Choir
- Concert Band
- Jazz Band

Many classes meet humanities/general education requirements for transfer.

Contact Donna Bestock, (650) 738-4121, or bestock@smccd.edu

### MUS. 379 GUITAR III

*Prereq:* MUS. 378 or demonstrated equivalent skills. Intermediate/advanced guitar instruction. Principles of moveable chord and scale structure (CAGED), advanced strumming and fingerpicking patterns, etc. Plus three hrs/wk by arrangement. May be repeated twice for credit. Transfer: UC; CSU.

**EVENING**

83294 MUS. 379 LX Th 7:00-10:15 1-1115 Markovich 2.0

### MUS. 380 GUITAR IV

*Prereq:* MUS. 379 or equivalent. Continuation of MUS. 379; improvising, scales, blues techniques, modern rhythmic techniques with emphasis on American musical literature. Individual and group instruction. Plus three hrs/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**EVENING**

89878 MUS. 380 LX Th 7:00-10:15 1-1115 Markovich 2.0

### MUS. 383 GUITAR ENSEMBLE I

*Prereq:* MUS. 378 or equivalent. Techniques from Doo-Wop, Rhythm and Blues, to Rock in a small ensemble. Public performance is required. Plus three hrs/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**EVENING**

89877 MUS. 383 LX Th 7:00-10:15 1-1115 Markovich 2.0

### MUS. 401 VOICE I

Recommended: MUS. 100 or equivalent. A general class designed to introduce students to solo vocal work. Plus three hrs/wk by arrangement. Transfer: UC; CSU.

**WEEKDAY**

84835 MUS. 401 AA TTh 9:35-10:50 1-1111 Navari 2.0

**EVENING**

85622 MUS. 401 KX W 7:00-10:15 1-1111 Sacco-Belli 2.0

### MUS. 402 VOICE II

*Prereq:* MUS. 401 or placement by audition. A continuation of MUS. 401 with emphasis on vocal material and style. Plus three hrs/wk by arrangement. Transfer: UC; CSU.

**WEEKDAY**

83298 MUS. 402 CX TTh 11:10-12:25 1-1111 Navari 2.0

**EVENING**

85353 MUS. 402 KX W 7:00-10:15 1-1111 Sacco-Belli 2.0

### MUS. 403 VOICE III

*Prereq:* MUS. 402 or placement by audition. Continuing development of vocal technique with emphasis on song literature. Plus three hrs/wk by arrangement. Transfer: UC; CSU.

**WEEKDAY**

89223 MUS. 403 CX TTh 11:10-12:25 1-1111 Navari 2.0

**EVENING**

90196 MUS. 403 KX W 7:00-10:15 1-1111 Sacco-Belli 2.0

### MUS. 404 VOICE IV

*Prereq:* MUS. 403 or placement by audition. Preparation of scenes, solo and ensemble, from various types of music theater. Plus three hrs/wk by arrangement. May be repeated once for credit. Transfer: UC; CSU.

**WEEKDAY**

89224 MUS. 404 CX TTh 11:10-12:25 1-1111 Navari 2.0

**EVENING**

90197 MUS. 404 KX W 7:00-10:15 1-1111 Sacco-Belli 2.0

**MUS. 420 TRADITIONAL KULINTANG MUSIC – KABABAYAN**

An introduction to the theory and performance of the traditional bronze gong music and dance of the Southern Philippines. Performance required. Plus two hrs/wk by arrangement. May be repeated for credit a maximum of three times. *NOTE: This section is open to all students, but is designed primarily for students in the Kababayan learning community.* Transfer: CSU.

**WEEKDAY**

91104	MUS. 420	AK	TTh	12:35-2:05	1-1115	Kalanduyan	2.0
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**MUS. 430 CONCERT BAND**

Study and performance of music for concert band. Performance is required. Open to all students of the College. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**EVENING**

87363	MUS. 430	PX	T	7:00-9:35	1-1115	Ferreira	1.5
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**MUS. 450 JAZZ BAND**

A course that includes organization, training, arranging, vocals and other phases of dance band work. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**EVENING**

87362	MUS. 450	QX	M	7:00-10:00	1-1115	Robinson	1.0
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**MUS. 470 CONCERT CHOIR**

Recommended: MUS. 100 or equivalent. Performance of choral music for accompanied and/or unaccompanied choir. May be repeated for credit a maximum of three times. Transfer: UC; CSU (C1).

**EVENING**

83280	MUS. 470	RO	T	7:00-10:05	1-1111	Navari	2.0
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**MUS. 665ST PIANO: CLASSIC THEMES BY THE MASTERS**

Keyboard arrangements by Beethoven, Brahms, Schubert and others. Transfer: UC, CSU.

**SATURDAY**

91892	MUS. 665ST	SX	Sat	9:00-12:15	1-1109	Hicks	2.0
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**MUS. 665SV JAZZ BAND: MUSIC OF COUNT BASIE**

Study and performance of the music of Count Basie. Open to all Jazz band instrumentalists. Performance is required. Transfer: UC, CSU.

**EVENING**

91894	MUS. 665SV	QX	M	7:00-10:00	1-1115	Robinson	1.0
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**MUS. 665S2 GUITAR: COMMON CHORD PROGRESSIONS**

**NEW!** Common chord progressions for the guitar – emphasis on standards. The Harmonic structure of modern standards. Transfer: UC, CSU.

**EVENING**

92415	MUS. 665S2	LA	Th	6:00-6:50	1-1115	Markovich	0.5
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**MUS. 665S3 CHOIR: COMFORT AND JOY**

Sing holiday songs, carols, and seasonal choral music, including Kirke Mechem's "Seven Joys of Christmas." Culminating public performances required. Transfer: UC, CSU.

**EVENING**

92417	MUS. 665S3	RO	T	7:00-10:00	1-1111	Navari	0.5-2.0
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**MUS. 665S4 VOICE: AH PARIS!**

Sing songs from musicals set in Paris – Sunday in the Park, Phantom, Les Miz and more. Also, French diction; beautiful "mélodie." Culminating public performances required. Transfer: UC, CSU.

**WEEKDAY**

92416	MUS. 665S4	CX	TTh	11:10-12:25	1-1111	Navari	2.0
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**MUS. 665S5 CONCERT BAND: MUSIC TO CELEBRATE**

A survey of music literature from around the world composed for seasonal celebrations. Transfer: UC, CSU.

**EVENING**

92443	MUS. 665S5	PX	T	7:00-9:30	1-1115	Ferreira	0.5-1.5
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**MUS. 665S6 VIOLIN: SUZUKI METHOD**

**NEW!** Beginning violin or viola class using the Suzuki method. Students will learn to play pieces from several genres, including classical, folk and jazz. *NOTE: Students provide their own instruments.* Transfer: UC, CSU.

**WEEKDAY**

92451	MUS. 665S6	AA	T	1:00-4:00	1-1111	Staff	2.0
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**NONNATIVE SPEAKERS**

(The following courses are designed for nonnative speakers of English.)

**ESOL 400 ENGLISH COMPOSITION FOR NONNATIVE SPEAKERS**

*Prereq: Satisfactory completion (grade of C or better) of ESOL 840, or 841 and 842, or 864 and 874, or equivalent; or appropriate skill level as indicated by ESL placement test and other measures as necessary.* Advanced practice in writing English for nonnative speakers. Emphasis on composing clear, coherent, logical essays. *NOTE: Students enrolling in ESOL 400 JB must also enroll in LSKL 400 JB (92407).* Transfer: UC; CSU.

**WEEKDAY**

80330	ESOL 400	AA	MWF	9:10-10:35	PH-403*	Frasca	5.0
89128	ESOL 400	AB	Daily	10:10-11:00	PH-401*	Hertig	5.0

**EVENING**

89130	ESOL 400	JA	MW	4:30-6:45	8-8220	Craigie	5.0
91643	ESOL 400	JB	MW	6:00-8:15	8-8317	Connors	5.0
84396	ESOL 400	JC	TTh	4:30-6:45	7-7307	Thompson	5.0

**ESOL 655 ENGLISH AS A SECOND LANGUAGE SUPPLEMENT**

Recommended: Concurrent enrollment in another ESOL course. Provides assistance for ESL students in communication skills, including reading, writing, listening and speaking. Students may drop in when The Learning Center is open for one-on-one tutoring, software, English practice groups, and faculty-taught workshops. Phone-in/online tutoring may be available. May be repeated for credit up to a maximum of 6 units. Open entry. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91263	ESOL 655	AV	By Arr	1.5-9 Hrs/Wk	5-5100	Sippel	0.5-3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**NONNATIVE SPEAKERS**

**ESOL 802 PRE-INTERMEDIATE CONVERSATIONAL ENGLISH**

Recommended: Eligibility for ESOL 820 or equivalent. Pre-intermediate English speakers eligible for ESOL 820 will increase fluency, flexibility and accuracy in conversational standard English and will develop an understanding of and appreciation for American culture. May be repeated for credit a maximum of three times. *NOTE: This course will be held at the Community Learning Center, 520 Tamarack Lane, South San Francisco.* (Units do not count toward the Associate Degree.)

**EVENING**

91176	ESOL 802	JZ M	6:15-8:15	CLC	Frasca	2.0
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**ESOL 830 ENGLISH FOR SPEAKERS OF OTHER LANGUAGES III**

Recommended: Satisfactory completion of ESOL 820 or both 821 and 822, or appropriate skill level as indicated by ESL placement test and other measures as necessary. This course is for advanced students who have studied the grammatical structures in ESOL 820 or 821 and 822 and have acquired conversational fluency and basic reading and writing skills. Emphasis is on critical reading, sentence combining, oral exchange, and paragraph writing. (Units do not count toward the Associate Degree.)

**WEEKDAY**

85321	ESOL 830	AA MWF	8:10-9:50	8-8308	Nicol	6.0
		TTh	8:10-9:25	8-8308	Nicol	

**ESOL 840 ENGLISH FOR SPEAKERS OF OTHER LANGUAGES IV**

Recommended: Satisfactory completion of ESOL 830 or both 831 and 832, or appropriate skill level as indicated by ESL placement test and other measures as necessary. This course is for advanced learners who have studied the grammatical structures, reading skills, and elements of paragraph writing in ESOL 830 or 831 and 832. Emphasis is on thematic reading, discussion, and writing from paragraph to essays, supplemented by exercises in proofreading. (Units do not count toward the Associate Degree.)

**WEEKDAY**

85323	ESOL 840	AA MWF	8:10-9:50	PH-401*	OConnell	6.0
		TTh	8:10-9:25	PH-401*	OConnell	
85324	ESOL 840	AB MWF	11:10-12:50	8-8308	Nicol	6.0
		TTh	11:10-12:25	8-8308	Nicol	

**ESOL 852 PRE-INTERMEDIATE ESL LISTENING & SPEAKING**

Recommended: Satisfactory completion of ESOL 810, or both 811 and 812, or ESOL 851, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to complete or enroll concurrently in ESOL 862 and ESOL 872. Development of listening comprehension and oral proficiency at the pre-intermediate level of English. Focus on comprehension of modified English and vocabulary in context, clear production of words and phrases, and continued development in oral fluency in English. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91791	ESOL 852	AA MWF	9:10-10:00	8-8224	Sippel	3.0
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**ESOL 853 INTERMEDIATE ESL LISTENING & SPEAKING**

**NEW!** Recommended: Satisfactory completion of ESOL 820, or both 821 and 822, or ESOL 852, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to complete or enroll concurrently in ESOL 863 and ESOL 873. Development of listening comprehension and oral proficiency at the intermediate level of English. Focus on note-taking, aural comprehension, and development of oral proficiency in English. (Units do not count toward the Associate Degree.)

**WEEKDAY**

92392	ESOL 853	AA MWF	10:10-11:00	2-2305	Carey	3.0
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**ESOL 861 HIGH-BEGINNING ESL READING AND WRITING**

Recommended: Appropriate skill level of ESOL 810 or ESOL 811, as indicated by ESL placement test and other measures as necessary. Development of reading and writing skills at the high-beginning level of English acquisition. Reading strategies, fluency, vocabulary, comprehension, and sentence and short paragraph writing. (Units do not count toward the Associate Degree.)

**EVENING**

91181	ESOL 861	JA TTh	7:25-9:15	8-8317	Lamarre	4.0
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**ESOL 862 PRE-INTERMEDIATE ESL READING & WRITING**

Recommended: Satisfactory completion of ESOL 810, or both 811 and 812, or ESOL 861, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to complete or enroll concurrently in ESOL 852 and ESOL 872. Development of reading and writing skills at the pre-intermediate level of English acquisition. Reading strategies, fluency, vocabulary, comprehension, sentence skills, and short paragraph writing. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91792	ESOL 862	AA MW	10:10-11:50	8-8224	Rivera	4.0
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**ESOL 863 INTERMEDIATE ESL READING & WRITING**

Recommended: Satisfactory completion of ESOL 820, or both 821 and 822, or ESOL 862, or appropriate skill level as indicated by ESL placement test and other measures as necessary. Students are strongly advised to enroll concurrently in ESOL 853 and ESOL 873. Development of reading and writing skills at the intermediate level of English acquisition. Reading strategies, fluency, vocabulary, comprehension, and paragraph writing. (Units do not count toward the Associate Degree.)

**EVENING**

91788	ESOL 863	JA MW	7:25-9:15	1-1202	Lerman	4.0
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**ESOL 871 HIGH-BEGINNING ESL GRAMMAR**

Recommended: Appropriate skill level as indicated by ESL placement test and other measures as necessary. Development of sentence variety and grammatical and mechanical accuracy of standard spoken and written English at the high-beginning level. *NOTE: ESOL 871 SZ (91184) will be held at the Community Learning Center, 520 Tamarack Lane, South San Francisco.* (Units do not count toward the Associate Degree.)

**EVENING**

91645	ESOL 871	JA TTh	6:00-7:15	8-8317	Lamarre	3.0
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**SATURDAY**

91184	ESOL 871	SZ Sat	9:30-12:35	CLC	Craigie	3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**ESOL 872 PRE-INTERMEDIATE ESL GRAMMAR**

Recommended: Satisfactory completion of ESOL 810, or both ESOL 811 and 812, or ESOL 871, or appropriate skill level as indicated by ESL placement test and other measures as necessary, or equivalent. Development of sentence variety and grammatical and mechanical accuracy of standard spoken and written English at the pre-intermediate level. (Units do not count toward the Associate Degree.)

**WEEKDAY**

91790	ESOL 872	AA TTh	8:10-9:25	8-8224	Hertig	3.0
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**ESOL 873 INTERMEDIATE ESL GRAMMAR**

Recommended: Satisfactory completion of ESOL 820, or both ESOL 821 and 822, or ESOL 872, or appropriate skill level as indicated by ESL placement test and other measures as necessary, or equivalent. Development of sentence variety and grammatical and mechanical accuracy of standard spoken and written English at the intermediate level. (Units do not count toward the Associate Degree.)

**EVENING**

91789	ESOL 873	JA MW	6:00-7:15	1-1202	Lerman	3.0
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**ESOL 875 ADVANCED ESL GRAMMAR AND EDITING**

Recommended: Eligibility for ESOL 400, or completion of ESOL 840, or both ESOL 841 and ESOL 842, or ESOL 874, or appropriate skill level as indicated by ESL placement test and other measures as necessary, or equivalent. ESL students learn grammar and editing strategies for academic writing. This course assumes advanced study of ESL up to the reading and writing level of ESOL 400. May be repeated once for credit. (Units do not count toward the Associate Degree.)

**WEEKDAY**

90462	ESOL 875	AA MWF	11:10-12:00	PH-401*	Frasca	3.0
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**ESOL 880SA WORKPLACE ENGLISH FOR SPEAKERS OF OTHER LANGUAGES**

**NEW!** Professional greetings, dress and customs, conversation, customer service, and other skills to work successfully in an office environment. Practice in staffing a professional office. Plus 2 hrs/wk by arrangement. May be repeated for credit a maximum of three times. (Units do not count toward the Associate Degree.)

**WEEKDAY**

92471	ESOL 880SA	AA TTh	9:35-10:50	8-8317	Warden	3.0
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**SPCH 100 PUBLIC SPEAKING – NONNATIVE SPEAKERS**

Recommended: Eligibility for ENGL 836 or ESOL 400. Study and practice of basic principles of effective oral communication. Research, preparation, and extemporaneous delivery of various types of speeches. *NOTE: These sections are designed for students for whom English is a second language, but are open to all students.* Transfer: UC; CSU (A1). CAN SPCH 4.

**WEEKDAY**

85335	SPCH 100	AN TTh	12:35-1:50	8-8118	Irigoyen II	3.0
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**EVENING**

90080	SPCH 100	JN Th	7:00-10:15	5-5132A	Mair	3.0
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**NUTRITION**

(Refer to course listings under FAMILY & CONSUMER SCIENCES.)

**OCEANOGRAPHY (OCEN)****OCEN 100 SURVEY OF OCEANOGRAPHY**

Recommended: Eligibility for ENGL 836. An introduction to the physical, chemical, biological, and geological aspects of the world's oceans. Transfer: UC; CSU (B1).

**WEEKDAY**

80639	OCEN 100	AA TTh	11:10-12:25	PH-405*	Zucker	3.0
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**EVENING**

80640	OCEN 100	JA Th	6:30-9:45	PH-405*	Zucker	3.0
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**OCEN 101 OCEANOGRAPHY LABORATORY/FIELD STUDY**

*Prereq: Completion of or concurrent enrollment in OCEN 100.* Lab and field exercises with ocean sediments, currents, tides, waves, physical and chemical properties of seawater, and forms of marine life. Saturday field trips are required. Transfer: UC; CSU (B3).

**WEEKDAY**

86185	OCEN 101	AA F	12:10-2:50	7-7338	Zucker	1.0
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**OFFICE ADMINISTRATION**

(Refer to course listings under COMPUTER APPLICATIONS & OFFICE TECHNOLOGY.)

**PARALEGAL STUDIES (LEGL)****LEGL 240 INTRODUCTION TO LAW**

Recommended: Eligibility for ENGL 836 or equivalent. The study of law, the legal profession, and the court systems; recent development in legal services, law management, and new technology. Transfer: CSU.

**EVENING**

88812	LEGL 240	JA Th	7:00-10:15	1-1107	Prater-Slack	3.0
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**LEGL 250 LEGAL RESEARCH**

Recommended: Eligibility for ENGL 836. Practice in using the major resources of the law library; finding and interpreting case law, statutes and administrative regulations. Transfer: CSU.

**EVENING**

80524	LEGL 250	JA T	7:00-10:05	5-5132B	Kippes	3.0
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**LEGL 252 PRINCIPLES OF CIVIL & ADMINISTRATIVE PROCESS**

Recommended: Eligibility for ENGL 836. In-depth study of case processing through origin-to-deposition of civil and administrative matters. Transfer: CSU.

**EVENING**

89321	LEGL 252	JA W	7:00-10:15	1-1206	Esparza	3.0
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**LEGL 260 ADVANCED LEGAL RESEARCH & WRITING**

*Prereq: LEGL 250.* Develop and refine legal research and writing skills by preparing a series of projects, including legal documents applying to real cases. Transfer: CSU.

**EVENING**

92467	LEGL 260	JA W	7:00-10:15	5-5132B	Kippes	3.0
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## PARALEGAL STUDIES &gt; PHYSICAL EDUCATION – ADAPTED

**LEGL 443 LAW OFFICE PROCEDURES**

*Prereq:* CAOT 212 or CAOT 214 and BUS. 400, or equivalent skills. Recommended: Eligibility for ENGL 836. Intensive training in procedures that prepare the legal secretary and paralegal student for the law office. Emphasis on various areas of substantive law, legal terminology, legal documents, forms, and correspondence. Plus 24 lab hours by arrangement per unit. Also listed as BUS. 443. May be repeated for credit up to a maximum of 4 units. Transfer: CSU.

**EVENING**

89901	LEGL 443	JX T	7:00-10:00	8-8213	Prater-Slack	1.0-3.0
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**LEGL 671 PARALEGAL INTERNSHIP I**

**NEW!** Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. Students are strongly advised to complete or enroll concurrently in LEGL 443 or LEGL 445. Paralegal students gain practical hands-on experience through unpaid volunteer or paid employment at public and private legal organizations. Interns are supervised by professional legal personnel and a paralegal instructor. Transfer: CSU.

**EVENING**

92474	LEGL 671	JA M	6:30-9:30	1-1206	Prater-Slack	4.0
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**PHILOSOPHY (PHIL)****PHIL 100 INTRODUCTION TO PHILOSOPHY**

Recommended: Eligibility for ENGL 100 or ENGL 105. A general introduction to the methods, problems and types of philosophy from various times and cultures. Transfer: UC; CSU (C2). CAN PHIL 2.

**WEEKDAY**

85340	PHIL 100	AA MWF	9:10-10:00	1-1304	Colombetti	3.0
92453	PHIL 100	AB TTh	9:35-10:50	1-1107	Colombetti	3.0

**EVENING**

80691	PHIL 100	JA M	7:00-10:15	1-1105	Zoughbie	3.0
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**PHIL 103 CRITICAL THINKING**

Recommended: Eligibility for ENGL 836. An informal logic and language course that develops general learning skills, aids to understanding, and creative problem solving. Plus one lab hr/wk by arrangement. Transfer: UC; CSU (A3).

**WEEKDAY**

89907	PHIL 103	AA MWF	10:10-11:00	1-1115	Colombetti	3.0
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**EVENING**

80695	PHIL 103	JA Th	7:00-10:15	1-1105	Zoughbie	3.0
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**ONLINE**

80693	PHIL 103	OL By Arr	48 Hours	ONLINE	Colombetti	3.0
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PHIL 103 OL is offered in an online format. Orientation meeting on Thursday, August 20, from 2:00-3:00 pm in Room 1107. Instructor email: [colombetti@smccd.edu](mailto:colombetti@smccd.edu).

**PHIL 240 INTRODUCTION TO ETHICS**

Recommended: Eligibility for ENGL 100 or ENGL 105. Major philosophic views of ethical behavior; discussion of what we can do, should do, and when we may judge one another. Transfer: UC; CSU (C2). CAN PHIL 4.

**WEEKDAY**

84841	PHIL 240	AA TTh	11:10-12:25	PH-403*	Colombetti	3.0
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**PHIL 280 INTRODUCTION TO POLITICAL PHILOSOPHY – HONORS**

Recommended: Eligibility for ENGL 100 or 105 or equivalent. Readings and critical discussion of classical, modern and contemporary sources. Topics include theories of human nature, conceptions of justice, the relationship between the individual and the state, and the distribution of wealth and power. Also listed as PLSC 280. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91868	PHIL 280	AH MW	12:10-1:25	1-1107	Colombetti	3.0
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**PHIL 300 INTRODUCTION TO WORLD RELIGIONS – HONORS**

Recommended: Eligibility for ENGL 100 or ENGL 105. Comparison of the beliefs and practices of major Eastern and Western religions. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors-level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

91289	PHIL 300	AH TTh	8:10-9:25	1-1107	Bestock	3.0
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**PHYSICAL EDUCATION – ADAPTED (ADAP)****ADAP 358 ADAPTED STRENGTH DEVELOPMENT**

*Prereq:* Physician's recommendation or assignment by the College Health Counselor or Division Dean (on recommendation of instructor). *Coreq:* Concurrent enrollment in ADAP 349, 357 or 359. Students will review and apply basic exercise physiology and strength development concepts in the context of their own disability to develop and/or maintain their muscular strength and endurance. May be repeated for credit a maximum of three times. *NOTE: Please contact Chip Chandler at (650) 738-4286, or email [chandler@smccd.edu](mailto:chandler@smccd.edu), for details.* Transfer: UC; CSU (E2).

**WEEKDAY**

91871	ADAP 358	AA TTh	12:35-2:00	3-3102	Chandler	1.0
91872	ADAP 358	AB MW	1:35-3:00	3-3102	Chandler	1.0
91875	ADAP 358	B0 By Arr	24-48 Hours	3-3102	Chandler	0.5-1.0

**ADAP 359 BALANCE AND FUNCTIONAL MOVEMENT FOR THE PHYSICALLY LIMITED**

*Coreq:* Concurrent enrollment in ADAP 348, 356 or 358. Designed to identify, assess and improve balance and physical functioning for individuals with physical limitations. Prescriptive programs are developed for groups and individuals. May be repeated for credit a maximum of three times. *NOTE: Please contact Chip Chandler at (650) 738-4286, or email [chandler@smccd.edu](mailto:chandler@smccd.edu), for details.* Transfer: UC; CSU (E2).

**WEEKDAY**

91876	ADAP 359	A0 By Arr	24-48 Hours	3-3102	Chandler	0.5-1.0
91878	ADAP 359	B0 By Arr	24-48 Hours	3-3102	Chandler	0.5-1.0

## PHYSICAL EDUCATION – COMBATIVES (COMB)

### COMB 401 SELF DEFENSE

Gain knowledge about basic self defense. Mental preparation, assault situation avoidance, kicks, punches, violent and non-violent defenses are covered. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

#### WEEKDAY

91072	COMB 401	BA TTh	9:35-10:50	3-3106	Fitzgerald	1.0
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### COMB 404 BEGINNING SHOTOKAN KARATE

A course in the introduction of skills and techniques of the Japanese art of Shotokan Karate. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

#### WEEKDAY

90138	COMB 404	AX MW	1:35-3:00	3-3201	Larson	1.0
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### COMB 405 INTERMEDIATE & ADVANCED SHOTOKAN KARATE

*Prereq: COMB 404.* A course to reinforce the skills and techniques learned in COMB 404. Intermediate and advanced techniques in the Japanese art of Shotokan Karate. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

#### WEEKDAY

90139	COMB 405	AX MW	1:35-3:00	3-3201	Larson	1.0
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## PHYSICAL EDUCATION – DANCE (DANC)

### DANC 140 BALLET

Basic barre, floor technique and movement fundamentals with emphasis on body control, form, and special patterns. Excellent for beginners. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (C1, E2).

#### WEEKDAY

90485	DANC 140	BA TTh	11:10-12:25	3-3201	Simmers	1.0
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### DANC 161 TANGO ARGENTINO

Designed to introduce students to the essence of Argentine tango. Students will be able to dance in social settings comfortably and confidently. May be repeated for credit a maximum of three times. Transfer: CSU (E2).

#### EVENING

90497	DANC 161	JA W	7:00-10:15	3-3201	Delmar	1.0
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### DANC 164 TANGO DE LA CONFITERIA

*Prereq: Successful completion (grade of C or better) of DANC 161 or equivalent.* Recommended: Two years of tango study. Designed to strip tango down to its joyful essence; with the most fun, rhythmic steps from Buenos Aires. Learn to connect with yourself, your partner and the music. Transfer: UC; CSU.

#### EVENING

91913	DANC 164	JA M	7:00-10:15	1-1250	Delmar	1.0
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### DANC 165 TANGO PERFORMANCE IMPROVISATION

*Prereq: Successful completion (grade of C or better) of DANC 162 or DANC 164, or equivalent.* Recommended: 3 years of tango study. Designed to combine traditional close embrace tango with stage and tango nuevo elements, learning to comfortably combine styles improvisationally. *NOTE: This course will be held at the Mission Blue Center, 475 Mission Blue Drive, Brisbane.* Transfer: UC; CSU.

#### EVENING

91699	DANC 165	KZ T	6:20-9:00	MBC	Delmar	1.0
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### DANC 167 SWING DANCE I

Beginning class in swing dance. Includes instruction, demonstration and practice. Transfer: UC; CSU.

#### EVENING

91093	DANC 167	JX F	6:00-9:15	3-3201	Moberg	1.0
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#### SUNDAY

91680	DANC 167	UX Sun	6:00-9:40	3-3201	Moberg	1.0
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### DANC 168 SWING DANCE II

*Prereq: DANC 167 or equivalent.* Intermediate class in swing dance. Includes instruction, demonstration and practice, and performance. Transfer: UC; CSU.

#### EVENING

91175	DANC 168	JX F	6:00-9:15	3-3201	Moberg	1.0
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#### SUNDAY

91681	DANC 168	UX Sun	6:00-9:40	3-3201	Moberg	1.0
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### DANC 169 SWING DANCE III

*Prereq: DANC 168 or equivalent.* Advanced class in swing dance. Includes instruction, demonstration and practice, choreography, and performance. Transfer: UC; CSU.

#### EVENING

91180	DANC 169	JX F	6:00-9:15	3-3201	Moberg	1.0
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#### SUNDAY

91682	DANC 169	UX Sun	6:00-9:40	3-3201	Moberg	1.0
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### DANC 171 CHINESE DANCE WORKOUT

Designed to increase flexibility, muscular strength, muscular endurance, cardiovascular endurance and body composition through movements based on Chinese folk, classical, ballet and contemporary dance. This course is designed for students interested in fitness and requires no background in Chinese Dance. Plus one hour a week by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

#### EVENING

91879	DANC 171	KA T	7:20-10:25	3-3201	You	1.0
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### DANC 330 CREATIVE DANCE

Introduction to principles of dance composition through individual experiences, studies in use of varied stimuli, processes of dance construction, and simple compositional forms. May be repeated for credit a maximum of three times. Transfer: UC; CSU (C1,

#### WEEKDAY

84928	DANC 330	AA MWF	10:10-11:00	3-3201	Cushway	1.0
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## PHYSICAL EDUCATION – DANCE &gt; PHYSICAL EDUCATION – FITNESS

**DANC 350 CARDIO DANCE**

Fitness can be achieved through vigorous steps, stretches and toning movements from many sources – jazz, rock, folk, ballet, modern dance, hip hop. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times.

Transfer: UC; CSU (E2).

**WEEKDAY**

90488	DANC 350	AA	MW	12:10-1:30	3-3201	Cushway	1.0
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**EVENING**

80274	DANC 350	KA	TTh	4:40-5:55	3-3201	Cushway	1.0
89844	DANC 350	KB	Th	7:20-10:35	3-3201	Steele	1.0

**DANC 665SB SALSA**

This course is designed to introduce students to the fundamentals and principles of salsa dance with an emphasis on the cultural origins of this dance form. Designed for the serious dancer interested in learning ethnic dance forms as well as the general student. Transfer: UC; CSU (E2).

**EVENING**

91083	DANC 665SB	JA	M	7:00-10:15	3-3201	Santos	1.0
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**DANC 665SD AFRO/BRAZILIAN DANCE WORKOUT**

Fitness and dance exercise routines to Afro/Brazilian music. Aerobic dance routines that emphasize the beat and tempo of African/Brazilian musical origins. *NOTE: This course will be held at Jefferson High School, 6996 Mission Steet, Daly City.* Transfer: UC; CSU (E2).

**EVENING**

91696	DANC 665SD	JZ	MW	5:30-6:55	JEFF	Mansel	1.0
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**DANC 665SF BEGINNING BALLROOM DANCE**

A course designed to introduce students to the fundamentals of ballroom dance. It is designed for the general student wishing to experience and learn about this dance form as well as the serious student. Transfer: UC; CSU (E2).

**EVENING**

91679	DANC 665SF	JX	F	6:00-9:15	3-3201	Moberg	1.0
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**SUNDAY**

91683	DANC 665SF	UX	Sun	6:00-9:40	3-3201	Moberg	1.0
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## PHYSICAL EDUCATION – FITNESS (FITN)

**FITN 106 VARSITY CONDITIONING**

Intended for varsity athletes to provide fitness and strength programs that will prepare them for intercollegiate competition. This class will include cardiovascular, strength, agility, speed and sport-specific training. May be repeated for credit a maximum of three times. *NOTE: FITN 106 AO (91109) is designed for Men's and Women's Soccer athletes; FITN 106 BO (91367) is designed for Men's and Women's Basketball athletes; FITN 106 JA (91110) is designed for Baseball athletes; FITN 106 KO (91112) is designed for Wrestling and Volleyball athletes. CRN 91110 will be held in the Field House, located at the running track.* Transfer: CSU.

**WEEKDAY**

91109	FITN 106	AO	By Arr	96 Hours	Field	Corsiglia	2.0
91367	FITN 106	BO	By Arr	96 Hours	3-3200	Piergrossi	2.0

**EVENING**

91110	FITN 106	JA	Daily	4:10-5:20	Fld Hse	Nomicos	2.0
91112	FITN 106	KO	By Arr	48 Hours	3-3102	Haddon	1.0

## Fitness



Sit behind a desk all day?  
Get moving with a  
fitness class!

**Courses are designed for students of all levels, ages and abilities.**

For less than you'd pay at local gyms, Skyline offers evening, weekend and Saturday courses designed to improve all areas of fitness.

**Take:**

- Body Conditioning – FITN 116
- Weight Conditioning – FITN 205
- Spinning – FITN 301
- Running for Fitness – FITN 305
- Hiking and Trekking – FITN 308
- Stretching and Flexibility – FITN 332
- Yoga – FITN 334
- Pilates – FITN 335
- Yoga for Fitness and Wellness – FITN 336
- Back Fitness – FITN 680SD
- Chinese Dance Workout – DANC 171
- Cardio Dance – DANC 350

**Achieve your fitness goals:** Learn technique and the basics related to managing exercise habits while taking part in the physical activity that is essential to keeping you healthy! Skyline's environment is supportive and non-intimidating.

Courses focus on all of the five fitness components (muscular strength, muscular endurance, cardiovascular endurance, body composition and flexibility).

- Benefits:**
- Feel more alert and concentrate better when studying or at work.
  - Have more energy.
  - Enjoy a better quality of life.
  - Enjoy the camaraderie that develops when working out with others in the class.
  - Be more accountable in sticking with an exercise program while enrolled in a class.

Contact: Joe Morello, (650) 738-4271,  
or [morelloj@smccd.edu](mailto:morelloj@smccd.edu)

**FITN 110 ADULT CONDITIONING**

Designed to introduce students to various modes of physical activities such as stretching, walking and jogging, weight training, and informal games for the development of personal fitness programs. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

88707	FITN 110	AA	MWF	10:10-11:00	3-3102	Nomicos	1.0
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**FITN 112 CROSS TRAINING**

Students will improve fitness levels, increase strength and flexibility, and lose body fat while participating in a variety of fitness activities such as Spinning, weight training or resistance exercises, yoga, pilates, hiking, running, and/or fitness walking. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**EVENING**

91173	FITN 112	KA	TTh	5:15-6:30	3-3102	Fosberg	1.0
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**FITN 116 BODY CONDITIONING**

Individual flexibility, agility, strength, and cardiovascular conditioning and fitness program. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

90101	FITN 116	AA	MW	12:10-1:25	3-3102	Chandler	1.0
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**EVENING**

91667	FITN 116	JX	MW	6:15-7:40	3-3102	Diaz	1.0
90102	FITN 116	KX	TTh	6:15-7:40	3-3102	Marquez	1.0
91665	FITN 116	LX	MTWTh	6:15-7:40	3-3102	Marquez	2.0

**FITN 201 BEGINNING WEIGHT TRAINING**

Instruction and practice in the elementary lifts and procedures of weight training. Emphasis on form and techniques, safety procedures and strength values of weight lifting. Plus one hr/wk by arrangement. Transfer: UC; CSU (E2).

**WEEKDAY**

80385	FITN 201	AX	MWF	9:10-10:00	3-3102	Nomicos	1.0
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**FITN 202 INTERMEDIATE WEIGHT TRAINING**

*Prereq: FITN 201 or equivalent.* Specialization and development of individual programs. Plus one hr/wk by arrangement. May be repeated twice for credit. Transfer: UC; CSU (E2).

**WEEKDAY**

80387	FITN 202	AX	MWF	9:10-10:00	3-3102	Nomicos	1.0
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**FITN 205 WEIGHT CONDITIONING**

A complete course in weight conditioning, including instruction on how to design an individual training program for strength, tone and endurance. Coeducational class format. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

87420	FITN 205	AC	MWF	11:10-12:00	3-3102	Harris	1.0
89246	FITN 205	BA	TTh	9:35-10:50	3-3102	Chandler	1.0
90103	FITN 205	BC	TTh	11:10-12:25	3-3102	Chandler	1.0

**EVENING**

90500	FITN 205	JX	MW	7:45-9:10	3-3102	Diaz	1.0
88095	FITN 205	KX	TTh	7:45-9:10	3-3102	Marquez	1.0
91671	FITN 205	LX	MTWTh	7:45-9:10	3-3102	Diaz	2.0

**FITN 301 SPINNING®**

Aerobic exercise on a stationary racing bicycle. This workout is done to high cadence music. Exercise heart rate and individual goals are assessed for maximum benefit. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

90501	FITN 301	AA	MWF	9:10-10:00	3A	Corsiglia	1.0
90132	FITN 301	AB	MWF	10:10-11:00	3A	Fosberg	1.0
90133	FITN 301	AD	MWF	11:10-12:00	3A	Fitzgerald	1.0
90134	FITN 301	BB	TTh	11:10-12:25	3A	Corsiglia	1.0

**EVENING**

90135	FITN 301	JA	MW	5:30-6:45	3A	Harris	1.0
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**SATURDAY**

92350	FITN 301	SA	Sat	9:10-10:45	3A	Diaz	0.5
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**FITN 305 RUNNING FOR FITNESS**

Methods to achieve total fitness through cardiovascular activities with emphasis on running. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Repeat students must submit semester objectives. *NOTE: The first class meeting will be held at Skyline's running track.* Transfer: UC; CSU (E2).

**WEEKDAY**

89237	FITN 305	BA	TTh	8:10-9:25	Track	Fitzgerald	1.0
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**FITN 308 HIKING AND TREKKING FOR FITNESS**

**NEW!** Introduction to the benefits of the use of trekking poles while hiking. Course will be conducted on local Bay Area trails. Trekking poles are recommended, but not required. May be repeated for credit a maximum of three times. Transfer: CSU (E2).

**SATURDAY**

92351	FITN 308	SA	Sat	9:10-10:45	3-3147	Fosberg	0.5
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**FITN 332 STRETCHING AND FLEXIBILITY**

Designed to increase flexibility, tone the body, improve circulation, teach proper breathing and relaxation, create basic understanding of what is necessary for good health. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

80395	FITN 332	AA	MWF	9:10-10:00	3-3106	Fitzgerald	1.0
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**FITN 334 YOGA**

Various Yoga styles and exercises to increase flexibility, improve posture, and assist in stress reduction. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

90607	FITN 334	BA	TTh	8:10-9:25	3-3201	Simmers	1.0
90099	FITN 334	BC	TTh	12:35-2:00	3-3201	Feenstra	1.0

**FITN 335 PILATES**

Training muscles of the torso through controlled exercises that increase core strength and postural stability to optimize performance in athletics, dance and everyday activities. Plus one hr/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

89848	FITN 335	AA	MWF	11:10-12:00	3-3201	Steele	1.0
89849	FITN 335	BA	TTh	9:35-10:50	3-3201	Simmers	1.0
89842	FITN 335	BB	TTh	2:10-3:35	3-3201	Feenstra	1.0

**EVENING**

90506	FITN 335	JB	MW	5:30-6:50	3-3201	Simmers	1.0
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PHYSICAL EDUCATION – FITNESS > PHYSICAL EDUCATION – INDIVIDUAL SPORTS

**FITN 336 YOGA FOR FITNESS AND WELLNESS**

Recommended: Successful completion of FITN 334 or equivalent. Intermediate level Hatha Yoga postures and exercises focused on increasing flexibility, improving muscular strength and endurance, enhancing body composition, and reducing stress as part of an overall fitness and wellness program. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

EVENING						
91885	FITN 336	KA	TTh	6:00-7:15	3-3201	Roby 1.0
SATURDAY						
91883	FITN 336	SA	Sat	9:10-10:45	3-3201	Roby 0.5

**FITN 400 FITNESS ACADEMY**

A course designed to accommodate a day student's schedule. Hours are flexible. Students must meet with the instructor the first week of the semester for an orientation. Evaluatory tests are used to determine student's current level of fitness, and a personal prescription is developed to meet the goals and objectives of each student. Plus 2-5 hrs/wk by arrangement. May be repeated for credit a maximum of three times. *NOTE: Orientation dates and times will be posted outside of the Weight Room door (3-3102), the Division Office (3-3130) and Room 3202. For more information, please contact instructor Mike Fitzgerald at (650) 738-4323, or email fitzgerald@smccd.edu.* Transfer: UC; CSU (E2).

WEEKDAY						
88715	FITN 400	AV	By Arr	3-9 Hrs/Wk	3-3102	Fitzgerald 1.0-3.0

**FITN 680SA BACKPACKING**

Designed for outdoor enthusiasts as a training class in preparation for an overnight backpacking excursion. Students will progressively increase strength and fitness through weekly hikes with packs. The class culminates in a required overnight backpacking field trip. Plus four hours by arrangement. *NOTE: The first class meeting will be held in Room 3147. For more information, please contact instructor Jan Fosberg at (650) 738-4215, or email fosberg@smccd.edu.* Transfer: CSU.

SATURDAY						
91315	FITN 680SA	SS	Sat	11:00-1:40	3-3147	Fosberg 0.5
Dates for FITN 680SA SS: 8/22-10/17						

**FITN 680SD BACK FITNESS**

This course is designed to provide stretching and strengthening exercises for core conditioning to improve performance and prevent injuries to the back. Spine stabilization principles will be covered and discussed. Transfer: CSU.

WEEKDAY						
92353	FITN 680SD	AA	MWF	11:10-12:00	3E	Silken 1.0

**PHYSICAL EDUCATION – INDIVIDUAL SPORTS (INDV)**

**INDV 101 BEGINNING ARCHERY**

Fundamentals of target archery, types of competition, rules, scoring, care and selection of equipment. *NOTE: The first class will be held in Room 3104.* Transfer: UC; CSU (E2).

WEEKDAY						
89239	INDV 101	AX	MWF	11:10-12:00	Field	Fosberg 1.0

**INDV 105 INTERMEDIATE ARCHERY**

*Prereq: INDV 101 or equivalent.* Continued instruction in techniques with increasing distances, games and competitions, team and individual competition. May be repeated twice for credit. *NOTE: The first class will be held in Room 3104.* Transfer: UC; CSU (E2).

WEEKDAY						
89240	INDV 105	AX	MWF	11:10-12:00	Field	Fosberg 1.0

**INDV 121 BEGINNING BADMINTON**

Rules and strategies of badminton; fundamentals of grip, strokes, footwork and court coverage, drills and competition, testing program, tournaments in singles and doubles. Transfer: UC; CSU (E2).

WEEKDAY						
90517	INDV 121	AX	MWF	9:10-10:00	3-3200	Harris 1.0
90519	INDV 121	BX	MWF	12:10-1:00	3-3200	Fosberg 1.0

**INDV 125 ADVANCED BADMINTON**

*Prereq: INDV 121 or equivalent.* Emphasis on strategy, tactics, footwork, doubles teamwork and singles game. May be repeated twice for credit. Transfer: UC; CSU (E2).

WEEKDAY						
90518	INDV 125	AX	MWF	9:10-10:00	3-3200	Harris 1.0
90520	INDV 125	BX	MWF	12:10-1:00	3-3200	Fosberg 1.0

**INDV 165 GOLF: SHORT GAME**

Designed to improve the skills of pitching, chipping, putting and greenside sand play. Class will incorporate practice facility sessions and course play. May be repeated for credit a maximum of three times. *NOTE: The first class meeting will be held in Room 3104. Subsequent class meetings will be held at various local driving ranges and golf courses. For more information, contact instructor Jan Fosberg at (650) 738-4215, or email fosberg@smccd.edu.* Transfer: CSU (E2).

WEEKDAY						
90106	INDV 165	BZ	MW	8:00-9:15	Glf Crs	Fosberg 1.0

**INDV 171 GOLF: ON-COURSE PLAYING LESSONS**

**NEW!** Recommended: INDV 160 or equivalent. On-course group playing lessons to improve golf course management. Recommended for students who have at least a basic understanding of swing technique, course etiquette and rules. May be repeated for credit a maximum of three times. *NOTE: The first class meeting will be held in Room 3104. Subsequent class meetings will be held at various local driving ranges and golf courses. For more information, contact instructor Jan Fosberg at (650) 738-4215, or email fosberg@smccd.edu.* Transfer: CSU (E2).

WEEKDAY						
92370	INDV 171	BA	Th	8:10-10:50	Glf Crs	Fosberg 1.0

**INDV 251 BEGINNING TENNIS**

Instruction in service, forehand, backhand, strategy, rules. Automatic ball machine is used. Transfer: UC; CSU (E2).

WEEKDAY						
90113	INDV 251	AX	MW	12:10-1:30	Tn Crt	Fitzgerald 1.0

**INDV 253 INTERMEDIATE TENNIS**

*Prereq: INDV 251 or demonstration of equivalent skills.* Continued skills instruction in tennis. Competition tournaments will be held. Transfer: UC; CSU (E2).

WEEKDAY						
90116	INDV 253	AX	MW	12:10-1:30	Tn Crt	Fitzgerald 1.0

**INDV 255 ADVANCED TENNIS**

*Prereq: INDV 253 or demonstration of equivalent skills.*  
Continued skills instruction in tennis. Competition tournaments will be held. May be repeated once for credit. Transfer: UC; CSU (E2).

**WEEKDAY**

90118	INDV 255	AX MW	12:10-1:30	Tn Cr	Fitzgerald	1.0
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**PHYSICAL EDUCATION (P.E.)**

**P.E. 203 SPORTS MEDICINE CLINICAL INTERNSHIP**

Students will develop practical skills and knowledge related to athletic injury care, including protective devices, injury assessment, therapeutic exercise, therapeutic modalities, taping and wrapping. May be repeated for credit a maximum of three times. Transfer: CSU.

**WEEKDAY**

90199	P.E. 203	A0	By Arr	2-12 Hrs/Wk	3B	Silken	0.5-4.0
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**P.E. 301 INTRODUCTION TO PERSONAL TRAINING**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. Prepares students to take the National Council of Strength and Fitness Certified Personal Trainer Exam. Transfer: CSU.

**WEEKDAY**

91151	P.E. 301	AA MWF	10:10-11:00	3-3147	Fitzgerald	3.0
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**EVENING**

91133	P.E. 301	KA T	6:10-9:15	3-3147	Fitzgerald	3.0
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**PHYSICAL EDUCATION – TEAM SPORTS (TEAM)**

**TEAM 100 MEN'S BASEBALL**

Allows students to develop skills through extended drills and game situations. Strategy will be learned. Physical conditioning is emphasized. Plus two hrs/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

80801	TEAM 100	AA MWF	1:05-3:15	Field	Nomicos	2.0
89244	TEAM 100	BA TTh	12:45-4:05	Field	Nomicos	2.0

**TEAM 111 BEGINNING BASKETBALL**

Instruction in rules, strategies and fundamentals. Round-robin play during last half of semester. Transfer: UC; CSU (E2).

**WEEKDAY**

89300	TEAM 111	AX MWF	10:10-11:00	3-3200	Piergrossi	1.0
90542	TEAM 111	BX MWF	11:10-12:00	3-3200	Piergrossi	1.0
91650	TEAM 111	CX TTh	11:10-12:25	3-3200	Piergrossi	1.0

**TEAM 112 BASKETBALL: ADVANCED COMPETITION STRATEGIES**

*Prereq: TEAM 111, or competitive experience, or equivalent.*  
Geared toward intermediate level basketball players interested in learning basketball philosophy, competitive strategies and techniques. May be repeated for credit a maximum of three times. Transfer: CSU (E2).

**EVENING**

91153	TEAM 112	JS MWF	6:45-8:50	3-3200	Hosley	1.0
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Dates for TEAM 112 JS: 8/19-10/14



**Intro to Personal Training**

**Prepare for a career as a personal trainer!**

This course prepares students to take the National Council of Strength and Fitness (NCSF) Certified Personal Trainer exam, although a student may opt not to take the certification exam at the end of the course. PE 301 is offered during the day (M-W-F from 10:10-11AM, CRN # 91151) or evening (T from 6:10-9:15PM, CRN # 91133).

Also designed for those looking at advanced study or careers in teaching, coaching, exercise science, sports management or sports medicine.

**Benefits:**

- Get ready for a job as a personal trainer at fitness clubs
- Pursue educational goals in health, fitness or coaching
- Learn more about exercise and a pursuing a healthy lifestyle

Learn more about anatomy, nutrition, assessment, exercise prescription, weight management, and special populations!

**Contact: Mike Fitzgerald**  
650-738-4323 or fitzgerald@smccd.edu

## PHYSICAL EDUCATION – TEAM SPORTS &gt; PHYSICAL EDUCATION – VARSITY SPORTS

**TEAM 115 ADVANCED BASKETBALL**

*Prereq:* TEAM 111 or equivalent. Advanced instruction in fundamentals of basketball. Team play accented. May be repeated twice for credit. Transfer: UC; CSU (E2).

**WEEKDAY**

89301	TEAM 115	AX	MWF	10:10-11:00	3-3200	Piergrossi	1.0
90543	TEAM 115	BX	MWF	11:10-12:00	3-3200	Piergrossi	1.0
90544	TEAM 115	CX	TTh	11:10-12:25	3-3200	Piergrossi	1.0

**TEAM 117 BASKETBALL: TOURNAMENT BASKETBALL**

*Prereq:* TEAM 111, TEAM 112 or TEAM 115, or competitive experience, or equivalent. Geared toward advanced level basketball players, this course will focus on improving the understanding of team basketball through a competitive tournament setting. May be repeated for credit a maximum of three times. Transfer: CSU (E2).

**SUNDAY**

91135	TEAM 117	UA	Sun	6:00-9:40	3-3200	Harris	1.0
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**TEAM 132 FLAG FOOTBALL**

Instruction in basic skills, rules and strategies of flag football. Drills and competition will be used. May be repeated for credit a maximum of three times. *NOTE: The first class meeting will be held at Skyline's track field.* Transfer: UC; CSU.

**WEEKDAY**

88709	TEAM 132	BA	TTh	11:10-12:25	Field	Fitzgerald	1.0
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**TEAM 141 BEGINNING SOCCER**

Instruction and practice in fundamentals of individual play. Games and round-robin play. Emphasis on practical concepts of training; dribbling, passing, receiving, heading and tackling. Transfer: UC; CSU (E2).

**WEEKDAY**

90127	TEAM 141	AX	MWF	10:10-11:00	Field	Corsiglia	1.0
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**TEAM 145 ADVANCED SOCCER**

*Prereq:* TEAM 141 or equivalent. Instruction in offensive and defensive play; specific positions. Emphasis on individual and team tactics. May be repeated twice for credit. Transfer: UC; CSU (E2).

**WEEKDAY**

90129	TEAM 145	AX	MWF	10:10-11:00	Field	Corsiglia	1.0
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**TEAM 148 INDOOR SOCCER**

The game of soccer as played indoors to include skill development, team play, individual play, and group activity. May be repeated for credit a maximum of three times. Transfer: UC; CSU (E2).

**WEEKDAY**

90548	TEAM 148	BA	TTh	9:35-10:50	3-3200	Corsiglia	1.0
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**TEAM 192 MEN'S BASKETBALL THEORY, DEFENSE**

Recommended: Concurrent enrollment in VARS 110. Designed to develop knowledge and skills related to playing or coaching the sport of basketball. Individual and team skill development will be stressed. May be repeated for credit a maximum of three times. Transfer: UC; CSU.

**WEEKDAY**

91962	TEAM 192	AS	MWF	2:00-3:40	3-3200	Piergrossi	2.0
			F	4:30-6:30	3-3200	Piergrossi	

Dates for TEAM 192 AS: 8/19-10/14

**PHYSICAL EDUCATION – VARSITY SPORTS (VARS)****VARS 110 MEN'S VARSITY BASKETBALL**

*Prereq:* Must be enrolled in 12 units. Competition in Coast Conference, Regional and State tournaments. Must be enrolled in 12 units. May be repeated for credit a maximum of three times. *NOTE: For more information contact Coach Justin Piergrossi at (650) 738-4367, or email piergrossij@smccd.edu.* Transfer: UC; CSU (E2).

**WEEKDAY**

90140	VARS 110	AX	Daily	1:30-3:35	3-3200	Piergrossi	1.0
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Dates for VARS 110 AX: 10/15-12/18

**VARS 150 MEN'S VARSITY SOCCER**

*Prereq:* Must be enrolled in 12 units. Includes competition in Coast Conference, Regional and State tournaments. May be repeated for credit a maximum of three times. *NOTE: For more information contact Coach Daniel Link at (650) 738-4272, or email linkd@smccd.edu.* Transfer: UC; CSU (E2).

**WEEKDAY**

80823	VARS 150	AX	Daily	2:05-4:20	Field	Link	2.0
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Dates for VARS 150 AX: 8/24-12/7

**VARS 200 VARSITY WRESTLING**

*Prereq:* Must be enrolled in 12 units. Includes competition in Coast Conference, Regional and State tournaments. May be repeated for credit a maximum of three times. *NOTE: For more information contact Coach James Haddon at (650) 738-4395, or email haddonj@smccd.edu.* Transfer: UC; CSU (E2).

**EVENING**

80824	VARS 200	JX	Daily	4:30-6:30	3-3106	Haddon	2.0
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**VARS 300 WOMEN'S VARSITY BASKETBALL**

*Prereq:* Must be enrolled in 12 units. Competition in Coast Conference, Regional and State tournaments. May be repeated for credit a maximum of three times. *NOTE: For more information, contact Coach Trisha Hosley at (650) 738-4241, or email hosleyt@smccd.edu.* Transfer: CSU.

**EVENING**

90556	VARS 300	JX	Daily	6:30-8:35	3-3200	Hosley	1.0
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Dates for VARS 300 JX: 10/15-12/18

**VARS 340 WOMEN'S VARSITY VOLLEYBALL**

*Prereq:* Must be enrolled in 12 units. Includes competition in Coast Conference, Regional and State tournaments. May be repeated for credit a maximum of three times. *NOTE: For more information, contact Coach Ray Salahuddin at (650) 738-4151, or email salahuddin@smccd.edu.* Transfer: UC; CSU (E2).

**EVENING**

80826	VARS 340	JX	Daily	4:00-6:15	3-3200	Salahuddin	2.0
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Dates for VARS 340 JX: 8/24-12/8

**VARS 360 VARSITY WOMEN'S SOCCER**

*Prereq:* Must be enrolled in 12 units. Includes competition in Coast Conference, Regional and State tournaments. *NOTE: See Coach or Athletic Director for further information.* May be repeated for credit a maximum of three times. *NOTE: For more information contact Coach Kevin Corsiglia at (650) 738-4214, or email corsigliak@smccd.edu.* Transfer: UC; CSU (E2).

**WEEKDAY**

86706	VARS 360	AX	Daily	2:15-4:30	Field	Corsiglia	2.0
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Dates for VARS 360 AX: 8/24-12/7

## PHYSICS (PHYS)

### PHYS 210 GENERAL PHYSICS I

*Prereq: MATH 115 and 120 or 123.* Recommended: Completion of MATH 130. The physics of mechanics, heat, and sound. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, 3, 4). CAN PHYS 2. PHYS 210 + PHYS 220 = CAN PHYS SEQ A.

#### WEEKDAY

80697	PHYS 210	AA	TTh	9:35-10:50	8-8302	Koskelo	4.0
	LAB		Th	2:10-5:15	7-7305	Grist	
80698	PHYS 210	AB	TTh	9:35-10:50	8-8302	Koskelo	4.0
	LAB		F	1:10-4:15	7-7305	Hoffman	

#### WEEKDAY/EVENING

91997	PHYS 210	AC	TTh	9:35-10:50	8-8302	Koskelo	4.0
	LAB		Th	6:30-9:35	7-7305	Brix	

### PHYS 211 GENERAL PHYSICS I – CALCULUS SUPPLEMENT

*Prereq: Completion of MATH 241 or MATH 251, completion of or concurrent enrollment in MATH 242 or MATH 252, and completion of or concurrent enrollment in PHYS 210.* Application of calculus to topics in PHYS 210 such as work done by a variable force, hydrostatic pressure of compressible fluids and heat conduction. Required of some premedical, biology, and architecture students. Transfer: UC; CSU.

#### WEEKDAY

86584	PHYS 211	AA	Th	1:10-2:00	7-7305	Koskelo	1.0
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### PHYS 220 GENERAL PHYSICS II

*Prereq: Satisfactory completion of PHYS 210.* The physics of magnetism, electricity, light. Modern developments in physics. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, B3). CAN PHYS 4. PHYS 210 + PHYS 220 = CAN PHYS SEQ A.

#### WEEKDAY

91730	PHYS 220	AA	TTh	11:10-12:25	8-8302	Koskelo	4.0
	LAB		T	2:10-5:15	7-7305	Grist	

#### WEEKDAY/EVENING

92490	PHYS 220	AB	TTh	11:10-12:25	8-8302	Koskelo	4.0
	LAB		T	6:30-9:35	7-7305	Brix	

### PHYS 221 GENERAL PHYSICS II – CALCULUS SUPPLEMENT

*Prereq: Completion of or concurrent enrollment in MATH 242 or MATH 252 and completion of or concurrent enrollment in PHYS 220.* Application of calculus to topics in PHYS 220. Required of some premedical, biology and architecture students. Transfer: UC; CSU.

#### WEEKDAY

91731	PHYS 221	AA	T	1:10-2:00	7-7305	Grist	1.0
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### PHYS 250 PHYSICS WITH CALCULUS I

*Prereq: MATH 251 and concurrent enrollment in MATH 252.* The physics of mechanics, wave motion and special relativity. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, B3). CAN PHYS 8. PHYS 250 + 260 + 270 = CAN PHYS SEQ B.

#### WEEKDAY

80699	PHYS 250	AA	MWF	10:10-11:00	7-7104	Koskelo	4.0
	LAB		M	12:10-2:50	7-7305	Staff	
88466	PHYS 250	AB	MWF	10:10-11:00	7-7104	Koskelo	4.0
	LAB		M	3:10-5:50	7-7305	Staff	

### PHYS 270 PHYSICS WITH CALCULUS III

*Prereq: PHYS 250. Heat, light, and modern physics.* Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, 3). CAN PHYS 14. PHYS 250 + 260 + 270 = CAN PHYS SEQ B.

#### WEEKDAY

80700	PHYS 270	AX	MWF	9:10-10:00	7-7304	Koskelo	4.0
	LAB		W	1:20-4:25	7-7305	Koskelo	

### PHYS 270 PHYSICS WITH CALCULUS III – HONORS

*Prereq: PHYS 250. Heat, light, and modern physics.* Lecture must be accompanied by a lab session. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (B1, 3). CAN PHYS 14. PHYS 250 + 260 + 270 = CAN PHYS SEQ B.

#### WEEKDAY

89882	PHYS 270	AH	MWF	9:10-10:00	7-7304	Koskelo	4.0
	LAB		W	1:20-4:25	7-7305	Koskelo	

## POLITICAL SCIENCE (PLSC)

### PLSC 115 COMPARATIVE GOVERNMENT

Comparative treatment of the government and politics of countries of Western Europe, Eastern Europe, and developing nations. Transfer: UC; CSU (D3).

#### WEEKDAY

92466	PLSC 115	AA	MWF	11:10-12:00	7-7110	Diamond	3.0
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### PLSC 130 INTERNATIONAL RELATIONS

Recommended: Eligibility for ENGL 836 or equivalent. Survey of the basic elements of international relations, including the factors of sovereignty, nationalism, and national policies; the international struggle for power and order; the role of the United Nations and other supranational organizations. Transfer: UC; CSU (D3).

#### WEEKDAY

89150	PLSC 130	AA	MWF	10:10-11:00	1-1304	Diamond	3.0
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### PLSC 200 NATIONAL, STATE & LOCAL GOVERNMENT

Recommended: Eligibility for ENGL 100. A study of national, state and local governmental institutions. Examination of power relationship between the branches of government and constitutional relationship between the national, state and local governments. *NOTE: Students who have received credit for either PLSC 210 or PLSC 301 may not receive credit for PLSC 200.* Transfer: UC; CSU (D2b). CAN GOVT 2.

#### WEEKDAY

88372	PLSC 200	AA	MWF	8:10-9:00	8-8213	Masare	3.0
90160	PLSC 200	AB	MWF	9:10-10:00	8-8213	Masare	3.0

#### EVENING

88884	PLSC 200	JA	T	7:00-10:05	1-1304	Diamond	3.0
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## POLITICAL SCIENCE &gt; PSYCHOLOGY

**PLSC 210 AMERICAN POLITICS**

Recommended: Eligibility for ENGL 836. Foundation of U.S. political institutions and the dynamics of governmental policy-making. Partially satisfies the American History and Institutions requirement. *NOTE: Students who have received credit for PLSC 200 may not receive credit for PLSC 210.* Transfer: UC; CSU (D1).

**WEEKDAY**

80701	PLSC 210	AA MW	12:10-1:25	7-7110	Masare	3.0
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**EVENING**

91734	PLSC 210	JA M	7:00-10:15	1-1107	Masare	3.0
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**PLSC 210 AMERICAN POLITICS – ASTEP**

Recommended: Eligibility for ENGL 836. Foundation of U.S. political institutions and the dynamics of governmental policy-making. Partially satisfies the American History and Institutions requirement. *NOTE: Students who have received credit for PLSC 200 may not receive credit for PLSC 210. This section is designed primarily for students in the ASTEP learning community, but is open to all students.* Transfer: UC; CSU (D1).

**WEEKDAY**

90527	PLSC 210	AQ TTh	12:35-1:50	2-2306	Masare	3.0
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**PLSC 280 INTRODUCTION TO POLITICAL PHILOSOPHY – HONORS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Readings and critical discussion of classical, modern and contemporary sources. Topics include theories of human nature, conceptions of justice, the relationship between the individual and the state, and the distribution of wealth and power. Also listed as PHIL 280. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors-level work.* Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91867	PLSC 280	AH MW	12:10-1:25	1-1107	Colombetti	3.0
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**PLSC 301 CALIFORNIA STATE AND LOCAL GOVERNMENT**

Recommended: Eligibility for ENGL 836. Examination of state and local governments. Population growth, cultural diversity, and social programs. California legislature, the plural executive and the judiciary. Local and regional governments. Partially satisfies the American History and Institutions requirement. *NOTE: Students who have received credit for PLSC 200 may not receive credit for PLSC 301.* Transfer: CSU (D2a).

**WEEKDAY**

80704	PLSC 301	AA TTh	8:10-9:25	7-7110	Masare	3.0
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**PSYCHOLOGY (PSYC)****PSYC 100 GENERAL PSYCHOLOGY**

Recommended: Eligibility for ENGL 836 or equivalent. Introduction to the scientific study of animal and human behavior including habits, perception, motives, emotions, cognition and personality. *NOTE: PSYC 100 AZ (80708) will be held at Hillsdale High School, 3115 Del Monte Street, San Mateo.* Transfer: UC; CSU (D3). CAN PSY 2.

**WEEKDAY**

80707	PSYC 100	AA MWF	8:10-9:00	7-7110	Merrill	3.0
92037	PSYC 100	AB MWF	9:10-10:00	1-1105	Shusterman	3.0
92038	PSYC 100	AC MWF	10:10-11:00	1-1107	Jackson	3.0
80710	PSYC 100	AD MWF	11:10-12:00	8-8226	Jackson	3.0

91430	PSYC 100	AE MW	12:10-1:25	1-1105	Shusterman	3.0
80712	PSYC 100	AF TTh	8:10-9:25	2-2306	Merrill	3.0
80709	PSYC 100	AG TTh	9:35-10:50	1-1105	Hearne	3.0
80711	PSYC 100	AI TTh	11:10-12:25	1-1105	Hearne	3.0
80708	PSYC 100	AZ MF	1:30-2:45	HHS	Eljarrari	3.0

**EVENING**

80714	PSYC 100	JA M	5:30-8:45	1-1304	Hearne	3.0
80715	PSYC 100	JB W	7:00-10:15	1-1105	Eljarrari	3.0

**ONLINE**

92429	PSYC 100	OL By Arr	48 Hours	ONLINE	McClain-Rocha	3.0
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PSYC 100 OL is taught in an online format. Optional orientation meeting on campus on Friday, August 21, 1:10-2:00 pm in Room 1111. Instructor email: [mcclainrochak@smccd.edu](mailto:mcclainrochak@smccd.edu).

**PSYC 100 GENERAL PSYCHOLOGY – ASTEP**

Recommended: Eligibility for ENGL 836 or equivalent. Introduction to the scientific study of animal and human behavior including habits, perception, motives, emotions, cognition and personality. *NOTE: This section is designed primarily for students in the ASTEP learning community, but is open to all students.* Transfer: UC; CSU (D3). CAN PSY 2.

**WEEKDAY**

91736	PSYC 100	AQ TTh	12:35-1:50	1-1105	Jackson	3.0
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**PSYC 110 COURTSHIP, MARRIAGE & FAMILY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The family as an institution in relation to other aspects of society; dating and courtship. Also listed as SOCI 110. Transfer: CSU (D3).

**EVENING**

91222	PSYC 110	JX Th	6:30-9:45	2-2305	Rose	3.0
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**ONLINE**

92426	PSYC 110	OL By Arr	48 Hours	ONLINE	Lynn	3.0
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PSYC 110 OL is taught in an online format. Requires Internet access and email. Instructor email: [lynnd@smccd.edu](mailto:lynnd@smccd.edu).

**PSYC 171 QUANTITATIVE REASONING IN PSYCHOLOGY**

*Prereq: MATH 120 or equivalent.* Recommended: Eligibility for ENGL 836. Introduction to understanding quantitative arguments and information presented in news accounts, advertising, political campaigns, and popular treatment of psychological research. Plus one lab hr/wk by arrangement. Transfer: CSU (B4).

**WEEKDAY**

80719	PSYC 171	AA TTh	12:35-1:50	1-1105	Hearne	3.0
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**EVENING**

80720	PSYC 171	JA Th	5:30-8:45	PH-411*	Hearne	3.0
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**PSYC 200 DEVELOPMENTAL PSYCHOLOGY**

Recommended: Eligibility for ENGL 100. Survey course examining physical, cognitive and psychological changes that occur across the life span. Models, influences and research relevant to human development will be presented. Transfer: UC; CSU (D3, E1).

**WEEKDAY**

88153	PSYC 200	AA TTh	11:10-12:25	7-7110	Eljarrari	3.0
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**EVENING**

89536	PSYC 200	JA W	6:30-9:45	1-1304	Ratner	3.0
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**SATURDAY**

90550	PSYC 200	SA Sat	9:00-12:15	2-2305	Rose	3.0
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**ONLINE**

92428	PSYC 200	OL By Arr	48 Hours	ONLINE	Lynn	3.0
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PSYC 200 OL is taught in an online format. Requires Internet access and email. Instructor email: [lynnd@smccd.edu](mailto:lynnd@smccd.edu).

**PSYC 201 CHILD DEVELOPMENT**

Recommended: Eligibility for ENGL 836. Physical, social, emotional and intellectual development from the prenatal period through adolescence. Also listed as ECE. 201. Transfer: UC; CSU (D3, E1).

**WEEKDAY**

85255	PSYC 201	AX	TTh	9:35-10:50	1-1111	Jackson	3.0
83188	PSYC 201	BX	MWF	9:10-10:00	1-1105	Jackson	3.0
90598	PSYC 201	CX	TTh	11:10-12:25	8-8117	Browne	3.0

**EVENING**

83189	PSYC 201	JX	Th	7:00-10:15	8-8306	Floor	3.0
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**SATURDAY**

90599	PSYC 201	SX	Sat	9:00-5:00	8-8213	Francisco	3.0
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PSYC 201 SX will meet on the following dates: 8/22, 8/29, 9/19, 10/3, 10/17 and 11/7.

**PSYC 300 SOCIAL PSYCHOLOGY**

Recommended: Eligibility for ENGL 100. An overview of how the individual thinks about, influences and relates to others. Topics include attitude formation, interpersonal attraction, conformity, and prejudice and discrimination. Transfer: UC; CSU (D3).

**WEEKDAY**

88825	PSYC 300	AA	MWF	9:10-10:00	1-1115	Merrill	3.0
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**PSYC 300 SOCIAL PSYCHOLOGY – HOW YOU ARE SHAPED BY SOCIETY AND HOW SOCIETY IS SHAPED BY YOU HONORS LEARNING COMMUNITY**

Recommended: Eligibility for ENGL 100. An overview of how the individual thinks about, influences and relates to others. Topics include attitude formation, interpersonal attraction, conformity, and prejudice and discrimination. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work. PSYC 300 AH is part of the How You are Shaped by Society AND How Society is Shaped by You Honors Learning Community with ENGL 100 AH. Students are encouraged to enroll in both PSYC 300 AH and ENGL 100 AH (CRN 83877) to maximize their learning experience and to receive Honors credit in both courses.* Transfer: UC; CSU (D3).

**WEEKDAY**

91225	PSYC 300	AH	MWF	11:10-12:00	8-8222	Merrill	3.0
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**PSYC 410 ABNORMAL PSYCHOLOGY**

Recommended: Eligibility for ENGL 836. Types and patterns of abnormal behavior; major theories regarding its causes, clinical assessment and modes of treatment. Transfer: UC; CSU (D3).

**WEEKDAY**

85753	PSYC 410	AA	TTh	9:35-10:50	7-7110	Merrill	3.0
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**EVENING**

85752	PSYC 410	JA	T	6:00-9:05	1-1219B	Ratner	3.0
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**PSYC 410 ABNORMAL PSYCHOLOGY – HONORS**

Recommended: Eligibility for ENGL 836. Types and patterns of abnormal behavior; major theories regarding its causes, clinical assessment and modes of treatment. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (D3).

**WEEKDAY**

92581	PSYC 410	AH	MWF	10:10-11:00	1-1107	Shusterman	3.0
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**PUENTE PROGRAM**

(Refer to course listings under LEARNING COMMUNITIES, beginning on page 104.)

**READING (READ)**

**ATTENTION STUDENTS**

The San Mateo County Community College District uses a computerized prerequisite checking system. The system currently enforces prerequisites for **Reading 836 – Academic Reading Strategies**. If you have **not** met the prerequisite for the course listed above, you will be blocked from enrolling in the course. If you believe you have met the prerequisite or wish to challenge the course prerequisite, go to **SkylineCollege.edu** and click on the Registration link for more information and required forms. You may also contact Counseling Services or the Language Arts Division Office at Skyline for information.

**Students are reminded that all prerequisites for courses other than Reading 836 will continue to be enforced at the first class meeting.**

**READ 826 READING IMPROVEMENT**

Recommended: Completion of ESOL 830, or ESOL 831 and 832, or ESOL 863, with Pass or a grade of C or better, or eligibility for READ 826 by appropriate scores on the college Reading placement test and other measures as necessary. Students placing in READ 826 and ENGL 826 should enroll in both courses concurrently. Efficient reading strategies and study techniques to improve word analysis, vocabulary, reading comprehension, written interpretations of text, and study strategies related to text. (Units do not count toward the Associate Degree.)

**WEEKDAY**

88454	READ 826	AA	MWF	9:10-10:00	PH-206B*	Zoughbie	3.0
80732	READ 826	AB	TTh	11:10-12:25	8-8116	Lindgren-Young	3.0

**EVENING**

88456	READ 826	JA	Th	7:00-10:15	8-8220	Arnold	3.0
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**READ 836 ACADEMIC READING STRATEGIES**

*Prereq: READ 826 or ESOL 840 or ESOL 841 and 842 with Credit or a grade of C or better, or eligibility for READ 836 on approved college Reading placement test and other measures as necessary.* Students placing in READ 836 and ENGL 836 should enroll in both courses concurrently. Efficient reading strategies to improve vocabulary, comprehension, and study-reading techniques to prepare students for college courses across the disciplines. May be repeated once for credit.

**WEEKDAY**

80735	READ 836	AA	TTh	9:35-10:50	5-5132A	Vogel	3.0
87501	READ 836	AB	MWF	12:10-1:00	8-8224	Staff	3.0

**EVENING**

88207	READ 836	JA	W	7:00-10:15	8-8116	Hughes	3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

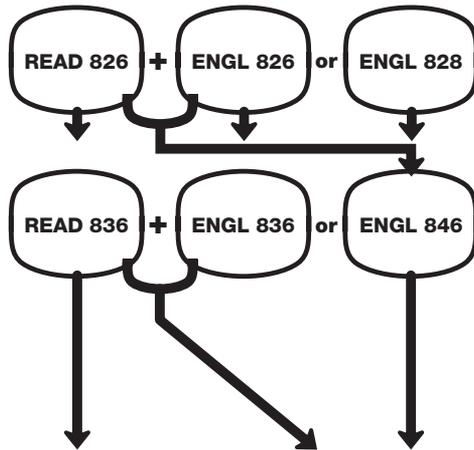
## English/Reading Course Sequence

Start

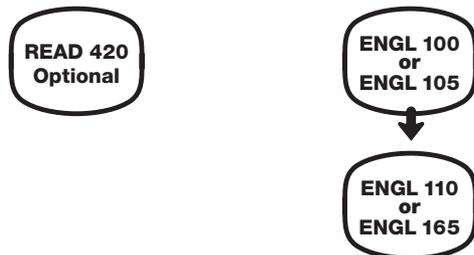
Placement Test

*indicates appropriate level in this sequence of courses*

### NON-TRANSFERABLE COURSES



### TRANSFERABLE COURSES



## REAL ESTATE (R.E.)

### R.E. 100 REAL ESTATE PRINCIPLES

Recommended: Eligibility for ENGL 836 and MATH 110. Study of real and personal property, joint tenancies, partnerships, sales contracts, homesteads, deeds and taxes; financing real estate practices; industry regulation. Transfer: CSU.

#### EVENING

80726	R.E. 100	JA Th	6:30-9:45	8-8224	Nuttall	3.0
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### R.E. 110 REAL ESTATE PRACTICE

Practical application of real estate skills in the field and office environments. Course is designed to meet the needs of buyers, seller, lessors and lessees to ensure success as a realtor. Transfer: CSU.

#### SATURDAY

89895	R.E. 110	SA Sat	8:30-12:15	8-8117	Nuttall	3.0
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### R.E. 130 CALIFORNIA MORTGAGE LOAN BROKERING & LENDING

Covers the mortgage loan process from origination to underwriting, funding and servicing. Includes how to market yourself in the profession, legal aspects, and professional forms. Transfer: CSU.

#### EVENING

89575	R.E. 130	JA T	6:30-9:35	1-1218	Nuttall	3.0
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## Allied Health



Allied Health careers are in demand today ...and tomorrow!

Recently Opened State-of-the-Art Science and Allied Health Center!

**Opportunity:** Are you interested in a career in which you help and nurture people? The need for Allied Health Care workers continues to expand as the population ages. Shortages exist throughout the health care industry, and wages are excellent.

**Exceptional education:** Skyline students are sought after by employers for their skills. Skyline's expert faculty are experienced and teach with real-life examples and best practices used in local hospitals.

**Real-world skills:** Skyline works with leaders in the health care industry to teach the skills that students need to know in order to work in local health care organizations.

#### Choice of programs:

- Respiratory Therapy
- Emergency Medical Technology
- Surgical Technology
- Central Service Technology/Sterile Processing
- CPR and First Aid
- Biotechnology

Skyline also offers classes in anatomy, physiology, microbiology and medical chemistry. Also offered is the Perioperative Nursing Program through the College of San Mateo.

Contact: Science, Math, Technology Division,  
(650) 738-4221

## RESPIRATORY THERAPY (RPTH)

### RPTH 400 PATIENT & HEALTH CARE CONCERNS

*Prereq: Admission to the Respiratory Therapy Program.* Introduction to the field of respiratory care; job responsibility and role within the health care team. Transfer: CSU.

**WEEKDAY**

80740	RPTH 400	AA T	10:10-11:50	7-7215	Daniel	2.0
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### RPTH 410 INTRODUCTION TO PATIENT CARE & RESPIRATORY ASSESSMENT TECHNIQUES

*Prereq: Admission to the Respiratory Therapy Program.* Study and practice of basic nursing arts, including a review of basic science relevant to respiratory therapy and its application to respiratory system assessment. Transfer: CSU.

**WEEKDAY**

80741	RPTH 410	AA Th	10:10-11:50	7-7215	Hernandez	3.0
	LAB	Th	12:10-3:50	7-7215	Hernandez	

### RPTH 420 APPLICATION OF CARDIOPULMONARY ANATOMY & PHYSIOLOGY

*Prereq: Admission to the Respiratory Therapy Program.* Study of healthy cardiopulmonary systems with application to the types of alterations which occur with disease. Transfer: CSU.

**WEEKDAY**

80742	RPTH 420	AA TTh	8:10-9:25	7-7215	Hernandez	3.0
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### RPTH 450 RESPIRATORY THERAPY DISEASES II

*Prereq: Completion of the first year Respiratory Therapy program.* Continuation of the study of cardiopulmonary diseases utilizing the model developed in RPTH 445. Includes the treatment and pharmacotherapy of selected disorders. Transfer: CSU.

**WEEKDAY**

80744	RPTH 450	AS TF	12:10-2:50	7-7215	Hernandez	3.0
Dates for RPTH 450 AS: 8/21-10/16						

### RPTH 458 CLINICAL CLERKSHIP III

*Prereq: Completion of the first year Respiratory Therapy program.* Supervised experience in the Adult Intensive Care Unit and/or Coronary Care Unit of a local hospital. Transfer: CSU.

**WEEKDAY**

80745	RPTH 458	AZ M	8:10-9:50	7-7215	Daniel	6.0
		By Arr	320 Hours	TBA	Daniel	
Dates for RPTH 458 AZ: 10/19-12/11						

### RPTH 460 RESPIRATORY CRITICAL CARE

*Prereq: Completion of the first year Respiratory Therapy program.* Emphasis on airway management, ventilation therapy, and resuscitation modules. Plus two hrs/wk by arrangement. Transfer: CSU.

**WEEKDAY**

80746	RPTH 460	AS MW	11:20-1:10	7-7215	Daniel	4.0
		F	9:10-10:50	7-7215	Daniel	
	LAB	MW	8:10-10:50	7-7215	Daniel	
Dates for the AS section: 8/19-10/16						

90566	RPTH 460	BS MW	11:20-1:10	7-7215	Daniel	4.0
		F	9:10-11:50	7-7215	Daniel	
	LAB	MW	1:30-4:10	7-7215	Staff	
Dates for the BS section: 8/19-10/16						

### RPTH 484 MEDICAL TERMINOLOGY FOR RESPIRATORY THERAPY

*Prereq: Admission to the Respiratory Therapy Program.* Medical terminology for students in the Respiratory Therapy Program. May be repeated for credit a maximum of three times. Transfer: CSU.

**WEEKDAY**

88794	RPTH 484	AA	By Arr	2 Hrs/Wk	TBA	Hernandez	2.0
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### RPTH 490 NEONATAL, PEDIATRIC & REHABILITATIVE CARE

*Prereq: Admission to the Respiratory Therapy Program.* Evaluation and stabilization of the high risk infant centering on respiratory support and the diseases requiring this support. Transfer: CSU.

**WEEKDAY**

90567	RPTH 490	AS M	10:10-11:50	7-7215	Hernandez	1.5
	LAB	M	12:20-3:00	7-7215	Hernandez	
Dates for RPTH 490 AS: 10/19-12/14						

## SCHOLAR ATHLETE LEARNING COMMUNITY

(Refer to course listings under LEARNING COMMUNITIES, beginning on page 104.)

## SOCIAL SCIENCE (SOSC)

### SOSC 160 WOMEN IN TRANSITION SEMINAR

Assists re-entering students in understanding and evaluating their own process of transition. Transfer: CSU.

**WEEKDAY**

80762	SOSC 160	AR T	12:35-2:25	2-2305	Slicton	1.0
Dates for SOSC 160 AR: 8/25-10/13						

## SOCIOLOGY (SOCI)

### SOCI 100 INTRODUCTION TO SOCIOLOGY

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Introduction to the scientific study of the behavior of people in groups and the study of individual behavior as it reflects group membership. Transfer: UC; CSU (D3). CAN SOC 2.

**WEEKDAY**

92020	SOCI 100	AA MWF	10:10-11:00	8-8213	Moynihan	3.0
80751	SOCI 100	AB MW	12:10-1:25	8-8213	Moynihan	3.0
80752	SOCI 100	AC TTh	9:35-10:50	1-1304	Moynihan	3.0

**EVENING**

83467	SOCI 100	JA Th	7:00-10:15	1-1304	Murajda	3.0
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### SOCI 108 COMMUNITY RELATIONS

Recommended: Eligibility for ENGL 836. Study of the professional image of the system of justice and the development of positive relationships between the public and members of the system. Also listed as ADMJ 108. Transfer: UC; CSU.

**WEEKDAY**

89550	SOCI 108	AX TTh	11:10-12:25	1-1304	Aurilio	3.0
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## SOCIOLOGY &gt; SPANISH

**SOCI 110 COURTHSHIP, MARRIAGE AND FAMILY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The family as an institution in relation to other aspects of society; dating and courtship. Also listed as PSYC 110. Transfer: CSU (D3).

**EVENING**

91230	SOCI 110	JX Th	6:30-9:45	2-2305	Rose	3.0
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**ONLINE**

92427	SOCI 110	OL By Arr	48 Hours	ONLINE	Lynn	3.0
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SOCI 110 OL is taught in an online format. Requires Internet access and email. Instructor email: [lynn@smccd.edu](mailto:lynn@smccd.edu).

**SOCI 141 RACE & ETHNICITY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Interdisciplinary study of varied racial and cultural aspects of American society. Role of minority groups; nature of prejudice. Field investigations required. Transfer: UC; CSU (D3).

**WEEKDAY**

89273	SOCI 141	AA TTh	8:10-9:25	8-8213	Moynihan	3.0
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**SOCI 160 SOCIOLOGY OF SEX AND GENDER**

**NEW!** Recommended: Eligibility for ENGL 100 or 105, or equivalent. Provides a sociological analysis of sex and gender. The course will use standard textbooks, videos and contemporary and historical research as it becomes available. The study of sex and gender is encouraged as a means of acquiring a broad comparative perspective. Transfer: CSU (D3, E1).

**EVENING**

92473	SOCI 160	JA W	7:00-10:15	2-2305	Murajda	3.0
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**SOCI 201 SOCIOLOGY OF HEALTH AND MEDICINE – EVOLUTION, DISEASE AND YOU LEARNING COMMUNITY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Interdisciplinary study of the history of health care, disease and medicine as a social institution. Includes health care reform, technology, ethical issues, and cross-cultural perspectives. *NOTE: SOCI 201 AA is part of the Evolution, Disease and You Learning Community with ANTH 125 AA. Students are encouraged to enroll in both SOCI 201 AA and ANTH 125 AA (CRN 90208) to maximize their learning experience.* Transfer: CSU (D3).

**WEEKDAY**

90585	SOCI 201	AA MWF	9:10-10:00	7-7110	Moynihan	3.0
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**SOCI 432 CHINESE CULTURE AND SOCIETY**

**NEW!** Recommended: Eligibility for ENGL 100 or 105, or equivalent. A study of Chinese culture and society. The study will use translated literary and cultural documents created relevant to China. A study of Chinese culture and society is encouraged as a means of acquiring a broad comparative perspective. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91866	SOCI 432	AA TTh	12:35-1:50	7-7110	Moynihan	3.0
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**SPANISH (SPAN)****SPAN 110 ELEMENTARY SPANISH**

Recommended: Eligibility for ENGL 836 or ESOL 400. Spanish structures and active vocabulary practiced in oral and written pattern drills. Conversation based on short dialogues. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

89179	SPAN 110	AX Daily	10:10-11:00	8-8308	Castro	5.0
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**EVENING**

90078	SPAN 110	JA MW	4:30-6:45	8-8319	Chacon	5.0
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**SPAN 110 ELEMENTARY SPANISH – HONORS**

Recommended: Eligibility for ENGL 836 or ESOL 400. Spanish structures and active vocabulary practiced in oral and written pattern drills. Conversation based on short dialogues. Plus one hr/wk by arrangement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

80765	SPAN 110	AH Daily	10:10-11:00	8-8308	Castro	5.0
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**SPAN 111 ELEMENTARY SPANISH I**

Recommended: Eligibility for ENGL 836 or ESOL 400. A course covering approximately the same material studied in the first half of SPAN 110. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**EVENING**

80767	SPAN 111	JA T	7:00-10:05	8-8308	Gazulla Garanto	3.0
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**SPAN 112 ELEMENTARY SPANISH II**

*Prereq: SPAN 111 or equivalent.* A course covering approximately the same material studied in the second half of SPAN 110. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**EVENING**

80769	SPAN 112	JA Th	7:00-10:15	7-7303	Chacon	3.0
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**SPAN 120 ADVANCED ELEMENTARY SPANISH**

*Prereq: SPAN 110, 112 or equivalent college-level course.* Continuation of SPAN 110 or SPAN 112. Practice and development of greater competence in spoken and written Spanish for use in a variety of social contexts and settings. Focus on readings for classroom discussions and cultural aspects of the Spanish-speaking world. Course conducted primarily in Spanish. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

80770	SPAN 120	AX MWF	12:10-1:35	8-8317	Castro	5.0
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**SPAN 120 ADVANCED ELEMENTARY SPANISH – HONORS**

*Prereq: SPAN 110, 112 or equivalent college-level course.* Continuation of SPAN 110 or SPAN 112. Practice and development of greater competence in spoken and written Spanish for use in a variety of social contexts and settings. Focus on readings for classroom discussions and cultural aspects of the Spanish-speaking world. Course conducted primarily in Spanish. Plus one hr/wk by arrangement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

91048	SPAN 120	AH MWF	12:10-1:35	8-8317	Castro	5.0
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**SPAN 120 ADVANCED ELEMENTARY SPANISH – PUENTE**

*Prereq:* SPAN 110, 112 or equivalent college-level course. Continuation of SPAN 110 or SPAN 112. Practice and development of greater competence in spoken and written Spanish for use in a variety of social contexts and settings. Focus on readings for classroom discussions and cultural aspects of the Spanish-speaking world. Course conducted primarily in Spanish. Plus one hr/wk by arrangement. *NOTE: This section is designed primarily for students in the Puente learning community, but is open to all eligible students.* Transfer: UC; CSU (C2).

**WEEKDAY**

91047	SPAN 120	AP	MWF	12:10-1:35	8-8317	Castro	5.0
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**SPAN 130 INTERMEDIATE SPANISH**

*Prereq:* Satisfactory completion of SPAN 120 or 122. Conversation and composition, review of grammar, reading of Spanish and Latin-American literature. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

91051	SPAN 130	AX	MWF	11:10-12:00	8-8317	Castro	3.0
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**SPAN 130 INTERMEDIATE SPANISH – HONORS**

*Prereq:* Satisfactory completion of SPAN 120 or 122. Conversation and composition, review of grammar, reading of Spanish and Latin-American literature. Plus one hr/wk by arrangement. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all eligible students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (C2).

**WEEKDAY**

91052	SPAN 130	AH	MWF	11:10-12:00	8-8317	Castro	3.0
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**SPAN 140 ADVANCED INTERMEDIATE SPANISH**

Further practice of conversation and composition based on class reading of works of modern Spanish and Latin-American authors; review of grammar; collateral reading of Latin-American literature. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

91648	SPAN 140	AA	TTh	11:10-12:25	8-8317	Castro	3.0
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**SPEECH (SPCH)****SPCH 100 PUBLIC SPEAKING**

Recommended: Eligibility for ENGL 836 or ESOL 400. Study and practice of basic principles of effective oral communication. Research, preparation, and extemporaneous delivery of various types of speeches. Transfer: UC; CSU (A1). CAN SPCH 4.

**WEEKDAY**

90452	SPCH 100	AA	MWF	10:10-11:00	5-5132A	Irigoyen II	3.0
80776	SPCH 100	AB	MWF	11:10-12:00	5-5132A	Cunningham	3.0
84316	SPCH 100	AC	MWF	12:10-1:00	5-5132A	Cunningham	3.0
89519	SPCH 100	AD	TTh	8:10-9:25	7-7303	Staff	3.0
89181	SPCH 100	AF	TTh	9:35-10:50	8-8220	Irigoyen II	3.0
80773	SPCH 100	AG	TTh	11:10-12:25	8-8118	Irigoyen II	3.0
85004	SPCH 100	AX	MWF	9:10-10:00	5-5132A	Irigoyen II	3.0

**EVENING**

92375	SPCH 100	JA	M	6:30-9:45	1-1124	Taylor-Gulbransen	3.0
89184	SPCH 100	JB	W	7:00-10:15	8-8308	McDonnell	3.0
83884	SPCH 100	JC	Th	7:00-10:15	8-8308	Kirby	3.0

**SPCH 100 PUBLIC SPEAKING – HONORS**

Recommended: Eligibility for ENGL 836 or ESOL 400. Study and practice of basic principles of effective oral communication. Research, preparation, and extemporaneous delivery of various types of speeches. *NOTE: This section is designed primarily for students in the Honors Transfer Program, but is open to all students. All students enrolling in this section will be required to do Honors level work.* Transfer: UC; CSU (A1). CAN SPCH 4.

**WEEKDAY**

89182	SPCH 100	AH	MWF	9:10-10:00	5-5132A	Irigoyen II	3.0
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**SPCH 100 PUBLIC SPEAKING – NONNATIVE SPEAKERS**

Recommended: Eligibility for ENGL 836 or ESOL 400. Study and practice of basic principles of effective oral communication. Research, preparation, and extemporaneous delivery of various types of speeches. *NOTE: These sections are designed for students for whom English is a second language, but are open to all students.* Transfer: UC; CSU (A1). CAN SPCH 4.

**WEEKDAY**

85335	SPCH 100	AN	TTh	12:35-1:50	8-8118	Irigoyen II	3.0
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**EVENING**

90080	SPCH 100	JN	Th	7:00-10:15	5-5132A	Mair	3.0
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**SPCH 120 INTERPERSONAL COMMUNICATION**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. Study and practice of interactive communication transactions, the perception process, verbal and nonverbal communication modes, listening, and conflict resolution. Transfer: UC; CSU (A1). CAN SPCH 8.

**WEEKDAY**

89185	SPCH 120	AA	MWF	8:10-9:00	5-5132A	Cunningham	3.0
80779	SPCH 120	AB	MWF	12:10-1:00	1-1124	Irigoyen II	3.0
90447	SPCH 120	AC	TTh	8:10-9:25	5-5132A	Bishow	3.0

**EVENING**

80783	SPCH 120	JA	M	7:00-10:15	8-8308	Mair	3.0
89187	SPCH 120	JB	T	7:00-10:05	8-8118	Bishow	3.0

**SPCH 150 INTERCULTURAL COMMUNICATION**

Recommended: Completion of or concurrent enrollment in ESOL 400 or 836. Designed for students from all cultural backgrounds. Study of basic theory and skills of intercultural communication. Emphasis is given to empathy building for communicating effectively in a diverse social and professional environment. Transfer: UC; CSU (A1).

**WEEKDAY**

84823	SPCH 150	AA	TTh	11:10-12:25	7-7303	Staff	3.0
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**EVENING**

84916	SPCH 150	JA	T	7:00-10:05	5-5132A	Mair	3.0
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**SPCH 150 INTERCULTURAL COMMUNICATION – ASTEP**

Recommended: Completion of or concurrent enrollment in ESOL 400 or 836. Designed for students from all cultural backgrounds. Study of basic theory and skills of intercultural communication. Emphasis is given to empathy building for communicating effectively in a diverse social and professional environment. *NOTE: This section is designed primarily for students in the ASTEP learning community, but is open to all students.* Transfer: UC; CSU (A1).

**WEEKDAY**

89188	SPCH 150	AQ	MWF	10:10-11:00	1-1124	Taylor-Gulbransen	3.0
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## Associated Students of Skyline College



# Get Ready... Get Set... Lead!

Develop your leadership skills by joining the Associated Students of Skyline College (ASSC)

The ASSC is Skyline's student government organization, representing all Skyline students. ASSC members plan, coordinate and sponsor campus activities, help to establish student clubs and organizations, and participate in college committees.

### Benefits:

- Scholarship opportunities
- Conference travel
- Be part of college decisions
- Strengthen your resume and ability to transfer

### Learn:

Leadership	Team Building	Communication
Mediation	Facilitation	Mentoring
Budget Planning	Marketing	Lobbying
Event Planning	Time Management	

Contact: Amory Cariadus  
Room 6212, (650) 738-4327

## STUDENT GOVERNMENT (SGOV)

**SGOV 690 SPECIAL PROJECTS IN STUDENT GOVERNMENT**  
One hour of supervised work per week per unit. Transfer: CSU.

### WEEKDAY

91462 SGOV 690 AV By Arr 1-3 Hrs/Wk 6-6214 Cariadus 1.0-3.0

## SURGICAL TECHNOLOGY (SURG)

### SURG 441 SURGICAL PATIENT CARE CONCEPTS

*Prereq:* Completion of SURG 440 with a grade of C or better.  
*Recommended:* Completion of MATH 110 or equivalent; and eligibility for ENGL 836 or equivalent. This course provides the student with the theoretical and technical fundamentals of caring for a patient in surgery and procedures common to the surgical technologist, including sterile technique and instrument preparation. Plus 3 lab hrs/wk by arrangement.

### WEEKDAY

89294	SURG 441	AA	MTWTh	9:10-10:25	7-7205	Erskine	10.0
	LAB		MTWTh	10:30-12:10	7-7205	Erskine	
	LAB		MTWTh	12:30-2:30	7-7205	Wasilewski	

### SURG 445 INTRODUCTION TO CENTRAL SERVICE TECHNOLOGY

*Recommended:* Eligibility for ENGL 836 or ESOL 400, or equivalent. The first of two courses providing an introduction to concepts and practical applications of central service processing, distribution and instrumentation. Includes basics of human anatomy, infection control, aseptic technique, sterile processing, decontamination, and disinfection. May be repeated for credit a maximum of three times.

### EVENING

91207	SURG 445	JA T		6:00-10:05	7-7205	Gerlett	5.0
	LAB		Th	6:00-10:05	7-7205	Gerlett	

## TAGALOG

(Refer to course listings under FILIPINO.)

## TELECOMMUNICATIONS & NETWORK INFORMATION TECHNOLOGY (TCOM)

### TCOM 100 TELECOMMUNICATIONS, NETWORKING AND WIRELESS TECHNOLOGIES

This introductory course is designed to acquaint students with today's convergent communications technologies. Course will examine the structure, function and services of the networks and systems used to provide voice, data, and wireless communications. This is the first course in a program of study for Telecommunications, Wireless and Network Information Technology majors but has been designed to provide anyone interested with insight to the workings and opportunities of this dynamic and exciting fields. Transfer: CSU.

### EVENING

80794	TCOM 100	JA W		6:30-9:45	1-1218	Staff	3.0
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**TCOM 312 INSTALLING/USING LINUX AS YOUR PC OS**

Do you want to join the Linux open-source movement but also want a guided learning experience to getting Linux installed and running on your PC? This hands-on course introduces you to Linux; you'll learn how to download and install Linux on an Intel-compatible PC and use the Linux desktop interface to access common network and Internet services. No previous Linux experience is needed. Plus one hr/wk by arrangement. Also listed as COMP 312. May be repeated once for credit.

**SATURDAY**

91231	TCOM 312	SX Sat	9:00-12:15	2-2111	Fong	1.5
Dates for TCOM 312 SX: 8/22-10/10						

**TCOM 313 WORKING IN A LINUX SHELL ENVIRONMENT**

Recommended: Satisfactory completion (grade of C or better) of COMP/TCOM 312, or equivalent experience using a Linux desktop system. Do you want to understand and use the unique power available to Linux and Unix shell users? Do you want to be comfortable using a Linux shell in preparation for intermediate and advanced Linux system and network administration? This hands-on course sets you on the path to becoming an accomplished Linux shell (command line) user. Plus one hr/wk by arrangement. Also listed as COMP 313. May be repeated once for credit.

**SATURDAY**

91233	TCOM 313	SX Sat	9:00-12:15	2-2111	Fong	1.5
Dates for TCOM 313 SX: 10/17-12/19						

**TCOM 405 ELECTRICAL FUNDAMENTALS FOR TELECOMMUNICATIONS**

*Prereq: Elementary algebra or equivalent.* Foundation course in the study of electricity and electronics fundamentals. This course is the first course in majors that require and in depth understanding and developed skill in direct and alternating current. Coverage includes the vocabulary, components, laws and test equipment used to apply electrical theory to working circuits and systems. Directed laboratory experience with test equipment as applied to telecommunications. Plus one hr/wk by arrangement. Transfer: CSU.

**EVENING**

80795	TCOM 405	JA TTh	6:30-8:45	2-2108	Frank	6.0
	LAB	TTh	8:50-10:05	2-2108	Frank	

**TCOM 420 SIGNAL TRANSMISSION AND RADIO FREQUENCY (R.F.) FUNDAMENTALS**

*Prereq: Satisfactory completion (grade of C or better) of TCOM 405 and TCOM 410, or equivalent training or experience.* Analysis of the transmission of signals as applied to wireline and wireless communications. Covers concepts of frequency, wavelength, power, phase, gain and loss, R.F. and their applications to the transmission of information. Lab and skill activities emphasize installation and measurement techniques with electronic test equipment and specialized telecommunications test gear. Students will work live telecommunications circuits and equipment. Plus one hr/wk by arrangement. Transfer: CSU.

**EVENING**

80796	TCOM 420	JA MW	6:30-8:45	2-2108	Thompson	6.0
	LAB	MW	8:50-10:05	2-2108	Thompson	

## Telecommunications and Network Information Technology Program



## Connect to careers in the new Telecommunications/ Electronics Education and Training Center

Learn in our new state-of-the-art Telecommunications/ Electronic laboratories with industry-standard equipment and design. Get the skills and training in the fast-paced world of computers, networks and cell phones.

**Earn \$40,000-\$45,000 per year or more:**

- Wireless Field/Switch Technician
- Wiring and Installation Technician
- Fiber Optic Installation
- Maintenance Technician
- PC Support Technician
- Network Technician/Engineer
- Network Security Support Technician

The program is industry-backed, hands-on and designed for students to keep current with changing technology. The program is developed in direct response to the needs of the industry, and focuses on the skills employers want.

**Degrees and certificates offered:**

- Telecommunications and Wireless Technology A.S. Degree
- Telecommunications and Wireless Technology Certificate
- Network Engineering A.S. Degree
- Network Engineering Certificate
- Skill Endorsements
- CompTIA A+ and Checkpoint certifications

**On the job:** Paid internships are available for advanced students.

Contact Omer Thompson, (650) 738-4341  
or [thompsono@smccd.edu](mailto:thompsono@smccd.edu)

## TELECOMMUNICATIONS &amp; NETWORK INFORMATION TECHNOLOGY

**TCOM 451 PC CONFIGURATION AND REPAIR**

*Prereq:* Satisfactory completion (grade of C or better) of CAOT 105 or equivalent, and satisfactory completion (grade of C or better) of or concurrent enrollment in ELEC 110 or TCOM 405, or equivalent training or experience. This course provides preparation for A+ certification. A hands-on technical course designed to provide an in-depth understanding of PC hardware and software from an installation and repair outlook. Materials covered will include beginning and advanced software, hardware components and configuration, operating systems and how they control the PC. Includes direct hands-on experience with the tools and skills required for entry-level employment. Plus one hr/wk by arrangement. Also listed as COMP 451. Transfer: CSU.

**EVENING**

<b>88792</b>	TCOM 451	JX	TTh	6:30-8:45	2-2120	Lohmann	6.0
	LAB		TTh	8:50-10:05	2-2120	Lohmann	

**TCOM 452 A+ CERTIFICATION EXAM PREPARATION**

*Prereq:* Satisfactory completion (grade of C or better) of or concurrent enrollment in TCOM 451 or equivalent training or experience. Designed to assist students in preparing to take the A+ certification examination for Computer Repair. May be repeated three times for credit. Plus three lab hrs/wk by arrangement. Transfer: CSU.

**EVENING**

<b>89288</b>	TCOM 452	JA	Th	5:30-6:20	2-2120	Cortes	1.0
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**TCOM 480 NETWORK FUNDAMENTALS (LAN)**

(Cisco Academy Course – CCNA 1) An introductory course in networking specific to local area networks (LAN). Topics will include LAN hardware, software, topology, transmission medium, wide area network connectivity, diagnostic tools, system administration, and vendor specific LAN products. Class is complemented with hands-on experience in constructing a local area network. Course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as CAOT 480. Transfer: CSU.

**WEEKDAY**

<b>86488</b>	TCOM 480	AX	TTh	12:35-2:00	2-2120	Allen	3.0
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**EVENING**

<b>84804</b>	TCOM 480	JX	W	7:00-10:15	2-2120	Cortes	3.0
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**TCOM 482 INTRODUCTION TO ROUTERS**

(Cisco Academy Course – CCNA 1 & 2) *Prereq:* Satisfactory completion (grade of C or better) of TCOM/CAOT 480, or equivalent training or experience. Introductory course on router configuration in wide area networks. Students will perform basic router configurations. Course examines common protocols, IP networking concepts, and subnetting techniques. Includes instructor-directed hands-on activities. This course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as COMP 482. Transfer: CSU.

**EVENING**

<b>89590</b>	TCOM 482	JX	M	6:30-9:45	1-1227	Del Prado	3.0
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**TCOM 483 NETWORK SWITCHES – CONCEPTS AND APPLICATIONS**

(Cisco Academy Course – CCNA 3) *Prereq:* Satisfactory completion (grade of C or better) of TCOM/CAOT 480, or equivalent training or experience. Recommended: Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience. Introductory course in network switching concepts and configurations as applied to computer networks. Course examines switching protocols, spanning tree protocols, virtual LANs, and other specific models. Basic design of switch configurations and the use of switches in network architecture will be covered. Includes instructor-directed hands-on activities. This course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as COMP 483. Transfer: CSU.

**EVENING**

<b>89274</b>	TCOM 483	JX	T	7:00-10:05	1-1227	Del Prado	3.0
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**TCOM 484 ADVANCED ROUTING CONCEPTS AND APPLICATIONS**

(Cisco Academy Course – CCNA 3 & 4) *Prereq:* Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience. Recommended: Satisfactory completion (grade of C or better) of TCOM/COMP 483, or equivalent training or experience. An advanced course in routing concepts and configurations on large internetworks. Students will configure and manage routers by implementing advanced features and common routing protocols such as EIGRP and OSPF. Includes instructor-directed hands-on activities. This course is patterned after Cisco Router training guidelines. Plus one hr/wk by arrangement. Also listed as COMP 484. Transfer: CSU.

**EVENING**

<b>89289</b>	TCOM 484	JX	W	7:00-10:15	1-1227	Del Prado	3.0
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**TCOM 485 TROUBLESHOOTING THE INTERNETWORK**

*Prereq:* Satisfactory completion (grade of C or better) of TCOM/COMP 483 and TCOM/COMP 484, or equivalent training or experience. This course outlines the troubleshooting methodology and techniques for routers and switches in a network infrastructure. Students will learn to use existing software and the diagnostic features of a protocol analyzer to troubleshoot and analyze internetworks. This course is patterned after Cisco training guidelines. Plus one hr/wk by arrangement. Also listed as COMP 485. Transfer: CSU.

**EVENING**

<b>89591</b>	TCOM 485	JX	Th	7:00-10:15	1-1227	Del Prado	3.0
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**TCOM 486 NETWORK SECURITY**

*Prereq:* Satisfactory completion (grade of C or better) of TCOM 482, or equivalent training or experience. Introduction to network security using firewall and VPN (virtual private network) technology. Students will be exposed to the theory and application of both firewall and VPN network architecture. Students will have the opportunity for hands-on practice to administer security policy and VPN configuration using Checkpoint software. Plus one hr/wk by arrangement. Also listed as COMP 486. Transfer: CSU.

**SATURDAY**

<b>91228</b>	TCOM 486	SX	Sat	9:00-12:30	1-1227	Del Prado	3.0
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**TCOM 670 TCOM OR NETWORK INFORMATION  
TECHNOLOGY WORK EXPERIENCE**

*Prereq: Must be enrolled in a TCOM course. College credit awarded for on-the-job training. Must be employed in a related industry. Transfer: CSU.*

**EVENING**

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80798 TCOM 670 JV By Arr 1-4 Hrs/Wk TBA Perino 1.0-4.0

**WOMEN IN TRANSITION PROGRAM**

(Refer to course listings under LEARNING COMMUNITIES, beginning on page 104.)

# Learning Communities

## What is a Learning Community?

Learning Communities are two or more classes, often in different departments, designed to be taken together by the same group of students in each class of the Learning Community. Learning Communities are designed to connect students to each other, to their teachers, to the college, and to student learning. The classes have a common theme and coordinate their assignments. This allows students to work on themes from more than one perspective.

In Learning Communities, faculty members assist learning and innovation as everyone works together to create community in a positive learning environment. Students participate in groups to share ideas and help each other learn.

There is a greater sense of involvement with students and professors.

## ASTEP: THE AFRICAN AMERICAN EXPERIENCE

The African American Experience learning community allows you to examine the complex issues of African descended peoples, including African American culture, tradition, identity, history and contemporary life through lectures, discussions, films, guest speakers and presentations. The theme for the ASTEP learning community for 2009-2010 is Ujima, which means collective work and responsibility. We will build and maintain our community together and make our brother's and sister's problems our problems and solve them together. For more information about the African American Learning Community, call Patricia Deamer at (650) 738-4217 or email [deamer@smccd.edu](mailto:deamer@smccd.edu).

### COUN 100 COLLEGE SUCCESS – ASTEP

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. Transfer: UC; CSU (E1).

#### WEEKDAY

91386	COUN 100	AQ MW	12:10-1:25	TBA	Dupre	3.0
92395	COUN 100	BQ TTh	12:35-1:50	1-1201	Staff	3.0

### ENGL 100 COMPOSITION – ASTEP

*Writing Prereq:* ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. *Reading Prereq:* READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.

#### WEEKDAY

80294	ENGL 100	AQ MWF	8:10-9:00	PH-403*	Vaughns	3.0
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### ENGL 846 READING AND WRITING CONNECTIONS – ASTEP

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary.

#### WEEKDAY

90073	ENGL 846	AQ MWF	11:10-12:35	7-7307	Watson	5.0
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### MATH 110 ELEMENTARY ALGEBRA – ASTEP

*Prereq:* Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. An introduction to elementary algebra emphasizing basic algebra concepts and those skills necessary to apply the concepts to real life problem solving. Topics will provide an introduction to symbol manipulation, and the analytical methods for solving applications problems appropriate to the introductory level. A core of mathematical topics including: real numbers, order of operations, linear equations and graphs, and systems of linear equations will be presented. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required.* (Units do not count toward the Associate Degree.)

#### WEEKDAY

90615	MATH 110	AQ Daily	9:10-10:00	PH-308*	Deamer	5.0
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### MATH 120 INTERMEDIATE ALGEBRA – ASTEP

*Prereq:* Completion of MATH 110 or MATH 112 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Review/extension of elementary algebra through exponential, logarithmic, polynomial, radical, and rational functions. An emphasis on modeling real life situations. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required.*

#### WEEKDAY

91745	MATH 120	AQ Daily	10:10-11:00	PH-308*	Deamer	5.0
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### MATH 200 PROBABILITY & STATISTICS – ASTEP

*Prereq:* Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Measures of central tendency and dispersion, sampling distributions and statistical inference, regression and correlation. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required.* Transfer: UC; CSU (B4). CAN STAT 2.

#### WEEKDAY

84378	MATH 200	AQ MWF	12:10-1:20	2-2117A	Deamer	4.0
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### PLSC 210 AMERICAN POLITICS – ASTEP

Recommended: Eligibility for ENGL 836. Foundation of U.S. political institutions and the dynamics of governmental policy-making. Partially satisfies the American History and Institutions requirement. *NOTE: Students who have received credit for PLSC 200 may not receive credit for PLSC 210.* Transfer: UC; CSU (D1).

#### WEEKDAY

90527	PLSC 210	AQ TTh	12:35-1:50	2-2306	Masare	3.0
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### PSYC 100 GENERAL PSYCHOLOGY – ASTEP

Recommended: Eligibility for ENGL 836 or equivalent. Introduction to the scientific study of animal and human behavior including habits, perception, motives, emotions, cognition and personality. Transfer: UC; CSU (D3). CAN PSY 2.

#### WEEKDAY

91736	PSYC 100	AQ TTh	12:35-1:50	1-1105	Jackson	3.0
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### SPCH 150 INTERCULTURAL COMMUNICATION – ASTEP

Recommended: Completion of or concurrent enrollment in ESOL 400 or 836. Designed for students from all cultural backgrounds. Study of basic theory and skills of intercultural communication. Emphasis is given to empathy building for communicating effectively in a diverse social and professional environment. Transfer: UC; CSU (A1).

#### WEEKDAY

89188	SPCH 150	AQ MWF	10:10-11:00	1-1124	Taylor-Gulbransen	3.0
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## EVOLUTION, DISEASE AND YOU

This Learning Community will use anthropological and sociological perspectives to examine biological concepts of evolution, epidemiology, cultural and social patterns of illness, and how disease and illness are socially constructed and defined. Students are encouraged to enroll in both ANTH 125 AA and SOCI 201 AA to maximize their learning experience.

### ANTH 125 PHYSICAL ANTHROPOLOGY – EVOLUTION, DISEASE AND YOU LEARNING COMMUNITY

Recommended: Eligibility for ENGL 100, 105 or equivalent. Biological consideration of the origin, development, and potential survival of humans and other primates, including concepts of evolution. *NOTE: ANTH 125 AA is part of the Evolution, Disease and You Learning Community with SOCI 201 AA. Students are encouraged to enroll in both ANTH 125 AA and SOCI 201 AA (CRN 90585) to maximize their learning experience.* Transfer: UC; CSU (B2). CAN ANTH 2.

#### WEEKDAY

90208	ANTH 125	AA MWF	10:10-11:00	7-7110	Slicton	3.0
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### SOCI 201 SOCIOLOGY OF HEALTH AND MEDICINE – EVOLUTION, DISEASE AND YOU LEARNING COMMUNITY

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Interdisciplinary study of the history of health care, disease and medicine as a social institution. Includes health care reform, technology, ethical issues, and cross-cultural perspectives. *NOTE: SOCI 201 AA is part of the Evolution, Disease and You Learning Community with ANTH 125 AA. Students are encouraged to enroll in both SOCI 201 AA and ANTH 125 AA (CRN 90208) to maximize their learning experience.* Transfer: CSU (D3).

#### WEEKDAY

90585	SOCI 201	AA MWF	9:10-10:00	7-7110	Moynihan	3.0
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## HONORS TRANSFER PROGRAM

These sections are designed primarily for students in the Honors Transfer Program, but are open to all students. All students enrolling in these sections will be required to do Honors level work. For information about the Honors Transfer Program, please call Katharine Harer, (650) 738-4412.

### BIOL 675 HONORS COLLOQUIUM IN BIOLOGY – THE GLOBAL STRUGGLE FOR WATER

**NEW!** Prereq: Completion of or concurrent enrollment in any non-Honors Biology level 100 or 200 course.

Water scarcity now poses serious constraints on food security, ecological health, and regional peace and stability in many parts of the world. This course will examine the history of water development, the signs and consequences of water scarcity today, and the emerging politics of water. Case studies provide an opportunity to grapple with real-world problems. May be repeated for credit a maximum of three times, but topics successfully completed may not be repeated. *NOTE: Honors credit will also be awarded for any 100- or 200-level Biology course taken concurrently.* Transfer: UC; CSU.

#### WEEKDAY

89298	BIOL 675	AH F	1:10-2:00	7-7104	Case	1.0
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### CRER 650 HONORS SEMINAR

Preparation for transfer to competitive colleges and universities. Topics will include understanding the transfer process, choosing the best college for you, finding scholarships, completing the application, and writing your personal statement. CRER 650 may be repeated for credit a maximum of three times. Transfer: CSU.

#### WEEKDAY

89310	CRER 650	AH F	12:10-1:00	1-1201	Lee	0.5
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Dates for CRER 650 AH: 9/11-10/30

### ECON 100 PRINCIPLES OF MACROECONOMICS – HONORS

Recommended: Eligibility for ENGL 836 and MATH 110. The economic system and its problems; determination of the level of output; prices, monetary theory, government policies and economic growth. Transfer: UC; CSU (D3). CAN ECON 2.

#### WEEKDAY

89884	ECON 100	AH TTh	11:10-12:25	PH-411*	Suzuki	3.0
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### ENGL 100 COMPOSITION – HONORS

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary.* Writing practice based on a study of the form and content of the essay. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.

#### EVENING

89112	ENGL 100	JH T	6:00-9:05	8-8116	Bowsher	3.0
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\*This class will be held in Skyline's Pacific Heights building, located across the perimeter road from Building 5.

**ENGL 100 COMPOSITION – HOW YOU ARE SHAPED BY SOCIETY AND HOW SOCIETY IS SHAPED BY YOU HONORS LEARNING COMMUNITY**

*Writing Prereq:* ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. *Reading Prereq:* READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. *NOTE:* ENGL 100 AH is part of the How You are Shaped by Society AND How Society is Shaped by You Honors Learning Community with PSYC 300 AH. Students are encouraged to enroll in both ENGL 100 AH and PSYC 300 AH (CRN 91225) to maximize their learning experience and to receive Honors credit in both courses. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.

**WEEKDAY**

83877	ENGL 100	AH MWF	10:10-11:00	8-8222	Wong	3.0
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**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING – HONORS**

*Prereq:* ENGL 100 or 105 with grade C or better. Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

**WEEKDAY**

89125	ENGL 110	AH TTh	9:35-10:50	8-8222	Harer	3.0
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**EVENING**

90492	ENGL 110	JH W	6:00-9:15	7-7307	Bowsher	3.0
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**ENGL 165 CRITICAL THINKING & ADVANCED COMPOSITION – HONORS**

*Prereq:* ENGL 100 or 105 with grade of C or better. Course will teach students to use critical thinking, reading, and writing skills through discussion of ideas and a progression of argumentative writing assignments. Transfer: UC; CSU (A3).

**EVENING**

89860	ENGL 165	JH W	6:30-9:45	7-7303	Westfall	3.0
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**GEOL 210 GENERAL GEOLOGY – HONORS**

Recommended: Eligibility for ENGL 836. Introduction to nature and structure of earth materials and processes which shape the earth's surface. Recommended for lab science transfer requirements. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, B3). CAN GEOL 2.

**WEEKDAY**

90081	GEOL 210	AH TTh	11:10-12:25	7-7104	Cook	4.0
	LAB	T	1:00-4:05	7-7338	Cook	

**HIST 201 UNITED STATES HISTORY I – HONORS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History to the mid-19th century. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1). CAN HIST 8. HIST 201 + HIST 202 = CAN HIST SEQ B.

**EVENING**

92423	HIST 201	JH M	7:00-10:15	8-8213	Messner	3.0
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**HIST 202 UNITED STATES HISTORY II – HONORS: HUMAN AND CIVIL RIGHTS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History from the mid-19th century to the present. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1). CAN HIST 10. HIST 201 + HIST 202 = CAN HIST SEQ B.

**WEEKDAY**

91121	HIST 202	AH MW	12:10-1:25	1-1219B	Bell	3.0
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**JOUR 110 MASS MEDIA AND SOCIETY – HONORS**

*Prereq:* Eligibility for ENGL 836 or ESOL 400 or equivalent. General-interest survey course assessing the impact the mass media have had on society and examining the rights and responsibilities of the media. Trains students to become discerning media consumers. Plus one hr/wk by arrangement. Transfer: UC; CSU (D3). CAN JOUR 4.

**WEEKDAY**

91756	JOUR 110	AH MWF	9:10-10:00	8-8317	Kaplan-Biegel	3.0
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**JOUR 120 WRITING AND REPORTING FOR THE MEDIA – HONORS**

*Prereq:* Eligibility for ENGL 100 or 105, or equivalent. Teaches fundamental journalism skills, including how to structure basic news stories, develop and interview sources, understand news judgment, write concisely, use Associated Press style, and consider legal and ethical issues. Plus one hr/wk by arrangement. Transfer: UC; CSU. CAN JOUR 2.

**WEEKDAY**

92409	JOUR 120	AH MWF	10:10-11:00	8-8317	Kaplan-Biegel	3.0
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**LIT. 225 MIRRORS OF TODAY: CONTEMPORARY POETRY – HONORS**

*Prereq:* ENGL 100 or ENGL 105. This course, by situating major examples of this poetry in the relevant social, intellectual and critical contexts, clarifies the meaning and methods of contemporary poetry. Transfer: UC; CSU (C2).

**WEEKDAY**

92572	LIT. 225	AH TTh	11:10-12:25	8-8222	Lachmayr	3.0
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**LIT. 373 LATIN AMERICAN LITERATURE IN TRANSLATION – HONORS**

*Prereq:* ENGL 100 or 105, or equivalent. This course samples greater and lesser-known works of Latin American literature, revealing the literary trends and characteristics that have earned world recognition. Transfer: UC; CSU (C2).

**EVENING**

92346	LIT. 373	JH M	7:00-10:15	8-8116	Feinblum	3.0
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**MATH 200 PROBABILITY & STATISTICS – HONORS**

*Prereq:* Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Measures of central tendency and dispersion, sampling distributions and statistical inference, regression and correlation. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN STAT 2.

**WEEKDAY**

89879	MATH 200	AH TTh	11:10-12:50	5-5132A	Moss	4.0
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**EVENING**

90114	MATH 200	JH Th	6:00-10:05	7-7310	Moss	4.0
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**MATH 241 APPLIED CALCULUS I – HONORS**

*Prereq:* Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. *NOTE:* MATH 241/242 is a one year sequence in Applied Calculus. The prerequisite for MATH 242 is both MATH 130 and MATH 241. MATH 130 should be taken prior to entering the sequence if you plan to take both MATH 241 and 242. Basic techniques of differential calculus. Selected topics from limits, differentiation, applications of the derivative, and the anti-derivative. Integral use of a graphing calculator. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 30. MATH 241 + MATH 242 = CAN MATH SEQ D.

**WEEKDAY**

90557	MATH 241	AH Daily	11:10-12:00	7-7304	Fredricks	5.0
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**MATH 251 CALCULUS WITH ANALYTIC GEOMETRY I – HONORS**

*Prereq:* Completion of MATH 222 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Limits and continuity, the derivatives and applications, the differential and anti-differentiation, the definite integral and conic sections. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 18. MATH 251 + MATH 252 = CAN MATH SEQ B. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

89249	MATH 251	AH MTWTh	12:10-1:15	7-7310	Freedman	5.0
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**MATH 252 CALCULUS WITH ANALYTIC GEOMETRY II – HONORS**

*Prereq:* Completion of MATH 251 with a grade of C or better, or equivalent. Logarithmic, exponential, trigonometric and hyperbolic functions. Integration, polar coordinates, indeterminates, and improper integrals. Plus one hr/wk by arrangement. *NOTE:* TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN MATH 20. MATH 251 + MATH 252 = CAN MATH SEQ B. MATH 251 + 252 + 253 = CAN MATH SEQ C.

**WEEKDAY**

90085	MATH 252	AH Daily	11:10-12:00	7-7310	Leach	5.0
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**MUS. 202 MUSIC APPRECIATION – HONORS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The learning of effective music listening skills to enhance musical enjoyment. Transfer: UC; CSU (C1).

**WEEKDAY**

80602	MUS. 202	AH MWF	11:10-12:00	1-1107	Navari	3.0
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**PHIL 280 INTRODUCTION TO POLITICAL PHILOSOPHY – HONORS**

Recommended: Eligibility for ENGL 100 or 105 or equivalent. Readings and critical discussion of classical, modern and contemporary sources. Topics include theories of human nature, conceptions of justice, the relationship between the individual and the state, and the distribution of wealth and power. Also listed as PLSC 280. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91868	PHIL 280	AH MW	12:10-1:25	1-1107	Colombetti	3.0
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**PHIL 300 INTRODUCTION TO WORLD RELIGIONS – HONORS**

Recommended: Eligibility for ENGL 100 or ENGL 105. Comparison of the beliefs and practices of major Eastern and Western religions. Transfer: UC; CSU (C2).

**WEEKDAY**

91289	PHIL 300	AH TTh	8:10-9:25	1-1107	Bestock	3.0
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**PHYS 270 PHYSICS WITH CALCULUS III – HONORS**

*Prereq:* PHYS 250. Heat, light, and modern physics. Lecture must be accompanied by a lab session. Transfer: UC; CSU (B1, 3). CAN PHYS 14. PHYS 250 + 260 + 270 = CAN PHYS SEQ B.

**WEEKDAY**

89882	PHYS 270	AH MWF	9:10-10:00	7-7304	Koskelo	4.0
	LAB	W	1:20-4:25	7-7305	Koskelo	

**PLSC 280 INTRODUCTION TO POLITICAL PHILOSOPHY – HONORS**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Readings and critical discussion of classical, modern and contemporary sources. Topics include theories of human nature, conceptions of justice, the relationship between the individual and the state, and the distribution of wealth and power. Also listed as PHIL 280. Transfer: UC; CSU (C2, D3).

**WEEKDAY**

91867	PLSC 280	AH MW	12:10-1:25	1-1107	Colombetti	3.0
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**PSYC 300 SOCIAL PSYCHOLOGY – HOW YOU ARE SHAPED BY SOCIETY AND HOW SOCIETY IS SHAPED BY YOU HONORS LEARNING COMMUNITY**

Recommended: Eligibility for ENGL 100. An overview of how the individual thinks about, influences and relates to others. Topics include attitude formation, interpersonal attraction, conformity, and prejudice and discrimination. *NOTE:* PSYC 300 AH is part of the How You are Shaped by Society AND How Society is Shaped by You Honors Learning Community with ENGL 100 AH. Students are encouraged to enroll in both PSYC 300 AH and ENGL 100 AH (CRN 83877) to maximize their learning experience and to receive Honors credit in both courses. Transfer: UC; CSU (D3).

**WEEKDAY**

91225	PSYC 300	AH MWF	11:10-12:00	8-8222	Merrill	3.0
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**PSYC 410 ABNORMAL PSYCHOLOGY – HONORS**

Recommended: Eligibility for ENGL 836. Types and patterns of abnormal behavior; major theories regarding its causes, clinical assessment and modes of treatment. Transfer: UC; CSU (D3).

**WEEKDAY**

92581	PSYC 410	AH MWF	10:10-11:00	1-1107	Shusterman	3.0
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**SPAN 110 ELEMENTARY SPANISH – HONORS**

Recommended: Eligibility for ENGL 836 or ESOL 400. Spanish structures and active vocabulary practiced in oral and written pattern drills. Conversation based on short dialogues. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

80765	SPAN 110	AH Daily	10:10-11:00	8-8308	Castro	5.0
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**SPAN 120 ADVANCED ELEMENTARY SPANISH – HONORS**

*Prereq:* SPAN 110, 112 or equivalent college-level course. Continuation of SPAN 110 or SPAN 112. Practice and development of greater competence in spoken and written Spanish for use in a variety of social contexts and settings. Focus on readings for classroom discussions and cultural aspects of the Spanish-speaking world. Course conducted primarily in Spanish. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

91048	SPAN 120	AH MWF	12:10-1:35	8-8317	Castro	5.0
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**SPAN 130 INTERMEDIATE SPANISH – HONORS**

*Prereq:* Satisfactory completion of SPAN 120 or 122. Conversation and composition, review of grammar, reading of Spanish and Latin-American literature. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

**WEEKDAY**

91052	SPAN 130	AH MWF	11:10-12:00	8-8317	Castro	3.0
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**SPCH 100 PUBLIC SPEAKING – HONORS**

Recommended: Eligibility for ENGL 836 or ESOL 400. Study and practice of basic principles of effective oral communication. Research, preparation, and extemporaneous delivery of various types of speeches. Transfer: UC; CSU (A1). CAN SPCH 4.

**WEEKDAY**

89182	SPCH 100	AH MWF	9:10-10:00	5-5132A	Irigoyen II	3.0
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**How You Are Shaped by Society  
AND How Society Is Shaped By You –  
Honors Learning Community**

Social psychology is the study of how the individual thinks about, influences and relates to others.

In this learning community, students will apply key social psychological theories, concepts, and terms to analyze contemporary phenomena as represented in texts and movies. In so doing, students will be able to explain and illustrate how social influences shape our perceptions, attitudes, and beliefs, as well as evaluate the implications of such social constructs.

Students are encouraged to enroll in both ENGL 100 AH and PSYC 300 AH to maximize their learning experience and to receive Honors credit in both courses.

**ENGL 100 COMPOSITION – HOW YOU ARE SHAPED BY SOCIETY AND HOW SOCIETY IS SHAPED BY YOU**

*Writing Prereq:* ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. *Reading Prereq:* READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. *NOTE: ENGL 100 AH is part of the How You are Shaped by Society AND How Society is Shaped by You Honors Learning Community with PSYC 300 AH. Students are encouraged to enroll in both ENGL 100 AH and PSYC 300 AH (CRN 91225) to maximize their learning experience and to receive Honors credit in both courses.*

**WEEKDAY**

83877	ENGL 100	AH MWF	10:10-11:00	8-8222	Wong	3.0
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**PSYC 300 SOCIAL PSYCHOLOGY – HOW YOU ARE SHAPED BY SOCIETY AND HOW SOCIETY IS SHAPED BY YOU**

Recommended: Eligibility for ENGL 100. An overview of how the individual thinks about, influences and relates to others. Topics include attitude formation, interpersonal attraction, conformity, and prejudice and discrimination. *NOTE: PSYC 300 AH is part of the How You are Shaped by Society AND How Society is Shaped by You Honors Learning Community with ENGL 100 AH. Students are encouraged to enroll in both PSYC 300 AH and ENGL 100 AH (CRN 83877) to maximize their learning experience and to receive Honors credit in both courses.* Transfer: UC; CSU (D3).

**WEEKDAY**

91225	PSYC 300	AH MWF	11:10-12:00	8-8222	Merrill	3.0
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**KABABAYAN PROGRAM**

Kababayan is a transfer and community support program with the goal of increasing proficiency in English skills for success in college, work and life. The courses are open to all students and focus on the Filipino/Filipino-American experience. For more information about the Kababayan Program, please call (650) 738-4119.

**COUN 100 COLLEGE SUCCESS – KABABAYAN**

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. Transfer: UC; CSU (E1).

**WEEKDAY**

92396	COUN 100	AK MW	8:35-9:50	2-2351	Espinueva	3.0
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**ENGL 104 APPLIED ENGLISH SKILLS FOR CULTURAL PRODUCTION – KABABAYAN**

Recommended: Eligibility for ENGL 836 or equivalent. Designed for students who want to learn critical thinking, reading and writing skills in producing a Pilipino Cultural Night. May be repeated for credit up to a maximum of 9 units. Transfer: CSU.

**WEEKDAY**

90453	ENGL 104	AK TTh	2:10-3:25	8-8308	Erpelo	1.0-3.0
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**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING – KABABAYAN**

*Prereq: ENGL 100 or 105 with grade C or better.* Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

**WEEKDAY**

90456	ENGL 110	AK TTh	11:10-12:25	8-8319	Erpelo	3.0
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### ENGL 846 READING AND WRITING CONNECTIONS – KABABAYAN

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary.

#### WEEKDAY

89512	ENGL 846	AK MWF	10:10-11:35	8-8319	Erpel	5.0
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### FILI 110 ELEMENTARY FILIPINO – KABABAYAN

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or ESOL 400, or equivalent. Beginner's course in Filipino grammar, composition and reading. Practice in speaking and understanding Filipino. Introduction to grammar, sentence structure, idioms, and history and cultural aspects of the language; introductions to the honorifics of the language. Class conducted primarily in Filipino. Plus one hr/wk by arrangement. Transfer: CSU (C2).

#### WEEKDAY

91095	FILI 110	AK MWF	12:10-1:35	8-8319	Resus	5.0
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### HIST 435 HISTORY OF THE PHILIPPINES – KABABAYAN

Recommended: Eligibility for ENGL 100 or ENGL 105 or equivalent. A historical and cultural survey of the Philippines from its origins to the present. Transfer: UC; CSU (C2, D3).

#### WEEKDAY

89212	HIST 435	AK TTh	11:10-12:25	8-8213	Bolick	3.0
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### MUS. 420 TRADITIONAL KULINTANG MUSIC – KABABAYAN

An introduction to the theory and performance of the traditional bronze gone music and dance of the Southern Philippines. Performance required. Plus two hrs/wk by arrangement. May be repeated for credit a maximum of three times. Transfer: CSU.

#### WEEKDAY

91104	MUS. 420	AK TTh	12:35-2:05	1-1115	Kalanduyan	2.0
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## PUENTE PROGRAM

A college/university program open to all students, with a focus on Chicano/Latino students. The program involves English instruction, counseling and mentoring. For more information about the Puente Program, call (650) 738-4146.

### COUN 100 COLLEGE SUCCESS – PUENTE

This course provides information about college/university systems, goal setting, educational planning, study skills, health maintenance, stress management, learning styles, college resources, relationships, and cultural diversity. Transfer: UC; CSU (E1).

#### WEEKDAY

90602	COUN 100	AP TTh	9:35-10:50	TBA	Rodrigues	3.0
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### ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING – PUENTE

*Prereq:* ENGL 100 or 105 with grade C or better. Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

#### WEEKDAY

90451	ENGL 110	AP MWF	10:10-11:00	7-7303	Lachmayr	3.0
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### ENGL 846 READING AND WRITING CONNECTIONS – PUENTE

*Writing Prereq:* Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. *Reading Prereq:* Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures. Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary.

#### WEEKDAY

89258	ENGL 846	AP MWF	11:10-12:35	7-7303	Lachmayr	5.0
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### MATH 111 ELEMENTARY ALGEBRA I – PUENTE

*Prereq:* Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Recommended: Completion of READ 836 with a grade of C or better, or equivalent. Course is equivalent to first half of MATH 110. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required.* (Units do not count toward the Associate Degree.)

#### WEEKDAY

80542	MATH 111	AP TTh	11:10-12:25	5-5132B	Chavez	3.0
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### SPAN 120 ADVANCED ELEMENTARY SPANISH – PUENTE

*Prereq:* SPAN 110, 112 or equivalent college-level course. Continuation of SPAN 110 or SPAN 112. Practice and development of greater competence in spoken and written Spanish for use in a variety of social contexts and settings. Focus on readings for classroom discussions and cultural aspects of the Spanish-speaking world. Course conducted primarily in Spanish. Plus one hr/wk by arrangement. Transfer: UC; CSU (C2).

#### WEEKDAY

91047	SPAN 120	AP MWF	12:10-1:35	8-8317	Castro	5.0
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## SCHOLAR ATHLETE LEARNING COMMUNITY

The Scholar Athlete Learning Community is designed for student athletes to use the same discipline applied to athletic achievement in their sport to the study and acquisition of writing, reading, and critical thinking skills needed to succeed in college. Students work with an English teacher, the Athletics counselor, and their coaches so that they may achieve on the playing field and the classroom in ways that complement each other. The Scholar Athlete Learning Community is open to all eligible students. For further information, please call (650) 738-4202 or (650) 738-4271.

### CRER 650 ATHLETES SEMINAR

Designed to assist athletes in the areas of educational planning, career development and NCAA regulations. Transfer: CSU.

#### WEEKDAY

80243	CRER 650	AE M	6:15-8:15	3-3147	Nomicos	2.0
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Dates for CRER 650 AE: 8/24-12/7

### ENGL 846 READING AND WRITING CONNECTIONS – SCHOLAR-ATHLETE LEARNING COMMUNITY

*Writing Prereq: Completion of ENGL 826, ESOL 840 or 841/842 with a grade of C or better, or eligibility for ENGL 836, ESOL 400, or ENGL 846 on approved college placement test and multiple measures. Reading Prereq: Completion of READ 826, ESOL 840 or 841/842 with Credit or a grade of C or better, or eligibility for READ 836, ESOL 400, or ENGL 846 on approved Reading placement test and multiple measures.* Integrates ENGL 836 and READ 836, satisfying requirements for both. Prepares students to write college-level essays and teaches effective reading strategies to improve comprehension, analysis and vocabulary.

#### WEEKDAY

90075	ENGL 846	AE Daily	11:10-12:00	2-2117A	Eadus	5.0
91640	ENGL 846	BE MWF	9:10-10:35	2-2117A	Eadus	5.0

## WOMEN IN TRANSITION PROGRAM

Open to women and men. For information about the Women's Re-Entry Program, call (650) 738-4157.

### CRER 137 LIFE AND CAREER PLANNING – WIT

Recommended: Eligibility for ENGL 836. A comprehensive approach to life and career planning that includes self-assessment, career exploration, and job seeking strategies. Transfer: CSU (E1).

#### EVENING

83161	CRER 137	JR T	6:30-9:30	1-1306	Daniels	3.0
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### ENGL 100 COMPOSITION – WIT

*Writing Prereq: ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. Reading Prereq: READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary.* Writing practice based on a study of the form and content of the essay. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.

#### EVENING

80309	ENGL 100	JR W	7:00-10:15	8-8319	McClung	3.0
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### MATH 111 ELEMENTARY ALGEBRA I – WIT

*Prereq: Completion of MATH 806 or 811 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent.* Recommended: Completion of READ 836 with a grade of C or better, or equivalent. Course is equivalent to first half of MATH 110. Plus one hr/wk by arrangement. *NOTE: TI-83 or TI-84 Graphing Calculator required.* (Units do not count toward the Associate Degree.)

#### WEEKDAY

80541	MATH 111	AR TTh	8:10-9:25	8-8302	Ban	3.0
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### SOSC 160 WOMEN IN TRANSITION SEMINAR

Assists re-entering students in understanding and evaluating their own process of transition. Transfer: CSU.

#### WEEKDAY

80762	SOSC 160	AR T	12:35-2:25	2-2305	Slicton	1.0
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Dates for SOSC 160 AR: 8/25-10/13

# Online Courses

If you have email and Internet access, you have everything you need to take advantage of the opportunity to learn online! Enrolling in online courses allows you to enjoy the benefits of a traditional classroom education in a non-traditional way. Online courses provide you with the freedom to plan your coursework around your personal schedule while maintaining interaction with faculty and fellow students. Enter the "virtual classroom" at any time of the day or night to participate in meaningful class discussions, access course information and lectures, work on challenging assignments, and take part in exciting group activities.

## ACTG 100 ACCOUNTING PROCEDURES

Recommended: MATH 811 or equivalent, BUS. 115 or equivalent, either CAOT 104 or CAOT 225 or equivalent, and eligibility for ENGL 836. Introduction to financial accounting procedures for proprietorships in service and merchandising operations. Instruction in manual and computerized accounting systems with hands-on computer experience. Plus 2 lab hrs/wk by arrangement. Transfer: CSU.

<b>80006</b>	ACTG 100	OL	By Arr	48 Hours	ONLINE	Zhang	3.0
			Sat	8:30-11:50		8-8211	

ACTG 100 OL will be held online and on campus. Classes will meet on campus on Saturdays 8/22, 9/12, 9/26, 10/10, 10/24, 11/07 and 12/19 from 8:30 to 11:50 am in Room 8211. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Saturday, August 22, from 8:30 to 11:50 am in Room 8211 – attendance required. Instructor email: [zhangh@smccd.edu](mailto:zhangh@smccd.edu).

## ACTG 121 FINANCIAL ACCOUNTING

Recommended: ACTG 100 (3 units) with a grade of C or better, or equivalent; MATH 120 with a grade of C or better, or equivalent; CAOT 225 or equivalent; and eligibility for ENGL 836. Exploration of what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. Covers the application of generally accepted accounting principles, the classified financial statements, and statement analysis. *NOTE: Students are encouraged to take ACTG 100 before enrolling in ACTG 121. Plus 1 lab hr/wk by arrangement.* Transfer: UC; CSU. CAN BUS 2. ACTG 121 + ACTG 131 = CAN BUS SEQ A.

<b>80009</b>	ACTG 121	OL	By Arr	64 Hours	ONLINE	Ortiz	4.0
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ACTG 121 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Wednesday, August 19, from 5:30 to 6:45 pm in Room 8121 – attendance required. Instructor email: [ortiz@smccd.edu](mailto:ortiz@smccd.edu).

## ACTG 194 INTRODUCTION TO QUICKBOOKS PRO 2007

Recommended: Eligibility for ENGL 836 and READ 836. Introduction to the financial accounting features of QuickBooks Pro. *NOTE: With the exception of the online section, this course has a non-refundable materials charge of \$3.* Transfer: CSU.

<b>87335</b>	ACTG 194	OL	By Arr	16 Hours	ONLINE	Richardson	1.0
							Dates for the OL section: 8/25-9/29

ACTG 194 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 7:30 pm in Room 8209 – attendance required. Instructor email: [richardsonl@smccd.edu](mailto:richardsonl@smccd.edu).

<b>87040</b>	ACTG 194	OM	By Arr	16 Hours	ONLINE	Richardson	1.0
							Dates for the OM section: 8/25-9/29

ACTG 194 OM is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 7:30 pm in Room 8209 – attendance required. Instructor email: [richardsonl@smccd.edu](mailto:richardsonl@smccd.edu).

## ACTG 196 INTERMEDIATE QUICKBOOKS PRO 2007

*Prereq: ACTG 194 or equivalent.* Financial accounting features of setting up and maintaining a computerized accounting system using the advanced features; covers complex issues encountered with QuickBooks Pro. Transfer: CSU.

<b>89218</b>	ACTG 196	OL	By Arr	16 Hours	ONLINE	Richardson	1.0
							Dates for ACTG 196 OL: 10/6-11/10

ACTG 196 OL is offered in an online format. Requires Internet Access and email. Instructor email: [richardsonl@smccd.edu](mailto:richardsonl@smccd.edu).

## ART 101 HISTORY OF WESTERN ART I

Recommended: Eligibility for ENGL 100. A survey of Ancient and Medieval art from Prehistoric to Early Renaissance. Transfer: UC; CSU (C1). CAN ART 2. ART 101 + ART 102 = CAN ART SEQ A.

<b>91914</b>	ART 101	OL	By Arr	48 Hours	ONLINE	Fischer	3.0
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ART 101 OL is offered in an online format. Requires Internet access and email. Instructor email: [fischer@smccd.edu](mailto:fischer@smccd.edu).

## BIOL 140 ANIMALS, PEOPLE & ENVIRONMENT

**NEW!** Recommended: Eligibility for ENGL 836. Animal behavior with emphasis on human-animal relationships, animal populations, and wildlife protection. Transfer: UC; CSU (B2).

<b>92368</b>	BIOL 140	OL	By Arr	48 Hours	ONLINE	Bookstaff	3.0
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Biology 140 OL is offered in an online format. Requires Internet access and email. Online orientation must be completed before August 22 and can be done online at <http://www.smccd.edu/accounts/snitovsky>. Three on-campus meetings for testing are required: 9/30, 11/18 and 12/16. Instructor email: [bookstaffs@smccd.edu](mailto:bookstaffs@smccd.edu).

## BUS. 100 INTRODUCTION TO BUSINESS

Recommended: Eligibility for ENGL 836. Survey of business functions and terminology; introduces career opportunities. Transfer: UC; CSU (D3).

<b>80175</b>	BUS. 100	OL	By Arr	48 Hours	ONLINE	Pate	3.0
							Dates for the OL section: 8/24-10/19

BUS. 100 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, August 24, from 5:00 to 5:25 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

<b>92019</b>	BUS. 100	OM	By Arr	48 Hours	ONLINE	Pate	3.0
							Dates for the OM section: 10/26-12/14

BUS. 100 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 5:00 to 5:50 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

## BUS. 103 INTRODUCTION TO BUSINESS INFORMATION SYSTEMS

*Prereq: CAOT 104 or equivalent.* Recommended: Eligibility for ENGL 836. Introduction to computers and information systems, terminology, operating systems and applications, hardware, data communications, HTML, Internet issues, and object-oriented programming in Visual Basic. Plus one lab hr/wk by arrangement. Transfer: UC; CSU. CAN BUS 6.

**BUS. 103 INTRODUCTION TO BUSINESS INFORMATION SYSTEMS Continued**

**88228** BUS. 103 OL By Arr 48 Hours ONLINE Motipara 3.0  
 BUS. 103 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Thursday, August 20, from 5:00 to 6:00 pm in Room 8121 – attendance required. Instructor email: [motipara@smccd.edu](mailto:motipara@smccd.edu).

**88232** BUS. 103 OM By Arr 48 Hours ONLINE Motipara 3.0  
 BUS. 103 OM is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Thursday, August 20, from 5:00 to 6:00 pm in Room 8121 – attendance required. Instructor email: [motipara@smccd.edu](mailto:motipara@smccd.edu).

**BUS. 123 STATISTICS**

*Prereq: MATH 120 or equivalent.* Recommended: BUS. 120 and eligibility for ENGL 836. Introduction to descriptive techniques and methods of inference, probability and probability distributions. Transfer: UC; CSU (B4).

**80186** BUS. 123 OL By Arr 48 Hours ONLINE Burns 3.0  
 BUS. 123 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Wednesday, August 19, from 6:30 to 7:00 pm in Room 8209 – attendance required. Instructor email: [burns@smccd.edu](mailto:burns@smccd.edu).

**BUS. 200 INTRODUCTION TO INTERNATIONAL BUSINESS**

Recommended: Eligibility for ENGL 836 or equivalent. Introduction to strategy and management of international business. Topics include international trade theory and how companies develop competitive advantage in international markets, marketing, production, and financial management, the organization of human resources, and management of risk. Transfer: CSU (D3).

**85792** BUS. 200 OL By Arr 48 Hours ONLINE Pate 3.0  
 BUS. 200 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, August 24, from 6:00 to 6:50 pm in Room 8209 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 226 GLOBAL BUSINESS NEGOTIATION**

Recommended: Eligibility for ENGL 836 or equivalent. This course introduces the skills necessary to conduct successful negotiations. It will focus on strategies, issues and cultural aspects that influence negotiations. Transfer: CSU.

**89263** BUS. 226 OL By Arr 24 Hours ONLINE Pate 1.5  
 Dates for BUS. 226 OL: 10/26-12/14  
 BUS. 226 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 5:30 to 6:00 pm in Room 8119 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 230 INTRODUCTION TO INTERNATIONAL MARKETING**

Recommended: Eligibility for ENGL 836. Provides a practical approach to international marketing. Focuses on analytical tools to help students apply product, promotion, price and place to international marketing practice. Transfer: CSU.

**88276** BUS. 230 OL By Arr 24 Hours ONLINE Pate 1.5  
 Dates for BUS. 230 OL: 8/24-10/19  
 BUS. 230 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, August 24, from 7:00 to 7:25 pm in Room 8209 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS 246 DOING BUSINESS IN CHINA**

Recommended: Eligibility for ENGL 836 and READ 836, or ENGL 846, or equivalent. A comprehensive study of Chinese business operations and challenges. Students will apply practical guidelines in conducting business with Chinese counterparts for successful negotiations and business ventures. Plus a total of 12 lab hours by arrangement. Transfer: CSU.

**92400** BUS. 246 OL By Arr 48 Hours ONLINE Pate 3.0  
 Dates for BUS. 246 OL: 10/26-12/14

BUS. 246 OL is offered in an online format. Students must have Internet access and an email address. Orientation meeting on Monday, October 26, from 6:00 to 6:30 pm in Room 8209 – attendance required. Instructor email: [pate@smccd.edu](mailto:pate@smccd.edu).

**BUS. 249 INTRODUCTION TO INTERNATIONAL LOGISTICS FOR CUSTOMS BROKERS AND FREIGHT FORWARDERS**

Recommended: BUS. 115 or eligibility for MATH 110, or equivalent. Students will be introduced to international purchase-sale agreement negotiations using Incoterms, foreign exchange and collections, introduction to international supply chains and cargo transportation, cargo security and risk management. Plus one hr/wk by arrangement. Transfer: CSU.

**91818** BUS. 249 OL By Arr 48 Hours ONLINE Kilmartin 3.0  
 Dates for BUS. 249 OL: 8/25-10/20

BUS. 249 OL is offered in an online format with a customized learning project under mentorship of a working manager in the international forwarding/customs brokerage industry. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address, and are required to email the instructor ([kilmartin@smccd.edu](mailto:kilmartin@smccd.edu)) immediately after registering for the course. Orientation meeting on Tuesday, August 25, from 5:30 to 6:30 pm in Room 8119 – attendance required.

**BUS 258 CUSTOMS BROKER SERVICES AND REGULATIONS**

*Prereq: BUS 249 or equivalent.* Learn U.S. import requirements and restrictions, broker work-flow, types of customs entries, and how brokers work with importers, government agencies and transportation carriers. Plus a total of 16 lab hours by arrangement. Transfer: CSU.

**92402** BUS. 258 OL By Arr 48 Hours ONLINE Guadamuz-Cabral 3.0  
 Dates for BUS. 258 OL: 10/27-12/15

BUS. 258 OL is offered in an online format with a customized learning project under mentorship of a working manager in a customs brokerage office. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address. Orientation meeting on Tuesday, October 27, from 5:30-6:30 pm in Room 8119 – attendance required. Instructor email: [guadamuzcabral@smccd.edu](mailto:guadamuzcabral@smccd.edu).

**BUS 261 CUSTOMS ADMISSIBILITY, CLASSIFICATION, VALUE AND ENTRY**

*Prereq: BUS 258 or equivalent.* Learn about U.S. import admissibility, tariff classification and value, how to prepare a customs entry, and additional processing required for certain products. Plus a total of 16 lab hours by arrangement. Transfer: CSU.

**91822** BUS. 261 OL By Arr 48 Hours ONLINE Guadamuz-Cabral 3.0  
 Dates for BUS. 261 OL: 8/25-10/20

BUS. 261 OL is offered in an online format with a customized learning project under mentorship of a working manager in a customs brokerage office. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address. Orientation meeting on Tuesday, August 25, from 5:30-6:30 pm in Room 8119 – attendance required. Instructor email: [guadamuzcabral@smccd.edu](mailto:guadamuzcabral@smccd.edu).

**BUS 262 INTRODUCTION TO INTERNATIONAL FORWARDING AND CARGO TRANSPORTATION**

*Prereq: BUS 249 or equivalent.* Learn about international freight forwarding, shipper-carrier relationships, government regulation, and multi-model cargo transportation. During workplace learning, students will perform entry-level forwarder tasks. Plus a total of 16 lab hours by arrangement. Transfer: CSU.

**91824** BUS. 262 OL By Arr 48 Hours ONLINE Phelps 3.0  
 Dates for BUS. 262 OL: 10/27-12/15

BUS. 262 OL is offered in an online format with a customized learning project under mentorship of a working manager in a freight forwarders office. Students are required to subscribe to online reading and study materials in lieu of a textbook. Midterm and final exams will be taken on campus. The course must be completed during the 8-week term in which it is scheduled. Students will need Internet access, a valid email address. Orientation meeting on Tuesday, October 27, from 5:30-6:30 pm in Room 8119 – attendance required. Instructor email: [phelpsg@smccd.edu](mailto:phelpsg@smccd.edu).

**BUS. 485 MEDICAL TERMINOLOGY**

Recommended: Eligibility for ENGL 836 or equivalent. Students develop a basic background in medical terminology as used by medical transcriptionists, court reporters, law-related occupations, and allied health occupations. Also listed as HSCI 484. Transfer: CSU.

**92404** BUS. 485 OL By Arr 48 Hours ONLINE Holland 3.0

BUS. 485 OL will be held online and on campus. Classes will meet on campus on Tuesdays, 8/25, 9/15, 11/17 and 12/15 from 6:30 to 9:35 pm in Room 7111. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 9:35 pm in Room 7111 – attendance required. Instructor email: [hollandc@smccd.edu](mailto:hollandc@smccd.edu).

**CAOT 100 BEGINNING COMPUTER KEYBOARDING**

Short course for students who want to learn how to type and develop skill using the computer keyboard. Typing drills only. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**88271** CAOT 100 OL By Arr 24 Hours ONLINE Gianoli 1.5  
 T 7:00-10:05 8-8119  
 Dates for the OL section: 8/25-10/20

CAOT 100 OL will be held online and on campus. Classes will meet on campus three times, Tuesdays, 8/25, 9/22 and 10/20. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 7:00 to 10:05 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

**88270** CAOT 100 OM By Arr 24 Hours 8-8119 Gianoli 1.5  
 T 7:00-10:15 8-8119  
 Dates for the OM section: 10/27-12/15

CAOT 100 OM will be held online and on campus. Classes will meet on campus three times, Tuesdays, 10/27, 11/17 and 12/15. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, October 27, from 7:00 to 10:15 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

**CAOT 101 COMPUTER KEYBOARDING SKILL BUILDING**

*Prereq: Ability to type without looking at the keyboard.* Students improve keyboarding speed and accuracy on computers. Typing drills only. Plus lab hours by arrangement. May be repeated for credit up to a maximum of 6 units. Transfer: CSU.

**88247** CAOT 101 OL By Arr 24 Hours 8-8119 Gianoli 1.5  
 T 7:00-10:05 8-8119  
 Dates for the OL section: 8/25-10/20

CAOT 101 OL will be held online and on campus. Classes will meet on campus three times, Tuesdays, 8/25, 9/22 and 10/20. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 7:00 to 10:05 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

**91108** CAOT 101 OM By Arr 24 Hours 8-8119 Gianoli 1.5  
 T 7:00-10:15 8-8119  
 Dates for the OM section: 10/27-12/15

CAOT 101 OM will be held online and on campus. Classes will meet on campus three times, Tuesdays, 10/27, 11/17 and 12/15. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, October 27, from 7:00 to 10:15 pm in Room 8119 – ATTENDANCE REQUIRED. Students must email instructor prior to Orientation. Instructor email: [gianoli@smccd.edu](mailto:gianoli@smccd.edu).

**CAOT 200 INTRODUCTION TO MS OFFICE SUITE**

Recommended: CAOT 104 or equivalent. Students learn the essentials of Microsoft Office Suite applications: Word, Excel, PowerPoint and Access. This course provides a basic introduction to MS Office Suite and prepares the student for in-depth learning for the more advanced elements of Word, Excel, PowerPoint and Access. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**90487** CAOT 200 OL By Arr 32 Hours ONLINE Motipara 2.0  
 Dates for the OL section: 8/25-11/10

CAOT 200 OL is offered in an online format. Requires Internet access and email. Contact instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 201 INTEGRATION OF MS OFFICE APPLICATIONS**

*Prereq: CAOT 200 or equivalent.* Integrate the four Microsoft Office applications (Word, Excel, Access and PowerPoint) by inserting documents, linking information, and embedding objects using exercises and case studies. Students will learn how to convert documents to HTML and create Web presentations. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**90489** CAOT 201 OL By Arr 16 Hours ONLINE Motipara 1.0  
 Dates for the OL section: 11/17-12/15

CAOT 201 OL is offered in an online format. Requires Internet access and email. Contact instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 214 WORD PROCESSING I: WORD**

**PC/MAC FRIENDLY** *Prereq: Knowledge of computer keyboard.* Hands-on approach using a PC to learn concepts and practical applications of Microsoft Word to create, edit, format, manage and enhance documents. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**88318** CAOT 214 OL By Arr 16 Hours ONLINE Cervantes 1.0  
 Dates for the OL section: 8/25-9/29

CAOT 214 OL is offered in an online format. Requires Internet access and email. Email instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 215 WORD PROCESSING II: WORD**

**PC/MAC FRIENDLY** *Prereq: CAOT 214 or equivalent.* Students increase word processing skills using a PC and Word in a hands-on environment to complete practical applications involving merges, tables, graphics, macros and styles. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**88317** CAOT 215 OL By Arr 32 Hours ONLINE Cervantes 2.0  
 Dates for the OL section: 10/6-12/15

CAOT 215 OL is offered in an online format. Requires Internet access and email. Email instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 222 BUSINESS PRESENTATIONS I: POWERPOINT**

Recommended: CAOT 104 or equivalent. Learn Microsoft PowerPoint software to create effective business slide presentations. Course incorporates animation, sound and video clips, clip art and smart art. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**89250** CAOT 222 OL By Arr 16 Hours ONLINE Motipara 1.0  
 Dates for CAOT 222 OL: 8/25-9/29

CAOT 222 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 223 BUSINESS PRESENTATIONS II: POWERPOINT**

*Prereq: CAOT 222 or equivalent.* Students will learn advanced features of PowerPoint, create professional presentations containing embedded objects, sound and video clips, and convert presentations to HTML for viewing on the Web. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**89872** CAOT 223 OL By Arr 16 Hours ONLINE Motipara 1.0  
 Dates for CAOT 223 OL: 10/6-11/10

CAOT 223 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

**CAOT 225 SPREADSHEETS I: EXCEL**

Recommended: CAOT 104 or equivalent. Discover the power and speed that the MS Office Excel spreadsheet software program brings to creating worksheets, building formulas and built-in functions, and presenting data in graphic form with charts. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**88295** CAOT 225 OL By Arr 16 Hours ONLINE Roumbanis 1.0  
 Dates for CAOT 225 OL: 8/25-9/29

CAOT 225 OL is offered in an online format. Requires Internet access and email. Email instructor at [roumbanis@smccd.edu](mailto:roumbanis@smccd.edu) before first scheduled class.

**CAOT 226 SPREADSHEETS II: EXCEL**

Recommended: CAOT 225 or equivalent. Students expand Excel knowledge by learning to design, enhance, link and consolidate worksheets. Topics include statistical and financial functions, database management, templates, integration and macros. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**89199** CAOT 226 OL By Arr 32 Hours ONLINE Roumbanis 2.0  
 Dates for CAOT 226 OL: 10/6-12/15

CAOT 226 OL is offered in an online format. Requires Internet access and email. Email instructor at [roumbanis@smccd.edu](mailto:roumbanis@smccd.edu) before first scheduled class.

**CAOT 230 DATABASE APPLICATIONS I: ACCESS**

Recommended: CAOT 104 or equivalent and eligibility for ENGL 836. A hands-on introduction to Access, a Windows database software package for business data handling tasks. Includes database design, business data input, storage, retrieval, editing and reporting. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**89201** CAOT 230 OL By Arr 16 Hours ONLINE Fraser 1.0  
 Dates for CAOT 230 OL: 8/25-9/29

CAOT 230 OL is offered in an online format. Requires Internet access and email. Email instructor at [fraserl@smccd.edu](mailto:fraserl@smccd.edu) before first scheduled class.

**CAOT 231 DATABASE APPLICATIONS II: ACCESS**

*Prereq: CAOT 230 or equivalent.* For students who want to use Access to become professionally competent in database management software. Emphasis on advanced topics: storage, retrieval, queries, SQL, reporting, and Visual Basic. Plus lab hours by arrangement. May be repeated once for credit. Transfer: CSU.

**89202** CAOT 231 OL By Arr 32 Hours ONLINE Fraser 2.0  
 Dates for CAOT 231 OL: 10/6-12/15

CAOT 231 OL is offered in an online format. Requires Internet access and email. Email instructor at [fraserl@smccd.edu](mailto:fraserl@smccd.edu) before first scheduled class.

**CAOT 301 MAXIMIZING YOUR EMPLOYMENT POTENTIAL**

**PC/MAC FRIENDLY** In this culminating course, students prepare resumes, employment correspondence, use the Internet to explore employment resources, networking, interview techniques, and hiring strategies to obtain employment or qualify for promotions. May be repeated once for credit. Transfer: CSU.

**88348** CAOT 301 OL By Arr 16 Hours ONLINE Cervantes 1.0  
 Dates for CAOT 301 OL: 10/1-11/5

CAOT 301 OL is offered in an online format. Requires Internet access and email. Email instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

**CAOT 403 HTML & WEB AUTHORIZING APPLICATIONS I**

*Prereq: Completion of, or concurrent enrollment in, either CAOT 104, CAOT 212, CAOT 214, or equivalent.* Students will learn how to create, edit, upload and link web pages for use on the Internet using HTML and DreamWeaver. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. Transfer: CSU.

**88191** CAOT 403 OL By Arr 24 Hours ONLINE Motipara 1.5  
 Dates for CAOT 403 OL: 8/19-10/7

CAOT 403 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

### CAOT 404 HTML & WEB AUTHORIZING APPLICATIONS II

*Prereq:* CAOT 403 or equivalent. An intermediate hands-on course using HTML and DreamWeaver. More in-depth coverage of graphics, tables, frames, layout, interaction, and advanced HTML including website development. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. Transfer: CSU.

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**88197** CAOT 404 OL By Arr 24 Hours ONLINE Motipara 1.5  
Dates for CAOT 404 OL: 10/14-12/16

CAOT 404 OL is offered in an online format. Requires Internet access and email. Email instructor at [motipara@smccd.edu](mailto:motipara@smccd.edu) before first scheduled class.

### CAOT 410 PHOTOSHOP ESSENTIALS

**PC/MAC FRIENDLY**

*Recommended:* CAOT 104 or equivalent. Use Photoshop to digitally convert, edit and design your own scanned photographs and graphics.

See how easy it is to organize, clean up old photos and create exciting new images for the web, print and other current digital media formats. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. Transfer: CSU.

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**88226** CAOT 410 OL By Arr 24 Hours ONLINE Cervantes 1.5  
Dates for CAOT 410 OL: 8/25-10/20

CAOT 410 OL is offered in an online format. Requires Internet access and email. Contact instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

### CAOT 411 PHOTOSHOP FOR THE WEB

**PC/MAC FRIENDLY**

*Prereq:* CAOT 410 or equivalent and CAOT 403 or equivalent. Using Photoshop, students will learn to create, edit and manipulate graphics for the Web. Topics include banners, background images, image maps, and rollovers, actions, filters, masks and channels. Plus lab hours by arrangement. May be repeated for credit a maximum of three times. Transfer: CSU.

CAOT 411 OL is offered in an online format. Requires Internet access and email. Contact instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

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**92411** CAOT 411 OL By Arr 24 Hours ONLINE Cervantes 1.5  
Dates for CAOT 411 OL: 10/22-12/15

CAOT 411 OL is offered in an online format. Requires Internet access and email. Contact instructor at [cervantes@smccd.edu](mailto:cervantes@smccd.edu) before first scheduled class.

### CAOT 412 FLASH I

*Prereq:* CAOT 403 or equivalent. Create interactive web animation using the current version of Adobe Flash. Learn drawing tools, grouping, creating graphic symbols, keyframes, frame-by-frame animation, layers, tweening, action buttons, and publishing Flash movies. Plus lab hours by arrangement. Also listed as COMP 412. May be repeated for credit a maximum of three times. Transfer: CSU.

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**88215** CAOT 412 OL By Arr 24 Hours ONLINE Weeks 1.5  
Dates for CAOT 412 OL: 8/25-10/20

CAOT 412 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

### CAOT 413 FLASH II

*Prereq:* CAOT 412 or equivalent. Students expand their knowledge using advanced features of Flash. Features include masking, movie clips, multiple timelines, sound control, pull down menus, preloaders, and ActionScript. Plus lab hours by arrangement. Also listed as COMP 413. May be repeated twice for credit. Transfer: CSU.

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**89207** CAOT 413 OL By Arr 24 Hours ONLINE Weeks 1.5  
Dates for CAOT 413 OL: 10/22-12/15

CAOT 413 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

### CAOT 416 ADOBE INDESIGN ESSENTIALS

*Recommended:* CAOT 214 or equivalent and CAOT 104 or equivalent. Explore the amazing features of Adobe InDesign the new industry standard for page layout and design. Create professional looking newsletters, advertisements, magazine articles, brochures, flyers and other documents. Transfer: CSU.

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**91814** CAOT 416 OL By Arr 24-48 Hours ONLINE Weeks 3.0

CAOT 416 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

### COMP 412 FLASH I

*Prereq:* CAOT 403 or equivalent. Create interactive web animation using the current version of Adobe Flash. Learn drawing tools, grouping, creating graphic symbols, keyframes, frame-by-frame animation, layers, tweening, action buttons, and publishing Flash movies. Plus lab hours by arrangement. Also listed as CAOT 412. May be repeated once for credit. Transfer: CSU.

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**90576** COMP 412 OL By Arr 24 Hours ONLINE Weeks 1.5  
Dates for COMP 412 OL: 8/25-10/20

COMP 412 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

### COMP 413 FLASH II

*Prereq:* CAOT/COMP 412 or equivalent. Students expand their knowledge using advanced features of Flash. Features include masking, movie clips, multiple time lines, sound control, pull-down menus, preloaders, and Actionscript. Plus lab hours by arrangement. Also listed as CAOT 413. May be repeated once for credit. Transfer: CSU.

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**90577** COMP 413 OL By Arr 24 Hours ONLINE Weeks 1.5  
Dates for COMP 413 OL: 10/22-12/15

COMP 413 OL is offered in an online format. Requires Internet access and email. Contact instructor at [weeks@smccd.edu](mailto:weeks@smccd.edu) before first scheduled class.

### DSKL 880SC UNIVERSAL ACCESS TO ELECTRONIC TEXT

**NEW!** Students will learn how to use Kurzweil 3000 and other text-to-speech applications as tools for reading and studying text in electronic format. May be repeated for credit a maximum of three times. *NOTE: Students with or without disabilities may enroll in this course. Students will be using Kurzweil 3000 for Windows and other text-to-speech applications for Windows during this course. (Units do not count toward the Associate Degree).*

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**92476** DSKL 880SC OL By Arr 16 Hours ONLINE Lariviere 1.0  
Dates for DSKL 880SC OL: 9/2-10/28

DSKL 880SC is offered in an online format. Requires Internet access and email. Email instructor [lariviere@smccd.edu](mailto:lariviere@smccd.edu) before the first scheduled class.

**ECON 100 PRINCIPLES OF MACROECONOMICS**

Recommended: Eligibility for ENGL 836 and MATH 110. The economic system and its problems; determination of the level of output; prices, monetary theory, government policies and economic growth. Transfer: UC; CSU (D3). CAN ECON 2.

**87360** ECON 100 OL By Arr 48 Hours ONLINE Kress 3.0

ECON 100 OL is taught in an online format. There are four required on-campus meetings for orientation and testing. Mandatory orientation meeting on campus on Saturday, August 22, 9:00-10:40 am, in Room 7110.

**ECON 102 PRINCIPLES OF MICROECONOMICS**

*Prereq:* ECON 100. Recommended: Eligibility for ENGL 836 and MATH 110. The economic system and its problems; the functioning of the market, pricing of products, the determination of wages, international trade. Transfer: UC; CSU (D3). CAN ECON 4.

**89677** ECON 102 OL By Arr 48 Hours ONLINE Kress 3.0

ECON 102 OL is taught in an online format. There are four required on-campus meetings for orientation and testing. Mandatory orientation meeting on campus on Saturday, August 22, 11:00 am-12:40 pm, in Room 7110.

**ENGL 100 COMPOSITION**

*Writing Prereq:* ENGL 836 or ESOL 400 or ENGL 846 with a grade of C or better, or eligibility for ENGL 100 on approved college placement tests and other measures as necessary. *Reading Prereq:* READ 836 with Credit or a grade of C or better, or ESOL 400 with a grade of C or better, or ENGL 846 with a grade of C or better, or eligibility for 400-level Reading courses on approved college Reading placement test, and other measures as necessary. Writing practice based on a study of the form and content of the essay. Transfer: UC; CSU (A2, A3). CAN ENGL 2. ENGL 100 + ENGL 110 = CAN ENGL SEQ A.

**91114** ENGL 100 OL By Arr 48 Hours ONLINE Bell 3.0

ENGL 100 OL is offered in an online format. Requires Internet access and email. Instructor email: [bellr@smccd.edu](mailto:bellr@smccd.edu). Orientation meeting on Thursday, August 20, 6:00-7:30 pm, in Room 2117A.

**91932** ENGL 100 OM By Arr 48 Hours ONLINE Bell 3.0

ENGL 100 OM is offered in an online format. Requires Internet access and email. Instructor email: [bellr@smccd.edu](mailto:bellr@smccd.edu). Orientation meeting on Thursday, August 20, 7:35-9:00 pm, in Room 2117A.

**ENGL 110 COMPOSITION, LITERATURE & CRITICAL THINKING**

*Prereq:* ENGL 100 or 105 with grade C or better. Introduction to the major imaginative genres of poetry, drama and fiction. Students will write expository essays and other kinds of assignments employing methods of literary analysis and demonstrating skill in critical thinking. Transfer: UC; CSU (A2, A3, C2). CAN ENGL 4. ENGL 100 or ENGL 105 + ENGL 110 = CAN ENGL SEQ A.

**91638** ENGL 110 OL By Arr 48 Hours ONLINE Powers 3.0

ENGL 110 OL is offered in an online format. Requires Internet access and email. Instructor email: [powersj@smccd.edu](mailto:powersj@smccd.edu).

**91639** ENGL 110 OM By Arr 48 Hours ONLINE Powers 3.0

ENGL 110 OM is offered in an online format. Requires Internet access and email. Instructor email: [powersj@smccd.edu](mailto:powersj@smccd.edu).

**92321** ENGL 110 ON By Arr 48 Hours ONLINE Hibble 3.0

ENGL 110 ON is offered in an online format. Requires Internet access and email. Instructor email: [hibblea@smccd.edu](mailto:hibblea@smccd.edu). Orientation meeting on Wednesday, August 19, 6:00-7:00 pm, in Room 2117A.

**ENGL 165 CRITICAL THINKING & ADVANCED COMPOSITION**

*Prereq:* ENGL 100 or 105 with grade of C or better. Course will teach students to use critical thinking, reading, and writing skills through discussion of ideas and a progression of argumentative writing assignments. Transfer: UC; CSU (A3).

**91086** ENGL 165 OL By Arr 48 Hours ONLINE Tindall 3.0

ENGL 165 OL is offered in an online format. Requires Internet access and email. Instructor email: [tindallr@smccd.edu](mailto:tindallr@smccd.edu).

Orientation meeting on Wednesday, August 19, 6:00-8:00 pm, in Room 2117B.

**HIST 201 UNITED STATES HISTORY I**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. U.S. History to the mid-19th century. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D1). CAN HIST 8. HIST 201 + HIST 202 = CAN HIST SEQ B.

**92421** HIST 201 OL By Arr 48 Hours Online Ulloa 3.0

HIST 201 OL is offered in an online format. Requires Internet access and email. Instructor email: [ulloaj@smccd.edu](mailto:ulloaj@smccd.edu). Orientation meeting on Friday, August 21, 1:10-2:00 pm, in Room 1219B.

**HIST 310 CALIFORNIA HISTORY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. An historical survey of the social, economic, political, and cultural development of California from the Indian and Spanish period to the present. Partially satisfies American History and Institutions requirement. Transfer: UC; CSU (D2a).

**92424** HIST 310 OL By Arr 48 Hours ONLINE Messner 3.0

HIST 310 OL is offered in an online format. Requires Internet access and email. Instructor email: [messnerm@smccd.edu](mailto:messnerm@smccd.edu). Orientation meeting on Monday, August 24, 5:30-6:30 pm, in Room 8213.

**HSCI 484 MEDICAL TERMINOLOGY**

Recommended: Eligibility for ENGL 836 or equivalent. Students develop a basic background in medical terminology as used by medical transcriptionists, court reporters, law-related occupations, and allied health occupations. Also listed as BUS. 485. May be repeated for credit. Transfer: CSU.

**92573** HSCI 484 OL By Arr 48 Hours ONLINE Holland 3.0

HSCI 484 OL will be held online and on campus. Classes will meet on campus on Tuesdays, 8/25, 9/15, 11/17 and 12/15 from 6:30 to 9:35 pm in Room 7111. Remaining class time will be online. Students must have Internet access and an email address. Orientation meeting on Tuesday, August 25, from 6:30 to 9:35 pm in Room 7111 – attendance required. Instructor email: [hollandc@smccd.edu](mailto:hollandc@smccd.edu).

**LIT. 432 FOLKLORE**

*Prereq:* ENGL 100 or 105, or equivalent. A lively study of folk tales, legends, beliefs, superstitions, proverbs, mythology, folk life, folk speech, folk songs, lyrics, folk epics, and their influence in the literature and culture that form our heritage. Transfer: UC; CSU (C2).

**92333** LIT. 432 OL By Arr 48 Hours ONLINE Hibble 3.0

LIT. 432 OL is offered in an online format. Requires Internet access and email. Instructor email: [hibblea@smccd.edu](mailto:hibblea@smccd.edu). Orientation meeting on Wednesday, August 19, 7:05-8:00 pm, in Room 2117A.

### MATH 120 INTERMEDIATE ALGEBRA

*Prereq:* Completion of MATH 110 or MATH 112 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Review/extension of elementary algebra through exponential, logarithmic, polynomial, radical, and rational functions. An emphasis on modeling real life situations. Plus one hr/wk by arrangement. **NOTE:** TI-83 or TI-84 Graphing Calculator required.

**91746** MATH 120 OL By Arr 80 Hours ONLINE Moss 5.0

MATH 120 OL is taught in an online format. Requires Internet access and email. There are five required on-campus meetings for testing. Orientation is required and can be done online on or before August 22 at <http://www.smccd.edu/accounts/moss> or on campus on Saturday, August 22 at 1:00 pm in room 2117A. Check instructor website at <http://www.smccd.edu/accounts/moss> before August 22. Instructor contact: [moss@smccd.edu](mailto:moss@smccd.edu).

### MATH 200 PROBABILITY & STATISTICS

*Prereq:* Completion of MATH 120 or MATH 123 with a grade of C or better, or appropriate placement test score and other measures as appropriate, or equivalent. Measures of central tendency and dispersion, sampling distributions and statistical inference, regression and correlation. Plus one hr/wk by arrangement. **NOTE:** TI-83 or TI-84 Graphing Calculator required. Transfer: UC; CSU (B4). CAN STAT 2.

**91249** MATH 200 OL By Arr 64 Hours ONLINE Moss 4.0

Math 200 OL is taught in an online format. Requires Internet access and email. There are five required on-campus meetings for testing. Orientation is required and can be done online on or before August 22 at <http://www.smccd.edu/accounts/moss> or on campus on Saturday, August 22 at 1:00 in room 2117A. Check instructor website at <http://www.smccd.edu/accounts/moss> before August 22. Instructor contact: [moss@smccd.edu](mailto:moss@smccd.edu).

**91755** MATH 200 OM By Arr 64 Hours ONLINE Kazaryan 4.0

Math 200 OM is taught in an online format. Requires Internet access and email. Instructor email: [kazaryan@smccd.edu](mailto:kazaryan@smccd.edu). Please visit instructor website at <http://www.smccd.edu/accounts/kazaryan> for course orientation and testing information.

### MUS. 100 FUNDAMENTALS OF MUSIC

Establishes a basic musical vocabulary for students who wish to begin the study of music. Transfer: UC; CSU (C1).

**89886** MUS. 100 OL By Arr 48 Hours ONLINE Millar 3.0

MUS. 100 OL is taught in an online format. Students should review the information on the online bulletin board for this class before enrolling: [http://www.smccd.edu/accounts/millar/music\\_100ol.htm](http://www.smccd.edu/accounts/millar/music_100ol.htm). Orientation meeting on campus on Friday, August 21, 1:10-2:00 pm in Room 1107.

### MUS. 202 MUSIC APPRECIATION

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The learning of effective music listening skills to enhance musical enjoyment. Transfer: UC; CSU (C1).

**89682** MUS. 202 OL By Arr 48 Hours ONLINE Millar 3.0

MUS. 202 OL is taught in an online format. Students should review the information on the online bulletin board for this class before enrolling: [http://www.smccd.edu/accounts/millar/new\\_page\\_2.htm](http://www.smccd.edu/accounts/millar/new_page_2.htm). Orientation meeting on campus on Friday, August 21, 12:10-1:00 pm in Room 1107.

### MUS. 204 MUSIC HISTORY

Recommended: Eligibility for ENGL 100 or 105, or equivalent. Examination of the development of musical expression in Western Civilization from Medieval times to the music of our time. Transfer: UC; CSU (C1).

**91115** MUS. 204 OL By Arr 48 Hours ONLINE Millar 3.0

MUS. 204 OL is taught in an online format. Students should review the information for this class before enrolling: <http://www.smccd.edu/accounts/millar/>; follow the links to the bulletin board for MUS. 204. Orientation meeting on campus on Friday, August 21, 2:10-3:00 pm in Room 1107.

### MUS. 275 HISTORY OF JAZZ

Historical development of jazz from a musical and sociological perspective. Topics include discussion of musical elements, vocal and instrumental ensembles, artistic values, and the role of jazz in our culture. Transfer: UC; CSU (C1).

**91119** MUS. 275 OL By Arr 48 Hours ONLINE Williams 3.0

MUS. 275 OL is taught in an online format. Orientation meeting on campus on Friday, August 21, 2:30-4:30 pm in Room 1111. Instructor email: [williamsm@smccd.edu](mailto:williamsm@smccd.edu).

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Literature ~ Mathematics ~ Music ~ Philosophy  
Psychology ~ Sociology**

**PHIL 103 CRITICAL THINKING**

Recommended: Eligibility for ENGL 836. An informal logic and language course that develops general learning skills, aids to understanding, and creative problem solving. Plus one lab hr/wk by arrangement. Transfer: UC; CSU (A3).

**80693** PHIL 103 OL By Arr 48 Hours ONLINE Colombetti 3.0

PHIL 103 OL is offered in an online format. Orientation meeting on Thursday, August 20, from 2:00-3:00 pm in Room 1107. Instructor email: [colombetti@smccd.edu](mailto:colombetti@smccd.edu).

**PSYC 100 GENERAL PSYCHOLOGY**

Recommended: Eligibility for ENGL 836 or equivalent. Introduction to the scientific study of animal and human behavior including habits, perception, motives, emotions, cognition and personality. Transfer: UC; CSU (D3). CAN PSY 2.

**92429** PSYC 100 OL By Arr 48 Hours ONLINE McClain-Rocha 3.0

PSYC 100 OL is taught in an online format. Optional orientation meeting on campus on Friday, August 21, 1:10-2:00 pm in Room 1111. Instructor email: [mcclainrochak@smccd.edu](mailto:mcclainrochak@smccd.edu).

**PSYC 110 COURTSHIP, MARRIAGE & FAMILY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The family as an institution in relation to other aspects of society; dating and courtship. Also listed as SOCI 110. Transfer: CSU (D3).

**92426** PSYC 110 OL By Arr 48 Hours ONLINE Lynn 3.0

PSYC 110 OL is taught in an online format. Requires Internet access and email. Instructor email: [lynnd@smccd.edu](mailto:lynnd@smccd.edu).

**PSYC 200 DEVELOPMENTAL PSYCHOLOGY**

Recommended: Eligibility for ENGL 100. Survey course examining physical, cognitive and psychological changes that occur across the life span. Models, influences and research relevant to human development will be presented. Transfer: UC; CSU (D3, E1).

**92428** PSYC 200 OL By Arr 48 Hours ONLINE Lynn 3.0

PSYC 200 OL is taught in an online format. Requires Internet access and email. Instructor email: [lynnd@smccd.edu](mailto:lynnd@smccd.edu).

**SOCI 110 COURTSHIP, MARRIAGE AND FAMILY**

Recommended: Eligibility for ENGL 100 or 105, or equivalent. The family as an institution in relation to other aspects of society; dating and courtship. Also listed as PSYC 110. Transfer: CSU (D3).

**92427** SOCI 110 OL By Arr 48 Hours ONLINE Lynn 3.0

SOCI 110 OL is taught in an online format. Requires Internet access and email. Instructor email: [lynnd@smccd.edu](mailto:lynnd@smccd.edu).

**TELECOURSE**

Telecourses are college-credit courses that give students the opportunity to complete most of their course work outside the classroom, on their own, usually at home. However, three or more on-campus meetings are held for each course; attendance at many of the introductory meetings is mandatory. Telecourses are academically equivalent to on-campus courses and are transferable to most four-year colleges and universities.

Programs are broadcast on Channel 43.1 Digital, which is carried on many cable systems. Call your cable company for the correct cable channel in your area. For more information about telecourses, contact the Telecourse Office at College of San Mateo, (650) 524-6933, or visit the Distance Learning Website at [www.collegeofsanmateo.edu](http://www.collegeofsanmateo.edu), and click on Distance Learning. Additional Telecourse offerings appear on page 124.

**ASTR 100 INTRODUCTION TO ASTRONOMY**

Survey of modern astronomy; study of what mankind knows about the universe and our place in it, including planets, stars, galaxies, Quasars, pulsars, black holes, and the beginning and end of the universe. Plus one hr/wk by arrangement. Transfer: UC; CSU (B1).

**91909** ASTR 100 TV See Below KCSM Vanajakshi 3.0

ASTR 100 TV is a telecourse. Broadcast: Tuesdays, 12:00-1:00 pm, 9/1-11/3 on KCSM (Channel 43.1 Digital).

Mandatory Introductory Meeting: 7:00-9:00 pm, Friday, 8/28, held at **College of San Mateo**, Building 36, Room 109.

Additional Campus Meetings: 7:00-9:00 pm on Fridays, 10/16, 10/23, 12/4 and 12/11, held at **College of San Mateo**, Building 36, Room 109.



**Skyline College Catalog**

The catalog is available for free at the Skyline College Bookstore. If you would like the catalog sent to you by mail, please order online at <http://bookstore.skylinecollege.edu> or complete this form and send it with a check for \$5 to: Skyline College Bookstore, 3300 College Drive, San Bruno, CA 94066

Please email the Bookstore at [skylinebookstore@smccd.edu](mailto:skylinebookstore@smccd.edu) for international postage rates.

Please make your check payable to "Skyline College Bookstore." Allow 1-2 weeks for delivery.

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# Short Courses

CRN      COURSE      TITLE      DAY      TIME      UNIT(S)      DATES

**SELECTED SHORT COURSES BEGINNING IN AUGUST**

88203	ACTG 103 AS	Ten-Key Skills	TTh	12:35-1:50	0.5	8/20-9/10
87335	ACTG 194 OL	Intro to QuickBooks Pro 2007	Online	16 Hours	1.0	8/25-9/29
87040	ACTG 194 OM	Intro to QuickBooks Pro 2007	Online	16 Hours	1.0	8/25-9/29
92071	AUTO 665SM SU	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	8/29-8/30
80175	BUS.100 OL	Introduction to Business	Online	48 Hours	3.0	8/24-10/19
88276	BUS. 230 OL	Introduction to International Marketing	Online	24 Hours	1.5	8/24-10/19
91818	BUS. 249 OL	Intro to Int'l Logistics for Customs Brokers & Freight Forwarders	Online	48 Hours	3.0	8/25-10/20
91822	BUS. 261 OL	Customs Admissibility, Classification Value & Entry	Online	48 Hours	3.0	8/25-10/20
88267	CAOT 100 AX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	8/20-10/13
88271	CAOT 100 OL	Beginning Computer Keyboarding	Online	24 Hours	1.5	8/25-10/20
88246	CAOT 101 AX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	8/20-10/13
88247	CAOT 101 OL	Computer Keyboarding Skill Building	Online	24 Hours	1.5	8/25-10/20
88248	CAOT 104 AS	Intro to Computers w/Windows I	MWF	9:10-10:00	1.5	8/19-10/14
88250	CAOT 104 JS	Intro to Computers w/Windows I	T	6:30- 9:35	1.5	8/25-10/20
88252	CAOT 104 SS	Intro to Computers w/Windows I	Sat	9:00-12:20	1.5	8/22-10/17
88312	CAOT 200 JS	Introduction to MS Office Suite	M	7:00-10:15	2.0	8/24-11/9
90487	CAOT 200 OL	Introduction to MS Office Suite	Online	32 Hours	2.0	8/25-11/10
88319	CAOT 214 AS	Word Processing I: Word	TTh	11:10-12:25	1.0	8/20-9/24
88318	CAOT 214 OL	Word Processing I: Word	Online	16 Hours	1.0	8/25-9/29
89250	CAOT 222 OL	Business Presentations I: PowerPoint	Online	16 Hours	1.0	8/25-9/29
88259	CAOT 225 AS	Spreadsheets I: Excel	MWF	10:10-11:00	1.0	8/19-9/25
88260	CAOT 225 JS	Spreadsheets I: Excel	W	7:00-10:10	1.0	8/19-9/23
88295	CAOT 225 OL	Spreadsheets I: Excel	Online	16 Hours	1.0	8/25-9/29
89201	CAOT 230 OL	Database Applications I: Access	Online	16 Hours	1.0	8/25-9/29
88184	CAOT 403 JS	HTML & Web Authoring Applications I	W	6:30-9:45	1.5	8/19-10/7
88191	CAOT 403 OL	HTML & Web Authoring Applications I	Online	24 Hours	1.5	8/19-10/7
88226	CAOT 410 OL	Photoshop Essentials	Online	24 Hours	1.5	8/25-10/20
90504	CAOT 410 SS	Photoshop Essentials	Sat	9:00-12:20	1.5	8/22-10/17
88215	CAOT 412 OL	Flash I	Online	24 Hours	1.5	8/25-10/20
92565	CAOT 665S2 AS	Multimedia Travelogue with MAC Operating System X	TTh	9:35-10:50	1.5	8/20-10/13
91232	COMP 312 SX	Installing/Using Linux as Your PC OS	Sat	9:00-12:15	1.5	8/22-10/10
90576	COMP 412 OL	Flash I	Online	24 Hours	1.5	8/25-10/20
91839	COSM 665SC US	Introduction to Flower Essences	Sun	9:00-5:00	0.5	8/30
92397	COUN 100 KS	College Success – EOPS	W	6:00-9:00	3.0	8/26-12/16
90145	COUN 100 AE	College Success	MW	11:10-12:45	3.0	8/31-12/16
91239	COUN 100 JS	College Success	MW	4:30-6:05	3.0	8/31-12/16
91971	COUN 105 SD	Up Your Self-Esteem	Sat	8:30-4:30	0.5	8/22
92530	CRER 410 SI	College and Career Orientation	Sat	8:30-4:30	0.5	8/22
92517	CRER 410 AA	College and Career Orientation	MW	9:00-12:00	0.5	8/24-8/28
92550	CRER 410 BD	College and Career Orientation	TTh	1:00-5:00	0.5	8/25-8/27
92551	CRER 410 BE	College and Career Orientation	TTh	9:00-1:00	0.5	8/25-8/27
92552	CRER 410 BF	College and Career Orientation	TTh	1:00-5:00	0.5	8/25-8/27
92562	CRER 410 QS	College and Career Orientation	TTh	6:00-10:00	0.5	8/25-8/27
92532	CRER 410 SJ	College and Career Orientation	Sat	8:30-4:30	0.5	8/29
80243	CRER 650 AE	Athletes Seminar	M	6:15-8:15	2.0	8/24-12/7
80278	DSKL 811 AS	Differential Learning Skills Assessment	MW	11:10-12:00	0.5	8/19-9/18
89896	DSKL 811 AO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	8/19-9/18
91786	DSKL 820 AS	Computer-Based Cognitive Retraining	TTh	11:10-12:00	0.5	8/20-12/1

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
91768	DSKL 825 AS	Assistive Computer Technology – Dragon Naturally Speaking	W	9:10-11:00	1.0	8/19-10/7
91769	DSKL 825 BS	Assistive Computer Technology – Dragon Naturally Speaking	W	12:10-2:00	1.0	8/19-10/7
91772	DSKL 825 CS	Assistive Computer Technology – Kurzweil 3000	M	10:10-12:00	1.0	8/24-10/19
91774	DSKL 825 DS	Assistive Computer Technology – Kurzweil 3000	T	1:10- 3:00	1.0	8/25-10/13
91780	DSKL 825 LS	Assistive Computer Technology – Kurzweil 3000	T	6:00-8:00	1.0	8/25-10/13
86771	ECE. 201 SX	Child Development	Sat	9:00-5:00	3.0	8/22, 8/29, 9/19, 10/3, 10/17 & 11/7
88362	ECE. 311 JX	Children's Nutrition	Th	4:00-6:50	1.0	8/20-9/24
92041	ELEC 410 AX	Intro to Solar Installation/Integration LAB	F	9:00-1:40	3.5	8/28-10/17
		LAB	F	1:50-3:15		
		LAB	Sat	9:00-3:05		
92571	ENVS 410 AX	Intro to Solar Installation/Integration LAB	F	9:00-1:40	3.5	8/28-10/17
		LAB	F	1:50-3:15		
		LAB	Sat	9:00-3:05		
92465	FASH 665SD JS	Fashion Forecasting	Th	6:30-9:45	1.5	8/20-10/8
92450	FASH 665SA JS	Costume History I	T	6:30-9:40	1.5	8/25-10/20
88330	FCS 311 JX	Children's Nutrition	Th	4:00-6:50	1.0	8/20-9/24
91315	FITN 680SA SS	Backpacking	Sat	11:00-1:40	0.5	8/22-10/17
92440	GEOG 301 JS	Introduction to Map Reading for GIS	Th	6:00-9:15	1.0	8/20-9/17
92485	INTD 680SK JS	Quick Sketch Drawing I	W	6:30-9:45	1.5	8/19-10/7
92481	INTD 680SI JS	Rendering with Photoshop I	Th	6:30-9:45	1.5	8/20-10/8
80562	MATH 122 JS	Intermediate Algebra I	MW	5:15-6:45	3.0	8/31-12/9
90599	PSYC 201 SX	Child Development	Sat	9:00-5:00	3.0	8/22, 8/29, 9/19, 10/3, 10/17 & 11/7
80762	SOSC 160 AR	Women in Transition Seminar	T	12:35-2:25	1.0	8/25-10/13
91231	TCOM 312 SX	Installing/Using Linux as Your PC OS	Sat	9:00-12:15	1.5	8/22-10/10
91153	TEAM 112 JS	Basketball: Adv. Competition Strategies	MWF	6:45-8:50	1.0	8/19-10/14
91962	TEAM 192 AS	Men's Basketball Theory, Defense	MWF F	2:00-3:40 4:30-6:30	2.0	8/19-10/14

### SELECTED SHORT COURSES BEGINNING IN SEPTEMBER

91828	AUTO 665SM SS	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	9/12-9/13
90978	AUTO 665SF SF	BAR A6 Alternative Training	Sat/Sun	9:00-5:00	1.5	9/19, 9/20, 10/3 & 10/4
92493	AUTO 665SM SC	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	9/26-9/27
88316	CAOT 215 AS	Word Processing II: Word	TTh	11:10-12:25	2.0	9/29-12/17
88300	CAOT 226 AS	Spreadsheets II: Excel	MWF	10:10-11:00	2.0	9/28-12/16
88301	CAOT 226 JS	Spreadsheets II: Excel	W	7:00-10:10	2.0	9/30-12/16
88348	CAOT 301 OL	Maximizing Your Employment Potential	Online	16 Hours	1.0	10/1-11/5
92455	COSM 665SN US	Introduction to Hand Massage	Sun	9:00-5:00	0.5	9/13
91841	COSM 665SD SB	Introduction to Aromatherapy	Sun	9:00-5:00	0.5	9/20
92457	COSM 665SO US	Introduction to Foot Massage	Sun	9:00-5:00	0.5	9/27
90144	COUN 100 AD	College Success	TTh	11:10-12:45	3.0	9/1-12/17
91201	COUN 106 SE	Anxiety Management	Sat	8:30-4:30	0.5	9/19
92025	CRER 100 AZ	How to Succeed in College	W	3:00-4:15	1.0	9/16-12/9
89310	CRER 650 AH	Honors Seminar	F	12:10-1:00	0.5	9/11-10/30

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
91131	CRER 665SA SN	Deciding on a Major	Sat	8:30-4:30	0.5	9/12
85514	DSKL 811 BS	Differential Learning Skills Assessment	TTh	11:10-12:00	0.5	9/22-10/15
89897	DSKL 811 BO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	9/22-10/16
91166	DSKL 821 BS	Development of Self-Advocacy Skills	MW	11:10-12:00	0.5	9/21-10/14
92476	DSKL 880SC OL	Universal Access to Electronic Text	Online	16 Hours	1.0	9/2-10/28
89572	ECE.241 SS	ECE Administration: Human Relations	Sat	9:00-5:00	3.0	9/12, 9/26, 10/10, 10/24, 11/7 & 11/21
92446	ECE. 665SB SS	Communicating with Parents	Sat	9:00-5:00	1.0	9/12-9/26
91255	ECE. 665SD SS	Male Involvement	Sat	9:00-5:00	1.0	9/19 & 10/17
87370	EMC. 425 JS	CPR: Health Care Provider	MT	6:00-10:05	0.5	9/14-12/15
92541	ENVS 665SA JS	Solar Systems for the Consumer	Th	6:00-10:00	0.5	9/17-9/24
92557	ENVS 665SB KS	Careers in Green/Sustainable Industries	Th	6:00-10:00	1.0	9/30-10/21
92441	GEOG 302 JS	Introduction to GIS & Arc View	Th	6:00-9:15	1.0	9/24-10/22
91149	MATH 110 AS	Elementary Algebra	MTWTh	2:10- 4:00	5.0	9/8-11/5
84399	MATH 111 AS	Elementary Algebra I	MW	12:10-1:45	3.0	9/8-12/9
85129	MATH 120 AS	Intermediate Algebra	MTWTh	2:00-4:05	5.0	9/8-11/5

### SELECTED SHORT COURSES BEGINNING IN OCTOBER

85184	ACTG 100 AS	Accounting Procedures	MW	12:35-3:45	3.0	10/14-12/16
89218	ACTG 196 OL	Intermediate QuickBooks Pro 2007	Online	16 Hours	1.0	10/6-11/10
91252	ART 665SS AS	Matting and Framing	F	1:30-2:40	0.5	10/23-11/6
92327	AUTO 665SM SA	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	10/10-10/11
91847	AUTO 665SR UU	ASE Test Prep: A6 Electrical	Sun	9:00-5:00	0.5	10/25
91837	AUTO 665SQ JS	ASE Test Prep: L1 Adv. Engine Performance	TTh	6:00-10:00	0.5	10/27-10/29
92495	AUTO 665SM SD	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	10/31-11/1
91835	AUTO 665SP SS	ASE Test Prep: A1 Engine Repair	Sat	9:00-5:00	0.5	10/31
92019	BUS. 100 OM	Introduction to Business	Online	48 Hours	3.0	10/26-12/14
89263	BUS. 226 OL	Global Business Negotiation	Online	24 Hours	1.5	10/26-12/14
92400	BUS. 246 OL	Doing Business in China	Online	48 Hours	3.0	10/26-12/14
92402	BUS. 258 OL	Customs Broker Services/Regulations	Online	48 Hours	3.0	10/27-12/15
91824	BUS. 262 OL	Intro to Int'l Forwarding & Cargo Transportation	Online	48 Hours	3.0	10/27-12/15
88269	CAOT 100 BX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	10/15-12/15
88270	CAOT 100 OM	Beginning Computer Keyboarding	Online	24 Hours	1.5	10/27-12/15
90626	CAOT 101 BX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	10/15-12/15
91108	CAOT 101 OM	Computer Keyboarding Skill Building	Online	24 Hours	1.5	10/27-12/15
87497	CAOT 105 AS	Intro to Computers w/ Windows II	MWF	9:10-10:00	1.0	10/16-12/18
88254	CAOT 105 JS	Intro to Computers w/ Windows II	T	6:30-9:45	1.0	10/27-12/8
88317	CAOT 215 OL	Word Processing II: Word	Online	32 Hours	2.0	10/6-12/15
89872	CAOT 223 OL	Business Presentations II: PowerPoint	Online	16 Hours	1.0	10/6-11/10
89199	CAOT 226 OL	Spreadsheets II: Excel	Online	32 Hours	2.0	10/6-12/15
89202	CAOT 231 OL	Database Applications II: Access	Online	32 Hours	2.0	10/6-12/15
88265	CAOT 400 SS	Internet I	Sat	9:00-12:30	1.5	10/24-12/19
88194	CAOT 404 JS	HTML & Web Authoring Applications II	W	6:30-9:45	1.5	10/14-12/16
88197	CAOT 404 OL	HTML & Web Authoring Applications II	Online	24 Hours	1.5	10/14-12/16
92411	CAOT 411 OL	Photoshop for the Web	Online	24 Hours	1.5	10/22-12/15
92413	CAOT 411 SS	Photoshop for the Web	Sat	9:00-12:30	1.5	10/24-12/19
89207	CAOT 413 OL	Flash II	Online	24 Hours	1.5	10/22-12/15
91234	COMP 313 SX	Working in a Linux Shell Environment	Sat	9:00-12:15	1.5	10/17-12/19

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
90577	COMP 413 OL	Flash II	Online	24 Hours	1.5	10/22-12/15
92363	COSM 665SJ US	Creating Infused Massage Oils	Sun	9:00-5:00	0.5	10/4
92364	COSM 665SH US	Face & Décolleté Massage	Sun	9:00-5:00	0.5	10/11
92459	COSM 665SG US	Self-Help Stress Reduction Techniques	Sun	9:00-5:00	0.5	10/18
91845	COSM 665SF US	Intro to Neck & Shoulder Massage	Sun	9:00-5:00	0.5	10/25
91204	COUN 107 SF	Coping with Depression	Sat	8:30-4:30	0.5	10/3
88241	CRER 136 AB	Career Planning	TTh	12:10-1:00	0.5-1.0	10/8-12/8
92046	CRER 665SH AS	Hidden Harm of Pressure to Succeed	M	1:00-3:00	0.5	10/12-11/2
92420	CRER 665SI SA	Stress Management	Sat	8:30-4:30	0.5	10/24
80279	DSKL 811 CS	Differential Learning Skills Assessment	MW	11:10-12:00	0.5	10/19-11/11
89898	DSKL 811 CO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	10/19-11/11
91165	DSKL 821 DS	Development of Self-Advocacy Skills	TTh	11:10-12:00	0.5	10/20-11/12
91771	DSKL 825 JS	Assistive Computer Technology – Dragon Naturally Speaking	T	6:00-8:00	1.0	10/20-12/8
91777	DSKL 825 ES	Assistive Computer Technology – Kurzweil 3000	T	1:10-3:00	1.0	10/20-12/8
91685	ECE. 273 SS	Supporting Young Bilingual Learners	Sat	9:00-5:00	1.0	10/3 & 10/24
91857	ECE. 665SH SA	Child, Infant, Adult CPR/AED & First Aid	Sat	8:00-4:00	0.5	10/17
91859	ECE. 665SH SB	Child, Infant, Adult CPR/AED & First Aid	Sat	8:00-4:00	0.5	10/24
92477	ECE. 665SH SD	Child, Infant, Adult CPR/AED & First Aid	Sat	8:00-4:00	0.5	10/31
87371	EMC. 425 KS	CPR: Health Care Provider	MT	6:00-10:05	0.5	10/19-10/20
92452	FASH 665SB KS	Costume History II	T	6:30-9:45	1.5	10/27-12/15
92442	GEOG 303 JS	GIS Applications	Th	6:00-9:15	1.0	10/29-12/17
92483	INTD 680SJ JS	Rendering with Photoshop II	Th	6:30-9:45	1.5	10/15-12/17
92487	INTD 680SL JS	Quick Sketch Drawing II	W	6:30-9:45	1.5	10/28-12/16
91233	TCOM 313 SX	Working in a Linux Shell Environment	Sat	9:00-12:15	1.5	10/17-12/19

### SELECTED SHORT COURSES BEGINNING IN NOVEMBER

91831	AUTO 665SN US	ASE Test Prep: A4 & A5 Suspension, Steering & Brakes	Sun	9:00-5:00	0.5	11/1
91829	AUTO 665SM SE	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	11/21-11/22
90983	AUTO 665SH SJ	BAR L1 Alternative Training	Sat/Sun	9:00-5:00	1.5	11/21, 11/22, 12/5 & 12/6
88315	CAOT 201 JS	Integration of MS Office Applications	M	7:00-10:15	1.0	11/16-12/14
90489	CAOT 201 OL	Integration of MS Office Applications	Online	16 Hours	1.0	11/17-12/15
92461	COSM 665SP US	Intro to Crystal Healing/Gem Elixirs	Sun	9:00-5:00	0.5	11/1
92463	COSM 665SQ US	Introduction to Back Massage	Sun	9:00-5:00	0.5	11/8
91206	COUN 108 SG	Anger Management	Sat	8:30-4:30	0.5	11/7
89899	DSKL 811 DO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	11/17-12/11
89579	DSKL 811DS	Differential Learning Skills Assessment	TTh	11:10-12:00	0.5	11/17-12/10
92470	ECE. 360 SS	Advocacy in the Early Childhood Field	Sat	9:00-5:00	1.0	11/21 & 12/5
92479	ECE. 665SH SE	Child, Infant, Adult CPR/AED & First Aid	Sat	8:00-4:00	0.5	11/7

### SELECTED SHORT COURSES BEGINNING IN DECEMBER

92329	AUTO 665SM SB	2009 Smog Check Update	Sat/Sun	9:00-5:00	1.0	12/12-12/13
91167	DSKL 821 SA	Development of Self-Advocacy Skills	Sat	8:30-4:30	0.5	12/5
90529	EMC. 425 LS	CPR: Health Care Provider	MT	6:00-10:05	0.5	12/7-12/8

# Off-Campus Courses

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
<b>COMMUNITY LEARNING CENTER</b>						
<b>520 Tamarack Lane, South San Francisco</b>						
91176	ESOL 802 JZ	Pre-Intermediate Conversational English	M	6:15-8:15	2.0	8/24-12/14
91184	ESOL 871 SZ	High-Beginning ESL Grammar	Sat	9:30-12:35	3.0	8/22-12/19
<b>HILLSDALE HIGH SCHOOL</b>						
<b>3115 Del Monte Street, San Mateo</b>						
80708	PSYC 100 AZ	General Psychology	MF	1:30-2:45	3.0	8/21-12/11
<b>JEFFERSON HIGH SCHOOL</b>						
<b>6996 Mission Street, Daly City</b>						
91696	DANC 665SD JZ	Afro/Brazilian Dance Workout	MW	5:30-6:55	1.0	8/19-12/16
<b>MISSION BLUE CENTER</b>						
<b>475 Mission Blue Drive, Brisbane</b>						
91699	DANC 165 KZ	Tango Performance Improvisation	T	6:20-9:00	1.0	8/25-12/15
<b>OCEANA HIGH SCHOOL</b>						
<b>401 Paloma Avenue, Pacifica</b>						
92570	MUS. 377 AZ	Guitar I	TTh	3:00-4:30	2.0	8/20-12/10
<b>WESTMOOR HIGH SCHOOL</b>						
<b>131 Westmoor Avenue, Daly City</b>						
92025	CRER 100 AZ	How to Succeed in College	W	3:00-4:15	1.0	9/16-12/9

# KCSM Telecourses – Fall Semester

***You can be a Skyline student and take telecourses along with your other classes.***

Telecourses are college-credit courses that give students the opportunity to complete most of their course work outside the classroom, on their own time, usually at home. However, three or more on-campus meetings are held for each course; attendance at many of the introductory meetings is mandatory (as indicated by an \*). Telecourses are academically equivalent to on-campus courses and are transferable to most four-year colleges and universities.

Programs are broadcast on KCSM TV Channel 43 Digital, which is carried on many Bay Area cable systems. Call your cable company for the correct cable channel in your area. For more information about telecourses, please contact the Telecourse Office at College of San Mateo, (650) 524-6933, or visit the Distance Learning Website at [www.collegeofsanmateo.edu](http://www.collegeofsanmateo.edu), and click on “Distance Learning.”

**Note:** Textbooks for telecourses are available at the **College of San Mateo Bookstore** or can be ordered at <http://bookstore.collegeofsanmateo.edu>.

**84946 ART 100 TV** Art of the Western World (3 Units)

Intro. Meeting: Fri., Aug. 21\*, 6:30-9:30 pm,  
CSM, Bldg. 18, Room 308

**81859 BUS. 100 TV** Contemporary American Business  
(3 Units)

Intro. Meeting: Sat., Aug. 29\*, 11:00 am-1:00 pm,  
CSM, Bldg. 19, Room 105

**89808 BUS 131 TV** Money Management (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 11:00 am-1:00 pm,  
CSM, Bldg. 18, Room 203

**Note: It is strongly suggested that students have email and Web access.**

**81884 BUS. 201 TV** Business Law I (3 Units)

Intro. Meeting: Sat., Aug. 22, 9:00-11:00 am,  
CSM, Bldg. 18, Room 308

**85731 CA&S 310 TV** Nutrition (3 Units)

Intro. Meeting: Fri., Aug. 21\*, 5:00-7:00 pm,  
CSM, Bldg. 18, Room 306

**85469 FILM 110 TV** American Cinema (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 1:00-4:00 pm,  
CSM, Bldg.18, Room 308

**82454 FREN 115 TV** Beginning French I (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 9:00-11:00 am,  
CSM, Bldg. 18, Room 205

**82455 FREN 116 TV** Beginning French II (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 9:00-11:00 am,  
CSM, Bldg. 18, Room 205

**83788 FREN 117 TV** Advanced Beginning French I (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 9:00-11:00 am,  
CSM, Bldg. 18, Room 205

**88804 FREN 118 TV** Advanced Beginning French II (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 9:00-11:00 am,  
CSM, Bldg. 18, Room 205

**82535 HSCI 100 TV** General Health Science (2 Units)

Intro. Meeting: Fri., Aug. 28\*, 7:00-9:00 pm,  
CSM, Bldg. 19, Room 121

**90040 HIST 202 TV** United States History II (3 Units)

Intro. Meeting: Sat., Aug. 22\*, 11:00 am-1:00 pm,  
CSM, Bldg. 18, Room 306

**82711 MGMT 100 TV** Introduction to Business Management  
(3 Units)

Intro. Meeting: Sat., Aug. 29\*, 1:00-3:00 pm,  
CSM, Bldg. 19, Room 105

**89635 PHIL 100 TV** Introduction to Philosophy (3 Units)

Intro. Meeting: Thurs., Aug. 20\*, 6:00-8:00 pm,  
CSM, Bldg. 16, Room 243

**Note: This telecourse has an online component. Students MUST have email and Web access.**

**82852 PSYC 100 TV** General Psychology (3 Units)

Intro. Meeting: Sat., Aug. 29\*, 1:00-3:00 pm,  
CSM, Bldg. 19, Room 121

**90056 PSYC 201 TV** Child Development (3 Units)

Intro. Meeting: Sat., Aug. 29\*, 3:00-5:00 pm,  
CSM, Bldg. 19, Room 121

**82944 SOCI 100 TV** Introduction to Sociology (3 Units)

Intro. Meeting: Sat., Aug. 29\*, 11:00 am-1:00 pm,  
CSM, Bldg. 19, Room 121

**89633 SOCI 110 TV** Courtship, Marriage and the Family  
(3 Units)

Intro. Meeting: Sat., Aug. 29\*, 1:00-3:00 pm,  
CSM, Bldg. 18, Room 203

**85729 SPAN 115 TV** Beginning Spanish I (3 Units)

Intro. Meeting: Sat., Aug. 22, 11:00 am-1:00 pm,  
CSM, Bldg. 18, Room 204

**85730 SPAN 116 TV** Beginning Spanish II (3 Units)

Intro. Meeting: Sat., Aug. 22, 11:00 am-1:00 pm,  
CSM, Bldg. 18, Room 204

**85735 SPAN 117 TV** Advanced Beginning Spanish I  
(3 Units)

Intro. Meeting: Sat., Aug. 22, 11:00 am-1:00 pm,  
CSM, Bldg. 18, Room 204

**85736 SPAN 118 TV** Advanced Beginning Spanish II  
(3 Units)

Intro. Meeting: Sat., Aug. 22, 11:00 am-1:00 pm,  
CSM, Bldg. 18, Room 204

## COURSE REPETITION (District Policy)

**Grade Alleviation:** A student who has earned a grade of D, F, NC or NP in a credit course at any college in the San Mateo County Community College District may repeat the course two times for the purpose of grade alleviation. See additional circumstances below that may allow an additional repetition.

**Special Circumstances:** Under special educationally justifiable circumstances, repetition of credit courses other than those for which substandard work has been recorded may be permitted. See information below.

**Note:** A petition to repeat **is not** required if a student has up to **two** substandard grades (D, F, NC or NP). You can register on WebSMART unless you are on academic dismissal.

A petition to repeat is required for the reasons below:

Reason to repeat	Will petition be approved?
1. Student received an A, B, C, CR, or P and wants to improve grade	No, unless reasons #3, 4 or 5 apply.
2. Student received a D, F, NC, or NP after repeating a class two times	No, unless reason #6 applies.
3. Course is mandated for training requirements as a condition of continued paid or volunteer employment	Yes; student can repeat an unlimited number of times. Student must provide statement from employer mandating the course for training.
4. Class content has changed substantially	Yes, for students with standard (A, B, C, CR, P) and substandard grades (D, F, NC, NP).
5. Most recent course was completed more than five years ago	Yes, for students with standard and substandard grades.
6. Extenuating Circumstances – accident, illness, evidence of caretaking responsibilities, job change, death in immediate family, or a documented disability	Yes, for students with substandard grades. Documentation is required to support circumstances that specifically relate to the date of the course.

## WITHDRAWAL POLICY

1. Withdrawal from a class **MUST** be initiated by the student using WebSMART, or in-person at the Office of Admissions and Records.
2. A student must withdraw from a semester length class during the first four weeks of instruction, or prior to the completion of the first 30% of the period of instruction for short courses, to have no record of the enrollment shown on the student's academic record.
3. After the fourth week of instruction or the first 30% of the period of instruction, whichever is applicable, a student may withdraw through the last day of the fourteenth week of instruction for semester length courses or prior to the completion of 75% of the period of instruction for short courses. A "W" will be recorded on the student's academic record.
4. The academic record of a student who remains in class beyond the time periods set forth above must reflect a grade other than a "W". A student who does not follow the established withdrawal procedures may be assigned an "F" grade by the professor. No more than 4 withdrawals can be processed for a specific course.
5. A refund/credit for withdrawal will only be available during the first two (2) weeks of semester length courses or the first 10% of the class for Summer Session or short courses.
6. **No more than four (4) withdrawals may be processed for a single course.**

## STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

Colleges are required to publish and make available certain crime statistics. Anyone wanting this information should contact Campus Security, Building 6, or call 738-4199, or check online at [www.skylinecollege.edu/facstaff/HealthSafety/publicsafetysecurity/index.html](http://www.skylinecollege.edu/facstaff/HealthSafety/publicsafetysecurity/index.html). Persons seeking information concerning completion or graduation rates should contact the Public Information Office, Building 1, Room 1318, or call 738-4324.

## STUDENT RECORDS Privacy Rights of Students

The Family Education Rights and Privacy Act (Section 438, Public Law 93-380), as amended, requires educational institutions to provide access to official educational records directly related to the student and an opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading, or otherwise inappropriate. These rights extend to present and former

Continued →

students of the college. The college must obtain the written consent of the student before releasing personally identifiable information, except to those persons or agencies specified in the Act. For more detailed information, consult the College Catalog or contact the Admissions and Records Office.

### **POLICY ON SEXUAL ASSAULT EDUCATION AND PREVENTION**

In accordance with California Education Code, Section 67382, and District Rules and Regulations 2.29, the San Mateo County Community College District is committed to providing information, services and resources to all students, faculty and staff on the prevention of sexual assault. In partnership with various community agencies, individuals who are victims of sexual assault or have concerns related to sexual assault shall receive support and assistance. Students, faculty and staff who need information or assistance related to sexual assault prevention, sexual assault services, and procedures related to the reporting and processing of sexual assault incidents on campus may contact the Student Health Center, the Security Department Office, or call the Security Dispatch at (650) 738-4199. Information may also be obtained on the Skyline College Security Department website at [www.skylinecollege.edu](http://www.skylinecollege.edu).

### **POLICY AND PROCEDURES FOR SEXUAL HARASSMENT COMPLAINTS**

The policy of San Mateo County Community College District is to provide an educational and employment 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 this policy or by state or federal law shall be subject to discipline, up to and including discharge, expulsion, or termination of contract.

Pursuant to Title V of the California Code of Regulations, the designated Officer for handling and investigating employee and student complaints of sexual harassment is the Vice-Chancellor of Human Resources and Employee Relations. Copies of the complaint procedures, including procedures for both informal and formal resolution, can be obtained by contacting the Office of Human Resources or Vice-President for Student Services.

Authority: Cal. Code Regs., tit. 5 59326; Ed.Code, § 66282.5; 20 U.S.C. § 1681 et seq.

### **POLICY ON A DRUG-FREE CAMPUS**

Skyline College, in compliance with the Federal Drug-Free Schools and Communities Act Amendments of 1989, prohibits the use, possession, sale or distribution of alcohol, narcotics, dangerous or illegal drugs or other controlled substances on College property or at any function sponsored by the District or Colleges.

Students found to be in violation of the drug-free campus policy will be subject to disciplinary actions up to and including suspension and expulsion.

The College Health Center provides information pertaining to the health risks and effects associated with alcohol and narcotics or other dangerous or illegal drugs. Students may be referred to various outside agencies for enrollment in a drug recovery program.



Skyline College is committed to providing its students, employees, guests, and children in the Child Development Center with a safe and healthy environment. Based on this commitment, the College is implementing a new smoking policy beginning Fall Semester 2009. Smoking is now only permitted in designated areas in parking lots around campus. Designated areas are clearly marked and ashtrays are located nearby.

The active participation and cooperation of all students, faculty, staff and guests in promoting a healthy and safe environment at Skyline College is greatly appreciated. All college constituencies and guests are expected to observe the smoking policy. Tobacco-free resources are available in the Student Health Center, located in Building 2, Room 2207, (650) 738-4270, and on the Skyline College website.

For additional information regarding the new smoking policy and designated areas, please contact the Vice President of Student Services at (650) 738-4333, or the Chief of Public Safety at (650) 738-4455.

## POLICY AND PROCEDURES FOR UNLAWFUL DISCRIMINATION COMPLAINTS

The policy of San Mateo County Community College District is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability in any program or activity that is administered by, funded directly by, or that receives any financial assistance from the State Chancellor or Board of Governors of the California Community Colleges.

The policy of the District is also to provide an educational and employment 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 unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of contract.

In so providing, San Mateo County Community College District hereby implements the provisions of California Government Code sections 11135 through 11139.5, the Sex Equity in Education Act (Ed. Code, § 66250 et seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12100 et seq.) and the Age Discrimination Act (42 U.S.C. § 6101)<sup>1</sup>.

The Officer designated by the District to receive and investigate staff and student complaints of unlawful discrimination is the Vice Chancellor, Human Resources and Employee Relations, at (650) 358-6767.

Authority: Cal. Code Regs., tit. 5, § 59300; Gov. Code, §§ 11135-11139.5; Ed. Code, § 66250 et seq.; 42 U.S.C. § 2000d; 20 U.S.C. § 1681; 29 U.S.C. § 794; 42 U.S.C. § 12100 et seq.; 42 U.S.C. § 6101.

<sup>1</sup> If the federal statutes cited above would result in broader protection of the civil rights of individuals than that broader protection or coverage shall be deemed incorporated by reference into, and shall prevail over conflicting provisions of Title 5, section 59300, as cited in the Model Policy.

## POLÍTICA DE NO DISCRIMINACIÓN

Skyline College no discrimina por razones de raza, color, nacionalidad, sexo, orientación sexual, edad, incapacidad física, religión, u otros factores en sus leyes, procedimientos o prácticas conforme a los reglamentos establecidos por el Título VI del Acta de Derechos Civiles de 1964, el Título IX de las Enmiendas Educativas de

1972 (45 CRF 86), el Acta de Rehabilitación de 1973, Sección 504.104.7 and 104.8 y B (PL93-112), el Acta de Americanos Incapacitados de 1992, y el Acta de Discriminación por Edad (42 U.S.C.-6101). La Política de No Discriminación, así como el procedimiento para presentar quejas se encuentra en el documento titulado "Política sobre Discriminación y Acoso Sexual y Procedimiento para la Presentación de Quejas". Toda pregunta relacionada con estas normas deberá dirigirse a Harry Joel, Vice-Canciller de Recursos Humanos, quien es el oficial nombrado por el Distrito para recibir e investigar las quejas presentadas por parte de los alumnos de Skyline College. Su número de teléfono es: (650) 358-6767.

## 非歧視政策

聖馬刁縣社區學院教區的方針是提供一個無人因種族、出生國度、宗教、年齡、性別、膚色、世系、性愛傾向、或生理及智力殘障而受到非法歧視或遭到非法拒絕參與或受益於由加州教育署總長或加州社區學院總監董事會所掌管、撥款、或資助的任何項目或活動的教育及工作環境。

本教區規定在此學習和工作的環境中杜絕非禮示愛、性要求、以及其它由語言或肢體接觸或表白而導致的性騷擾。

任何教職工、學生、或代表學區的其他人士一旦觸犯本文規定或加州以及聯邦法律，即被視之為從事非法歧視，繼而受到懲戒，最高處分包括解雇、開除、或終結合同的處罰。

聖馬刁縣社區學院教區依法制定以上政策並履行以下法案：加利福尼亞政府法規第 11135 至 11139.5 部分的規定、教育法案中的男女平權法（教規，§ 66250 et seq.）、1964 年頒布的民權法案第六項（42 U.S.C. § 2000d）、1972 年通過的教育修正案中之第九條（20 U.S.C. § 1681）、1973 年制定的復興法中的第 504 章（29 U.S.C. § 794）、1990 年美國殘障人法案（42 U.S.C. § 12100），et seq.）、以及年齡歧視法案（42 U.S.C. § 6101）。

典據：Cal. Code Regs., tit. 5 § 59300; Gov. Code, §§11135-11139.5; Ed. Code, § 66250 et seq.; 42 U.S.C. § 2000d; 20 U.S.C. § 1681; 29 U.S.C. § 794; 42 U.S.C. § 12100 et seq.; 42 U.S.C. § 6101

如上述聯邦法規能更廣泛地保障民權，那麼此一更大範圍的保障即按其經典規定適用於、且在相互沖突時取代第五條規定的 59300 部分。

# Services

## BOOKSTORE

Books and supplies may be purchased at the Skyline College Bookstore or online at <http://bookstore.skylinecollege.edu>.

During the Fall and Spring semesters, the Bookstore is open Monday through Thursday from 7:45 am to 7:15 pm and Friday from 7:45 am to 3 pm when classes are in session. The Bookstore is closed Saturdays, Sundays and all SMCCCD holidays. Summer Session and Back-to-School hours vary.

Please call the bookstore at (650) 738-4211 or visit the Bookstore's website at <http://bookstore.skylinecollege.edu> for more information.

## CALWORKS PROGRAM/ POST-EMPLOYMENT SERVICES

Skyline College provides assistance to people who are receiving TANF or AFDC benefits, or who received aid within the past two years. Services to eligible students include: counseling, job development assistance, work study, career related services, and supplemental child care.

The CalWORKs office is located in Building 2, Room 2237 and hours are Monday – Friday, 8:00 am – 4:30 pm. For more information, please call (650) 738-4443.

## COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (CARE)

Cooperative Agencies Resources for Education (CARE), a program within EOPS, is specifically designed for students who are single heads of households, are receiving AFDC/TANF or CalWORKs, and who have a child under 14 years of age. CARE provides additional support services over those provided by EOPS, such as child care and transportation assistance, automotive grants, meal tickets, and special workshops specifically designed to meet the needs of CARE students.

The CARE office is located in Building 2, Room 2211. For more information call (650) 738-4139 or send an email to [skyeops@smccd.edu](mailto:skyeops@smccd.edu).

## CAREER CENTER

The Career Center has career resources that provide information about employment opportunities, training requirements, job trends, and wage/salary surveys through reference materials and computerized career information systems such as Eureka. A variety of career assessment inventories, individualized career counseling, career courses and workshops are available to students in planning their educational and career goals. Our Online Employment Services assist students in searching for available job openings. Students can place their resume online by registering on our interactive website: <http://skylinejobs.com>. Employers listing job openings can register on the same website.

The Career Center, located in Building 2, Room 2227, has both day and evening hours. Students are encouraged to stop by and take advantage of the variety of career services, or call (650) 738-4337 for more information.

Comprehensive career information is also posted on the center's web page at [www.smccd.edu/accounts/skycareer](http://www.smccd.edu/accounts/skycareer).

## CHILD CARE SERVICES

The Skyline College Child Development Center is located in a portable unit across the street from the campus next to the Loma Chica School. The Center provides a comprehensive child development program as a service to assist students, staff and faculty who have young children ages 2-1/2 to 5 years. It is open from 7:30 am to 5:00 pm during the fall and spring semesters. One parent must be enrolled or employed at one of the SMCCCD colleges. The program is subsidized by the California Department of Education and fees are based on a sliding scale. For information, call (650) 738-7070 or 7071.

## COUNSELING SERVICES

The Counseling Division at Skyline College is designed to assist individuals in all aspects of their development as students and help them accomplish their goals. Career and educational counseling are emphasized. A counselor can help students establish both short and long range goals and provide them with information about courses and programs that transfer to four-year colleges and universities. Counselors assist students in developing an individual Student Educational Plan (SEP), which maps out courses that will be taken over a number of semesters and serves as a guide to achieving goals. **All students are required to have an SEP on file once they have completed 15 units at Skyline.** Assistance with students' personal and social concerns is also available.

Counseling appointments are made in the One-Stop Student Services Center, Building 2, or by calling (650) 738-4317.

## DISABLED STUDENTS PROGRAM

Skyline College's Disabled Students Program and Services (DSPS) is designed to equalize the educational opportunities of students with verified disabilities. Services include, but are not limited to, Learning Differences Assessment, ASL interpreting, registration assistance, extended time testing, lockers, adaptive physical education classes, adaptive computer classes and software, and alternate formats of textbooks.

Skyline College and the DSPS program are committed to providing services that will enhance the educational experience of its disabled student population. For a more detailed description of the Disabled Students Program, stop by the Disabled Students Program and Services Office, Building 2, third floor, Room 2350, call (650) 738-4280, or email [vansciver@smccd.edu](mailto:vansciver@smccd.edu).

## ENROLLMENT OR DEGREE VERIFICATION

Verification may be accessed and printed as a free service to students. Access **Enrollment/Degree Verifications** from the **Student Records Menu** at <https://websmart.smccd.edu>.

## EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOPS)

Extended Opportunity Programs and Services (EOPS) is a program of support services designed to improve access, retention and completion of educational goals for students who are low income and educationally disadvantaged. EOPS students have the potential to succeed in college but have not been able to realize their potential because of economic and/or educational barriers.

EOPS offers a variety of services such as:

- Counseling in English and Spanish
- One-on-one tutorial assistance
- Transfer assistance to four-year colleges and universities
- UC and CSU application fee waivers for transferring students
- Book Service Program
- Vocational grants
- Calculator Loan Program
- Priority registration

The EOPS office is located in Building 2, Room 2212. Hours are 7:30 am to 5:30 pm. For additional assistance call (650) 738-4139 or (650) 738-4385, visit the EOPS web page at <http://www.skylinecollege.edu/general/finaid/eops.html>, or send an email to [skyeops@smccd.edu](mailto:skyeops@smccd.edu).

## HEALTH SERVICES

The following services are available from the Skyline College Health Center:

- Emergency care and first aid
- Health screening for blood pressure, hearing, vision, Tuberculosis, and pregnancy
- Consultation and evaluation of present health condition
- Nutrition and stress counseling
- Counseling and referrals for problems related to alcohol and drugs, eating disorders, acquaintance/date rape, and other related matters
- Anonymous HIV counseling and referral
- Immunizations for measles, mumps, rubella, tetanus and Hepatitis B
- Vision testing

Emergency and accident insurance coverage is in effect when students are on campus or attending college-sponsored events. Students are encouraged to carry their own health and dental insurance. Low cost medical and dental insurance are available for purchase through the College Health Center.

The Skyline Health Center is located in Building 2, Room 2205. College Health Center personnel are happy to assist you with any health issues. Please feel free to drop in, or call (650) 738-4270.

## PSYCHOLOGICAL SERVICES

Psychological Services offers short-term, individual personal counseling to all currently enrolled Skyline College students. Counseling can help students address and manage personal issues, alleviate distressing symptoms, make positive changes, and transition into college life. All sessions are confidential and provided by licensed mental health professionals. Community referrals, assessments, consultation, and crisis intervention services are also available through the Psychological Services department.

Appointments can be made by contacting Psychological Services in Building 2, Room 2221, or by calling (650) 738-4459. Crisis assistance is available at (650) 738-4199.

## INTERNATIONAL STUDENTS

Skyline College is authorized under Federal Law to enroll non-immigrant international students. This program is intended to serve students possessing or seeking F-1 student visas. Skyline College participates in the Student Exchange and Visitor Information System (SEVIS). All information regarding international students is processed through SEVIS.

Complete the International Student Application available at [www.smccd.edu/accounts/skyinternational](http://www.smccd.edu/accounts/skyinternational). Applicants are required to submit original documents in English or certified English translations that demonstrate satisfaction of the following requirements:

1. Provide proof of completion of the equivalent of a United States high school education with a satisfactory grade point average of 2.0 or above.
2. Provide all official High School transcripts and College transcripts.
3. Submit an Original Financial Data Form and Bank Verification of Funds. All bank documents must be current, written in English, include the amount in U.S. Dollars, and must include a signature from a Bank Official. The estimated college expenses for 2009-2010 are \$17,000.00 US Dollars. **Fees are subject to change.**

- Submit an original copy of the Test of English as a Foreign Language (TOEFL) Score Report. A minimum score of 480 (paper-based), 157 (computer-based) or 54 (internet-based) is required. Information about TOEFL can be obtained from [www.ets.org/toefl](http://www.ets.org/toefl). The Test Code Number for Skyline College is **4647**.

or

Complete the International English Language Testing System (IELTS). A minimum qualifying level of Band 5 is required for admission. Information about IELTS can be obtained from [www.ielts.org](http://www.ielts.org). Please have your IELTS test results sent directly to Skyline College.

- Copy of your Passport Bio-Page.

**6. No application fee is required.**

**For applicants attending U.S. schools, please attach the following:**

- Copies of Visa page from Passport, I-94, Passport Bio-Page, and copies of all I-20s.
- Certificate of Eligibility to Transfer - Must be completed by the student and current institution.

Students accepted into the International Student Program will be expected to enroll in and complete a minimum of 12 units each semester, with a minimum of a "C" (2.0) grade point average, to remain in good standing. Complete information about the International Student Program is available from the International Student Program Coordinator at (650) 738-4315, [campillo@smccd.edu](mailto:campillo@smccd.edu), or the Admissions Assistant at (650) 738-4255, [zepeda@smccd.edu](mailto:zepeda@smccd.edu). The International Student office is located in Building 2, Room 2216.

## THE LEARNING CENTER

The Learning Center (TLC) is a flexible learning environment providing academic support for students in all Skyline courses through workshops, instructional technology, tutoring, and lab-based courses. The goal of the TLC is to offer students opportunities to learn more quickly and effectively and with greater confidence. Accordingly, the TLC provides alternative means of instruction that address the diverse learning preferences and styles of our students. The TLC also offers a comprehensive program of individual and small group support for all levels of English, ESL, Reading and Math, and provides tutoring in a variety of academic subject areas. The Learning Center includes the following programs: Writing/Reading Lab, Math Assistance Lab, Tutorial Assistance Lab, Computer Lab, STAARS/TRIO, and Media Services.

For more information about The Learning Center, please call (650) 738-4144 or stop by the Center in Building 5, Room 5100 (below the Library). You can also learn more about the TLC at our website: [www.smccd.edu/accounts/skytlic/index.htm](http://www.smccd.edu/accounts/skytlic/index.htm).

## LEARNING COMMUNITIES

*What is a Learning Community?*

Learning Communities are two or more classes, often in different departments, designed to be taken together by the same group of students in each class of the Learning Community. Learning Communities are designed to connect students to each other, to their teachers, to the college, and to student learning. The classes have a common theme and coordinate their assignments. This allows students to work on themes from more than one perspective.

In Learning Communities, faculty members assist learning and innovation as everyone works together to create community in a positive learning environment. Students participate in groups to share ideas and help each other learn. There is a greater sense of involvement with students and professors.

Please see page 104 for information on the Learning Community opportunities to be offered this semester.

### ASTEP PROGRAM

#### African American Success Through Excellence and Persistence

The ASTEP program is designed to provide African American students with greater opportunities for remaining and succeeding in college. ASTEP provides a learning community, mentoring, counseling and other support services to assist students in graduating and transferring to a four-year college.

For additional information, call Patricia Deamer at (650) 738-4217, or email [deamer@smccd.edu](mailto:deamer@smccd.edu).

### HONORS TRANSFER PROGRAM

The Honors Transfer Program offers honors-level courses to any student seeking an academically challenging educational experience in all IGETC areas of the curriculum. To graduate from the program, students must achieve a 3.25 g.p.a. in at least 15 units of Honors courses and fulfill 16 hours of community service. Program graduates receive recognition at graduation and on their transcripts and degrees, and are also eligible for special consideration for admission and scholarships at colleges and universities that have agreements with the program. The Honors Transfer Program is a member of the Transfer Alliance Program of UCLA.

For more information and an application, go to [Skyline College.edu](http://SkylineCollege.edu), or phone Katharine Harer at (650) 738-4412, or send an email to [harer@smccd.edu](mailto:harer@smccd.edu).

## KABABAYAN PROGRAM

The Kababayan Program is a transfer and support program with the goal of increasing proficiency in English skills for success in college, work, and life. The Kababayan Program focuses on the Filipino/Filipino-American student experience and is open to all students. The three primary components of the program are English instruction (integrated composition and reading), counseling and peer mentoring.

For more information about the Kababayan Program, please call the program coordinator at (650) 738-4119, or visit the program's website at [www.smccd.edu/accounts/skykab](http://www.smccd.edu/accounts/skykab).

## PUENTE PROGRAM

The Puente Program is a UC affiliated transfer and support program, the goal of which is to increase the number of educationally underrepresented students transferring to four-year colleges and universities. Three components of the Puente Program work together to prepare Puente students for transfer:

- Counseling
- English Instruction
- Mentoring

The Puente Program's curriculum focuses on the Chicano/Latino experience. Puente is open to all students. For more information on how to join the Puente Program, please call (650) 738-4146.

## WOMEN IN TRANSITION PROGRAM (WIT)

The goal of the Women in Transition (WIT) program at Skyline College is to encourage students who are returning to school after a break in their education to expand their horizons and reach their intellectual, professional and personal goals. WIT offers a variety of services and classes to help ease students back into the academic environment. WIT students form close connections to one another so that they support and encourage each other's success. For more information about WIT, please call the program coordinator, Lori Slicton, at (650) 738-4157 or email [slicton@smccd.edu](mailto:slicton@smccd.edu).

## LIBRARY

Skyline College Library, which occupies the second floor of Building 5, features electronic resources as well as a book collection of 50,000 volumes and subscriptions to 235 magazines, journals and newspapers. Through a local area network, students have access to the Internet, the Peninsula Library System (PLS) online catalog, and periodical and other research databases. The Library's web address is [SkylineCollege.edu/library](http://SkylineCollege.edu/library).

The Library also has six group study rooms, numerous study carrels providing privacy for individual work, and a computer demonstration area for class orientations.

Borrowing privileges are extended to all students presenting a library card; the Library will issue cards to students with appropriate identification.

Contact information: (650) 738-4312 (reference), (650) 738-4311 (circulation), (650) 638-0399 (book renewal).

Fall & Spring Semester Hours: 8:00 am–10:00 pm, Monday–Thursday; 8:00 am–4:00 pm, Friday; 10:00 am–2:00 pm, Saturday; closed on Sunday.

## STUDENT LIFE

### ASSOCIATED STUDENTS OF SKYLINE COLLEGE (ASSC) (STUDENT GOVERNMENT)

As a student enrolled at Skyline College, you are also a member of the Associated Students of Skyline College (ASSC). The ASSC Governing Council (Student Government) is the elected body that represents all Skyline students and helps ensure that students have a voice in the College's and District's decision making processes. As your representative, the ASSC Governing Council encourages students to be actively involved in student government.

Students who participate in ASSC Governing Council represent a variety of ages, backgrounds, interests and academic majors. Some students have had previous experience in student government, but many are looking for the opportunity to gain valuable leadership, planning and communication skills.

The ASSC Governing Council coordinates and facilitates the following activities: lobbying at the state and federal level, planning activities, adopting and supervising the ASSC budget, participating in college committees, and sharing in the development of college policies. The ASSC also sponsors a wide variety of cultural, social and educational events throughout the year, for example, a Welcome Week at the beginning of the Fall semester.

For complete information regarding the ASSC Events Calendar, contact the Student Activities Office in Building 6, Room 6212, (650) 738-4275; or contact the Associated Students of Skyline College at (650) 738-4327, or online at [www.SkylineCollege.edu](http://www.SkylineCollege.edu) and click on Quick Links and then on Associated Students.

### How can I become an officer of the ASSC Governing Council?

The ASSC Governing Council is always looking for students who wish to take on leadership responsibilities. If you are interested in political activism, increasing cultural awareness, and developing communication and leadership skills, please visit the Student Activities Office, Building 6, Room 6212, for an application and additional information. Any interested student with a minimum GPA of 2.05 who is enrolled in at least six units is eligible to participate as a member of the ASSC Governing Council.

Positions on the Governing Council are obtained through elections or by appointments.

Copies of the Associated Students of Skyline College Constitution and Constitutional Codes are available to students in the Student Activities Office or online at [www.SkylineCollege.edu](http://www.SkylineCollege.edu) and click on Student Handbook. If you would like additional information about Student Government, please visit or call the Student Activities Office.

### STUDENT BODY CARD

The \$8.00 student body fee and other fund raising activities support the ASSC and help fund scholarships, educational and social programming, library book purchases, emergency loans, and many other worthy facets of campus life. Students who pay the student body fee are entitled to a student body card. The student body card provides discounts at campus events and at quality local businesses. The card is available throughout the fall and spring semesters. To obtain your student body card, present a valid picture identification card or passport, proof of current registration, and a receipt for payment of the \$8 fee at the Student Activities Office, Building 6, Room 6212.

### CAMPUS CLUBS AND ORGANIZATIONS

A wide variety of leadership and volunteer opportunities are available within campus clubs and organizations. Becoming part of a campus organization is a great way to enhance your experience at Skyline College. These groups focus on a wide variety of student interests such as career options, academics, social events, political service and religion. Students are also encouraged to start new clubs and organizations to suit their interests. For more information regarding student groups, contact the Student Activities Office.

**Starting a New Club/Organization:** In order to start a new club or organization, you must file a petition for charter with the Associated Students of Skyline College Governing Council and the Skyline Organizations and Club Council. Instructions for filing a petition are listed in the Club and Organization Manual. Copies of the Club and Organization Manual are available in the Student Activities Office, Building 6, Room 6212. The manual also lists instructions for reserving space on campus, posting materials, student club and organizations accounts, event planning, conference attendance, and request for funding procedures.

The following is a list of chartered clubs and organizations. If you would like additional information regarding these or other student groups that were formed after the publication of this schedule, call the Student Activities Office at (650) 738-4275 or stop by Building 6, Room 6212.

Anthropology Club	Psychology Club
Black Student Union	Respiratory Therapy Club
Catholic Club	Running Club
Cosmetology Club	Skyline College's
Democrats Club	Pre-Medical Student
Differently Abled Club	Association
Filipino Student Union	Skyline Fellowship Club
Gay, Straight Alliance (GSA)	(Christian Fellowship)
Hermanos Club	Skyline Hoops
Honors Transfer Club	Skyline Volleyball Club
Journalism Club	Society of Hispanic
Kababayan Dance Troupe	Professional Engineers
Latino American	(SHPE)
Student Organization	Student's and Parent's
Outdoor Adventure Club	Association for Children's
Phi Theta Kappa	Enrichment (SPACE)
(Academic Honor Society)	Theatre Club
Photography Club	TRIO Club
P.O.D.E.R.	United Nations Club
	Women in Transition

### PHI THETA KAPPA (ACADEMIC HONOR SOCIETY)

Eligible students may join Skyline's chapter of the Phi Theta Kappa honor society. Members receive recognition on their transcript and are eligible for transfer scholarships. Go to [SkylineCollege.edu/boo](http://SkylineCollege.edu/boo) for further information and an application.

### THE SKYLINE VIEW (STUDENT NEWSPAPER)

The *Skyline View* is an award-winning, student-run print and online newspaper that covers the campus community and is produced by the journalism students of Skyline College. As a First-Amendment protected publication, the paper functions as an open forum, providing the campus community several opportunities for expression, including guest opinion columns, letters to the editor, and advertising.

Students who would like to gain practical experience in creating and producing a newspaper – both in its print and online versions – and who would like to be a part of the editorial staff may sign up for Journalism 300: Newspaper Staff or Journalism 301: Online Newspaper Staff. Students are encouraged to explore Skyline College's journalism course offerings for additional opportunities. For more information, please contact *The Skyline View* advisor, Nancy Kaplan-Biegel, at (650) 738-4297, or at [kaplann@smccd.edu](mailto:kaplann@smccd.edu). Visit The Skyline View online at [www.theskylineview.com](http://www.theskylineview.com).

## STUDENT ACTIVITIES OFFICE

The Student Activities Office, located in Building 6, Room 6212, is an excellent resource center for students interested in participating in student government and campus activities. Student activities include clubs, speakers, theatrical events, forums, publications, food drives, community outreach, and many other worthwhile and exciting activities. The Student Activities Office also serves as the facilitator for the annual Student Recognition and Awards Ceremony and the Commencement Ceremony. For additional information, please call the Student Activities Office at (650) 738-4275.

### Housing

Skyline College does not provide campus housing. The College occasionally receives calls and rental listings from rental agencies, landlords or individuals who are looking for roommates. All of the rental information that we receive is posted on the second floor of Building 6. For posting rental information, please contact the Student Activities Office, (650) 738-4275.

### Student Activities Event Planning

All student clubs and organizations, off-campus groups or vendors who want to host a special event, hold a fundraising event, sell products, or distribute information must make a space reservation at the Student Activities Office by calling (650) 738-4275. Additional information is in the Time, Place and Manner Policy available in the Student Handbook, and the Club and Organization Manual available online and in the Student Activities Office. College policy questions, facilities reservations, security, insurance requirements and other considerations for special events are coordinated through this office. **Please note that facilities reservations must be made at least three weeks in advance of the event.**

### Vending Complaints and Refunds

All complaints regarding vendor service or malfunctioning vending machines should be reported to the Student Activities Office. Refunds for loss of money in the vending machines are made by Skyline College's food service provider and the Student Activities Office. Refunds are processed during regular business hours.

## STUDENT TRANSFER, ACADEMIC ACHIEVEMENT AND RETENTION SERVICES (STAARS)

STAARS is a federally funded TRIO program designed to help its students achieve their educational goals by supporting academic success at Skyline College and assisting with transfer. To participate, students must meet at least one of the TRIO criteria: low-income, first generation to attend college, physically disabled or learning disabled. STAARS offers the following services:

- Academic, career, transfer and personal counseling
- Individual assistance with setting and meeting educational goals
- Financial aid and scholarship assistance
- Academic support, including tutoring, student success workshops, and access to computers
- Lab-based courses in English, Math and Learning Skills
- Cultural enrichment activities
- Visits to four-year colleges

To apply for the STAARS program, please call (650) 738-4144; or stop by the Learning Center, located in Building 5, Room 5100 (below the Library); or fill out an application online at our web page: [www.skylinestaars.org/trio/index.cfm](http://www.skylinestaars.org/trio/index.cfm).

## TRANSCRIPTS

Transcript request forms are available from the Office of Admissions and Records or on the Web at [websmart.smccd.edu](http://websmart.smccd.edu) from the **Student Records** menu.

An official transcript, summarizing a student's complete academic record at Skyline College, will be sent directly to colleges, employers and other agencies upon a student's written or web request. Courses taken at any of the colleges in the San Mateo County Community College District will appear on the transcript. Transcripts from high school and other colleges will not be forwarded. The first two transcripts processed are free; there is a \$5.00 charge for each additional copy. If a rush request is made, an additional \$10 Rush Transcript Request Fee is charged for each transcript.

Foreign transcript evaluation services are available. Contact Admissions and Records at (650) 738-4252 for more information.

**Note:** Transcript request(s) will not be processed if a financial hold exists. The hold must be cleared before the transcript is issued.

## TRANSFER CENTER

The Transfer Center provides comprehensive transfer services, resources, activities and events. Transfer assistance includes:

- Application and informational workshops
- University tours and off-campus events
- Visits from university representatives
- Transfer Admission Guarantee programs
- Transfer and articulation information
- Access to computers for college research

Sign up to be on the transfer eNews mailing list to keep informed about on/off campus transfer-related events and activities. Transfer information and a calendar of ongoing events are posted on the Center's webpage at [www.SkylineCollege.edu](http://www.SkylineCollege.edu). Please visit us in Building 2, Room 2227, or call (650) 738-4232 if we can be of assistance.

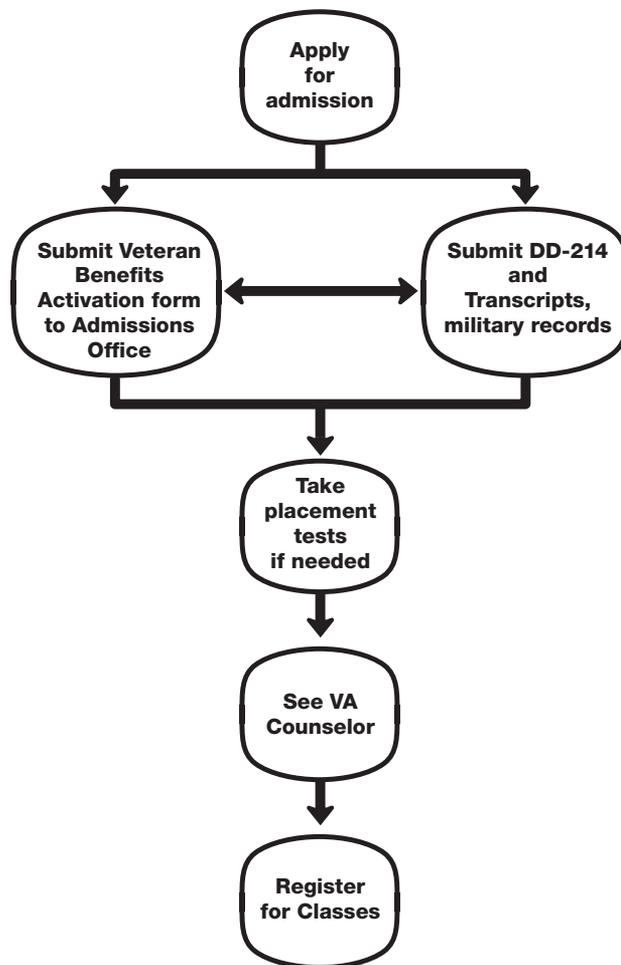
## VETERANS AND VETERANS' DEPENDENTS Welcome Veterans!

Skyline College offers approved instruction to veterans, service members, dependents and survivors of veterans, and to other eligible persons, and is authorized by the Department of Veterans Affairs to certify students who are working toward an AA/AS degree program, or certain certificate and transfer programs, for benefits under Chapters 30, 32 (Veterans), Chapter 31 (Vocational Rehabilitation), Chapter 35 (Veterans' Spouses or Dependents), and Chapter 1606 (Selected Reserve). All Veterans, except those under Chapter 31, pay for their own college fees, books and supplies. Veterans who have previously attended college must file official copies of all college transcripts with the Office of Admissions and Records. Veterans may check the status of benefits at [www.va.gov](http://www.va.gov).

The State of California provides a program for the children of Veterans who are deceased or disabled from service connected causes. Applications are available at [www.cdva.ca.gov/service](http://www.cdva.ca.gov/service) or from the California Department of Veteran's Affairs, 875 Stevenson Street, Suite 250, San Francisco, CA 94103, (415) 554-7100.

You will automatically be certified and eligible for VA benefits during your first semester. Please submit your transcript(s) and education plan during this time in order to be eligible for recertification for the following semester.

## Veterans Admission Process



Some reminders:

- Apply for federal financial aid for additional resources to meet expenses
- Maintain a 2.0 (C) overall grade point average
- Register in at least six (6) units to be eligible for benefits
- Take advantage of Financial Aid, Counseling, Health Center, tutoring and other Student Services that are available to assist you

# Associate Degree Requirements

Graduation from Skyline College with the Associate in Arts Degree or Associate in Science Degree is based upon the completion of 60 units, including the requirements A & F listed below. An application for the degree must be filed in the Office of Admissions and Records during the last semester of attendance.

**ATTENTION:** This checklist is a guide to help you in selecting courses and keeping track of your progress. You are strongly encouraged to meet with your counselor to review your selections and to complete a Student Education Plan, which will assist you in keeping track of your progress and in reaching your educational goals.

## A. RESIDENCE

A minimum of 12 units must be completed in residence at Skyline College.

## B. SCHOLARSHIP REQUIREMENT

1. A minimum 2.00 is required in all degree-applicable coursework.
2. All coursework transferred into SMCCCD, except non-degree applicable and upper division courses, will be evaluated to meet graduation requirements and will become part of the overall GPA.
3. Foreign transcript coursework, except non-degree applicable and upper division coursework, will be evaluated to meet graduation requirements
4. The GPA from courses taken in SMCCCD and those courses from outside SMCCCD will be used in the calculation for graduation. Honors and Phi Theta Kappa are calculated and recorded at each college.

## C. MAJOR REQUIREMENT

A minimum of 18 units must be completed in a major. Some majors require the completion of more than 18 semester units. In addition to completing the course and unit requirements for the major, a student must:

- Have an overall grade point average of 2.00 in the major. Some majors require a grade of "C" or better in each course.
- Complete a minimum of fifty percent (50%) of the units required for the major at Skyline College.

**Note:** Specific requirements for majors may be found in the Skyline College Catalog under "Associate Degree and Certificate Programs."

## D. BASIC COMPETENCY REQUIREMENTS

**Note:** Satisfactory completion is defined as a grade of C or better.

### READING

- a. Satisfactory completion of English 100 or English 105 or equivalent, or higher.

### WRITING

- a. Satisfactory completion of English 100 or English 105 or equivalent, or higher.

### MATHEMATICS/QUANTITATIVE REASONING

- a. Eligibility for Math 130, 150, 200, 201 or 241 or higher as determined by a Skyline College approved placement test; or
- b. Satisfactory completion of Math 120 or equivalent, or higher; or
- c. Satisfactory completion of any course having at least Math 120 (Intermediate Algebra) as a prerequisite.

## E. SPECIFIC AREA REQUIREMENTS

1. **AMERICAN HISTORY AND INSTITUTIONS:** One course of 3 units from Group A and either Group B1 or Group B2 for a total of 6 units. One course may be applied to the General Education requirement in Social Sciences.

**Note:** Group B2 completes the E1 requirement for students who have satisfied only the U.S. History part of the requirement at another institution.

**Group A:** U.S. History & U.S. Government:

HIST 108 201 202 235 244

PLSC 210

**Group B1:** State & Local Government:

HIST 240 310

PLSC 301

**or Group B2:** U.S. Government/

State & Local Government:

PLSC 200

2. **ENGLISH:** Two courses (minimum of 6 units).

One of these courses may be the English course which fulfills the General Education Language and Rationality requirement. Courses which may be used to satisfy the English requirements are:

ENGL 100 or 105 110 161 165 836 or 846

ESOL 400

FILM 440 (formerly Lit. 441)

JOUR 120 121

LIT. 101 111 113 225 251 265 266 267 370 373 432

READ 420

SPCH 100 120 140 150

3. **PHYSICAL EDUCATION:** Two activity courses in PE are required; for waiver or modification of this requirement see College Catalog.

4. **ETHNIC AND CULTURAL DIVERSITY:** Students must complete a total of 3 units from either group listed below. The course(s) may be applied to General Education requirements.

**Note:** ECE. 214 and FCS 213 are the same course; HIST 335 and PLSC 335 are the same course.

**Group A. General:**

BUS. 221

ECE. 214 272 273

FASH 119

FCS 119 213

HIST 235 240

SPCH 150

SOCI 141 201

Continued →

**Group B. Area Studies:**

ANTH	110 125 150 155 165 170 180 360
ART	105 120
BUS.	226
ENGL	104 166
HIST	104 106 244 335 420 430 432 435 444 453
INTD	120
LIT.	116 166 251 265 266 267 370 373
MUS.	240 250 420
PHIL	300 320
PLSC	320 330 335
PSYC	268
SOCI	142 341 432
SOSC	150
SPAN	161 162

**F. GENERAL EDUCATION REQUIREMENTS**

A minimum of 18 units with a minimum of 3 units each in Sections 1, 2, 3, 4a and 4b. Balance of course work may be taken from any section (1 through 5).

**Note:** No course may be used to meet more than one General Education requirement.

**1. NATURAL SCIENCES:** (3 units required) 

**Note:** \* = Lab course.

ANTH	125
ASTR	100
BIOL	101* 110* 111* 130 140 145 150 170 171* 215* 230* 240* 250* 260* 365
CHEM	112* 210* 220* 234 & 237* 235 & 238* 410*
ELEC	110
GEOL	100 105 180 210* 220*
OCEN	100
PHYS	210* 220* 250* 260* 270*

**2. HUMANITIES:** (3 units required) 

**Note:** ART 115 & MUS. 115 are the same course; FASH 113, 119 & 150 are the same courses as FCS 113, 119 & 150; HIST 335 and PLSC 335 are the same course; PHIL 280 and PLSC 280 are the same course.

ARBC	111 112 121 122
ART	101 102 105 107 115 120 130 201 204 207 208 214 221 231 301 350 351 354 355 405 408 411
ASL	111 112 121 122
CHIN	111 112 115 121 122 130
ECE.	191
ENGL	104 110 161 162 166
FASH	113 119 150
FCS	113 119 150
FILI	110 111 112 120 121 122
FILM	370 375 380 440 450
HIST	100 101 104 106 109 203 335 430 432 435 444 453 461 462 463 464
HUM.	106 115 116 117
INTD	110 120 310
ITAL	103 111 112 121 122
JAPN	111 112 115
LIT.	101 111 113 116 151 166 191 225 251 265 266 267 370 373 416 432
MUS.	100 110 111 115 144 202 204 240 250 275 301 350 470 475
PHIL	100 160 175 195 240 280 300 312 320
PLSC	280 335
SOCI	432
SOSC	140
SPAN	101 103 110 111 112 120 121 122 130 140 161 162 220
SPCH	111

**3. SOCIAL SCIENCES:** (3 units required) 

**Note:** ECE. 214/FCS 213 are the same course; ECE. 212/FCS 212 are the same course; ECE. 201/PSYC 201 are the same course; PHIL 280 and PLSC 280 are the same course; PSYC 110/SOCI 110 are the same course.

ADMJ	100
ANTH	110 125 150 155 165 170 180 360
BUS.	100 101 200 201 210
ECE.	201 212 214
ECON	100 102 111 310
EDUC	100
FCS	212 213 392
GEOG	110 150
HIST	108 201 202 203 235 240 244 248 300 310 420 444
HSCI	150
JOUR	110
PHIL	280
PLSC	115 130 150 200 210 280 301 315 320 330
PSYC	100 110 200 201 268 300 301 390 410
SOCI	100 105 110 141 142 160 201 341 432
SOSC	150

**4. LANGUAGE AND RATIONALITY:** Two courses (minimum of 6 units): 1 course from group A and 1 course from group B. ONE COURSE MUST BE A COMPOSITION COURSE. 

**Group A:** English Composition (3 units required)

ENGL	100 105 110 165 836 846
ESOL	400
JOUR	120

**Group B:** Communication and Analytical Thinking (3 units required)

ACTG	100 121 131
BUS.	103 115 120 123 400 401
COMP	118 155 156 190 250 252 284 286 355 356 357 378
ENGL	165
MATH	115 120 122 123 130 150 153 200 201 222 241 242 251 252 253 270 275
PHIL	103 200
PSYC	171
READ	420 836
SPCH	100 120 127 130 140 150 160

**Note:** BUS. 103 was D.P. 110; BUS. 400 was OFAD 400; BUS. 401 was OFAD 401.

**5. PERSONAL DEVELOPMENT:** (Up to 3 units of course work in Section 5 may be applied towards completion of General Education Requirements.) 

ADAP	348-359
BUS.	107 109 520
CAOT	110
COMB	101-405
COUN	100 104 105 106 107 108
CRER	100 111 132 135 136 137 139 140 410 650
DANC	101-450
FCS	310 313 320 392
FITN	106-400
GERO	101
HSCI	100 130 150
INDV	101-255
LSCI	100 110
PE.	105 211 212 213 214 270 301
READ	425
REC.	100
SGOV	115
TEAM	100-201
VARS	100-380

**Note:** CAOT 110 was COMP 110.

# CSU General Education Requirements

Candidates for a Bachelor's degree from the CSU System who begin college in the Fall of 2009 shall complete the following pattern of general education courses encompassing a minimum of 48 semester units. A maximum of 39 of the total of 48 may be completed at Skyline College. The remaining nine units must be in the upper division of the degree granting institution. Of the 39 units that may be taken at Skyline College, no more than 30 units will be certified in Areas B, C and D combined. Courses used to satisfy the American Institutions requirement may also apply in Area D. Courses taken at other accredited institutions can be certified at Skyline College.

**ATTENTION:** This checklist is a guide to help you in selecting courses and keeping track of your progress. You are strongly encouraged to meet with your counselor to determine which general education pattern is best for you to follow, review your course selections, and complete a Student Education Plan. The general education pattern you select is based on a variety of factors, including your major and the institution to which you plan to transfer.

## AREA A COMMUNICATION SKILLS & CRITICAL THINKING 9 units required

One course required from each of A1, A2 and A3.

### A1 – Oral Communications

SPCH 100 120 127 140 150

### A2 – Written Communications

ENGL 100 105 110

### A3 – Critical Thinking

ENGL 100 105 110\*\* 165

PHIL 103 109 200

\*\*ENGL 110 was redesigned and must be taken Fall 1997 or thereafter to meet this requirement.

**Note: Areas A1, A2 and A3 MUST be completed with grades of C or better BEFORE transfer.**

	IN PROGRESS	9 UNITS COMPLETED
<b>A1</b>	<input type="text"/>	<input type="text"/>
<b>A2</b>	<input type="text"/>	<input type="text"/>
<b>A3</b>	<input type="text"/>	<input type="text"/>
<b>TOTAL</b>	<input type="text"/>	<b>COMPLETED</b> <input type="text"/>

## AREA B NATURAL SCIENCE & MATHEMATICS 9 units required

One course from Physical Science B1, Life Science B2, and Quantitative Reasoning B4. Must include one **lab** course from Area B1, B2 or B3 (indicated by asterisk\*).

### B1 – Physical Science

ASTR 100

CHEM 112\* 210\* 220\* 234-237\* 235-238\* 410\*

GEOL 100 105 180 210\* 220\*

OCEAN 100

PHYS 210\* 220\* 250\* 260\* 270\*

### B2 – Life Science

ANTH 125

BIOL 101\* 110\* 111\* 130 140 145 150 215\* 230\* 240\* 250\* 260\*

### B3\* – Lab Course

OCEAN 101\*

## B4 – Quantitative Reasoning

BUS. 120 123

MATH 130 150 153 200 201 222 241 242 251 252 253 270 275

PSYC 171

**Note: ACTG 121/131 meet B4 only if taken prior to Fall 2002.**

**Note: Area B4 MUST be completed with a grade of C or better BEFORE transfer.**

	IN PROGRESS	9-12 UNITS COMPLETED
<b>B1</b>	<input type="text"/>	<input type="text"/>
<b>B2</b>	<input type="text"/>	<input type="text"/>
<b>B3*</b>	<input type="text"/>	<input type="text"/>
<b>B4</b>	<input type="text"/>	<input type="text"/>
<b>TOTAL</b>	<input type="text"/>	<b>COMPLETED</b> <input type="text"/>

## AREA C ARTS, LITERATURE, PHILOSOPHY & LANGUAGES 9 units required

Three courses to include at least one course from Arts and one from Humanities.

### C1 – Arts

ART 101 102 105 107 115 120 130 201 204 221 248 301 350  
351 352 354 355 405 411

DANC 110 130 140 330 350 400

FASH 113 119

FCS 113 119

FILM 370

HUM. 117

INTD 110 120

MUS. 100 110 111 115 144 202 204 240 250 275 301 470

### C2 – Humanities

ARBC 111 112 121 122

ASL 111 112 121 122

CHIN 111 112 121 122 130

ECE. 191

ENGL 110 161

FILI 110 111 112 120

FILM 440 (formerly Lit. 441)

HIST 100 101 104 106 109 203 248 335 420 430 432 435  
444 453 461 462 463 464

HUM. 106 115 116

ITAL 111 112 121 122

JAPN 111 112

**C2 – Humanities Continued**

LIT. 101 111 113 116 151 191 225 251 265 266 267 370 373  
 416 432  
 PHIL 100 160 175 195 240 280 300 312 320  
 PLSC 280 335  
 SOCI 341 432  
 SPAN 110 111 112 120 121 122 130 140 161 162 220

**ART 115 & MUS. 115 are the same course.**  
**ECE. 191 & LIT. 191 are the same course.**  
**FASH 113 & 119 are the same courses as FCS 113 & 119.**  
**HIST 335 and PLSC 335 are the same course.**  
**PHIL 280 and PLSC 280 are the same course.**

*Note: Not more than one course from HIST 461-464 may be applied to area C2.*

	IN PROGRESS	9 UNITS COMPLETED
<b>C1</b>	<input type="text"/>	<input type="text"/>
<b>C2</b>	<input type="text"/>	<input type="text"/>
<b>C1 or C2</b>	<input type="text"/>	<input type="text"/>
<b>TOTAL</b>	<input type="text"/>	<input type="text"/>

**AREA D SOCIAL, POLITICAL & ECONOMIC INSTITUTIONS** **9 units selected from at least two subject areas required**

Must include one course from D1 and one course from either D2a or D2b to satisfy U.S. History, Constitution & American Ideals requirement.

*Note: Group D2b completes the U.S. History, Constitution & American Ideals requirement for students who have satisfied **only** the U.S. History part of the requirement at another institution.*

**D1 – U.S. History & U.S. Government**

HIST 108 201 202 235 244  
 PLSC 210

**D2a – State & Local Government**

HIST 240 310  
 PLSC 301

**D2b – U.S. Government/State & Local Government**

PLSC 200

**D3 – Social Institutions**

ADMJ 100	JOUR 110
ANTH 110 150 155 165 170	PHIL 280
180 360	PLSC 115 130 150 280 315
BUS. 100 101 200 210	320 330 335
ECE. 201 212	PSYC 100 110 200 201 268
ECON 100 102 111 310	300 301 390 410
EDUC 100	SOCI 100 105 110 141 142
FCS 212	160 201 341 432 665
GEOG 110 150	SOSC 140 150
HIST 104 106 203 248 300	
335 430 432 435 444 453	

**ECE. 201 & PSYC 201 are the same course.**  
**HIST 335 and PLSC 335 are the same course.**  
**PHIL 280 and PLSC 280 are the same course.**  
**PSYC 110 & SOCI 110 are the same course.**

*Note: ECE. 201 meets D3 only if taken Fall 2000 or thereafter.*

**IN PROGRESS**

**9-12 UNITS COMPLETED**

<b>D1</b>	<input type="text"/>	<input type="text"/>
<b>D2a or D2b</b>	<input type="text"/>	<input type="text"/>
<b>D3</b>	<input type="text"/>	<input type="text"/>
<b>TOTAL</b>	<input type="text"/>	<input type="text"/>
<b>U.S. History</b>		<input type="text"/>
<b>U.S. Government</b>		<input type="text"/>
<b>CA State/Local Government</b>		<input type="text"/>

**AREA E LIFELONG UNDERSTANDING & SELF DEVELOPMENT**

**3 units required**

Maximum one unit applicable from Area E2.  
 Must complete minimum of two units in Area E1 for a total of three units.

**E1**

COUN 100	HSCI 100 130 150 665
CRER 111 132 135 136	LSCI 100
137 665	PE. 105 270
ECE. 201 214	PSYC 200 201
FCS 213 310 313 320 392	SOCI 160
GERO 101	

**E2**

ADAP 349 356 357 358 359	TEAM 100 111 112 115
COMB 301 302 401 404 405	116 117 125 141
DANC 105 110 130 140 152	145 146 148 149
161 162 163 164 165	171 173 175 176
167 168 169 171 330	179 188 189 190
350 400 450 665	191 192 193 194
FITN 106 110 112 116 160 166	195 196 197 198
182 201 202 205 301	199 201
303 304 305 308 332	VARs 100 110 120 150
334 335 336 400	200 310 340 360
INDV 101 105 121 125 126 141	
160 165 167 168 169 171	
251 253 255	

**ECE. 214 & FCS 213 are the same course.**

**ECE. 201 & PSYC 201 are the same course.**

*Note: COMP 110 meets E1 only if taken prior to Fall 1999.*

	IN PROGRESS	3 UNITS COMPLETED
<b>E1</b>	<input type="text"/>	<input type="text"/>
<b>E2</b>	<input type="text"/>	<input type="text"/>
<b>TOTAL</b>	<input type="text"/>	<input type="text"/>

*Note: For the most updated version of this list see the Counseling Office or the Transfer Center.*

# Intersegmental General Education Transfer Curriculum (IGETC)

Effective Fall 1991, the IGETC will permit a student to transfer from Skyline College to any campus of the California State University (CSU) or the University of California (UC) systems without having to take additional lower-division general education after transfer.

Completion of the IGETC is not a requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division general education requirements. Students may find it advantageous to take courses fulfilling CSU's general education requirements or those of a particular UC campus.

- Note:**
1. The IGETC does not guarantee admission to any CSU or UC campus.
  2. The IGETC does not meet the American History and Institutions requirement at CSU and UC campuses.
  3. All courses for IGETC must be completed with C or better grades (a C- is not acceptable).

**ATTENTION:** This checklist is a guide to help you in selecting courses and keeping track of your progress. You are strongly encouraged to meet with your counselor to determine which general education pattern is best for you to follow, review your course selections, and complete a Student Education Plan. The general education pattern you select is based on a variety of factors, including your major and the institution to which you plan to transfer.

## AREA 1 – ENGLISH COMMUNICATION

(Required: 1 or more courses from each group for CSU; UC requires completion of courses from Groups A and B only.)

**GROUP A:** Choice of ENGL 100 or ENGL 105#

**GROUP B:** Choice of ENGL 110<sup>a</sup>, ENGL 165 or PHIL 109

**GROUP C:** Choice of SPCH 100, SPCH 120<sup>b</sup>, SPCH 127, SPCH 140 or SPCH 150

### COMPLETED

**A**

**B**

**C**

**TOTAL**

## AREA 2 – MATHEMATICAL CONCEPTS and QUANTITATIVE REASONING

(Required: 1 course, 3 semester units minimum.)

BUS. 120#, 123#

MATH 200#, 201, 222#, 241#, 242#, 251#, 252#, 253#, 270, 275

### COMPLETED



**TOTAL**

## AREA 3 – ARTS and HUMANITIES

(Required: 3 courses, 9 semester units minimum.)

At least one course from Arts and one from Humanities.)

### GROUP A: ARTS

ART 101 102 105 115 120 130

FILM 440 (formerly Lit. 441) 450

MUS. 100 115 202 204 240 250

## GROUP B: HUMANITIES

CHIN 122 130

HIST 100 101 104 106 108# 109 201# 202# 203 235 240 244  
248 310 335 420 430 432 435 453 461 462 463 464

LIT. 101 111 113 116 151 225 251 265 266 267 370 373 416  
432

PHIL 100 160 175 195 240 280 300 312 320

PLSC 280 335

SOCI 341 432

SPAN 130 140 161 162

### COMPLETED

**A**

**B**

**A or B**

**TOTAL**

## AREA 4 – SOCIAL and BEHAVIORAL SCIENCES

(Required: 3 courses, 9 semester units minimum. Courses from at least two disciplines or an interdisciplinary sequence.)

ANTH 110 150 155 165 180 360

ECE. 201

ECON 100 102

GEOG 110 150

HIST 100 101 104 106 108# 109 201# 202# 203 235 240 244  
248 300 310 335 420 430 432 435 453 461 462 463 464

JOUR 110

PHIL 280

PLSC 115 130 150 200 210 280 315 320 330 335

PSYC 100 200 201 268 300 390 410<sup>c</sup>

SOCI 100 105 141 142 341 432

SOSC 150

### COMPLETED





**TOTAL**

**AREA 5 – PHYSICAL and BIOLOGICAL SCIENCES**

*(Required: 2 courses, 7 semester units minimum. One Physical Science course and one Biological Science course; at least one must include a laboratory.)*

**GROUP A: PHYSICAL SCIENCE**

- ASTR 100
- CHEM 112\* 210\* 220\* 234/237\* 235/238\*
- GEOL 100 105 180 210\* 220\*
- OCEN 100 101\*
- PHYS 210\* 220\* 250\* 260\* 270\*

**GROUP B: BIOLOGICAL SCIENCE**

- ANTH 125
- BIOL 101#\* 110#\* 111\* 130# 145 150 215\* 230\* 240\* 250\* 260\*

**COMPLETED**

<b>A</b>	
<b>B</b>	
<b>Lab</b>	
<b>TOTAL</b>	

**LANGUAGE OTHER THAN ENGLISH**

**(UC Requirement Only)**

*(Required: Two years of high school study of a language with a grade of "C" or better or 3-5 units of courses listed below.)*

- ARBC 122
- ASL 122
- CHIN 130
- FILI 120 122
- ITAL 122
- SPAN 120, 122, 130, 140 or 220<sup>d</sup>

**COMPLETED**

<b>TOTAL</b>	
<b>TOTAL</b>	

**U.S. HISTORY, CONSTITUTION and AMERICAN IDEALS**

**(CSU Requirement Only)**

*(Required: one course of 3 units from Group A and either Group B1 or Group B2 for a total of six units.) Not part of IGETC, but may be completed prior to transfer.*

**Note:** Group B2 completes the U.S. History, Constitution & American Ideals requirement for students who have satisfied **only** the U.S. History part of the requirement at another institution.

**GROUP A: U.S. HISTORY & U.S. GOVERNMENT**

- HIST 108 201 202 235 244
- PLSC 210

**GROUP B1: STATE & LOCAL GOVERNMENT**

- HIST 240 310
- PLSC 301

**GROUP B2: U.S. GOVERNMENT/STATE & LOCAL GOVERNMENT**

- PLSC 200

**COMPLETED**

<b>A</b>	
<b>B1 or B2</b>	
<b>TOTAL</b>	

\* = Lab Course  
 # = UC transfer credit may be limited  
 a = ENGL 110 was redesigned and must be taken Fall 1997 or thereafter to meet this requirement.  
 b = SPCH 120 meets this requirement only if taken prior to Summer 1995 and Fall 1996 or thereafter. SPCH 120 was not UC transferable in 1996 (so may not be used for IGETC if taken Fall 1995, Spring 1996 or Summer 1996.)

c = PSYC 410 must be taken Fall 1998 or thereafter to meet this requirement.  
 d = A student whose native language is Spanish, who has completed at least 9 years of education conducted in Spanish, may not receive credit for SPAN 220.

**Note:** For the most updated version of this list see the Counseling Office or the Transfer Center.

# Other Educational Opportunities

## AUDITING POLICY

In compliance with State policy, Skyline College has identified certain courses that may be audited. To register in a course as an auditor, the student must have taken the course on a credit basis for the maximum number of times allowable for the particular course. An auditor may register only after the Late Registration Period has concluded (see Registration Calendar for dates), with permission of the instructor and on a space available basis. A \$15.00 per unit audit fee will be charged at the time of enrollment. Students enrolling in a variable unit course must pay for the maximum number of units available.

Auditors will not be charged the Enrollment Fee charged for credit enrollment. The Non-Resident Tuition Fee does not apply to auditors. Students auditing a course will not be permitted to change their enrollment status in that course to receive credit.

### ACCOUNTING

ACTG 103 Ten-Key Skills

### ART

ART 205 Drawing II  
ART 207 Life Drawing  
ART 209 Portrait Drawing II  
ART 222 Painting II  
ART 232 Watercolor II

### AUTOMOTIVE

AUTO 708 Auto Principles Lab

### COMPUTER APPLICATIONS & OFFICE TECHNOLOGY

CAOT 101 Computer Keyboarding Skill Building

### ENGLISH

ENGL 162 Creative Writing II  
ENGL 680 Special Topic in English

ENGL 826 Basic Writing Skills

### FILM

FILM 370 Film Production  
FILM 440 Film Study and Appreciation

### MUSIC

MUS. 430 Concert Band  
MUS. 450 Jazz Band  
MUS. 470 College Choir

### PHYSICAL EDUCATION

COMB 401 Self Defense  
DANC 130 Jazz Dance  
DANC 350 Aerobic Dance  
FITN 110 Adult Conditioning  
FITN 350 Adaptive Physical Education

### SPEECH

SPCH 111 Oral Interpretation of Literature  
SPCH 160 Basic Skills in Public Speaking

## IF YOU DON'T FIND IT AT SKYLINE

Skyline College is part of the San Mateo County Community College District, which also operates Cañada College in Redwood City and College of San Mateo. In addition to offering comprehensive general education, vocational, transfer and remedial programs, Cañada College and College of San Mateo offer a number of special programs not available at Skyline.

### COLLEGE OF SAN MATEO

1700 West Hillsdale Blvd.  
San Mateo, CA 94402  
(650) 574-6161

### PROGRAMS

Alcohol & Other Drug Studies  
Architecture  
Astronomy  
Broadcast & Electronic Media  
Building Inspection  
Dental Assisting  
Drafting  
Electronics  
Engineering  
Fire Technology  
Floristry  
Graphics  
Horticulture  
Human Services  
Multimedia  
Nursing  
Real Estate

### Athletics

Men's Cross Country  
Men's Football  
Men's Swimming  
Men's Track  
Women's Cross Country  
Women's Softball  
Women's Swimming  
Women's Track  
Women's Water Polo

### CAÑADA COLLEGE

4200 Farm Hill Blvd.  
Redwood City, CA 94061  
(650) 306-3100

### PROGRAMS

3D Animation & Video  
Game Art  
Drama/Theater Arts  
Engineering  
Fashion Design  
Graphic Design  
Human Services  
Interior Design

Medical Assisting  
Multimedia  
Nursing  
Radiologic Technology

### Athletics

Men's Golf  
Women's Golf

# Parking and Transportation

## CAMPUS PARKING REGULATIONS

All persons driving an automobile, truck or van who utilize campus parking facilities during scheduled class hours and final examination periods are required to pay a parking permit fee (motorcycles are excluded if parked in designated motorcycle parking). Students enrolled exclusively in weekend or off-campus classes are exempt. The parking fee is \$40.00 for spring semester and \$20.00 for the summer session, or a two-term permit may be purchased for \$70.00 (fall and spring together). These fees are nonrefundable except by action of the college. **Parking permits may be transferred from one vehicle to another.**

One day parking permits are available for \$2.00 per day (in quarters only) from coin operated parking permit dispensers located in student parking lots 4, 5, 8, 9, 11 and Pacific Heights.

Students may pay for their parking permits at the time of **WebSMART** registration, or in person at the Cashier's Office, Building 2, Student Services Center. The permit, once purchased, may be obtained either at the Cashier's Office, or the Public Safety Office, Building 6, first floor. Public Safety Office hours are 8:00 am to 4:00 pm Monday-Friday.

Students may park in designated student parking lots only. Staff lots are reserved for staff only. Please refer to the campus map for parking lot locations. While parking in Skyline College campus parking lots, students must obey all campus, local and state regulations.

Student parking permits are required in order to park in any student lot. Staff parking areas are restricted to Board-approved staff employed by the San Mateo County Community College District and its colleges. Vendors and contractors at the college may also park in staff parking lots with proper authorization. There is a two week grace period in student parking lots only at the beginning of the fall and spring semesters. The grace period does not apply to staff lots and other restricted areas.

Parking spaces are available on a first-come, first-served basis. Therefore, a parking permit is not a guarantee of a parking space. Skyline College and the San Mateo County Community College District do not accept liability for vandalism, theft or accidents. Use of campus parking facilities is at the user's risk. However, any such incidents should be reported to the Campus Public Safety Office, Bldg. 6, first floor, (650) 738-4199.

## DISABLED STUDENT PARKING

Physically disabled students who drive vehicles to campus must have a valid state-issued DMV placard. This placard allows parking in designated disabled parking spaces on campus. **Students must ALSO purchase a student parking permit issued through Skyline College.** Disabled parking is available in student and staff lots.

## RIDE SAMTRANS TO SKYLINE

SamTrans provides bus service along several routes to the Skyline College campus. SamTrans information specialists can help you plan your trip for the shortest possible route: Call toll free **1-800-660-4BUS** or visit **www.samtrans.com**. You may purchase SamTrans passes at Skyline College in the Cashier's Office, Building 2, Student Services Center. All SamTrans buses are wheelchair accessible. Frequent riders receive a discount on their rides by using tokens or a monthly pass.

SamTrans Routes 121, 123 and 140 provide weekday service to Skyline College. Route 121 starts at Lowell and Hanover streets, then serves the Daly City BART Station, Colma BART, Seton Medical Center, Serramonte, Fairmont and Westview on its way to the college. Route 123 originates at the Colma BART Station and serves stops between Metro Center, Serra Center, Serramonte and King Plaza on its way to campus. Route 140 delivers students traveling from Pacifica (Palmetto and West Manor) and San Bruno BART.

**Weekend Note:** The 121 and 123 lines do not provide service to Skyline College on the weekends. The 140 is the only line that provides service to the college on weekends.

## NON-DISTRICT SPONSORED TRANSPORTATION

Some classes may be conducted off campus. Unless you are specifically advised otherwise, you are responsible for arranging for your own transportation to and from the class site. Although the District may assist in coordinating the transportation and/or recommended travel times, route or caravanning, be advised that the District assumes no liability or responsibility for transportation and any person driving a personal vehicle is NOT an agent of the District.

## FIELD TRIP/EXCURSION GUIDELINES

Throughout the semester/school year, the District may sponsor voluntary off-campus extracurricular field trips/excursions. If you choose to participate, be advised that pursuant to California Code of Regulations, Subchapter 5, Section 55450, you have agreed to hold the District, its officers, agents and employees harmless from any and all liability or claims which may arise out of or in connection with your participation in the activity.



**Skyline**  
COLLEGE

## Campus Directory

**Main Line (650) 738-4100**

For Information About	Ext.	Bldg-Room
Admissions – Automated Menu with Operator Option . . . . .	4252	2-2225
Admissions – Automated Menu Only . . . . .	4251	2-2225
Fax (Admissions and Records) . . . . .	4200	
ASSC (Student Government). . . . .	4327	6-6214
Assessment/Placement Testing . . . . .	4164	2-2233
ASTEP Program. . . . .	4217	7-7322
Automotive Technology . . . . .	4126	8-8100
Bookstore . . . . .	4211	6-6101
Business Division . . . . .	4201	8-8305
CalWORKs . . . . .	4443	2-2237
Career Center . . . . .	4337	2-2227
Cashier's Office. . . . .	4101	2-2225
Child Development Center . . . . .	7070	Bldg. 16
Cooperative Education Office . . . . .	4261	1-1210
Cosmetology . . . . .	4168/4165	PH-128
Counseling . . . . .	4317	2-2200
Disabled Students . . . . .	4280	2-2350
Emergency Medical Technology. . . . .	4284	7-7108A
EOPS/CARE . . . . .	4139/4385	2-2212
Evening College Office. . . . .	4206	2-2225
Monday – Thursday, 5:00 to 10:00 pm		
Financial Aid . . . . .	4236	2-2234
Fax (Financial Aid). . . . .	4425	
Gallery Theater. . . . .	4282	1-1132
Health Center. . . . .	4270	2-2207
Honors Transfer Program . . . . .	4412	8-8210

For Information About	Ext.	Bldg-Room
International Students Program . . . . .	4255	2-2225
Kababayan Program . . . . .	4119	8-8214
Language Arts Division . . . . .	4202	8-8112
Learning Center, The . . . . .	4144	5-5100
Library . . . . .	4311	5-5200
MESA Program . . . . .	4244	7-7309
Microcomputer Lab . . . . .	4105	2-2116
Parking . . . . .	4199	6-6106
Physical Education/Athletics/ Dance Division . . . . .	4271	3-3126
Public Information Office. . . . .	4352	1-1317
Public Safety . . . . .	4199	6-6106
Puente Program . . . . .	4146	5-5102B
Respiratory Therapy . . . . .	4457	7-7219
Scholarships . . . . .	4236	2-2234
Science/Math/Technology Division. . . . .	4221	7-7130
Skyline View, The (Student Newspaper) . . . . .	4377	8-8110
Social Science/Creative Arts Division. . . . .	4121	1-1108
STAARS. . . . .	4144	5-5100
Student Activities . . . . .	4275	6-6212
Student Services Information . . . . .	4465	2-2225
Surgical Technology . . . . .	4470	7-7209
Telecommunications Technology . . . . .	4341	2-2115
Theater . . . . .	4154	1-1108
Transcript Information . . . . .	4254	2-2225
Transfer Opportunity Center . . . . .	4232	2-2227
Veterans' Affairs . . . . .	4462	2-2225
Vice President of Instruction . . . . .	4321	1-1313
Vice President of Student Services . . . . .	4333	1-1315
Women in Transition Program . . . . .	4157	2-2313
Workforce Development, Center for . . . . .	7035	1-1221

*Individual instructors may be contacted at their campus phone extensions.*

## SUPPORT SKYLINE COLLEGE

**Donate your used vehicle to benefit Skyline students**

**SAN MATEO COUNTY COMMUNITY COLLEGES FOUNDATION**

- Specify:  Scholarships  President's Innovation Fund  
 Where the Need is Greatest



**Call (650) 574-6229 for details**

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## Residential Customer Local

# You can afford a great education at Skyline College! Take the first step and visit [www.icanaffordcollege.com](http://www.icanaffordcollege.com)

### Help Nonnative English Speakers

The English Language Institute helps nonnative English speakers understand their options, providing information translated into several languages that helps students find the best path to success. For information, email [skyeli@smccd.edu](mailto:skyeli@smccd.edu) or call (650) 738-7089.

### Have Fun and Get Fit!

Enjoy quality instruction, great facilities and a non-competitive, friendly atmosphere. The Physical Education/Dance and Athletics Division accommodates students from all levels in areas such as *Combatives, Dance, Fitness, Individual Sports, Pilates, Spinning, Yoga*, and more.

Look inside under **Physical Education** for specific course offerings.

**Start Your Career  
in Biotechnology**  
Enrollment in BIOL 415  
– *Introduction to Biotechnology  
Manufacturing* is open now!

**Get Creative  
with New Evening  
Short Courses in Design**

- *Rendering with Photoshop I & II* (INTD 680SI & INTD 680SJ)
- *Quick Sketch Drawing I & II* (INTD 680SK & INTD 680SL)

See inside under **Interior Design**.

### Showcase Your Sense of Style

- FASH 156 – *Fashion Shows and Special Events*
- FASH 665SD – *Fashion Forecasting*

See inside under **Fashion Merchandising**.

### New Early Childhood Education Offerings for the Career-Minded and Parents Alike

- *Prekindergarten Learning and Development Guidelines* (ECE. 244)
- *Health, Safety and Nutrition for Young Children* (ECE. 314)
- *Advocacy in the Early Childhood Field* (ECE. 360)
- *Child, Infant, Adult CPR/AED & First Aid* (ECE. 665SH)



### What Can You Do with a Violin? Play It!

Classical, folk, jazz and more. We now offer instruction in violin. Look inside under **Music** for *Violin: Suzuki Method* (MUS. 665S6).

### Start Your Career in Telecommunications

Hardwire, wireless and mobile communications are all merging technologies. The Telecommunications and Computer Science programs offer hands-on courses. Students beginning the program should enroll in **TCOM 405 – *Electrical Fundamentals for Telecommunications***, **TCOM 100 – *Telecommunications, Networking and Wireless Technologies***, or **TCOM 480 – *Network Fundamentals (LAN)***. For those experienced in the industry, see additional courses under **Telecommunications and Network Information Technology** and **Computer Science**.

### Learn to Use Geographic Information Systems (GIS)

**Geography 301, 302 and 303** will train you to use ArcView GIS software, used in many occupations. Enhance your skills for a current job or prepare for a new one.



### Welcome Day for New Students!

Jump Start your first semester on **Saturday, August 8, 2009**, with a day of informative and interactive workshops, lunch, live entertainment, games and prizes! A wonderful opportunity for new students and their families to experience the campus and connect with Skyline's great faculty/staff. **Join Us!**

For more information, please go to: [www.skylinecollege.edu](http://www.skylinecollege.edu).

### *New Smoke-Free Policy*

*Skyline College is committed to providing students, employees and guests with a safe and healthy environment. Based on this commitment, the College is implementing a new smoking policy beginning this Fall semester. Smoking is now only permitted in designated areas in parking lots around campus.*